

ILLINOIS EASTERN COMMUNITY COLLEGES

BOARD OF TRUSTEES

IECC Board of Trustees Meeting

Tuesday, June 16, 2026



Location:

**Banquet Room - Olney Central College
305 N. West Street
Olney, IL 62450**

**Dinner – 5:30 p.m.
Meeting – 6:15 p.m.**

The mission of Illinois Eastern Community College District 529 is to deliver exceptional education and services to improve the lives of our students and to strengthen our communities.

**Illinois Eastern Community Colleges
Board Agenda**

Tuesday, June 16, 2026

6:15 p.m.

**Banquet Room - Olney Central College
305 N. West Street
Olney, IL 62450**

- | | | |
|---|-------------------|----|
| 1. Call to Order & Roll Call | Chairman Carter | |
| 2. Welcome from the Chair | Chairman Carter | |
| 3. Recognition of Visitors and Guests | President Simpson | |
| A. Visitors and Guests | | |
| B. IECCEA Representative | | |
| 4. Public Comments | | |
| 5. Reports | | |
| A. Trustees | | |
| i. Recognition of Chancellor Ryan Gower | | |
| B. Chancellor | | |
| 6. Approval of Consent Agenda | Chancellor Gower | |
| A. Disposition of Minutes | | 6 |
| B. 2026-2027 Academic Catalog | | 13 |

C.	MOU Richland Co. Health Office / OCC	14
D.	RAMP FY '28	17
E.	Bid Exception FCC Athletic Facility	22
F.	Bid Exception Dell Computers	36
G.	Automotive Technology Fee	58
H.	Building & Maintenance Fund Resolution	59
I.	Inter-Fund Loans Resolution	61
J.	Payment of Accrued Bills	63
K.	Facility / Lease Agreements	64
L.	Working Cash Fund Resolution	67
M.	Affiliation Agreements	69
i.	Negotiated Clinical Agreements	71
ii.	Standard Clinical Agreements	93
iii.	Non-Standard Clinical Agreements	97
7.	Action on Items Removed from Consent Agenda	Chancellor Gower

8. Policy First Reading (and Possible Approval)	Chancellor Gower	
A. Policy 100.45 Defense and Indemnification / Deletion of 100.19		100
9. Policy Second Reading	Chancellor Gower	
A. None.		
10. Staff Recommendations for Approval		
A. IECC Campus / Division Logos	Chancellor Gower	103
B. Auxiliary Cash Management and Athletics Sinking Fund Operating Procedure	Chancellor Gower	106
C. Acceptance of FY '27 Financial Planning & Bond Framework	Chancellor Gower	109
D. Revision of August 2026 Board Meeting Location	Chancellor Gower	111
E. Chancellor Vehicle Budget & Procurement Authorization	Chancellor Gower	113
F. Renewal of Property, Casualty, and Liability Insurance Coverage	Chancellor Gower	114
G. AY 27-28 Moving Forward Strategic Plan & Operational Framework	Chancellor Gower	115
11. Bid Committee Report	Chancellor Gower	142

A.	LTC Asphalt Parking / Drive Seal Coating	
12.	District Finance	Mr. Hawkins
A.	Financial Report	153
B.	Approval of Financial Obligations	
13.	Executive Session	Chancellor Gower
A.	2(c)(3) Filling a Public Office	
14.	Approval of Executive Session Minutes	Chancellor Gower
A.	Written Executive Session Minutes	
B.	Audio Executive Session Minutes	
C.	Semi-Annual Review of Executive Session Minutes	162
15.	Approval of Personnel Report	Mrs. McDowell 164
16.	Litigation	Chancellor Gower
17.	Adjournment	

1. Call to Order & Roll Call – Chairman Gary Carter called the meeting to order at 6:15 p.m. and directed Board Secretary Sonja Holtz to call the roll.

Susan Batchelor:	Present
Roger Browning:	Present
Gary Carter:	Present
Samantha Coomer (Student Trustee):	Present
Brenda Culver:	Present
John McLaughlin:	Present
Jan Ridgely:	Present
Barbara Shimer:	Present

Present: 8.

(Note: In accordance with Board of Trustees Policy No. 100.4, the student trustee shall have an advisory vote, to be recorded in the Board Minutes. The advisory vote may not be counted in declaring a motion to have passed or failed.)

Also present at this meeting, in addition to trustees:

Ryan Gower, Chancellor
Cathy Robb, Vice Chancellor of Academic Affairs
Sharmila Kakac, FCC President & Vice Chancellor of Business & Industry
Tona Ambrose, LTC President & Vice Chancellor of Institutional Outreach
Chris Simpson, OCC President & Vice Chancellor of Business Operations
Matt Fowler, WVC President & Vice Chancellor of Student Affairs
Ryan Hawkins Chief Financial Officer/Treasurer
Andrea McDowell, Executive Director of Human Resources
Paul Tait, Chief Information Officer
Sonja Holtz, Board Secretary

2. Welcome from the Chair – Chairman Carter welcomed all who were present for the meeting.

3. Recognition of Visitors and Guests

3.A. Visitors and Guests – Rod Harmon, Nixie Hnetkovsky, Steve Hnetkovsky, Amber Malone, Samantha Adams, Dustin Wiggins, & Mike Shimer.

3.B. IECCEA Representative – Nixie Hnetkovsky reported no updates from IECCEA.

4. Public Comments - None

5. Reports

5.A. Trustees – Trustee Culver reported that she received an email from former Student Trustee Guadalupe Amicone stating that she had earned her Bachelor’s degree and doing well.

5.A.i. Recognition of Trustee Barbara Shimer – The Board recognized Trustee Barbara Shimer for her service to the Board of Trustees and the IECC district. Mrs. Shimer helped shape countless lives through music, theater, and service spanning decades, from student to instructor to trustee.

5.A.ii. Declaration of Board Vacancy – The Board is seeking someone to fill the remainder of Mrs. Shimer’s term through spring 2027.

5.B. Chancellor – In addition to his submitted electronic report, Chancellor Gower expressed his sympathy for Oakland City University as the institution addresses significant financial and operational challenges. Chancellor Gower also noted that graduation ceremonies were well attended and successful, recognizing 695 candidates for graduation across the District, ranging in age from 16 to 60. Chancellor Gower announced his plans to retire from Illinois Eastern Community Colleges, effective Summer 2026.

5.C. Facilities & Technology Survey Presentation – Program Director of Institutional Assessment & Effectiveness Brandon Weger presented the results of the Spring 2026 IECC Facilities & Technology Survey that was conducted March 23 through April 4, 2026, and generated 306 responses Districtwide, including 288 facilities responses and 284 technology responses.

6. Approval of Consent Agenda

Motion to approve the consent agenda as presented. This motion, made by John McLaughlin and seconded by Brenda Culver, Carried.

Susan Batchelor: Yea, Roger Browning: Yea, Gary Carter: Yea, Samantha Coomer (Student Trustee): Yea, Brenda Culver: Yea, John McLaughlin: Yea, Jan Ridgely: Yea, Barbara Shimer: Yea

Yea: 7, Nay: 0

6.A. Disposition of Minutes – Open meeting minutes as prepared for the regular meeting held on April 21, 2026 and special meeting held on May 11, 2026.

6.B. Policy 200.4 IT Remote Access – The second reading was waived and minor revisions to further define its scope and clarify expectations were presented for approval. **Document Registry 26-05-01**

6.C. Policy 500.46 Term Honors – The second reading was waived and this new policy that formalizes IECC’s longstanding practice of recognizing student academic achievement during the Fall and Spring terms was presented for approval. **Document Registry 26-05-02**

6.D. 2026 IECC Facilities & Technology Survey Results – The results of the Spring 2026 IECC Facilities & Technology Survey and introduces KPI 3.4 – Ready to Deliver, the District’s annual measure of infrastructure readiness to support instruction and operations were presented for approval. **Document Registry 26-05-03**

6.E. Affiliation Agreements – Chancellor Gower recommended approval of the affiliation agreements with the following:

6.E.i. Alton Physical Therapy

6.E.ii. InLine Physical Therapy

6.E.iii. Union Hospital, Inc.

6.E.iv. Crawford Memorial Hospital

7. Action on Items Removed from Consent Agenda - None

8. Policy First Reading (and Possible Approval)

8.A. Policy 800.14 Guided Pathways

Motion to waive a second reading and approve Guided Pathways Policy 800.14 as presented.

Document Registry 25-05-04 This motion, made by Samantha Coomer and seconded by Susan Batchelor, Carried.

Susan Batchelor: Yea, Roger Browning: Yea, Gary Carter: Yea, Samantha Coomer (Student Trustee): Yea, Brenda Culver: Yea, John McLaughlin: Yea, Jan Ridgely: Yea, Barbara Shimer: Yea

Yea: 7, Nay: 0

9. Policy Second Reading

9.A. Policy 100.44 Trustee Onboarding & Orientation

Motion for second reading and approval of Policy 100.44, Trustee Onboarding and Orientation, as presented. **Document Registry 26-05-05** This motion, made by John McLaughlin and seconded by Roger Browning, Carried.

Susan Batchelor: Yea, Roger Browning: Yea, Gary Carter: Yea, Samantha Coomer (Student Trustee): Yea, Brenda Culver: Yea, John McLaughlin: Yea, Jan Ridgely: Yea, Barbara Shimer: Yea

Yea: 7, Nay: 0

10. Staff Recommendations for Approval

10.A. MOU Crawford Co. Development Association / IECC "618 Project"

Motion to approve a Memorandum of Understanding between IECC/Lincoln Trail College and the Crawford County Development Association in support of "The 618 Project", a collaborative initiative focused on expanding community engagement, business development, and educational opportunities in Crawford County. **Document Registry 26-05-06** This motion, made by Susan Batchelor and seconded by Brenda Culver, Carried.

Susan Batchelor: Yea, Roger Browning: Yea, Gary Carter: Yea, Samantha Coomer (Student Trustee): Yea, Brenda Culver: Yea, John McLaughlin: Yea, Jan Ridgely: Yea, Barbara Shimer: Yea

Yea: 7, Nay: 0

10.B. IECC Athletic Standardization

Motion to accept a districtwide intercollegiate athletics staffing model as part of IECC's ongoing Equity in Athletics initiative. The model establishes more consistent and sustainable staffing expectations across campuses while supporting equitable resource allocation and long-term operational planning. **Document Registry 26-05-07** This motion, made by Barbara Shimer and seconded by Samantha Coomer (Student Trustee), Carried.

Susan Batchelor: Yea, Roger Browning: Yea, Gary Carter: Yea, Samantha Coomer (Student

Trustee): Yea, Brenda Culver: Yea, John McLaughlin: Yea, Jan Ridgely: Yea, Barbara Shimer: Yea
Yea: 7, Nay: 0

10.C. Perkins FY2027 Grant

Motion to approve the submission of IECC's FY27 Perkins Postsecondary Grant budget to the Illinois Community College Board to support career and technical education programs across the District, with a focus on welding initiatives. This motion, made by Brenda Culver and seconded by Susan Batchelor, Carried.

Susan Batchelor: Yea, Roger Browning: Yea, Gary Carter: Yea, Samantha Coomer (Student Trustee): Yea, Brenda Culver: Yea, John McLaughlin: Yea, Jan Ridgely: Yea, Barbara Shimer: Yea
Yea: 7, Nay: 0

10.D. Bid Exception Under ILCS 805/3-27

Motion to approve the purchase of a reality simulation system through IECC's Postsecondary Perkins Grant to enhance training opportunities within Allied Health career and technical education programs. This motion, made by Roger Browning and seconded by Barbara Shimer, Carried.

Susan Batchelor: Yea, Roger Browning: Yea, Gary Carter: Yea, Samantha Coomer (Student Trustee): Yea, Brenda Culver: Yea, John McLaughlin: Yea, Jan Ridgely: Yea, Barbara Shimer: Yea
Yea: 7, Nay: 0

10.E. Ellucian Contract Renewal

Motion to approve a one-year renewal agreement with Ellucian for continued use of the Banner enterprise resource planning system while administration continues evaluating long-term technology and contract options for the District. This motion, made by John McLaughlin and seconded by Brenda Culver, Carried.

Susan Batchelor: Yea, Roger Browning: Yea, Gary Carter: Yea, Samantha Coomer (Student Trustee): Yea, Brenda Culver: Yea, John McLaughlin: Yea, Jan Ridgely: Yea, Barbara Shimer: Yea
Yea: 7, Nay: 0

10.F. FY27 Non-Bargaining Unit VSIP

Motion to authorize administration to implement a voluntary separation incentive program for eligible full-time non-bargaining unit employees as part of IECC's ongoing organizational alignment and operational restructuring efforts. This motion, made by Roger Browning and seconded by Barbara Shimer, Carried.

Susan Batchelor: Yea, Roger Browning: Yea, Gary Carter: Yea, Samantha Coomer (Student Trustee): Yea, Brenda Culver: Yea, John McLaughlin: Yea, Jan Ridgely: Yea, Barbara Shimer: Yea
Yea: 7, Nay: 0

11. Bid Committee Report

11.A. None.

12. District Finance

12.A. Financial Report

12.B. Approval of Financial Obligations

Motion to approve payment of district obligations for April 2026 in the total amount of \$1,569,982.81. This motion, made by Jan Ridgely and seconded by Roger Browning, Carried.
Susan Batchelor: Yea, Roger Browning: Yea, Gary Carter: Yea, Samantha Coomer (Student Trustee): Yea, Brenda Culver: Yea, John McLaughlin: Yea, Jan Ridgely: Yea, Barbara Shimer: Yea
Yea: 7, Nay: 0

13. Executive Session

Motion to enter executive session at 8:13 p.m. This motion, made by Brenda Culver and seconded by Jan Ridgely, Carried.

Susan Batchelor: Yea, Roger Browning: Yea, Gary Carter: Yea, Samantha Coomer (Student Trustee): Yea, Brenda Culver: Yea, John McLaughlin: Yea, Jan Ridgely: Yea, Barbara Shimer: Yea

Yea: 7, Nay: 0

Motion to exit Executive Session at 8:59 p.m. This motion, made by Brenda Culver and seconded by Susan Batchelor, Carried.

Susan Batchelor: Yea, Roger Browning: Yea, Gary Carter: Yea, Samantha Coomer (Student Trustee): Yea, Brenda Culver: Yea, John McLaughlin: Yea, Jan Ridgely: Yea, Barbara Shimer: Yea

Yea: 7, Nay: 0

13.A. 2(c)(1) Employment/Appointment Matters

13.B. 2(c)(2) Collective Negotiating Matters

13.C. 2(c)(12) Litigation

14. Approval of Executive Session Minutes

Motion to approve the minutes of the closed executive session held on April 21, 2026. This motion, made by Samantha Coomer and seconded by Brenda Culver, Carried.

Susan Batchelor: Yea, Roger Browning: Yea, Gary Carter: Yea, Samantha Coomer (Student Trustee): Yea, Brenda Culver: Yea, John McLaughlin: Yea, Jan Ridgely: Yea, Barbara Shimer: Yea

Yea: 7, Nay: 0

15. Approval of Personnel Report

400.1 Employment of Personnel

1. Kaitlyn Lasswell, English Composition/Literature Instructor, WVC, Academic Affairs effective August 12, 2026
2. Ben Morgan, Temporary, Non-Bargaining, Full-time Automotive Instructor, OCC, Academic Affairs effective August 12, 2026 – May 14, 2027
3. Will Bookhout, Welding Instructor, OCC, Academic Affairs effective August 12, 2026

4. Jessica Daugherty, Head Women's Volleyball Coach & Enrollment Management Coordinator, LTC, Institutional Outreach effective May 26, 2026
5. Douglas Green, Groundskeeper/Custodian, FCC, effective May 26, 2026
6. Alecis Mecum, Custodian, OCC, effective May 26, 2026

400.2 Change in Status

1. Heather Watts, Administrative Assistant to the Dean to Interim Administrative Assistant to the President/Vice Chancellor of Institutional Outreach & Dean, LTC, Institutional Outreach effective May 26, 2026
2. Jade Montgomery, Head Softball Coach & Bookstore Manager, WVC to Head Softball Coach & Enrollment Management Coordinator, WVC, Institutional Outreach effective July 6, 2026
3. Rachel Dollahan, TRIO Upward Bound Academic Counselor, LTC, Institutional Outreach to Director of Learning Commons, LTC, Student Affairs effective May 26, 2026

400.3 Reduction in Force

1. Taylor Newlin, Food Services Manager, LTC, effective May 15, 2026

400.4 Resignation Ratification(s)

1. Terrance McGee, Head Men's Basketball Coach, WVC, effective May 11, 2026
2. Quianna McGee, Coordinator of Marketing & Communications, WVC, Institutional Outreach effective May 15, 2026
3. Brock Plassman, TRIO Upward Bound Academic Counselor, WVC, Institutional Outreach effective May 9, 2026
4. Caleb Kamplain, TRIO Student Support Services Academic Advisor, LTC, Institutional Outreach effective June 5, 2026

400.5 Retirement Ratification

1. Jackie Shamhart, Administrative Assistant to the President/Vice Chancellor of Institutional Outreach, LTC, Institutional Outreach effective April 30, 2026
2. Joe Myers, MIT Instructor, Business & Industry effective July 1, 2026

3. Tracy Robinson, Coordinator of International Admissions & Compliance, WVC, Student Affairs effective June 30, 2026
4. Bobby Moyes, Information Systems Technician, WVC, effective August 31, 2026

Motion to approve the personnel report as presented. This motion, made by John McLaughlin and seconded by Barbara Shimer, Carried.

Susan Batchelor: Yea, Roger Browning: Yea, Gary Carter: Yea, Samantha Coomer (Student Trustee): Yea, Brenda Culver: Yea, John McLaughlin: Yea, Jan Ridgely: Yea, Barbara Shimer: Yea

Yea: 7, Nay: 0

16. Litigation

17. Adjournment

Motion to adjourn at 9:08 p.m. This motion, made by Barbara Shimer and seconded by Roger Browning, Carried.

Susan Batchelor: Yea, Roger Browning: Yea, Gary Carter: Yea, Samantha Coomer (Student Trustee): Yea, Brenda Culver: Yea, John McLaughlin: Yea, Jan Ridgely: Yea, Barbara Shimer: Yea

Yea: 7, Nay: 0

Approved: Chairman: _____

Secretary: _____

MEMORANDUM

TO: Board of Trustees
FROM: Ryan Gower
DATE: June 16, 2026
RE: 2026 – 2027 IECC Academic Catalog

The District's academic catalog serves as the official reference for courses, programs, and student-facing policies. It is a vital resource for advising teams, high school counselors, and transfer institutions

Throughout the year, the Board and Administration act on numerous items—such as academic programs, tuition rates, grading policies, and more—that shape the contents of the catalog. These approved changes are documented in the Catalog Change Log and are incorporated into the next academic year's edition. Updates affecting the current year are also posted as addenda on the IECC website.

For the 2026 – 2027 academic year, 465 printed copies will be produced at an estimated cost of \$3,871. A digital link to the full 2026 – 2027 catalog has been provided, along with the Catalog Change Log. Catalog production and website placement have been approved by the Strategic Engagement Planning Council.

I ask for the Board's approval to print the 2026 – 2027 IECC academic catalog and to post it on the IECC website.

RG

MEMORANDUM

To: Board of Trustees

From: Ryan Gower

Date: June 16, 2026

RE: MOU Richland County Health Office / OCC

Illinois Eastern Community Colleges (OCC) and the Richland County Health Office annually update a Memorandum of Understanding (MOU) between the two entities. This MOU provides access to the Olney Central College gymnasium and parking lot as a location to distribute medication and/or vaccinations in the event of an emergency.

The MOU has been reviewed by SEPC and approved. I ask the Board of Trustees to approve the MOU.

RG/sc

Attachment



Richland County TB & Public Health Office

208 E. Main St.

Olney, IL 62450

Phone: (618) 392-6241 | Fax: (618) 393-4078

Email: rcho@richlandcounty.illinois.gov

Office Hours: Mon–Thurs, 8AM – 12PM & 1PM – 5PM

Memorandum Of Understanding (MOU)

BETWEEN

RICHLAND COUNTY TB & PUBLIC HEALTH OFFICE

AND

OLNEY CENTRAL COLLEGE (OCC)

- I. **General Purpose:** To provide the Richland County TB & Public Health Office use of their gym and parking area adjacent to the gym for dispensing of medications or vaccines in the event of emergency/disaster event.

It is the intent of this agreement to:

A. Define the responsibilities and information needed to carry out this agreement.

II. **Responsibilities of each agency:**

A. Richland County TB & Public Health Office will:

1. Give 24-48 hour notice to specified OCC individual(s) of the intent to distribute meds/vaccines from their facility.
2. Give information of the extent of the situation and time needed to carry out distribution.
3. Give OCC staff & immediate families priority of distribution from a list provided by OCC that includes names of employees and names of immediate family members.
4. Provide the following 24/7 phone number contact information to OCC representatives.
Heather Curtis, NP-C Richland County TB & Public Health Office Administrative Nurse Practitioner
Office phone: 618-392-6241
Cell phone: 334-332-0598

B. Olney Central College will:

1. Provide Richland County TB & Public Health Office with 24/7 names and phone number contact information in the event of an emergency event.
2. Provide basic floor plans of the grounds and facility for assessment of safety and traffic flow before any emergency event takes place.
3. Provide help in setting up distribution area, such as organizing tables, chairs, waste receptacles, etc.

This document is a statement of understanding and is not intended to create binding or legal obligation on either party. Review of this agreement will be done annually. This agreement may be terminated by either party upon thirty (30) days written notice.

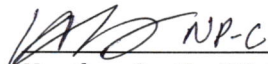
Agreed to and accepted by:

Ryan Gower
Chancellor, IECC District #529

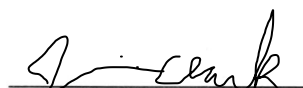
Date: _____

Chris Simpson
President, Olney Central College

Date: _____

 NP-C
Heather Curtis, NP-C
Richland County TB & Public Health Office

Date: _____


Jessica Clark
Coordinator Richland County EMA

Date : 5/15/26

MEMORANDUM

TO: Board of Trustees

FROM: Ryan Gower

DATE: June 16, 2026

RE: Resource Allocation and Management Plan (RAMP) – Fiscal Year 2028

Each year, Illinois community college districts are required to submit a Resource Allocation and Management Plan (RAMP) to the Illinois Community College Board (ICCB) and the Illinois Board of Higher Education (IBHE). RAMP identifies the District's capital project priorities and supports long-term planning for facilities that align with our educational mission and student needs. Projects included in the RAMP are eligible for state capital funding and must be resubmitted annually to maintain eligibility and priority ranking.

For Fiscal Year 2028, Illinois Eastern Community Colleges is submitting a capital improvement request focused on restroom accessibility and ADA compliance. This project proposes significant upgrades to existing restroom facilities across the District to ensure compliance with current Americans with Disabilities Act (ADA) standards and to improve access and usability for students, employees, and visitors.

Many of our restrooms, particularly those located in older campus buildings, have not been updated in decades and do not meet modern accessibility requirements. This initiative represents a long-overdue step toward creating a more inclusive and welcoming environment for all who visit and attend IECC campuses.

The project is estimated at \$11,500,000 with the State of Illinois providing 75%. The local share would be \$2,875,000. Funding would only be required if the project is selected and awarded by the State.

While the RAMP process does not prohibit the submission of multiple projects, community college districts are strongly encouraged to identify and submit a single, well-justified capital request each year. This approach increases the likelihood of state review, improves competitiveness in the statewide priority rankings, and reflects best practice in long-term capital planning. Broader infrastructure needs remain under review through IECC's internal facilities planning processes and may be advanced in future cycles as scope, readiness, and funding feasibility align.

I request the Board's approval of the RAMP Fiscal Year 2028 submission as presented.

RG/akb

Attachment



Capital Project Application

Complete one application for each project.

District/College: Illinois Eastern Community Colleges

District #: 52901

5 Digit Code (e.g., 50101)

ICCB Project # Identifier: 529-01R2028-1

District #, type (NC, R, SP, U, SI or DF), Fiscal Year – District Ranking # (e.g., 500-01NC2021-1)

Project Type: Remodel

(New Construction, Remodel, Site Purchase, Utilities, Site Improvement and Deferred Maintenance)

Project Title: ADA Improvements to Public Restrooms and Other Capital Improvements

District Project Rank # (1 of 3): 1

(Top 3 receive full prioritization points, 4 and beyond are reduced progressively)

Estimated Local Funds:

\$2,875,000

(25% minimum)

Estimated State Funds:

\$8,625,000

Estimated Total Funds:

\$11,500,000

Budget Detail

BLDGS, ADDITIONS, AND/OR STRUCTURES:

LAND:

EQUIPMENT:

UTILITIES:

REMODELING & REHABILITATION:

\$11,500,000

SITE IMPROVEMENTS:

PLANNING:

Other:

TOTAL Funds Requested:

\$11,500,000

Project Scope:

The mission of Illinois Eastern Community Colleges District #529 (the District) is to deliver exceptional education and services to improve the lives of our students and strengthen our communities. It is the belief of the District, that in order to fulfill this mission, all individuals attending our campus for any reason should have access to all features and facilities that the District maintains. Unfortunately, funding has not been available to accomplish any improvements or updates to existing restroom space to bring it into compliance with existing regulations. Additionally, under 28 CFR Section 35, a public entity shall maintain facilities in a manner that allow individuals with disabilities to use and access features that are required to be readily accessible. It is the desire of the District to meet this requirement.

The District has an estimated 19,500 square feet of restroom space at its existing locations. However, the District has a limited number of ADA compliant restrooms on its campuses. This remodel project will take our current restroom space located on each campus and ensure accessibility exists in every building. The work necessary to accomplish this would consist of a re-design of the current floor plan(s) of the existing restrooms. This re-design would include the removal and reduction of commode stalls to accommodate individuals in wheelchairs and other physical limitations. Washing sinks would require adjustment to necessary minimum heights to ensure proper access. A number of the existing wash sinks currently have exposed plumbing that require insulation or other protective barriers. Entryways to restrooms would require reconfiguration to allow for minimum width and clearance requirements as well as purchase and installation of automatic door openers to accommodate entrance to the restrooms.

Restrooms selected for this project will primarily target those used by students and guests of the District. Access to facilities, such as restrooms, improves the student and visitor experience.

Project Justification:

If project includes **Missing Core Campus Components** 1501.603 h)2); **Program Considerations** 1501.603 h)1); **Prior ICCB or State obligations** 1501.603 h)6) or **Structural Considerations** 1501.603 h)7), then please use this space for justification as this will greatly affect priority status.

Structural Considerations - 1501.603(h)(1)(A)(iv):

Project as submitted contains structural considerations in bringing facilities available to students, visitors, staff, and faculty into compliance with the accessibility requirements. Currently, facilities are accessible, but not necessarily compliant. The proposed project would bring the facilities into compliance.

Structural Considerations - 1501.603(h)(7):

As part of the overall remodel of facilities, updated commodes, sinks, and lighting would all result in energy conservation due to reduced gallons per flush, reduced leaking faucets, and motion sensor lighting.

Additional Documentation Required Prior to Funding (this will be required before funding is released):

- For New Construction please see requirements referenced in Administrative Rules section 1501.603 b).
- For Remodel and Rehab please see requirements referenced in Administrative Rules section 1501.603 c).
- For Secondary Site Purchase please see requirements referenced in Administrative Rules section 1501.603 d).

Do project criteria meet Section 1501.603 a) of ICCB Administrative Rules?☒ Yes ☐ No**Does this project have the approval of your local governing board?**☒ Yes ☐ No **Date of Board Meeting** June 16, 2026**District Contact Name:** Ryan Hawkins**District Contact Email Address:** hawkinsr@iecc.edu**District Contact Phone Number:** 618-393-2982*Signature* _____ *Date* _____

Memorandum

TO: Board of Trustees

FROM: Ryan Gower

DATE: June 16, 2026

RE: Frontier Community College Athletic Facility – Video Display

Frontier Community College Athletic Facility is currently under construction. The student and public experience during events within the gymnasium portion of the building would benefit from a large video display, shot clock, and the associated digital scorer's table. To coordinate and implement the specific utilities and mount details with the contractor during construction, it is recommended that a single source video board manufacturer be used, consistent with the scoreboards being procured as part of the construction project.

Watchfire (Danville, IL) is the proposed single source video display vendor. Watchfire would also provide a digital faced scorer's table, shot clock systems, locker room game clocks, installation, and technical/programming support as part of their contract. Purchases will be made under the Joint Purchasing Act, 30 ILCS 525/2, via IECC's participation in the Illinois Public Higher Education Cooperative (IPHEC) and Sourcewell, ensuring compliance with the Agreement and State procurement requirements.

I request Board approval to authorize purchases under 30 ILCS 525/2. The total cost under the cooperative pricing is \$100,964. Funding for this project is being provided by the Frontier Community College Foundation in partnership for this project. The Exhibit attached is Watchfire's quote order acceptance, which includes Watchfire's Sourcewell contract number, for the material and labor that would be provided.

RG/akb

Attachment

QUOTE NUMBER: 2610042.0 (Version 0) DATE: 6/2/2026

SIGN ID: 2169615 S3.9

Eastern Illinois Community Colleges 9181172

Dr. Ryan Gower, Chancellor

233 East Chestnut Street

Olney, IL 62450

618.393.2982

accountspayable@iecc.edu

Shipping Destination

Frontier Community College

2 Frontier Dr

Fairfield, IL 62837-2601

Job Site

Name: Frontier Community College

Address: 2 Frontier Dr

City: Fairfield

State: IL Zip: 62837-2601

PRODUCT SPECIFICATIONS

Pixel Pitch:	03.9mm
Pixel Matrix (HxW):	704 X 1280
Pixel Matrix (WxH):	1280 X 704
Display Orientation:	Landscape
Cabinet Size:	9ft 0.27in H x 16ft 4.85in L x 2.44in D
Viewing Area (HxW):	2750mm x 5000mm
Viewing Area (WxH):	5000mm x 2750mm
Display Faces:	1 Display
Approx. Weight:	909.00 Lbs.
Warranty:	Standard 5 Year Watchfire warranty applies.
Mfg. Lead Time:	6-8 weeks (Based on signed quote, receipt of deposit, and artwork approval - if applicable)
Electrical Service:	Refer to the Installation manual for details on wiring.
BTU:	7536

STANDARD FEATURES

Brightness	1000 NITS Maximum
Color	LED SMD 3-in-1
Energy-Consious LED	Use optional Sign Brightness Adjustment to run sign at less than 800 nits
Video	Up to 60FPS
Viewing Angles	140 Horizontal/140 Vertical

OPTIONS

Software Training	Web Based
Data Redundancy	Not Required
Data Connection	Customer Supplied Ethernet (less than 300ft, Recommend CAT6)
Content Player	Ignite Sports Rackmount (Live Video)
Wireless Tablet	Tablet w/Case, Long Range Access Point
Virtual Scoring Interface	Spectrum
Horn	Included
Backboard Lights	Standard Kit (Wireless)
Trim Kit	Included
Controller	VX1000
Display Mounting	Modular Wall Frames
Mounting Screws	Included (2x boards and Tapcons not included)
Assembly Kit	S-Series
Installation Technician	Onsite Package #1
Warranty	Standard 5-Year Parts
Ignite Sports Quick Start	Basic Starter Package
Spare Parts Kit	S3.9
Rack	12U 622.3mm Wall/Mobile

NOTES

* Sourcewell # 030223-WCH

Eastern Illinois CC District 529 (Account: #530)

(1) Display - Primary

C1

ORDER ACCEPTANCE

QUOTE VALID UNTIL 6/17/2026

System Price: 3.9mm Modular Indoor - Rear Ventilation

System Price	\$58,730.00 USD	To order Sign ID 2169615, sign here and return with down payment	
Crating & Shipping To Fairfield, IL via Indoor Signs Common LTL	Add: 807.00 USD		
Grand Total:	\$59,537.00 USD	Signature: _____	Date: _____

Buyer acknowledges that prior to executing this Agreement Buyer has read or has had the opportunity and means to review the TERMS OF SALE and Seller's LIMITED WARRANTY, SOFTWARE LICENSE, AND LIMITATION OF LIABILITIES AND REMEDIES at <https://tos.watchfiresigns.com/ToSSI02.pdf> or in the alternative, a hard copy has been provided to Buyer and its receipt is acknowledged.

This quote/offer is expressly limited to the acceptance by the buyer of its exact terms, including the terms of sale and seller's limited warranty, software license, and limitation of liabilities and remedies, all of which are a part of the agreement. Any purchase order or related documents buyer issues to seller (even if it contains terms in addition to or inconsistent with the terms of this agreement) for this transaction shall constitute buyer's unconditional agreement to be bound exclusively by the seller's terms and conditions of this agreement, and buyer hereby agrees that such additional or inconsistent terms shall not apply nor become a part of this agreement.

QUOTE NUMBER: 2610042.0 (Version 0) DATE: 6/2/2026

SIGN ID: 2169616 LRSC3.9

Eastern Illinois Community Colleges 9181172

Dr. Ryan Gower, Chancellor
233 East Chestnut Street
Olney, IL 62450
618.393.2982
accountspayable@iecc.edu

Shipping Destination

Frontier Community College
2 Frontier Dr
Fairfield, IL 62837-2601

Job Site

Name: Frontier Community College
Address: 2 Frontier Dr
City: Fairfield
State: IL Zip: 62837-2601

PRODUCT SPECIFICATIONS

Pixel Pitch:	Clk SB03.9mm LED RGB
Pixel Matrix (HxW):	128 X 128
Pixel Matrix (WxH):	128 X 128
Cabinet Size:	19.69in H x 19.69in L x 6in D
Viewing Area (HxW):	19.69in H x 19.69in L
Cabinet Style:	Double Face Front Service
Approx. Weight:	33.00 Lbs.
Warranty:	Standard 5 Year Watchfire warranty applies.
Mfg. Lead Time:	16-20 weeks (Based on signed quote, receipt of deposit, and artwork approval - if applicable)
Electrical Service:	120 VOLT 20.0 amps (10.00 per face) Single Phase Service. Refer to the Installation manual for details on wiring.
BTU:	7536

STANDARD FEATURES

Brightness	1000 NITS Maximum
Color	LED SMD 3-in-1
Energy-Conscious LED	Use optional Sign Brightness Adjustment to run sign at less than 800 nits
Video	Up to 60FPS
Viewing Angles	160 Horizontal/160 Vertical

OPTIONS

Software Training	Web Based
Clock Type	Shot Clock
Controller	Existing Ignite Sports (Clock includes HDMI splitter)
Data Connection	Customer Supplied Ethernet (less than 300ft, Recommend CAT6)
Mounting Style	TBD
Assembly Kit	Universal LRSC Kit
Installation Technician	Not Ordered
Rack	Not Ordered

NOTES

* Sourcewell # 030223-WCH
Eastern Illinois CC District 529 (Account: #530)
(2) Shot Clocks - Secondary
C1

ORDER ACCEPTANCE

QUOTE VALID UNTIL 6/17/2026

System Price: 3.9mm Locker Room / Shot Clock - Rear Ventilation

System Price	\$4,642.00 USD	To order Sign ID 2169616, sign here and return with down payment
Crating & Shipping To Fairfield, IL via Indoor Signs Common LTL	Add: 298.00 USD	
Grand Total:	\$4,940.00 USD	Signature: _____ Date: _____

Buyer acknowledges that prior to executing this Agreement Buyer has read or has had the opportunity and means to review the TERMS OF SALE and Seller's LIMITED WARRANTY, SOFTWARE LICENSE, AND LIMITATION OF LIABILITIES AND REMEDIES at <https://tos.watchfiresigns.com/ToSSI02.pdf> or in the alternative, a hard copy has been provided to Buyer and its receipt is acknowledged.

This quote/offer is expressly limited to the acceptance by the buyer of its exact terms, including the terms of sale and seller's limited warranty, software license, and limitation of liabilities and remedies, all of which are a part of the agreement. Any purchase order or related documents buyer issues to seller (even if it contains terms in addition to or inconsistent with the terms of this agreement) for this transaction shall constitute buyer's unconditional agreement to be bound exclusively by the seller's terms and conditions of this agreement, and buyer hereby agrees that such additional or inconsistent terms shall not apply nor become a part of this agreement.

QUOTE NUMBER: 2610042.0 (Version 0) DATE: 6/2/2026

SIGN ID: 2169617 ST3.9-08

Eastern Illinois Community Colleges 9181172

Dr. Ryan Gower, Chancellor

233 East Chestnut Street

Olney, IL 62450

618.393.2982

accountspayable@iecc.edu

Shipping Destination

Frontier Community College

2 Frontier Dr

Fairfield, IL 62837-2601

Job Site

Name: Frontier Community College

Address: 2 Frontier Dr

City: Fairfield

State: IL Zip: 62837-2601

PRODUCT SPECIFICATIONS

Pixel Pitch:	LED3.9mm LED RGB
Pixel Matrix (HxW):	192 X 1280
Pixel Matrix (WxH):	1280 X 192
Cabinet Size:	40.51in H x 16ft 9.67in L x 33.71in D
Viewing Area (HxW):	29.52in H x 16ft 4.85in L
Cabinet Style:	Single Face Front/Rear Service
Character Size:	0 lines / 256.0 Characters at a 0" type
Approx. Weight:	656.00 Lbs.
Warranty:	Standard 5 Year Watchfire warranty applies.
Mfg. Lead Time:	10-12 weeks (Based on signed quote, receipt of deposit, and artwork approval - if applicable)
Electrical Service:	120 VOLT 30.0 amps (30.00 per face) Single Phase Service. Refer to the Installation manual for details on wiring. Based on 4 hours of operation a day, plus or minus 10% depending on how the sign is programmed. <i>Example: 18.7 KWHrs x \$0.12 = \$2.24/Day</i>
BTU:	11304

OPTIONS

Software Training	Not Ordered
Content Player	Ignite Sports 2nd Sign (Different Resolution)
Controller	Not Included / Customer Supplied
Installation Technician	Offsite Project Management
Warranty	Standard 5-Year Parts
Pad Color	TBD
Spare Parts Kit	2 Tables

NOTES

Sourcewell # 030223-WCH

Eastern Illinois CC District 529 (Account: #530) Watchfire reserves the right to raise price if tariff rate increases between time of order and delivery. However, the customer can cancel or delay their order without penalty if a price increase is necessary.

ORDER ACCEPTANCE

QUOTE VALID UNTIL 6/17/2026

System Price: 8ft 3.9mm Scorer Table - Rear Ventilation

System Price	\$23,315.00 USD	To order Sign ID 2169617, sign here and return with down payment	
Crating & Shipping <i>To Fairfield, IL via Indoor Signs Common LTL</i>	Add: 730.00 USD		
Grand Total:	\$24,045.00 USD	Signature: _____	Date: _____

Buyer acknowledges that prior to executing this Agreement Buyer has read or has had the opportunity and means to review the TERMS OF SALE and Seller's LIMITED WARRANTY, SOFTWARE LICENSE, AND LIMITATION OF LIABILITIES AND REMEDIES at <https://tos.watchfiresigns.com/ToSSI02.pdf> or in the alternative, a hard copy has been provided to Buyer and its receipt is acknowledged.

This quote/offer is expressly limited to the acceptance by the buyer of its exact terms, including the terms of sale and seller's limited warranty, software license, and limitation of liabilities and remedies, all of which are a part of the agreement. Any purchase order or related documents buyer issues to seller (even if it contains terms in addition to or inconsistent with the terms of this agreement) for this transaction shall constitute buyer's unconditional agreement to be bound exclusively by the seller's terms and conditions of this agreement, and buyer hereby agrees that such additional or inconsistent terms shall not apply nor become a part of this agreement.

QUOTE NUMBER: 2610042.0 (Version 0) DATE: 6/2/2026

SIGN ID: 2169618 Accessory

Eastern Illinois Community Colleges 9181172

Dr. Ryan Gower, Chancellor
233 East Chestnut Street
Olney, IL 62450
618.393.2982
accounts payable@iecc.edu

Shipping Destination

Frontier Community College
2 Frontier Dr
Fairfield, IL 62837-2601

Job Site

Name: Frontier Community College
Address: 2 Frontier Dr
City: Fairfield
State: IL Zip: 62837-2601

PRODUCT SPECIFICATIONS

Pixel Pitch:	ACCXSRE N/A
Cabinet Size:	1in H x 1in L x D
Viewing Area (HxW):	1in H x 1in L
Cabinet Style:	Single Face Front Service
Character Size:	1 lines / 0.2 Characters at a 0" type
Approx. Weight:	100.00 Lbs.
Warranty:	Standard 5 Year Watchfire warranty applies.
Mfg. Lead Time:	4 weeks (Based on signed quote, receipt of deposit, and artwork approval - if applicable)
Electrical Service:	120 VOLT 1.0 amps (1.00 per face) Single Phase Service. Refer to the Installation manual for details on wiring. Based on 1 hours of operation a day, plus or minus 10% depending on how the sign is programmed. <i>Example: 0.6 KWHrs x \$0.12 = \$0.07/Day</i>

OPTIONS

Communications	Not Required
Installation Technician	Not Ordered

NOTES

* Sourcewell # 030223-WCH
Eastern Illinois CC District 529 (Account: #530)
Includes Installation of 9x16 video display, shot clocks and backboard lights by T HAM.
C1

ORDER ACCEPTANCE

QUOTE VALID UNTIL 6/17/2026

System Price: Accessory for Video Display

System Price	\$8,094.00 USD
Crating & Shipping To Fairfield, IL via Cust. Arranged (Freight Excl.)	Cust. Arranged (Freight Excl.) USD
Grand Total:	\$8,094.00 USD

To order Sign ID 2169618, sign here and return with down payment

Signature: _____ Date: _____

Buyer acknowledges that prior to executing this Agreement Buyer has read or has had the opportunity and means to review the TERMS OF SALE and Seller's LIMITED WARRANTY, SOFTWARE LICENSE, AND LIMITATION OF LIABILITIES AND REMEDIES at <https://tos.watchfiresigns.com/ToSSI02.pdf> or in the alternative, a hard copy has been provided to Buyer and its receipt is acknowledged.

This quote/offer is expressly limited to the acceptance by the buyer of its exact terms, including the terms of sale and seller's limited warranty, software license, and limitation of liabilities and remedies, all of which are a part of the agreement. Any purchase order or related documents buyer issues to seller (even if it contains terms in addition to or inconsistent with the terms of this agreement) for this transaction shall constitute buyer's unconditional agreement to be bound exclusively by the seller's terms and conditions of this agreement, and buyer hereby agrees that such additional or inconsistent terms shall not apply nor become a part of this agreement.

QUOTE NUMBER: 2610042.0 (Version 0) DATE: 6/2/2026

SIGN ID: 2169619 LRSC3.9

Eastern Illinois Community Colleges 9181172

Dr. Ryan Gower, Chancellor

233 East Chestnut Street

Olney, IL 62450

618.393.2982

accountspayable@iecc.edu

Shipping Destination

Frontier Community College

2 Frontier Dr

Fairfield, IL 62837-2601

Job Site

Name: Frontier Community College

Address: 2 Frontier Dr

City: Fairfield

State: IL Zip: 62837-2601

PRODUCT SPECIFICATIONS

Pixel Pitch:	Clk SB03.9mm LED RGB
Pixel Matrix (HxW):	128 X 128
Pixel Matrix (WxH):	128 X 128
Cabinet Size:	19.69in H x 19.69in L x 6in D
Viewing Area (HxW):	19.69in H x 19.69in L
Cabinet Style:	Double Face Front Service
Approx. Weight:	33.00 Lbs.
Warranty:	Standard 5 Year Watchfire warranty applies.
Mfg. Lead Time:	16-20 weeks (Based on signed quote, receipt of deposit, and artwork approval - if applicable)
Electrical Service:	120 VOLT 20.0 amps (10.00 per face) Single Phase Service. Refer to the Installation manual for details on wiring.
BTU:	7536

STANDARD FEATURES

Brightness	1000 NITS Maximum
Color	LED SMD 3-in-1
Energy-Consious LED	Use optional Sign Brightness Adjustment to run sign at less than 800 nits
Video	Up to 60FPS
Viewing Angles	160 Horizontal/160 Vertical

OPTIONS

Clock Type	Locker Room
Controller	Existing Ignite Sports w/Existing Splitter
Data Connection	Customer Supplied Ethernet (less than 300ft, Recommend CAT6)
Mounting Style	Wall Mount
Mounting Surface	Concrete Block (CMU)
Assembly Kit	Universal LRSC Kit
Installation Technician	Not Ordered
Rack	Not Ordered

NOTES

Sourcewell # 030223-WCH

Eastern Illinois CC District 529 (Account: #530) Watchfire reserves the right to raise price if tariff rate increases between time of order and delivery. However, the customer can cancel or delay their order without penalty if a price increase is necessary.

ORDER ACCEPTANCE

QUOTE VALID UNTIL 6/17/2026

System Price: 3.9mm Locker Room / Shot Clock - Rear Ventilation

System Price	\$4,058.00 USD	To order Sign ID 2169619, sign here and return with down payment
Crating & Shipping To Fairfield, IL via Indoor Signs Common LTL	Add: 290.00 USD	
Grand Total:	\$4,348.00 USD	Signature: _____ Date: _____

Buyer acknowledges that prior to executing this Agreement Buyer has read or has had the opportunity and means to review the TERMS OF SALE and Seller's LIMITED WARRANTY, SOFTWARE LICENSE, AND LIMITATION OF LIABILITIES AND REMEDIES at <https://tos.watchfiresigns.com/ToSSI02.pdf> or in the alternative, a hard copy has been provided to Buyer and its receipt is acknowledged.

This quote/offer is expressly limited to the acceptance by the buyer of its exact terms, including the terms of sale and seller's limited warranty, software license, and limitation of liabilities and remedies, all of which are a part of the agreement. Any purchase order or related documents buyer issues to seller (even if it contains terms in addition to or inconsistent with the terms of this agreement) for this transaction shall constitute buyer's unconditional agreement to be bound exclusively by the seller's terms and conditions of this agreement, and buyer hereby agrees that such additional or inconsistent terms shall not apply nor become a part of this agreement.

ADA COMPLIANCE FOR MOUNTING INDOOR LED DISPLAYS



Watchfire Indoor LED displays can be installed to comply with the guidelines set by the ADA Standards for Accessible Designs. Four installation methods are available, and compliance is determined by the chosen method. Contact your Watchfire representative for assistance.

The **ADA Standards for Accessible Design** are guidelines established by the U.S. Department of Justice Civil Rights Division to ensure that buildings and facilities are physically accessible to people with disabilities. Watchfire's ADA Compliance recommendations ensure that mounted LED displays are accessible and do not create barriers for individuals with disabilities in accordance with the Americans with Disabilities Act. This involves adhering to specific mounting depth, height, and placement guidelines to maintain accessibility in public space.

KEY REQUIREMENTS FOR ADA-COMPLIANT LED DISPLAYS

MOUNTING DEPTH

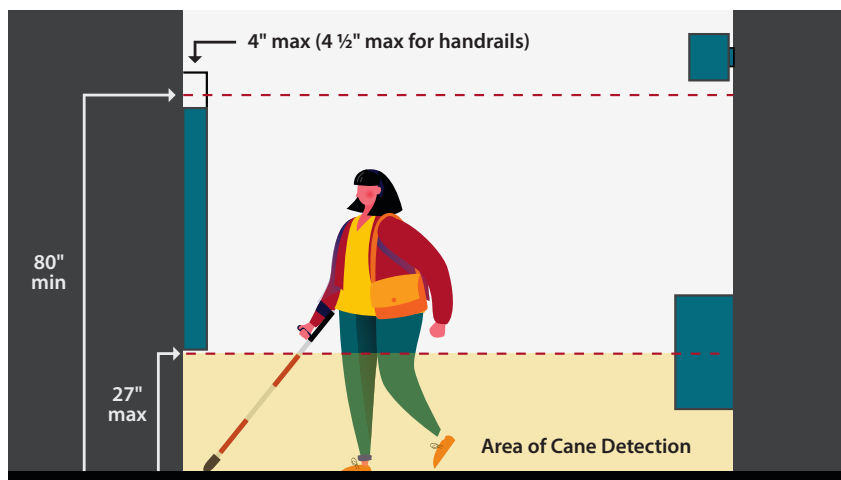
1. Wall-mounted LED displays should not protrude more than 4 inches from the wall when mounted between 27" and 80" above the floor to ensure safe passage in hallways or public spaces.

HEIGHT & PLACEMENT

1. Displays should be mounted at a height easily visible to everyone, allowing those with mobility devices or visual impairments to engage with the content.
2. Depending on the application and desired usage, the suggested height for the display's center is between 48" and 60" from the ground for optimal visibility.

BENEFITS OF ADA-COMPLIANT LED DISPLAYS

1. Ensures accessibility for all users, including individuals with disabilities.
2. Mitigates the risk of injury by aligning with guidelines related to protrusions and unobstructed pathways.
3. Fosters inclusivity in public and communal settings, such as places of worship, retail establishments, and meeting spaces.

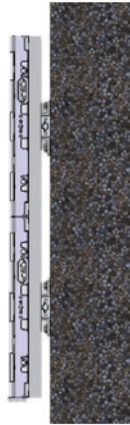


NEED ASSISTANCE?

Our team can help ensure your LED display installation meets ADA standards. Contact a Watchfire representative today for ADA-compliant mounting solutions.

1. **Modular Frame Mounted to Wall** (ADA Compliant)
3.14"D (0.9mm, 1.2mm) & 3.03"D (1.5mm, 1.9mm)

- a. This mounting method requires full structural engagement between the mounting frame and wall, such as concrete, block, and brick walls. Additional structural components like scab boards may be added to stud walls.



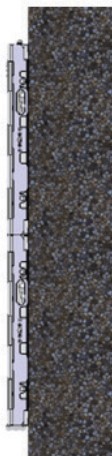
3. **Customer Supplied Steel Frame** (ADA Compliant)
3.11"D (0.9mm, 1.2mm) & 3"D (1.5mm, 1.9mm)

- a. This type of installation is typically found in overhead locations without a wall structure to mount to (e.g. large gymnasiums, malls, airports, etc.). ADA compliance is not typically required.



2. **Framing Recessed into Wall** (ADA Compliant)
1.57" D (0.9mm, 1.2mm) & 1.46"D (1.5mm, 1.9mm)

- a. This mounting style is recommended for applications where the wall structure is built or modified around the display's installation. It creates a low-profile depth with little protrusion from the wall.
- b. The wall structure may be modified to allow the display and frame to be fully recessed into the wall.



4. **Modular Frame Mounted to 2x8 Boards** (Not ADA Compliant)
4.64"D (0.9mm, 1.2mm) & 4.53"D (1.5mm, 1.9mm)

- a. This mounting method is recommended for instances when a display will be installed on an existing finished stud wall. The 2x8 boards allow for spanning across the wall studs, creating a continuous mounting surface.
- b. The use of 2x8 boards is also recommended in applications where the wall surface does not meet the recommended flatness.



NEED ASSISTANCE?

Our team can help ensure your LED display installation meets ADA standards. Contact a Watchfire representative today for ADA-compliant mounting solutions.

watchfire 	RF-1868 Watchfire Sign Terms of Sale – S&I		REVISION:	2.0	REVISION DATE:	July 2025
	DOCUMENT OWNER:	Finance	PROCESS OWNER:	Finance		

Watchfire Signs, LLC – SIGN TERMS OF SALE

These Sign Terms of Sale (these “Terms of Sale”) are subject to change without notice. All transactions for a System (as defined below) sold or otherwise provided by Watchfire Signs, LLC (“Watchfire”) are subject to the latest published terms and conditions (including, without limitation, these Terms of Sale and Equipment Financing Supplement, if any) which may be contained or incorporated in applicable Watchfire quotations (each, a “Quotation”), including, without limitation, each Digital Billboard Quote issued by Watchfire. Such Quotation from Watchfire to the applicable purchaser (“Buyer”), which Quotation was accepted by Buyer (whether by handwritten or electronic signature on behalf of Buyer, clicking or checking “accept” in digital format, or by other comparable manifestation of acceptance), and the Terms of Sale, Equipment Financing Supplement, Warranty Terms as in effect on the date of the Quotation (the “Warranty Terms”) (a copy of which is available at https://www.watchfiresigns.com/Standard_Warranty_Terms), and all other terms and conditions contained or incorporated therein collectively comprise the “Agreement.” In accepting a Quotation, Buyer acknowledges that it has read, understands, and agrees to the terms and conditions of the Agreement. In the event of any conflict or inconsistency between any document forming part of the Agreement, the following order of priority shall apply: (i) first, any addendum or amendment to the Quotation which is executed by each of Watchfire and Buyer; (ii) second, the Quotation; (iii) third, these Terms of Sale; and (iv) lastly, any other written agreement (including any “click through” agreement provided by Watchfire with respect to the software) executed by each of Watchfire and Buyer. Notwithstanding the foregoing, (1) Watchfire’s End-User License Agreement (“EULA”) shall control Buyer’s use of and Watchfire’s obligations related to any Watchfire software (a copy of which is available at <https://www.watchfiresigns.com/EULA>) and (2) the Warranty Terms shall control with respect to Buyer’s rights and Watchfire’s obligations related to any warranty.

For purposes of clarity, Watchfire rejects any and all modified or additional terms within Buyer’s purchase order or similar documents which are not executed and expressly accepted by Watchfire. A “System” means all products and services sold or otherwise provided by Watchfire to Buyer under the Agreement.

Quotation. A Quotation shall be valid and capable of acceptance and execution by Buyer for no more than fifteen (15) calendar days from its date of issuance by Watchfire, unless otherwise stated in the Quotation, at which point it shall automatically expire and be void. Without limiting the foregoing, any Quotation is subject to change or revocation by Watchfire at any time upon notice to Buyer prior to the later of (i) execution of the Quotation by Buyer or (ii) Buyer’s payment to Watchfire of the deposit contemplated below. Buyer is obligated to review the Quotation carefully and to immediately advise Watchfire of any discrepancies or errors. Changes to the System or any portion thereof after acceptance of a Quotation are valid only when in a writing executed by both Watchfire and Buyer.

Terms of Payment. Upon Buyer’s execution of a Quotation, Buyer shall make a non-refundable minimum deposit of one-half of the System Price reflected in such Quotation. The remainder of the System Price must be paid by Buyer no later than ten (10) Business Days prior to the Shipment Date. The System Price does not include any construction or installation of the System (unless otherwise contemplated by the Quotation and the Scope of Work (as defined below) incorporated therein), which are solely the responsibility of Buyer. An additional charge of \$100.00 shall be immediately due and paid by Buyer if any check, electronic check, or ACH transfer by Buyer is returned by Buyer’s bank as not honored for payment for any reason. In the event of any dishonored payment of Buyer, future checks, electronic checks, or ACH transfers from Buyer may not be accepted as payment for future orders, in Watchfire’s sole discretion. In the event Buyer fails to timely pay Watchfire any amount owing pursuant to the Agreement, Watchfire may, in its sole and absolute discretion, without limiting any other rights: (a) suspend its performance pursuant to the Agreement until all such payment obligations are fulfilled; (b) suspend or caused to be suspended System access, which may not be restored until all such payment obligations are fulfilled; (c) void and terminate the Agreement in the event of Buyer’s failure to pay all or any part of the non-refundable minimum deposit, while retaining any funded portion thereof; (d) charge to Buyer interest on any unpaid amount at the rate equal to the lesser of eighteen percent (18%) per annum or the maximum amount permissible pursuant to applicable law; and (e) recover any amounts owing to Watchfire by Buyer from any amounts paid by Buyer to Watchfire (including any down payment). Each of the foregoing remedies are cumulative and not exclusive of each other. In addition to amounts otherwise owing by Buyer (including any interest assessed by Watchfire pursuant to the Agreement), Buyer also agrees to pay all of Watchfire’s fees and costs of collection including, without limitation, Watchfire’s attorneys’ fees and costs.

Shipment Date; Delivery Date. Within ten (10) Business Days after Watchfire’s receipt of the deposit (such date of receipt of the deposit, the “Deposit Payment Date”), Buyer shall provide Watchfire with written notice of its requested date of shipment of the portions of the System which are tangible personal property, which requested date shall not be earlier than the date which follows the Deposit Payment Date by the Manufacturing Lead Time referenced on the Quotation unless Watchfire agrees to the contrary in writing. Watchfire will promptly respond to Buyer in writing to confirm the date of shipment of the portions of the System which are tangible personal property (such confirmed date of shipment, the “Shipment Date”). The Shipment Date shall have a corresponding date of delivery (the “Delivery Date”), which will be determined using the average transit time to destination determined by Buyer. Buyer must confirm to Watchfire in writing Buyer’s readiness for shipment of the System on the Shipment Date and, accordingly, readiness for delivery of the System on the Delivery Date no later than fifteen (15) Business Days prior to the Shipment Date. If (i) Buyer fails to timely confirm to Watchfire in writing no later than fifteen (15) Business Days prior to the Shipment Date Buyer’s readiness for shipment of the System on the Shipment Date and readiness for delivery of the System on the Delivery Date or (ii) there is a Buyer Delay (as defined below), then in either such event Watchfire reserves the right, without limiting its other rights (including the rights noted under the “Shipping and Delivery Delays” heading below), to suspend its performance pursuant to the Agreement until Buyer provides Watchfire with such written confirmation, and in such case the Agreement shall be subject to corresponding equitable adjustments to time periods and the adjustments to the System

watchfire 	RF-1868 Watchfire Sign Terms of Sale – S&I		REVISION:	2.0	REVISION DATE:	July 2025
	DOCUMENT OWNER:	Finance	PROCESS OWNER:	Finance		

Price contemplated herein. For purposes of clarity, the Shipment Date and the Delivery Date may not be amended to earlier dates without the prior written agreement of each of Watchfire and Buyer, which agreement may be withheld in either party's sole discretion.

Shipping and Delivery Delays. As an increase to the System Price, Buyer agrees to pay Watchfire an additional \$5,000 (the "Delay Payment") in the event Buyer provides Watchfire with written notice during the fifteen (15) Business Day period prior to the Shipment Date of a delay of more than one (1) Business Day in the Shipment Date (or the corresponding Delivery Date) (in any such case, a "Buyer Delay"), unless Buyer demonstrates to Watchfire's reasonable satisfaction that such rescheduling or delay was the result of a Buyer Force Majeure Event (as defined below) (in which case Buyer's obligation to pay the Delay Payment shall be waived). "Buyer Force Majeure Event" means any of the following acts, events or conditions beyond the reasonable control of Buyer which, despite Buyer's reasonable efforts to prevent, avoid, delay, or mitigate such acts, events or conditions, prevents or delays Buyer's performance and/or the Shipment Date: epidemic or pandemic not existing or of severity greater than as existing on the date of Buyer's execution of the Quotation, embargos, quarantines, viruses, strikes, material labor problems, governmental orders, acts of terrorism, parts or material unavailability, transportation failures, accidents, fires, war, natural disaster, and acts of God. The parties intend that the Delay Payment constitutes compensation, and not a penalty. The parties acknowledge and agree that Watchfire's harm caused by a Buyer Delay would be impossible or very difficult to accurately estimate at the time of the Quotation, and the Delay Payment is a reasonable estimate of the anticipated or actual harm that might arise from such a Buyer Delay, including for damages to Watchfire from increased manufacturing, shipping, material storage, and field rescheduling expenses. Buyer's payment of the Delay Payment is Buyer's sole liability and entire obligation and Watchfire's exclusive remedy for a Buyer Delay resulting in a delay in the initial, confirmed Shipment Date or the corresponding Delivery Date, subject to the remaining provisions under this "Shipping and Delivery Delays" heading. Further, if the System is substantially complete and, due to a Buyer Delay, is stored in Watchfire's facility beyond twenty (20) Business Days following the initial, confirmed Shipment Date, then Buyer shall thereafter pay on a monthly basis (and earlier upon the due date for the remainder of the System Price) a storage fee of \$500 per month in which the System is stored in Watchfire's facility. The foregoing storage fee obligation is in addition to the Delay Payment and Watchfire's right to terminate the Agreement upon the failure of the Shipment Date to occur within six (6) months after Buyer's execution of a Quotation.

In the event that, after the Shipment Date and prior to delivery, the Delivery Date (or the time of delivery on the Delivery Date) is delayed due to the request, action, or inaction of Buyer, then Buyer shall pay to Watchfire any costs or expenses incurred by Watchfire with respect to a System to the extent resulting from such delay in the Delivery Date (including, without limitation, delays at port, delays on the jobsite greater than 2 hours, delays at the terminal, etc.). Any such costs and expenses pursuant to the foregoing sentence must be paid by Buyer within five (5) Business Days of invoice by Watchfire to Buyer.

Cancellation. In the event Buyer requests or attempts to cancel or rescind acceptance of the Agreement (including the Quotation) at any time, Watchfire reserves the right to reject any such cancellation or rescission in its sole discretion. If Watchfire approves and accepts such a cancellation or rescission, then it may in its sole discretion, charge Buyer and Buyer shall pay Watchfire: (i) the full cost of all custom equipment and any costs or expenses incurred by or on behalf of Watchfire prior to such cancellation or rescission; and (ii) a cancellation and restocking fee equal to 50% of the System Price with respect to all standard equipment. Buyer expressly acknowledges that such charges are reasonable. Further, Watchfire shall have the right to terminate the Agreement (including the Quotation with respect to Buyer's order for the System) and retain the non-refundable deposit in the event the Shipment Date has not occurred and/or Buyer has failed to pay in full the remaining balance of the System Price and associated expenses within six (6) months after Buyer's execution of a Quotation. In the event of any such termination after title to the System has transferred in accordance with the Agreement, the title to the System shall automatically transfer back to Watchfire.

Taxes. Except with respect to the amounts of taxes set forth in the Quotation, the System Price is exclusive of all federal, state and local taxes including without limitation, sales, use, excise, privilege, transactional, gross receipts, ad valorem or any other transactional tax or customs or duties ("Tax" or "Taxes") under or in connection with the Agreement, which shall be the sole responsibility of Buyer. Buyer shall immediately pay upon demand the full amount of any such applicable Taxes and shall hold harmless and indemnify Watchfire from the claims of any governmental authority asserting any such Tax is due and payable.

Title; Risk of Loss; Delivery. Watchfire shall, at Buyer's sole cost, arrange for delivery of the System to Buyer. Without limiting the foregoing, Watchfire may estimate but Buyer shall be solely responsible for actual shipping and delivery costs. Shipping and delivery of the System is performed by third parties and Watchfire is not responsible for any delays in shipment that are beyond Watchfire's control. Title to the System (excluding software) and risk of loss of the System shall pass to Buyer upon the later of (x) the initial, confirmed Shipment Date (without giving effect to any Buyer Delay) or (y) Watchfire's completion of the manufacture of the System (excluding software). Buyer shall inspect the System within fourteen (14) calendar days after delivery of the System (the "Inspection Period"). Buyer will be deemed to have accepted the System unless it notifies Watchfire in writing of a Nonconforming System during the Inspection Period and furnishes such written evidence or other documentation as reasonably required by Watchfire. "Nonconforming System" means only the following: (i) product shipped, in whole or in part, is different than identified in the Quotation; or (ii) product's label or packaging incorrectly identifies its contents. If Buyer timely notifies Watchfire of any Nonconforming System, Watchfire shall, in its sole discretion, (i) replace such Nonconforming System, in whole or in part, with a conforming System or (ii) credit or refund the price, in whole or in part, for such Nonconforming System. If Watchfire exercises its option to replace the Nonconforming System, Watchfire shall deliver a conforming System to Buyer according to the delivery terms applicable to the original System. Buyer acknowledges and agrees that the remedies set forth in this paragraph are Buyer's exclusive remedies for the delivery of a Nonconforming System.

watchfire 	RF-1868 Watchfire Sign Terms of Sale – S&I		REVISION:	2.0	REVISION DATE:	July 2025
	DOCUMENT OWNER:	Finance	PROCESS OWNER:	Finance		

Watchfire Force Majeure. Watchfire shall not be liable for any damages as a result of any Watchfire Force Majeure Event (as defined below). In the event of any Watchfire Force Majeure Event, the Shipment Date and, accordingly, the Delivery Date shall be extended for a period of time reasonably necessary to cover the effect of such Watchfire Force Majeure Event. Further, in the event of the existence of a Watchfire Force Majeure Event which results in cost increases of the System of ten percent (10%) or more from the date of issuance of such Quotation, the System Price shall be equitably adjusted to reflect such cost increases. “Watchfire Force Majeure Event” means any acts, events, or conditions beyond the reasonable control of Watchfire, including, without limitation, telecommunications failures, technology attacks, instability and unavailability of the Internet, epidemic, pandemic, quarantines, viruses, strikes, material labor problems, embargos, tariffs, governmental orders, acts of terrorism, parts or material unavailability, transportation failures, accidents, fires, war, natural disaster, acts of God, or other acts, events, or conditions causing increase in cost of the System or delay in the ability to manufacture and ship the System.

Intellectual Property. Buyer acknowledges that Watchfire retains ownership of all Watchfire-owned intellectual property and Watchfire retains its other rights of all third party-owned intellectual property in any materials, goods, software and production process which may be developed or delivered under the Agreement. For purposes of clarity, all drawings, designs, and layouts of proposed builds (in any form, including print and digital) are deemed Watchfire-owned intellectual property. Buyer agrees to execute any documentation reasonably requested by Watchfire to memorialize the ownership by Watchfire of all such intellectual property rights. For the avoidance of doubt, in no case shall Buyer obtain any ownership or other rights to any software loaded into the System or otherwise delivered to Buyer beyond what is provided in the EULA or another limited license agreement between Buyer and an applicable third-party with respect to software loaded into the System or otherwise delivered to Buyer pursuant to the Agreement.

Use of System Image. Buyer agrees that Watchfire, without compensation to Buyer, may use Buyer’s name along with photographs and images of the System in Watchfire’s advertising and promotional materials in any media worldwide without the prior written consent of Buyer.

Third-Party Software. Operation of the sign equipment included in the System is supported only with Watchfire software and Watchfire qualified versions of approved third-party software. Installing un-supported software on sign controllers could lead to non-operational signs for which no warranty applies. Service charges for troubleshooting and returning to operation will apply.

General Representations and Warranties. Each party represents and covenants that: (a) it has obtained and shall maintain the power and authority to enter into the Agreement, to grant the rights herein granted and to undertake its obligations hereunder, without the further consent of any other person or entity; (b) it is not a party to any written agreement with a third party, the terms of which prohibit or restrict such party from performing its obligations hereunder; and (c) it is not a party to any pending litigation, the resolution of which is reasonably likely to adversely affect the ability of such party to fully perform its obligations hereunder, nor is any such litigation reasonably contemplated.

Limitations. Buyer’s exclusive remedy for Watchfire’s breach of the Agreement as to any term thereof (including, without limitation, the Warranty Terms), and Watchfire’s only liability for any such breach, shall be replacement or repair of the System and its parts actually delivered to Buyer in Watchfire’s sole discretion. **WATCHFIRE’S LIABILITY TO BUYER UNDER THE AGREEMENT (INCLUDING THESE TERMS OF SALE AND THE WARRANTY TERMS) OR FOR THE SYSTEM OR SOFTWARE IS LIMITED AS SET FORTH HEREIN AND IN THE EULA, WHETHER SUCH LIABILITY IS IN CONTRACT, TORT, OR ANY OTHER THEORY OF LIABILITY, INCLUDING BUT NOT LIMITED TO FRAUD, MISREPRESENTATION, BREACH OF CONTRACT, PERSONAL INJURY, PRODUCTS LIABILITY OR ANY OTHER THEORY. WATCHFIRE SHALL NOT BE LIABLE FOR ANY SPECIAL, INDIRECT, EXEMPLARY, INCIDENTAL, CONSEQUENTIAL OR PUNITIVE DAMAGES, OR DAMAGES FOR LOSS OF USE, LOSS OF ANTICIPATED PROFITS, INCOME, OR ECONOMIC LOSSES OF ANY KIND. BUYER MAY NOT BRING ANY ACTION UNDER THE AGREEMENT (INCLUDING IN CONNECTION WITH ANY BREACH OF WARRANTY, WHETHER PURSUANT TO THE WARRANTY TERMS OR OTHERWISE) MORE THAN ONE YEAR AFTER THE CAUSE OF ACTION HAS ACCRUED. WITHOUT LIMITING ANY OTHER LIMITATION ON LIABILITY HEREUNDER, IN NO EVENT WILL WATCHFIRE BE LIABLE TO BUYER FOR LOSS, DAMAGE, OR INJURY OF ANY KIND OR NATURE ARISING OUT OF THE AGREEMENT IN EXCESS OF THE SYSTEM PRICE ACTUALLY PAID TO WATCHFIRE BY BUYER; AND, SUBJECT TO THE FOREGOING PORTION OF THIS SENTENCE, WATCHFIRE’S LIABILITY UNDER ANY WARRANTY PURSUANT TO THE AGREEMENT (INCLUDING, WITHOUT LIMITATION, UNDER THE WARRANTY TERMS), WHETHER EXPRESS OR IMPLIED, SHALL NOT EXCEED THE COST OF REPAIR OR REPLACEMENT OF DEFECTIVE PARTS OF THE SYSTEM AND SOFTWARE ACTUALLY DELIVERED TO BUYER. BUYER AGREES THAT THESE LIMITATIONS ON LIABILITY AND REMEDIES ARE INDEPENDENT OF THE AGREED REMEDIES UNDER THE AGREEMENT.**

Disclaimer. THE WARRANTIES EXPRESSLY WRITTEN IN THE AGREEMENT (INCLUDING, WITHOUT LIMITATION, THESE TERMS OF SALE AND THE WARRANTY TERMS) ARE THE SOLE AND EXCLUSIVE WARRANTIES GIVEN BY WATCHFIRE WITH RESPECT TO THE SYSTEM AND THE SOFTWARE AND ARE IN LIEU OF AND EXPRESSLY EXCLUDE ALL OTHER WARRANTIES, EXPRESS OR IMPLIED, ARISING BY OPERATION OF LAW OR OTHERWISE, INCLUDING, WITHOUT LIMITATION, MERCHANTABILITY, FITNESS FOR A PARTICULAR PURPOSE OR USE WHETHER OR NOT THE PURPOSE OR USE HAS BEEN DISCLOSED TO WATCHFIRE AND WHETHER OR NOT THE SYSTEM OR SOFTWARE IS SPECIFICALLY DESIGNED AND/OR MANUFACTURED BY WATCHFIRE FOR BUYER’S USE OR PURPOSE, AGAINST INTELLECTUAL PROPERTY INFRINGEMENT, OR OTHERWISE.

watchfire 	RF-1868 Watchfire Sign Terms of Sale – S&I		REVISION:	2.0	REVISION DATE:	July 2025
	DOCUMENT OWNER:	Finance	PROCESS OWNER:	Finance		

Indemnification for Use of Content. BUYER SHALL AND SHALL CAUSE ITS END USER(S) TO, INDEMNIFY WATCHFIRE AND ITS AFFILIATES FOR, AND HOLD SUCH PERSONS AND ENTITIES HARMLESS FROM AND AGAINST, ANY CLAIM, LOSSES, DAMAGES, COSTS, AND EXPENSES (INCLUDING WATCHFIRE'S ATTORNEYS' FEES) WITH RESPECT TO THE USE OF THE SOFTWARE OR SYSTEM, INCLUDING WITH RESPECT TO THE SOFTWARE OR SYSTEM INFRINGING ANY INTELLECTUAL PROPERTY RIGHTS OF A THIRD PARTY DUE TO CONTENT (INCLUDING IMAGERY) DISPLAYED UTILIZING THE SYSTEM; PROVIDED, HOWEVER, THE FOREGOING INDEMNIFICATION OBLIGATION SHALL NOT APPLY TO A BUYER WHICH IS A FEDERAL, STATE, REGIONAL, MUNICIPAL OR LOCAL GOVERNMENTAL OR ADMINISTRATIVE AUTHORITY (COLLECTIVELY, A "GOVERNMENTAL AUTHORITY") WITH RESPECT TO THE CONDUCT OF THIRD-PARTY END USERS.

Site Preparation. Without limiting other provisions of these Terms of Sale (including under the "Installation Assumptions" heading below), Buyer is responsible for the supply and provision of electrical, data, internet, and required conduit terminated in conformity with applicable laws, codes, regulations, and similar rules and requirements within fifteen (15) feet of the proposed installation. Structural provisions not shown in Watchfire drawings are required to be provided by Buyer. Control room set-up includes unpackaging and connection of Watchfire provided products. Standard Watchfire online product and software training is provided by Watchfire. All other control room hardware, organization, installation of conduit, and layout is required to be provided by Buyer. Buyer is responsible for obtaining product training, service, and support with respect to any hardware or software not branded as "Watchfire" directly from the manufacturer or owner of such hardware, software or other product.

Installation Assumptions. All Work performed under the Agreement shall be subject to the assumptions and scope of work (the "Scope of Work") incorporated into the Quotation or elsewhere in the Agreement. If no Scope of Work is provided, Watchfire will perform as a material supplier and provide reasonable product support and guidance only. For purposes of the Agreement, the "Project Site" shall mean the location of Buyer's products being installed by or on behalf of Watchfire; the "Operations Area" shall mean the portion of the real property to which Watchfire shall have access in connection with the Work, whether more or less than the entirety of the Project Site; and the "Work" shall mean, if any, the installation and all related services to be performed by Watchfire or Watchfire's contractor(s) under the Agreement. Each of the following are excluded from the Work and the quoted price unless specifically reviewed and listed in the Scope of Work and, accordingly, are Buyer's responsibility (each of the following, collectively, "Excluded Scope and Costs"): (i) fabrication, construction, installation, or modification of any structure, adjacent signage, electrical service, overload protection devices, and any apparatus not manufactured and supplied directly by Watchfire; (ii) additional costs and efforts (beyond those reflected in the Scope of Work) to gain access beyond readily available standard personnel lifts and Watchfire's ordinary course hand tools; and (iii) additional or ancillary services or requirements (beyond those reflected in the Scope of Work), including, but not limited to, lane closures, pedestrian protection, Project Site security or safety, permits, prevailing wage requirements, specific labor agreements, design services, stamped and approved engineering drawing costs, inspections, permitting, cranes, off-road material handling, additional labor for groundwork, landscaping, additional mounting, utility removal, tree trimming, utility location and connection, Project Site access costs, licenses or costs associated with requests for payment or software or other submission processes or requirements in connection with project documentation, computer aided design (CAD) files or materials, documentation required pursuant to federal, state, local or other laws, codes, regulations, or similar rules or requirements, disposal fees or services and hazardous waste fees. Additional trim, finish pieces to fit and match facility, or decorative materials are not included in the quoted price or the Scope of Work. Buyer will, at Buyer's cost and expense, provide Watchfire and its contractor(s) with unfettered access to the Project Site for the duration of the performance of the Work by or on behalf of Watchfire, including the period from the commencement of the Work through completion of any punch list items. Such access will include, without limitation, adequate space on and around the Project Site for materials storage, lay-down and staging areas, toilet facilities, and loading and unloading areas. Unless otherwise depicted in the Scope of Work, the Operations Area will be the entirety of the Project Site and access will be during normal working hours (Monday thru Friday 7 a.m. to 5 p.m.). Upon Watchfire's written request to Buyer, Buyer will also provide Watchfire and its contractor(s) with access to the Operations Area after completion of the Work to investigate any alleged defect. No later than commencement of the Work by Watchfire under the Agreement, Buyer will, at Buyer's cost and expense, furnish all easements and other rights of way, which are reasonably necessary for Watchfire to perform such Work and access to the Project Site and Operations Area, including (a) all crane-swing and equipment easements and (b) all easements and approvals necessary for the installation and maintenance of utilities. The time for Watchfire's performance and the System Price in connection with any Work will be increased as applicable to account for any increased costs and delays arising out of Buyer's failure to comply with the foregoing obligations. Buyer represents and warrants to Watchfire that: (a) Buyer is the fee simple owner of, or has the legal right to use or occupy the Project Site and Operation Area; and (b) upon commencement of Work, there will be no encumbrances or restrictions applicable to the Project Site and Operation Area that will prevent or interfere with Watchfire's performance of the Work and Watchfire's use of the Project Site and Operation Area, except those, if any, specifically identified in the Scope of Work. In the event that Watchfire becomes subject to or incurs any Excluded Scope and Costs, without limiting any rights of Watchfire (including, without limitation, to suspend performance until Buyer performs and satisfies, as applicable, such Excluded Scope and Costs), Buyer shall pay to Watchfire any costs or expenses with respect thereto. Nothing herein shall require Watchfire to assume obligations with respect to any Excluded Scope and Costs or changes to the Scope of Work.

Unforeseen Conditions. "Unforeseen Conditions" are: (a) Project Site specific, or latent physical conditions at the Project Site (including, without limitation, conditions of any structure or improvement located at the Project Site onto which the Work is to be performed or any component part thereof is to be located, affixed, attached, or installed) differing or omitted from the Scope of Work, whether or not concealed or undisclosed; (b) conditions which are unusual in nature or differing from those ordinarily encountered and generally recognized as inherent in the Work; (c) differences or changes in the Project Site or Operations Area between the time of Watchfire's issuance of the Quotation (or inspection by Watchfire, if earlier) and commencement of the Work; (d) electrical or electromagnetic issues,

watchfire 	RF-1868 Watchfire Sign Terms of Sale – S&I		REVISION:	2.0	REVISION DATE:	July 2025
	DOCUMENT OWNER:	Finance	PROCESS OWNER:	Finance		

conditions, or requirements at the Project Site, including, but not limited to, power fluctuations and harmonics and power surges or drops, in each case due to, caused by, resulting from or arising out of other electrical equipment, devices or facilities not a part of the Work, electromagnetic radio or other atmospheric interference or disturbance, Wi-Fi signal loss, hard wired data interference, onsite internet service loss, and/or any other electrical interference, damage or disturbance not caused by Watchfire or anyone for whom Watchfire is legally responsible; and (e) any hazardous substances encountered at the Project Site that were not brought to the Project Site by Watchfire or its contractors. If Watchfire encounters Unforeseen Conditions that affect the Work, Watchfire shall promptly notify Buyer in writing and the time of performance shall be equitably adjusted. If Watchfire incurs costs or expenses as a result of the Unforeseen Conditions, Buyer shall pay to Watchfire, as an increase to the System Price, any costs or expenses resulting from the Unforeseen Conditions. Notwithstanding anything to the contrary contained in the Agreement, BUYER UNDERSTANDS, ACKNOWLEDGES AND AGREES THAT WATCHFIRE SHALL NOT BE OBLIGATED TO UNCOVER ANY CONCEALED OR UNDISCLOSED CONDITIONS AT THE PROJECT SITE OR ANY CONDITIONS THAT COULD HAVE BEEN REVEALED OR DISCLOSED BY BUYER HAD BUYER PROVIDED WATCHFIRE WITH COMPLETE AND CURRENT BUILDING PLANS AND SPECIFICATIONS, INVESTIGATIONS AND OTHER REPORTS CONCERNING SUCH PROJECT SITE BUT FAILED, FOR WHATEVER REASON, TO DO SO. FOR ALL PURPOSES HEREIN, “CONCEALED,” “UNDISCLOSED” AND WORDS OF SIMILAR IMPORT SHALL MEAN THAT SUCH INFORMATION WAS NOT IDENTIFIED IN THE SCOPE OF WORK. WATCHFIRE IS RELYING SOLELY AND EXCLUSIVELY ON THE DOCUMENTATION, INFORMATION AND OTHER MATERIALS PROVIDED BY BUYER AND INCORPORATED IN THE SCOPE OF WORK REGARDING THE PROJECT SITE AND SHALL HAVE NO DUTY OR OBLIGATION TO DETERMINE THE ACCURACY, COMPLETENESS AND CORRECTNESS OF THE SAME. NO INVESTIGATION OR INSPECTION BY WATCHFIRE IN ADVANCE OF THE ISSUANCE OF THE QUOTATION SHALL IMPACT THE FOREGOING.

Notices. Except as otherwise provided in the Agreement (i.e., with respect to notices to Watchfire’s Helpdesk contemplated by the Warranty Terms), all notices and other communications under the Agreement (each, a “Notice”) shall be in writing and addressed to the applicable party at the physical or e-mail address set forth on the face of the Quotation or to such other physical or e-mail address that may be designated by the recipient in writing. Except as otherwise provided in the Agreement, a Notice is effective only (a) when delivered by hand (with written confirmation of receipt); (b) when received by the addressee if sent by a nationally recognized overnight courier (receipt requested); (c) on the date sent by e-mail (with confirmation of transmission) if sent during normal business hours of the recipient, and on the next Business Day if sent after normal business hours of the recipient; or (d) on the third calendar day after the date mailed, by certified or registered mail, return receipt requested, postage prepaid.

Certain Definitions. For purposes of the Agreement, (i) “Business Day” means, individually, and “Business Days” means, collectively, any calendar day that is not a Saturday, a Sunday, or any other calendar day on which banks are required or authorized by law to be closed in Vermilion County, Illinois; and (ii) the “System Price” shall mean the purchase price reflected in such Quotation (including applicable taxes set forth in the Quotation, crating, transportation, delivery charges, and any other related expenses known to Watchfire at the time of such Quotation), as may be adjusted by Watchfire in accordance with these Terms of Sale.

Assignment. Buyer may not assign the Agreement, or any portion thereof, without the written consent of Watchfire. Watchfire reserves the right to, without consent of Buyer, assign any of its rights and delegate any of its duties under the Agreement to a successor, subsidiary, parent company, or affiliate of Watchfire, or in connection with a merger or sale or all of substantially all of Watchfire’s assets relevant to the Agreement. The Agreement shall be binding upon and shall inure to the benefit of the parties hereto and their respective permitted successors and assigns.

Relationship of Parties. The Agreement is only intended to create an independent contractor relationship and is not intended to create any other relationship such as a partnership, franchise, joint venture, agency or employment relationship. Neither party may act in a manner which expresses or implies a relationship other than that of independent contractor nor bind the other party.

Non-Exclusive Agreement. The Agreement does not grant to Buyer an exclusive right or privilege to receive from Watchfire any System or services. Watchfire reserves the right to contract with other parties for the sale and procurement of comparable products, services, or for the sale and performance of any other activities contemplated hereunder.

Export. The System and related technology and software are subject to U.S. export control laws and may be subject to export or import regulations in other countries. Buyer agrees not to export, reexport, or transfer, directly or indirectly, any software or technical data acquired from Watchfire, or any products incorporating such software or data, in violation of the United States export laws or regulations.

Counterparts. The Agreement may be executed in counterparts, each of which will constitute an original, and all of which will constitute one agreement. The parties agree that they will accept electronic signatures and signatures delivered electronically or by facsimile in lieu of original signatures, and the Agreement will have the same binding and enforceable effect as it would have with original signatures.

Severability; Governing Law; Venue; Arbitration. Should any part of the Agreement be found invalid, the other parts shall remain unaffected and shall be enforceable. The Agreement shall be governed by the laws of the State of Illinois, without regard to choice of law principles; provided, however, in the event Buyer is a Governmental Authority, this Agreement shall be governed by the laws of the State to which the System is to be shipped by Watchfire pursuant to the Agreement. In the event Buyer is not a Governmental Authority, any controversy or claim arising out of or relating to the Agreement, whether sounding in contract or tort, which cannot first be resolved amicably and satisfactorily between the parties, shall be resolved by arbitration in Vermilion County, Illinois administered by the American

watchfire 	RF-1868 Watchfire Sign Terms of Sale – S&I		REVISION:	2.0	REVISION DATE:	July 2025
	DOCUMENT OWNER:	Finance	PROCESS OWNER:	Finance		

Arbitration Association in accordance with its Commercial Arbitration Rules, and judgment on the award rendered by the arbitrator(s) may be entered in any court having jurisdiction over the parties. Subject to the arbitration provision above, any litigation arising out of or relating in any way to the Agreement (including, without limitation, these Terms of Sale or the Warranty Terms), whether sounding in contract or tort, shall be exclusively in Vermilion County, in the State of Illinois or the U.S. District Court for the Central District of Illinois; provided, however, in the event Buyer is a Governmental Authority, any litigation arising out of or relating in any way to the Agreement shall be in the state or federal courts located in the State to which the System is to be shipped by Watchfire pursuant to the Agreement. Watchfire shall be entitled to recover all attorneys’ fees and costs should it prevail in any litigation, arbitration, or other dispute arising out of or relating in any way to the Agreement (including, without limitation, these Terms of Sale or the Warranty Terms).

Entire Agreement; Amendment. The Agreement is the complete and exclusive statement of the contract between Watchfire and Buyer with respect to the subject matter of the Agreement, and supersedes any prior written or oral agreement regarding the same subject matter. No waiver, consent, modification, amendment or change of the terms contained in the Agreement shall be binding unless in writing and signed by the duly authorized representatives of both Watchfire and Buyer.

MEMORANDUM

TO: Board of Trustees

FROM: Ryan Gower

DATE: June 16, 2026

RE: Dell Computer Purchases

Annually, IECC updates its technology infrastructure through bulk purchasing of desktop computers, laptops, monitors, and instructional technology. This ensures technology of the district is up to date with the latest security protocols and functions as needed. Procuring in the summer provides a great opportunity to get each new machine properly set up and installed.

Dell participates in the Midwestern Higher Education Compact, which IECC is a member of. Purchases will be made under the Joint Purchasing Act, 30 ILCS 525/2.

I request the Board's approval to authorize the purchases in the attached quote under 30 ILCS 525/2. The total cost under the cooperative pricing is \$176,715.50. Funding for this project is provided under the Fiscal Year 2026 operating budget and the construction funds for the Wattleworth Hall third floor remodel.

RG/akb

Attachment



Your quote is ready for purchase.

Complete the purchase of your personalized quote through our secure online checkout before the quote expires on **May. 28, 2026**.

You can download a copy of this quote during checkout.

[Place your order](#)

Quote Name:	Refresh Quote	Sales Rep	Natalie Ohlsen
Quote No.	3000202164760.14	Phone	4563355
Total	\$176,715.50	Email	Natalie.Ohlsen@dell.com
Customer #	653362	Billing To	ACCOUNTS PAYABLE
Quoted On	May. 14, 2026		ILLINOIS EASTERN COMMUNITY
Expires by	May. 28, 2026		COL
	Dell Midwestern Higher		233 E CHESTNUT ST
Contract Name	Education Compact		DISTRICT 529
	(MHEC) Master Agreement		OLNEY, IL 62450-2227
Contract Code	C000000979569		
Customer Agreement #	MHEC-04152022		
Deal ID	30903734		

Message from your Sales Rep

Please use the Order button to securely place the order with your preferred payment method online. You may contact your Dell sales team if you have any questions. Thank you for shopping with Dell.

Regards,
Natalie Ohlsen

Shipping Group 1 of 5

Shipping To	Shipping Method
MARK BLEVINS ILLINOIS EASTERN COMMUNITY COL 233 E CHESTNUT ST OLNEY, IL 62450-2227 (618) 879-9429	Standard Delivery

Product	Unit Price	Quantity	Subtotal
Dell Pro Slim QCS1250	\$835.96	2	\$1,671.92
Dell Pro 16 PC16250	\$1,243.96	1	\$1,243.96
Dell Pro 16 PC16250	\$1,237.36	7	\$8,661.52
Dell Pro 24 Plus Monitor - P2425H	\$133.74	2	\$267.48
			37

Dell Pro P 24 USB-C Hub Monitor - P2426HE	\$199.23	2	\$398.46
---	----------	---	----------

Shipping Group 2 of 5

Shipping To	Shipping Method		
BOBBY MOYES ILLINOIS EASTERN COMMUNITY COL 2200 COLLEGE DR MOUNT CARMEL, IL 62863-2657 (618) 395-5299	Standard Delivery		
Dell Pro Slim QCS1250	\$813.42	10	\$8,134.20
Dell Pro 16 PC16250	\$1,237.36	23	\$28,459.28
Dell Pro 24 Plus Monitor - P2425H	\$133.74	10	\$1,337.40
Dell Pro P 24 USB-C Hub Monitor - P2426HE	\$199.23	2	\$398.46

Shipping Group 3 of 5

Shipping To	Shipping Method		
SAM ADAMS ILLINOIS EASTERN COMMUNITY COL 11220 STATE HWY 1 ROBINSON, IL 62454-5707 (618) 546-2333	Standard Delivery		
Dell Pro P 24 USB-C Hub Monitor - P2426HE	\$199.23	2	\$398.46
Dell Pro 16 PC16250	\$1,237.36	8	\$9,898.88

Shipping Group 4 of 5

Shipping To	Shipping Method		
ALLEN SIMPSON ILLINOIS EASTERN COMMUNITY COL 305 N WEST ST OLNEY, IL 62450-1043 (161) 839-5777	Standard Delivery		
Dell Pro 16 PC16250	\$1,237.36	19	\$23,509.84
Dell Pro Slim QCS1250	\$772.92	39	\$30,143.88
Dell Pro 24 Plus Monitor - P2425H	\$133.74	22	\$2,942.28
Dell Pro P 24 USB-C Hub Monitor - P2426HE	\$199.23	10	\$1,992.30
Wacom Cintiq 24	\$1,221.95	4	\$4,887.80
Dell Pro Max Tower T2 FCT2250	\$2,878.57	4	\$11,514.28
86 LED LCD, UHD, 400NITS, HDMI X3, USB-C X1, OPS	\$5,098.55	4	\$20,394.20

NEC Display WMK-3298T Wall Mount for Flat Panel Display	\$324.49	4	\$1,297.96
---	----------	---	------------

Shipping Group 5 of 5

Shipping To	Shipping Method
TYLER HENRY ILLINOIS EASTERN COMMUNITY COL 2 FRONTIER DR FAIRFIELD, IL 62837 (618) 842-3711	Standard Delivery

Dell Pro 16 PC16250	\$1,243.96	10	\$12,439.60
Dell Pro Slim QCS1250	\$772.92	5	\$3,864.60
Dell Pro P 24 USB-C Hub Monitor - P2426HE	\$199.23	8	\$1,593.84
Dell Pro 24 Plus Monitor - P2425H	\$126.49	10	\$1,264.90

Subtotal:	\$176,715.50
Shipping:	\$0.00
Non-Taxable Amount:	\$176,715.50
Taxable Amount:	\$0.00
Estimated Tax:	\$0.00

Total: \$176,715.50

Special pricing may be available for qualified customers. Please contact your DFS Sales Representative for details.

Accelerate the power of AI for your data

Take the first step in achieving Generative AI success

Learn More

Shipping Group 1 of 5, Details

Shipping To

MARK BLEVINS
ILLINOIS EASTERN COMMUNITY
COL
233 E CHESTNUT ST
OLNEY, IL 62450-2227
(618) 879-9429

Shipping Method

Standard Delivery

Dell Pro Slim QCS1250

Estimated delivery if purchased today:

May. 19, 2026

Contract # C000000979569

Customer Agreement # MHEC-04152022

Description	SKU	Unit Price	Quantity	Subtotal
Intel(R) Core(TM) i5-14500 vPro(R) (14 cores, up to 5.0GHz)	338-CSDK	-	2	-
Windows 11 Pro	619-BBQD	-	2	-
8 GB: 1 x 8 GB, DDR5, up to 4800 MT/s, non-ECC	370-BCWY	-	2	-
256GB SSD TLC	400-BSWT	-	2	-
1st M.2 2280 SSD Screw	773-BBBC	-	2	-
Integrated Graphics	490-BKSX	-	2	-
No Wireless LAN Card	555-BLXL	-	2	-
Dell Pro Slim chassis with 180W PSU	329-BKQP	-	2	-
Dell Wired Keyboard - KB216 - US English - Black	580-BCCR	-	2	-
Dell Wired Mouse - MS116	570-BBKP	-	2	-
ENERGY STAR Qualified	387-BBLW	-	2	-
System Power Cord C13 (Philippine/TH/US)	450-AAOJ	-	2	-
Documentation	340-DNBV	-	2	-
Watch Dog SRV	379-BFYR	-	2	-
Quick Start Guide	340-DTTW	-	2	-
US/Canada Battery Warning Label	389-FKHG	-	2	-
Print on Demand Label	389-BDQH	-	2	-
Trusted Platform Module (Discrete TPM Enabled)	329-BBJL	-	2	-
Shipping Material (DAO)	340-DTSR	-	2	-
Shipping Label	389-BBUU	-	2	-
FSJ Reg label for 180W PSU	389-FJYN	-	2	-
Driver/APP for IRST	658-BFTS	-	2	-
Desktop BTS/BTP Shipment	800-BBIP	-	2	-
No Hard Drive Bracket	575-BBKX	-	2	-
No Chassis Intrusion Switch	461-AAEI	-	2	-
Dell Pro Slim QCS1250	210-BPRH	-	2	-
No Optical Drive	429-BBCH	-	2	-
CMS Software not included	632-BBBJ	-	2	-

EPEAT Silver with Climate+	379-BDTO	-	2	-
Internal speaker	520-BBKW	-	2	-
No vPro(R) support	631-BCGK	-	2	-
No Additional Add In Cards	382-BBHX	-	2	-
No Additional Network Card Selected (Integrated NIC included)	555-BBJO	-	2	-
No Option Included	340-ACQQ	-	2	-
No Additional Video Ports	492-BCKH	-	2	-
English, French, Spanish, Brazilian Portuguese	619-BBPD	-	2	-
Fixed Hardware Configuration	998-HLTR	-	2	-
Dell Limited Hardware Warranty Plus Service	716-9303	-	2	-
ProSupport: Next Business Day Onsite, 3 Years	716-9324	-	2	-
ProSupport: 7x24 Technical Support, 3 Years	716-9329	-	2	-
Thank you choosing Dell ProSupport. For tech support, visit //support.dell.com/ProSupport	989-3449	-	2	-
Activate Your Microsoft 365 For A 30 Day Trial	630-ABBT	-	2	-
Dell Pro Slim QCS1250	658-BFWC	-	2	-

Unit Price	Quantity	Subtotal
\$1,243.96	1	\$1,243.96

Dell Pro 16 PC16250

Estimated delivery if purchased today:

May. 29, 2026

Contract # C000000979569

Customer Agreement # MHEC-04152022

Description	SKU	Unit Price	Quantity	Subtotal
Dell Pro 16 (PC16250) BTX Base	210-BQHB	-	1	-
Intel(R) Core(TM) Ultra 5 235U vPro(R) (12 TOPS NPU, 12 cores, up to 4.9 GHz)	379-BGGV	-	1	-
Windows 11 Pro	619-BBQD	-	1	-
Platinum silver color, metallic finish	354-BBKC	-	1	-
16 GB: 1 x 16 GB, DDR5, 5600 MT/s, single channel	370-BCMP	-	1	-
Integrated Intel(R) graphics for Intel(R) Core(TM) Ultra 5 235U vPro(R) processor	338-CSJP	-	1	-
256 GB TLC SSD	400-BSKQ	-	1	-
English, French, Spanish, Brazilian Portuguese	619-BBPD	-	1	-
16", Touch, FHD+, IPS, 300 nits, 45% NTSC, Anti-Glare, FHD+IR Cam	391-BJXP	-	1	-
No Fingerprint Reader, vPro	346-BLMP	-	1	-
FHD RGB HDR + IR Camera, 1080p at 30 fps, Presence Detection, TNR, Camera Shutter, Microphone	319-BBKH	-	1	-
English US non-backlit Copilot key keyboard with numeric keypad	583-BMQC	-	1	-
Intel(R) AX211 WLAN Driver	555-BMFD	-	1	-
Intel(R) Wi-Fi 6E AX211, Qualified against Bluetooth(R) Core 5.4 wireless Card	555-BLLQ	-	1	-
3-cell, 55 Wh, ExpressCharge Capable, ExpressCharge Boost Capable	451-BDKX	-	1	-
65W USB-C AC adapter	492-BDTG	-	1	-
E4 Power Cord 1M for US	537-BBDO	-	1	41 -

Quick Start Guide	340-DTVQ	-	1	-
Documentation	340-DNBV	-	1	-
ENERGY STAR Qualified	387-BBLW	-	1	-
Fixed Hardware Configuration	998-HVHT	-	1	-
Dell Pro 16 Min Packaging Type-C	340-DTZR	-	1	-
POD Label	389-EDJB	-	1	-
EPEAT Gold with Climate+	379-BDZB	-	1	-
Intel® Rapid Storage Technology Driver	409-BCYT	-	1	-
Intel vPro Enterprise Management Enabled	631-BCDM	-	1	-
Intel(R) Core(TM) Ultra 5 vPro(R) Processor Label	389-FJMH	-	1	-
Intel(R) Connectivity Performance Suite	640-BBTF	-	1	-
ProSupport Plus: Next Business Day Onsite, 1 Year	714-0178	-	1	-
ProSupport Plus: Next Business Day Onsite, 2 Year Extended	714-0182	-	1	-
ProSupport Plus: Accidental Damage Service, 3 Years	714-0200	-	1	-
ProSupport Plus: Keep Your Hard Drive, 3 Years	714-0201	-	1	-
ProSupport Plus: 7x24 Technical Support, 3 Years	714-0202	-	1	-
Dell Limited Hardware Warranty	714-0313	-	1	-
Dell Limited Hardware Warranty Extended Year(s)	975-3461	-	1	-
Thank you for choosing Dell ProSupport Plus. For tech support, visit www.dell.com/contactdell or call 1-866-516-3115	997-8367	-	1	-
Activate Your Microsoft 365 For A 30 Day Trial	630-ABBT	-	1	-
Dell Additional SW - Dell Pro Laptop	658-BFVB	-	1	-
CrowdStrike Endpoint Protection Pro w Essential Support 1yr	634-CCLG	-	1	-
		Unit Price	Quantity	Subtotal
		\$1,237.36	7	\$8,661.52

Dell Pro 16 PC16250

Estimated delivery if purchased today:

May. 20, 2026

Contract # C000000979569

Customer Agreement # MHEC-04152022

Description	SKU	Unit Price	Quantity	Subtotal
Dell Pro 16 (PC16250) BTX Base [Dell Pro 16 Non Touch]	210-BQHB	-	7	-
Intel(R) Core(TM) Ultra 5 235U vPro(R) (12 TOPS NPU, 12 cores, up to 4.9 GHz)	379-BGGV	-	7	-
Windows 11 Pro	619-BBQD	-	7	-
Platinum silver color, metallic finish	354-BBKC	-	7	-
16 GB: 1 x 16 GB, DDR5, 5600 MT/s, single channel	370-BCMP	-	7	-
Integrated Intel(R) graphics for Intel(R) Core(TM) Ultra 5 235U vPro(R) processor	338-CSJP	-	7	-
256 GB TLC SSD	400-BSKQ	-	7	-
English, French, Spanish, Brazilian Portuguese	619-BBPD	-	7	-
16", Non-Touch, FHD+, IPS, 300 nits, 45% NTSC, Anti-Glare, FHD+IR Cam	391-BJXM	-	7	-
No Fingerprint Reader, vPro	346-BLMP	-	7	-
FHD RGB HDR + IR Camera, 1080p at 30 fps, Presence Detection, TNR, Camera Shutter, Microphone	319-BBKH	-	7	-
English US backlit Copilot key keyboard with numeric keypad	583-BMQF	-	7	42 -

Intel(R) AX211 WLAN Driver	555-BMFD	-	7	-
Intel(R) Wi-Fi 6E AX211, Qualified against Bluetooth(R) Core 5.4 wireless Card	555-BLLQ	-	7	-
3-cell, 55 Wh, ExpressCharge Capable, ExpressCharge Boost Capable	451-BDKX	-	7	-
65W USB-C AC adapter	492-BDTG	-	7	-
E4 Power Cord 1M for US	537-BBDO	-	7	-
Quick Start Guide	340-DTVQ	-	7	-
Documentation	340-DNBV	-	7	-
ENERGY STAR Qualified	387-BBLW	-	7	-
Fixed Hardware Configuration	998-HMXC	-	7	-
Dell Pro 16 Min Packaging Type-C	340-DTZR	-	7	-
POD Label	389-EDJB	-	7	-
EPEAT Gold with Climate+	379-BDZB	-	7	-
Intel® Rapid Storage Technology Driver	409-BCYT	-	7	-
Intel vPro Enterprise Management Enabled	631-BCDM	-	7	-
Intel(R) Core(TM) Ultra 5 vPro(R) Processor Label	389-FJMH	-	7	-
Intel(R) Connectivity Performance Suite	640-BBTF	-	7	-
ProSupport Plus: Next Business Day Onsite, 1 Year	714-0178	-	7	-
ProSupport Plus: Next Business Day Onsite, 2 Year Extended	714-0182	-	7	-
ProSupport Plus: Accidental Damage Service, 3 Years	714-0200	-	7	-
ProSupport Plus: Keep Your Hard Drive, 3 Years	714-0201	-	7	-
ProSupport Plus: 7x24 Technical Support, 3 Years	714-0202	-	7	-
Dell Limited Hardware Warranty	714-0313	-	7	-
Dell Limited Hardware Warranty Extended Year(s)	975-3461	-	7	-
Thank you for choosing Dell ProSupport Plus. For tech support, visit www.dell.com/contactdell or call 1-866-516-3115	997-8367	-	7	-
Activate Your Microsoft 365 For A 30 Day Trial	630-ABBT	-	7	-
Dell Additional SW - Dell Pro Laptop	658-BFVB	-	7	-
CrowdStrike Endpoint Protection Pro w Essential Support 1yr	634-CCLG	-	7	-
		Unit Price	Quantity	Subtotal
		\$133.74	2	\$267.48

Dell Pro 24 Plus Monitor - P2425H

Estimated delivery if purchased today:

May. 20, 2026

Contract # C000000979569

Customer Agreement # MHEC-04152022

Description	SKU	Unit Price	Quantity	Subtotal
Dell Pro 24 Plus Monitor - P2425H	210-BMGH	-	2	-
Dell Limited Hardware Warranty	814-5380	-	2	-
Advanced Exchange Service, 3 Years	814-5381	-	2	-

Unit Price	Quantity	Subtotal
\$199.23	2	\$398.46

Dell Pro P 24 USB-C Hub Monitor - P2426HE

Estimated delivery if purchased today:

May. 20, 2026

Contract # C000000979569

Customer Agreement # MHEC-04152022

Description	SKU	Unit Price	Quantity	Subtotal
Dell Pro P 24 USB-C Hub Monitor - P2426HE	210-BVSP	-	2	-
Dell Limited Hardware Warranty	814-5380	-	2	-
Advanced Exchange Service, 3 Years	814-5381	-	2	-
Subtotal:				\$12,243.34
Shipping:				\$0.00
Estimated Tax:				\$0.00
Total:				\$12,243.34

Shipping Group 2 of 5, Details

Shipping To	Shipping Method
BOBBY MOYES ILLINOIS EASTERN COMMUNITY COL 2200 COLLEGE DR MOUNT CARMEL, IL 62863-2657 (618) 395-5299	Standard Delivery

		Unit Price	Quantity	Subtotal
Dell Pro Slim QCS1250		\$813.42	10	\$8,134.20
Estimated delivery if purchased today: May. 19, 2026 Contract # C000000979569 Customer Agreement # MHEC-04152022				
Description	SKU	Unit Price	Quantity	Subtotal
Intel(R) Core(TM) i5-14500 vPro(R) (14 cores, up to 5.0GHz)	338-CSDK	-	10	-
Windows 11 Pro	619-BBQD	-	10	-
8 GB: 1 x 8 GB, DDR5, up to 4800 MT/s, non-ECC	370-BCWY	-	10	-
256GB SSD TLC	400-BSWT	-	10	-
1st M.2 2280 SSD Screw	773-BBBC	-	10	-
Integrated Graphics	490-BKSX	-	10	-
No Wireless LAN Card	555-BLXL	-	10	-
Dell Pro Slim chassis with 180W PSU	329-BKQP	-	10	-
Dell Wired Keyboard - KB216 - US English - Black	580-BCCR	-	10	-
Dell Wired Mouse - MS116	570-BBKP	-	10	-
ENERGY STAR Qualified	387-BBLW	-	10	-
System Power Cord C13 (Philippine/TH/US)	450-AAOJ	-	10	-
Documentation	340-DNBV	-	10	-
Watch Dog SRV	379-BFYR	-	10	-
Quick Start Guide	340-DTTW	-	10	-
US/Canada Battery Warning Label	389-FKHG	-	10	-
Print on Demand Label	389-BDQH	-	10	-
Trusted Platform Module (Discrete TPM Enabled)	329-BBJL	-	10	-
Shipping Material (DAO)	340-DTSR	-	10	-
Shipping Label	389-BBUU	-	10	-

FSJ Reg label for 180W PSU	389-FJYN	-	10	-
Driver/APP for IRST	658-BFTS	-	10	-
Desktop BTS/BTP Shipment	800-BBIP	-	10	-
No Hard Drive Bracket	575-BBKX	-	10	-
No Chassis Intrusion Switch	461-AAEI	-	10	-
Dell Pro Slim QCS1250	210-BPRH	-	10	-
No Optical Drive	429-BBCH	-	10	-
CMS Software not included	632-BBBJ	-	10	-
EPEAT Silver with Climate+	379-BDTO	-	10	-
Internal speaker	520-BBKW	-	10	-
No vPro(R) support	631-BCGK	-	10	-
No Additional Add In Cards	382-BBHX	-	10	-
No Additional Network Card Selected (Integrated NIC included)	555-BBJO	-	10	-
No Option Included	340-ACQQ	-	10	-
No Additional Video Ports	492-BCKH	-	10	-
English, French, Spanish, Brazilian Portuguese	619-BBPD	-	10	-
Fixed Hardware Configuration	998-HLTR	-	10	-
Dell Limited Hardware Warranty Plus Service	716-9303	-	10	-
ProSupport: Next Business Day Onsite, 3 Years	716-9324	-	10	-
ProSupport: 7x24 Technical Support, 3 Years	716-9329	-	10	-
Thank you choosing Dell ProSupport. For tech support, visit //support.dell.com/ProSupport	989-3449	-	10	-
Activate Your Microsoft 365 For A 30 Day Trial	630-ABBT	-	10	-
Dell Pro Slim QCS1250	658-BFWC	-	10	-

Unit Price	Quantity	Subtotal
\$1,237.36	23	\$28,459.28

Dell Pro 16 PC16250

Estimated delivery if purchased today:

May. 19, 2026

Contract # C000000979569

Customer Agreement # MHEC-04152022

Description	SKU	Unit Price	Quantity	Subtotal
Dell Pro 16 (PC16250) BTX Base	210-BQHB	-	23	-
Intel(R) Core(TM) Ultra 5 235U vPro(R) (12 TOPS NPU, 12 cores, up to 4.9 GHz)	379-BGGV	-	23	-
Windows 11 Pro	619-BBQD	-	23	-
Platinum silver color, metallic finish	354-BBKC	-	23	-
16 GB: 1 x 16 GB, DDR5, 5600 MT/s, single channel	370-BCMP	-	23	-
Integrated Intel(R) graphics for Intel(R) Core(TM) Ultra 5 235U vPro(R) processor	338-CSJP	-	23	-
256 GB TLC SSD	400-BSKQ	-	23	-
English, French, Spanish, Brazilian Portuguese	619-BBPD	-	23	-
16", Non-Touch, FHD+, IPS, 300 nits, 45% NTSC, Anti-Glare, FHD+IR Cam	391-BJXM	-	23	-
No Fingerprint Reader, vPro	346-BLMP	-	23	-

FHD RGB HDR + IR Camera, 1080p at 30 fps, Presence Detection, TNR, Camera Shutter, Microphone	319-BBKH	-	23	-
English US backlit Copilot key keyboard with numeric keypad	583-BMQF	-	23	-
Intel(R) AX211 WLAN Driver	555-BMFD	-	23	-
Intel(R) Wi-Fi 6E AX211, Qualified against Bluetooth(R) Core 5.4 wireless Card	555-BLLQ	-	23	-
3-cell, 55 Wh, ExpressCharge Capable, ExpressCharge Boost Capable	451-BDKX	-	23	-
65W USB-C AC adapter	492-BDTG	-	23	-
E4 Power Cord 1M for US	537-BBDO	-	23	-
Quick Start Guide	340-DTVQ	-	23	-
Documentation	340-DNBV	-	23	-
ENERGY STAR Qualified	387-BBLW	-	23	-
Fixed Hardware Configuration	998-HMXC	-	23	-
Dell Pro 16 Min Packaging Type-C	340-DTZR	-	23	-
POD Label	389-EDJB	-	23	-
EPEAT Gold with Climate+	379-BDZB	-	23	-
Intel® Rapid Storage Technology Driver	409-BCYT	-	23	-
Intel vPro Enterprise Management Enabled	631-BCDM	-	23	-
Intel(R) Core(TM) Ultra 5 vPro(R) Processor Label	389-FJMH	-	23	-
Intel(R) Connectivity Performance Suite	640-BBTF	-	23	-
ProSupport Plus: Next Business Day Onsite, 1 Year	714-0178	-	23	-
ProSupport Plus: Next Business Day Onsite, 2 Year Extended	714-0182	-	23	-
ProSupport Plus: Accidental Damage Service, 3 Years	714-0200	-	23	-
ProSupport Plus: Keep Your Hard Drive, 3 Years	714-0201	-	23	-
ProSupport Plus: 7x24 Technical Support, 3 Years	714-0202	-	23	-
Dell Limited Hardware Warranty	714-0313	-	23	-
Dell Limited Hardware Warranty Extended Year(s)	975-3461	-	23	-
Thank you for choosing Dell ProSupport Plus. For tech support, visit www.dell.com/contactdell or call 1-866-516-3115	997-8367	-	23	-
Activate Your Microsoft 365 For A 30 Day Trial	630-ABBT	-	23	-
Dell Additional SW - Dell Pro Laptop	658-BFVB	-	23	-
CrowdStrike Endpoint Protection Pro w Essential Support 1yr	634-CCLG	-	23	-

Unit Price	Quantity	Subtotal
-------------------	-----------------	-----------------

Dell Pro 24 Plus Monitor - P2425H

Estimated delivery if purchased today:

May. 20, 2026

Contract # C000000979569

Customer Agreement # MHEC-04152022

\$133.74	10	\$1,337.40
-----------------	-----------	-------------------

Description	SKU	Unit Price	Quantity	Subtotal
Dell Pro 24 Plus Monitor - P2425H	210-BMGH	-	10	-
Dell Limited Hardware Warranty	814-5380	-	10	-
Advanced Exchange Service, 3 Years	814-5381	-	10	-
		Unit Price	Quantity	Subtotal

Dell Pro P 24 USB-C Hub Monitor - P2426HE		\$199.23	2	\$398.46
Estimated delivery if purchased today: May. 20, 2026 Contract # C000000979569 Customer Agreement # MHEC-04152022				
Description	SKU	Unit Price	Quantity	Subtotal
Dell Pro P 24 USB-C Hub Monitor - P2426HE	210-BVSP	-	2	-
Dell Limited Hardware Warranty	814-5380	-	2	-
Advanced Exchange Service, 3 Years	814-5381	-	2	-
Subtotal:				\$38,329.34
Shipping:				\$0.00
Estimated Tax:				\$0.00
Total:				\$38,329.34

Shipping Group 3 of 5, Details

Shipping To	Shipping Method
SAM ADAMS ILLINOIS EASTERN COMMUNITY COL 11220 STATE HWY 1 ROBINSON, IL 62454-5707 (618) 546-2333	Standard Delivery

Dell Pro P 24 USB-C Hub Monitor - P2426HE		Unit Price	Quantity	Subtotal
Estimated delivery if purchased today: May. 20, 2026 Contract # C000000979569 Customer Agreement # MHEC-04152022		\$199.23	2	\$398.46
Description	SKU	Unit Price	Quantity	Subtotal
Dell Pro P 24 USB-C Hub Monitor - P2426HE	210-BVSP	-	2	-
Dell Limited Hardware Warranty	814-5380	-	2	-
Advanced Exchange Service, 3 Years	814-5381	-	2	-
		Unit Price	Quantity	Subtotal
Dell Pro 16 PC16250		\$1,237.36	8	\$9,898.88
Estimated delivery if purchased today: May. 20, 2026 Contract # C000000979569 Customer Agreement # MHEC-04152022				
Description	SKU	Unit Price	Quantity	Subtotal
Dell Pro 16 (PC16250) BTX Base	210-BQHB	-	8	-
Intel(R) Core(TM) Ultra 5 235U vPro(R) (12 TOPS NPU, 12 cores, up to 4.9 GHz)	379-BGGV	-	8	-
Windows 11 Pro	619-BBQD	-	8	-
Platinum silver color, metallic finish	354-BBKC	-	8	-
16 GB: 1 x 16 GB, DDR5, 5600 MT/s, single channel	370-BCMP	-	8	-
Integrated Intel(R) graphics for Intel(R) Core(TM) Ultra 5 235U vPro(R) processor	338-CSJP	-	8	-
256 GB TLC SSD	400-BSKQ	-	8	-
English, French, Spanish, Brazilian Portuguese	619-BBPD	-	8	-

16", Non-Touch, FHD+, IPS, 300 nits, 45% NTSC, Anti-Glare, FHD+IR Cam	391-BJXM	-	8	-
No Fingerprint Reader, vPro	346-BLMP	-	8	-
FHD RGB HDR + IR Camera, 1080p at 30 fps, Presence Detection, TNR, Camera Shutter, Microphone	319-BBKH	-	8	-
English US backlit Copilot key keyboard with numeric keypad	583-BMQF	-	8	-
Intel(R) AX211 WLAN Driver	555-BMFD	-	8	-
Intel(R) Wi-Fi 6E AX211, Qualified against Bluetooth(R) Core 5.4 wireless Card	555-BLLQ	-	8	-
3-cell, 55 Wh, ExpressCharge Capable, ExpressCharge Boost Capable	451-BDKX	-	8	-
65W USB-C AC adapter	492-BDTG	-	8	-
E4 Power Cord 1M for US	537-BBDO	-	8	-
Quick Start Guide	340-DTVQ	-	8	-
Documentation	340-DNBV	-	8	-
ENERGY STAR Qualified	387-BBLW	-	8	-
Fixed Hardware Configuration	998-HMXC	-	8	-
Dell Pro 16 Min Packaging Type-C	340-DTZR	-	8	-
POD Label	389-EDJB	-	8	-
EPEAT Gold with Climate+	379-BDZB	-	8	-
Intel® Rapid Storage Technology Driver	409-BCYT	-	8	-
Intel vPro Enterprise Management Enabled	631-BCDM	-	8	-
Intel(R) Core(TM) Ultra 5 vPro(R) Processor Label	389-FJMH	-	8	-
Intel(R) Connectivity Performance Suite	640-BBTF	-	8	-
ProSupport Plus: Next Business Day Onsite, 1 Year	714-0178	-	8	-
ProSupport Plus: Next Business Day Onsite, 2 Year Extended	714-0182	-	8	-
ProSupport Plus: Accidental Damage Service, 3 Years	714-0200	-	8	-
ProSupport Plus: Keep Your Hard Drive, 3 Years	714-0201	-	8	-
ProSupport Plus: 7x24 Technical Support, 3 Years	714-0202	-	8	-
Dell Limited Hardware Warranty	714-0313	-	8	-
Dell Limited Hardware Warranty Extended Year(s)	975-3461	-	8	-
Thank you for choosing Dell ProSupport Plus. For tech support, visit www.dell.com/contactdell or call 1-866-516-3115	997-8367	-	8	-
Activate Your Microsoft 365 For A 30 Day Trial	630-ABBT	-	8	-
Dell Additional SW - Dell Pro Laptop	658-BFVB	-	8	-
CrowdStrike Endpoint Protection Pro w Essential Support 1yr	634-CCLG	-	8	-

Subtotal:	\$10,297.34
Shipping:	\$0.00
Estimated Tax:	\$0.00
Total:	\$10,297.34

Shipping Group 4 of 5, Details

Shipping To

ALLEN SIMPSON
ILLINOIS EASTERN COMMUNITY
COL
305 N WEST ST
OLNEY, IL 62450-1043
(161) 839-5777

Shipping Method

Standard Delivery

Dell Pro 16 PC16250

Estimated delivery if purchased today:

May. 20, 2026

Contract # C000000979569

Customer Agreement # MHEC-04152022

Description	SKU	Unit Price	Quantity	Subtotal
Dell Pro 16 (PC16250) BTX Base	210-BQHB	-	19	-
Intel(R) Core(TM) Ultra 5 235U vPro(R) (12 TOPS NPU, 12 cores, up to 4.9 GHz)	379-BGGV	-	19	-
Windows 11 Pro	619-BBQD	-	19	-
Platinum silver color, metallic finish	354-BBKC	-	19	-
16 GB: 1 x 16 GB, DDR5, 5600 MT/s, single channel	370-BCMP	-	19	-
Integrated Intel(R) graphics for Intel(R) Core(TM) Ultra 5 235U vPro(R) processor	338-CSJP	-	19	-
256 GB TLC SSD	400-BSKQ	-	19	-
English, French, Spanish, Brazilian Portuguese	619-BBPD	-	19	-
16", Non-Touch, FHD+, IPS, 300 nits, 45% NTSC, Anti-Glare, FHD+IR Cam	391-BJXM	-	19	-
No Fingerprint Reader, vPro	346-BLMP	-	19	-
FHD RGB HDR + IR Camera, 1080p at 30 fps, Presence Detection, TNR, Camera Shutter, Microphone	319-BBKH	-	19	-
English US backlit Copilot key keyboard with numeric keypad	583-BMQF	-	19	-
Intel(R) AX211 WLAN Driver	555-BMFD	-	19	-
Intel(R) Wi-Fi 6E AX211, Qualified against Bluetooth(R) Core 5.4 wireless Card	555-BLLQ	-	19	-
3-cell, 55 Wh, ExpressCharge Capable, ExpressCharge Boost Capable	451-BDKX	-	19	-
65W USB-C AC adapter	492-BDTG	-	19	-
E4 Power Cord 1M for US	537-BBDO	-	19	-
Quick Start Guide	340-DTVQ	-	19	-
Documentation	340-DNBV	-	19	-
ENERGY STAR Qualified	387-BBLW	-	19	-
Fixed Hardware Configuration	998-HMXC	-	19	-
Dell Pro 16 Min Packaging Type-C	340-DTZR	-	19	-
POD Label	389-EDJB	-	19	-
EPEAT Gold with Climate+	379-BDZB	-	19	-
Intel® Rapid Storage Technology Driver	409-BCYT	-	19	-

Intel vPro Enterprise Management Enabled	631-BCDM	-	19	-
Intel(R) Core(TM) Ultra 5 vPro(R) Processor Label	389-FJMH	-	19	-
Intel(R) Connectivity Performance Suite	640-BBTF	-	19	-
ProSupport Plus: Next Business Day Onsite, 1 Year	714-0178	-	19	-
ProSupport Plus: Next Business Day Onsite, 2 Year Extended	714-0182	-	19	-
ProSupport Plus: Accidental Damage Service, 3 Years	714-0200	-	19	-
ProSupport Plus: Keep Your Hard Drive, 3 Years	714-0201	-	19	-
ProSupport Plus: 7x24 Technical Support, 3 Years	714-0202	-	19	-
Dell Limited Hardware Warranty	714-0313	-	19	-
Dell Limited Hardware Warranty Extended Year(s)	975-3461	-	19	-
Thank you for choosing Dell ProSupport Plus. For tech support, visit www.dell.com/contactdell or call 1-866-516-3115	997-8367	-	19	-
Activate Your Microsoft 365 For A 30 Day Trial	630-ABBT	-	19	-
Dell Additional SW - Dell Pro Laptop	658-BFVB	-	19	-
CrowdStrike Endpoint Protection Pro w Essential Support 1yr	634-CCLG	-	19	-

Unit Price	Quantity	Subtotal
\$772.92	39	\$30,143.88

Dell Pro Slim QCS1250

Estimated delivery if purchased today:

May. 21, 2026

Contract # C000000979569

Customer Agreement # MHEC-04152022

Description	SKU	Unit Price	Quantity	Subtotal
Intel(R) Core(TM) i5-14500 vPro(R) (14 cores, up to 5.0GHz)	338-CSDK	-	39	-
Windows 11 Pro	619-BBQD	-	39	-
8 GB: 1 x 8 GB, DDR5, up to 4800 MT/s, non-ECC	370-BCWY	-	39	-
256GB SSD TLC	400-BSWT	-	39	-
1st M.2 2280 SSD Screw	773-BBBC	-	39	-
Integrated Graphics	490-BKSX	-	39	-
No Wireless LAN Card	555-BLXL	-	39	-
Dell Pro Slim chassis with 180W PSU	329-BKQP	-	39	-
Dell Wired Keyboard - KB216 - US English - Black	580-BCCR	-	39	-
Dell Wired Mouse - MS116	570-BBKP	-	39	-
ENERGY STAR Qualified	387-BBLW	-	39	-
System Power Cord C13 (Philippine/TH/US)	450-AAOJ	-	39	-
Documentation	340-DNBV	-	39	-
Watch Dog SRV	379-BFYR	-	39	-
Quick Start Guide	340-DTTW	-	39	-
US/Canada Battery Warning Label	389-FKHG	-	39	-
Print on Demand Label	389-BDQH	-	39	-
Trusted Platform Module (Discrete TPM Enabled)	329-BBJL	-	39	-
Shipping Material (DAO)	340-DTSR	-	39	-
Shipping Label	389-BBUU	-	39	-
FSJ Reg label for 180W PSU	389-FJYN	-	39	-
Driver/APP for IRST	658-BFTS	-	39	50 -

Desktop BTS/BTP Shipment	800-BBIP	-	39	-
No Hard Drive Bracket	575-BBKX	-	39	-
No Chassis Intrusion Switch	461-AAEI	-	39	-
Dell Pro Slim QCS1250	210-BPRH	-	39	-
No Optical Drive	429-BBCH	-	39	-
CMS Software not included	632-BBBJ	-	39	-
EPEAT Silver with Climate+	379-BDTO	-	39	-
Internal speaker	520-BBKW	-	39	-
No vPro(R) support	631-BCGK	-	39	-
No Additional Add In Cards	382-BBHX	-	39	-
No Additional Network Card Selected (Integrated NIC included)	555-BBJO	-	39	-
No Option Included	340-ACQQ	-	39	-
No Additional Video Ports	492-BCKH	-	39	-
English, French, Spanish, Brazilian Portuguese	619-BBPD	-	39	-
Fixed Hardware Configuration	998-HLTR	-	39	-
Dell Limited Hardware Warranty Plus Service	716-9303	-	39	-
Onsite Service After Remote Diagnosis 3 Years	716-9315	-	39	-
Activate Your Microsoft 365 For A 30 Day Trial	630-ABBT	-	39	-
Dell Pro Slim QCS1250	658-BFWC	-	39	-

Unit Price	Quantity	Subtotal
\$133.74	22	\$2,942.28

Dell Pro 24 Plus Monitor - P2425H

Estimated delivery if purchased today:

May. 20, 2026

Contract # C000000979569

Customer Agreement # MHEC-04152022

Description	SKU	Unit Price	Quantity	Subtotal
Dell Pro 24 Plus Monitor - P2425H	210-BMGH	-	22	-
Dell Limited Hardware Warranty	814-5380	-	22	-
Advanced Exchange Service, 3 Years	814-5381	-	22	-

Unit Price	Quantity	Subtotal
\$199.23	10	\$1,992.30

Dell Pro P 24 USB-C Hub Monitor - P2426HE

Estimated delivery if purchased today:

May. 20, 2026

Contract # C000000979569

Customer Agreement # MHEC-04152022

Description	SKU	Unit Price	Quantity	Subtotal
Dell Pro P 24 USB-C Hub Monitor - P2426HE	210-BVSP	-	10	-
Dell Limited Hardware Warranty	814-5380	-	10	-
Advanced Exchange Service, 3 Years	814-5381	-	10	-

Unit Price	Quantity	Subtotal
\$1,221.95	4	\$4,887.80

Wacom Cintiq 24

Estimated delivery if purchased today:

Aug. 20, 2026

Contract # C000000979569

Customer Agreement # MHEC-04152022

Description	SKU	Unit Price	Quantity	Subtotal
Wacom Cintiq 24	AD394536	-	4	51 -

Dell Pro Max Tower T2 FCT2250

Estimated delivery if purchased today:

May. 27, 2026

Contract # C000000979569

Customer Agreement # MHEC-04152022

Unit Price	Quantity	Subtotal
\$2,878.57	4	\$11,514.28

Description	SKU	Unit Price	Quantity	Subtotal
Dell Pro Max Tower T2 (FCT2250) CTO Base	210-BPSQ	-	4	-
Intel Core Ultra 9 285K (36 MB cache, 24 cores, 24 threads, 3.2 GHz to 5.7 GHz, 125W)	338-CSBX	-	4	-
Windows 11 Pro	619-BBPM	-	4	-
No Keyboard Selected	580-BCTF	-	4	-
No Mouse Selected	570-BBKQ	-	4	-
NVIDIA RTX 2000 ADA, 16 GB GDDR6, 4 mDP to DP adapters	490-BKTM	-	4	-
32GB: 2 x 16 GB, DDR5, 5600 MT/s, non-ECC	370-BCTK	-	4	-
No Hard Drive	400-BSYT	-	4	-
No Hard Drive	400-BSYT	-	4	-
NO RAID	817-BBBN	-	4	-
No Wireless LAN Card	555-BLXZ	-	4	-
Intel vPro Enterprise	631-BCDS	-	4	-
ENERGY STAR Qualified	387-BBLW	-	4	-
System Power Cord C13 (US 125V, 15A)	450-AH DU	-	4	-
Documentation	340-DNBV	-	4	-
Shipping Material (DAO)	340-CBUU	-	4	-
MOD,SHP MTL,DONINGTON,EPE,DAO	340-DTSS	-	4	-
Custom Configuration	817-BBBB	-	4	-
Quick Setup Guide	340-DTYP	-	4	-
US Reese coin battery Package Warning label	389-FKHB	-	4	-
Dell Pro Max Tower T2 with 1500W (80 Plus Platinum) PSU, DAO	321-BLRZ	-	4	-
Dell Precision/Pro Max Desktops TPM	340-ACBY	-	4	-
EPEAT Gold with Climate+	379-BDZB	-	4	-
No Additional Network Card Selected (Integrated NIC included)	555-BBJO	-	4	-
English, French, Spanish, Brazilian Portuguese	619-BBPD	-	4	-
Optional 2 x USB 3.2 Gen 2 Type-A Ports	382-BBPZ	-	4	-
Premium CPU Air Cooler	412-BCBJ	-	4	-
Intel Core Ultra 9 vPro Processor Label	389-FKKC	-	4	-
Intel Rapid Storage Technology Driver	409-BCYV	-	4	-
No Option Included	340-ACQQ	-	4	-
1TB SSD TLC with DRAM M.2 2280 PCIe Gen4 SED Ready	400-BSZF	-	4	-
No Optical Drive	429-BBCL	-	4	-
DAO REGULATORY LABEL 1500W	389-FJZR	-	4	-
T2 Graphic Card Holder	490-BKWX	-	4	52 -

Internal M.2 SSD Boot + Optional Internal M.2 SSD + cables for 3.5" internal SATA	449-BCJN	-	4	-
No Fans Included	384-BDRW	-	4	-
CMS Essentials DVD no Media	658-BBTV	-	4	-
No Hard Drive	400-BSYT	-	4	-
No Hard Drive	400-BSYT	-	4	-
Media Card Reader	385-BBTZ	-	4	-
No Internal Speaker	520-AARK	-	4	-
ProSupport: 7x24 Technical Support, 39 Months	716-0784	-	4	-
ProSupport: Next Business Day Onsite, 39 Months	716-0785	-	4	-
Dell Limited Hardware Warranty Plus Service	716-0806	-	4	-
Thank you choosing Dell ProSupport. For tech support, visit //support.dell.com/ProSupport	989-3449	-	4	-
Activate Your Microsoft 365 For A 30 Day Trial	630-ABBT	-	4	-
Dell Pro Max Tower T2 FCT2250	658-BFVQ	-	4	-

	Unit Price	Quantity	Subtotal
86 LED LCD, UHD, 400NITS, HDMI X3, USB-C X1, OPS	\$5,098.55	4	\$20,394.20

Estimated delivery if purchased today:
May. 27, 2026
Contract # C000000979569
Customer Agreement # MHEC-04152022

Description	SKU	Unit Price	Quantity	Subtotal
86 LED LCD, UHD, 400NITS, HDMI X3, USB-C X1, OPS	AD640006	-	4	-

	Unit Price	Quantity	Subtotal
NEC Display WMK-3298T Wall Mount for Flat Panel Display	\$324.49	4	\$1,297.96

Estimated delivery if purchased today:
May. 20, 2026
Contract # C000000979569
Customer Agreement # MHEC-04152022

Description	SKU	Unit Price	Quantity	Subtotal
NEC Display WMK-3298T Wall Mount for Flat Panel Display	AC206562	-	4	-

	Subtotal:	\$96,682.54
	Shipping:	\$0.00
	Estimated Tax:	\$0.00
	Total:	\$96,682.54

Shipping Group 5 of 5, Details

Shipping To	Shipping Method
TYLER HENRY ILLINOIS EASTERN COMMUNITY COL 2 FRONTIER DR FAIRFIELD, IL 62837 (618) 842-3711	Standard Delivery

	Unit Price	Quantity	Subtotal
--	-------------------	-----------------	-----------------

Dell Pro 16 PC16250**\$1,243.96****10****\$12,439.60**

Estimated delivery if purchased today:

May. 29, 2026

Contract # C000000979569

Customer Agreement # MHEC-04152022

Description	SKU	Unit Price	Quantity	Subtotal
Dell Pro 16 (PC16250) BTX Base	210-BQHB	-	10	-
Intel(R) Core(TM) Ultra 5 235U vPro(R) (12 TOPS NPU, 12 cores, up to 4.9 GHz)	379-BGGV	-	10	-
Windows 11 Pro	619-BBQD	-	10	-
Platinum silver color, metallic finish	354-BBKC	-	10	-
16 GB: 1 x 16 GB, DDR5, 5600 MT/s, single channel	370-BCMP	-	10	-
Integrated Intel(R) graphics for Intel(R) Core(TM) Ultra 5 235U vPro(R) processor	338-CSJP	-	10	-
256 GB TLC SSD	400-BSKQ	-	10	-
English, French, Spanish, Brazilian Portuguese	619-BBPD	-	10	-
16", Touch, FHD+, IPS, 300 nits, 45% NTSC, Anti-Glare, FHD+IR Cam	391-BJXP	-	10	-
No Fingerprint Reader, vPro	346-BLMP	-	10	-
FHD RGB HDR + IR Camera, 1080p at 30 fps, Presence Detection, TNR, Camera Shutter, Microphone	319-BBKH	-	10	-
English US non-backlit Copilot key keyboard with numeric keypad	583-BMQC	-	10	-
Intel(R) AX211 WLAN Driver	555-BMFD	-	10	-
Intel(R) Wi-Fi 6E AX211, Qualified against Bluetooth(R) Core 5.4 wireless Card	555-BLLQ	-	10	-
3-cell, 55 Wh, ExpressCharge Capable, ExpressCharge Boost Capable	451-BDKX	-	10	-
65W USB-C AC adapter	492-BDTG	-	10	-
E4 Power Cord 1M for US	537-BBDO	-	10	-
Quick Start Guide	340-DTVQ	-	10	-
Documentation	340-DNBV	-	10	-
ENERGY STAR Qualified	387-BBLW	-	10	-
Fixed Hardware Configuration	998-HVHT	-	10	-
Dell Pro 16 Min Packaging Type-C	340-DTZR	-	10	-
POD Label	389-EDJB	-	10	-
EPEAT Gold with Climate+	379-BDZB	-	10	-
Intel® Rapid Storage Technology Driver	409-BCYT	-	10	-
Intel vPro Enterprise Management Enabled	631-BCDM	-	10	-
Intel(R) Core(TM) Ultra 5 vPro(R) Processor Label	389-FJMH	-	10	-
Intel(R) Connectivity Performance Suite	640-BBTF	-	10	-
ProSupport Plus: Next Business Day Onsite, 1 Year	714-0178	-	10	-
ProSupport Plus: Next Business Day Onsite, 2 Year Extended	714-0182	-	10	-
ProSupport Plus: Accidental Damage Service, 3 Years	714-0200	-	10	-
ProSupport Plus: Keep Your Hard Drive, 3 Years	714-0201	-	10	-
ProSupport Plus: 7x24 Technical Support, 3 Years	714-0202	-	10	54 -

Dell Limited Hardware Warranty	714-0313	-	10	-
Dell Limited Hardware Warranty Extended Year(s)	975-3461	-	10	-
Thank you for choosing Dell ProSupport Plus. For tech support, visit www.dell.com/contactdell or call 1-866-516-3115	997-8367	-	10	-
Activate Your Microsoft 365 For A 30 Day Trial	630-ABBT	-	10	-
Dell Additional SW - Dell Pro Laptop	658-BFVB	-	10	-
CrowdStrike Endpoint Protection Pro w Essential Support 1yr	634-CCLG	-	10	-

Unit Price	Quantity	Subtotal
\$772.92	5	\$3,864.60

Dell Pro Slim QCS1250

Estimated delivery if purchased today:

May. 19, 2026

Contract # C000000979569

Customer Agreement # MHEC-04152022

Description	SKU	Unit Price	Quantity	Subtotal
Intel(R) Core(TM) i5-14500 vPro(R) (14 cores, up to 5.0GHz)	338-CSDK	-	5	-
Windows 11 Pro	619-BBQD	-	5	-
8 GB: 1 x 8 GB, DDR5, up to 4800 MT/s, non-ECC	370-BCWY	-	5	-
256GB SSD TLC	400-BSWT	-	5	-
1st M.2 2280 SSD Screw	773-BBBC	-	5	-
Integrated Graphics	490-BKSX	-	5	-
No Wireless LAN Card	555-BLXL	-	5	-
Dell Pro Slim chassis with 180W PSU	329-BKQP	-	5	-
Dell Wired Keyboard - KB216 - US English - Black	580-BCCR	-	5	-
Dell Wired Mouse - MS116	570-BBKP	-	5	-
ENERGY STAR Qualified	387-BBLW	-	5	-
System Power Cord C13 (Philippine/TH/US)	450-AAOJ	-	5	-
Documentation	340-DNBV	-	5	-
Watch Dog SRV	379-BFYR	-	5	-
Quick Start Guide	340-DTTW	-	5	-
US/Canada Battery Warning Label	389-FKHG	-	5	-
Print on Demand Label	389-BDQH	-	5	-
Trusted Platform Module (Discrete TPM Enabled)	329-BBJL	-	5	-
Shipping Material (DAO)	340-DTSR	-	5	-
Shipping Label	389-BBUU	-	5	-
FSJ Reg label for 180W PSU	389-FJYN	-	5	-
Driver/APP for IRST	658-BFTS	-	5	-
Desktop BTS/BTP Shipment	800-BBIP	-	5	-
No Hard Drive Bracket	575-BBKX	-	5	-
No Chassis Intrusion Switch	461-AAEI	-	5	-
Dell Pro Slim QCS1250	210-BPRH	-	5	-
No Optical Drive	429-BBCH	-	5	-
CMS Software not included	632-BBBJ	-	5	-
EPEAT Silver with Climate+	379-BDTO	-	5	-
Internal speaker	520-BBKW	-	5	-

55

No vPro(R) support	631-BCGK	-	5	-
No Additional Add In Cards	382-BBHX	-	5	-
No Additional Network Card Selected (Integrated NIC included)	555-BBJO	-	5	-
No Option Included	340-ACQQ	-	5	-
No Additional Video Ports	492-BCKH	-	5	-
English, French, Spanish, Brazilian Portuguese	619-BBPD	-	5	-
Fixed Hardware Configuration	998-HLTR	-	5	-
Dell Limited Hardware Warranty Plus Service	716-9303	-	5	-
Onsite Service After Remote Diagnosis 3 Years	716-9315	-	5	-
Activate Your Microsoft 365 For A 30 Day Trial	630-ABBT	-	5	-
Dell Pro Slim QCS1250	658-BFWC	-	5	-

	Unit Price	Quantity	Subtotal
	\$199.23	8	\$1,593.84

Dell Pro P 24 USB-C Hub Monitor - P2426HE

Estimated delivery if purchased today:
May. 20, 2026
Contract # C000000979569
Customer Agreement # MHEC-04152022

Description	SKU	Unit Price	Quantity	Subtotal
Dell Pro P 24 USB-C Hub Monitor - P2426HE	210-BVSP	-	8	-
Dell Limited Hardware Warranty	814-5380	-	8	-
Advanced Exchange Service, 3 Years	814-5381	-	8	-
		Unit Price	Quantity	Subtotal
		\$126.49	10	\$1,264.90

Dell Pro 24 Plus Monitor - P2425H

Estimated delivery if purchased today:
May. 20, 2026
Contract # C000000979569
Customer Agreement # MHEC-04152022

Description	SKU	Unit Price	Quantity	Subtotal
Dell Pro 24 Plus Monitor - P2425H	210-BMGH	-	10	-
Dell Limited Hardware Warranty	814-5380	-	10	-
Advanced Exchange Service, 3 Years	814-5381	-	10	-

	Subtotal:	\$19,162.94
	Shipping:	\$0.00
	Estimated Tax:	\$0.00
	Total:	\$19,162.94

Important Notes

Terms of Sale

This Quote will, if Customer issues a purchase order for the quoted items that is accepted by Supplier, constitute a contract between the entity issuing this Quote ("Supplier") and the entity to whom this Quote was issued ("Customer"). Unless otherwise stated herein, pricing is valid for Fourteen days from the date of this Quote. All products, pricing, and other information are based on the latest information available and are subject to change for any reason, including but not limited to tariffs imposed by government authorities, shortages in materials or resources, increase in the cost of manufacturing or other factors beyond Supplier's reasonable control. If such changes occur, pricing may be adjusted or purchase orders may be cancelled by Supplier, even after an order has been placed. Supplier also reserves the right to cancel this Quote and Customer purchase orders arising from pricing errors and/or customer changes to Supplier's planned delivery date. Taxes and/or freight charges listed on this Quote are only estimates. The final amounts shall be stated on the relevant invoice. Additional freight charges will be applied if Customer requests expedited shipping. Please indicate any tax exemption status on your purchase order and send your tax exemption certificate to Tax_Department@dell.com or ARSalesTax@emc.com, as applicable.

Governing Terms: This Quote is subject to: (a) a separate written agreement between Customer or Customer's affiliate and Supplier or a Supplier's affiliate to the extent that it expressly applies to the products and/or services in this Quote or, to the extent there is no such agreement, to the applicable set of Dell's Terms of Sale (available at www.dell.com/terms or www.dell.com/oemterms), or for cloud/as-a-Service offerings, the applicable cloud terms of service (identified on the Offer Specific Terms referenced below); and (b) the terms referenced herein (collectively, the "Governing Terms"). Different Governing Terms may apply to different products and services on this Quote. The Governing Terms apply to the exclusion of all terms and conditions incorporated in or referred to in any documentation submitted by Customer to Supplier.

Supplier Software Licenses and Services Descriptions: Customer's use of any Supplier software is subject to the license terms accompanying the software, or in the absence of accompanying terms, the applicable terms posted on www.Dell.com/eula. Descriptions and terms for Supplier-branded standard services are stated at www.dell.com/servicecontracts/global or for certain infrastructure products at www.dell.com/en-us/customer-services/product-warranty-and-service-descriptions.htm.

Offer-Specific, Third Party and Program Specific Terms: Customer's use of third-party software is subject to the license terms that accompany the software. Certain Supplier-branded and third-party products and services listed on this Quote are subject to additional, specific terms stated on www.dell.com/offeringsspecificterms ("Offer Specific Terms").

In case of Resale only: Should Customer procure any products or services for resale, whether on standalone basis or as part of a solution, Customer shall include the applicable software license terms, services terms, and/or offer-specific terms in a written agreement with the end-user and provide written evidence of doing so upon receipt of request from Supplier.

In case of Financing only: If Customer intends to enter into a financing arrangement ("Financing Agreement") for the products and/or services on this Quote with Dell Financial Services LLC or other funding source pre-approved by Supplier ("FS"), Customer may issue its purchase order to Supplier or to FS. If issued to FS, Supplier will fulfill and invoice FS upon confirmation that: (a) FS intends to enter into a Financing Agreement with Customer for this order; and (b) FS agrees to procure these items from Supplier. Notwithstanding the Financing Agreement, Customer's use (and Customer's resale of and the end-user's use) of these items in the order is subject to the applicable governing agreement between Customer and Supplier, except that title shall transfer from Supplier to FS instead of to Customer. If FS notifies Supplier after shipment that Customer is no longer pursuing a Financing Agreement for these items, or if Customer fails to enter into such Financing Agreement within 120 days after shipment by Supplier, Customer shall promptly pay the Supplier invoice amounts directly to Supplier.

Customer represents that this transaction does not involve: (a) use of U.S. Government funds; (b) use by or resale to the U.S. Government; or (c) maintenance and support of the product(s) listed in this document within classified spaces. Customer further represents that this transaction does not require Supplier's compliance with any statute, regulation or information technology standard applicable to a U.S. Government procurement.

For certain products shipped to end users in California, a State Environmental Fee will be applied to Customer's invoice. Supplier encourages customers to dispose of electronic equipment properly.

Electronically linked terms and descriptions are available in hard copy upon request.

MEMORANDUM

TO: Board of Trustees
FROM: Ryan Gower
DATE: June 16, 2026
RE: Approval of Equipment Fee for the Automotive Technology Program

With the relocation of the Automotive Technology Associate in Applied Science degree from Frontier Community College to Olney Central College, effective Fall 2026, it has been determined that required equipment for the program will be purchased through the OCC Bookstore. While this equipment was also necessary when the program was offered at FCC, it was not purchased through IECC and, therefore, not identified in the academic catalog.

This change in the method by which students will purchase required equipment necessitates Board approval for inclusion in the academic catalog. The fee will be established as a cost recovery fee and assessed to students at the actual cost of the equipment.

The Strategic Engagement Planning Council has reviewed and approved this cost recovery fee. Mr. Chairman, I ask that the Board of Trustees approve this fee, effective Fall 2026.

RG/cr

MEMORANDUM

TO: Board of Trustees

FROM: Ryan Gower

DATE: June 16, 2026

RE: Building and Maintenance Fund Resolution

State statute requires that the Board of Trustees approve by a resolution granting authority to budget and expend funds collected from tax revenues for the purpose of operations and maintenance of the district campuses and properties.

The attached resolution authorizes the Chancellor of the District to budget and expend funds from a tax levied for operations, building and maintenance purposes, for the payment of salaries of maintenance and grounds workers, custodial employees, or any other operations and maintenance staff, engineers or such other contractors as required, and all costs of fuel, lights, gas, water, and custodial supplies and equipment or the cost of a professional survey of the condition of school buildings or of any one or more of the preceding items.

I ask the Board's approval of the Building and Maintenance Fund Resolution.

RG/akb

Attachment

**BOARD OF TRUSTEES
RESOLUTION
BUILDING AND MAINTENANCE FUND**

WHEREAS, expenses payable from taxes levied for operations, building and maintenance purposes and for the purchase of school grounds are subject to 110 ILCS 805/3-20.3.

WHEREAS, funds expended for obligations incurred for the improvement, maintenance, repair or benefit of buildings and property, including cost of interior decorating and the installation, improvement, repair, replacement and maintenance of building fixtures, for the rental of buildings and property for community college purposes or for the payment of all premiums for insurance upon buildings and building fixtures shall be paid from tax levied for operations, building and maintenance purposes and the purchase of school grounds,

WHEREAS, payment of all salaries for maintenance and grounds workers, custodial employees, or any other operations and maintenance staff, engineers, or such other contractors as required, and all costs of fuel, lights, gas, water, and custodial supplies and equipment, or the cost of a professional survey of the conditions of school building, or any one or more of the preceding items may not be paid from tax levied for operations, building and maintenance purposes and the purchase of school grounds without resolution of the Board of Trustees,

SO BE IT RESOLVED, that the Board of Trustees of the Illinois Eastern Community College District No. 529 by resolution authorizes the Chancellor of the District to budget and expend funds from a tax levied for operations, building and maintenance purposes for the payment of salaries for maintenance and grounds workers, custodial employees, or any other operations and maintenance staff, engineers, or such other contractors as required, and all costs of fuel, lights, gas, water, and custodial supplies and equipment or the cost of a professional survey of the condition of school buildings or of any one or more of the preceding items.

BY ORDER OF THE BOARD OF TRUSTEES,
ILLINOIS EASTERN COMMUNITY COLLEGES
DISTRICT #529

	<u>June 16, 2026</u>
Chairman, Board of Trustees	Date

	<u>June 16, 2026</u>
Secretary, Board of Trustees	Date

MEMORANDUM

TO: Board of Trustees

FROM: Ryan Gower

DATE: June 16, 2026

RE: Inter-Fund Loans Resolution

During each fiscal year, it is not uncommon for transfers to be made between existing funds to meet obligations of the District.

Each fiscal year, in lieu of making permanent transfers between funds, the Board of Trustees is asked to approve a resolution authorizing these inter-fund loans and transfers. These inter-fund loans are for the purpose of meeting the ordinary and necessary expenditures of the district.

I ask that the Board adopt the attached resolution which authorizes the Treasurer of the District to make inter-fund loans as required during Fiscal Year 2027, and that such inter-fund loans be repaid and retransferred to the proper fund no later than June 30, 2027.

RG/akb

Attachment

**BOARD OF TRUSTEES
RESOLUTION
INTER-FUND LOANS**

WHEREAS, the Board of Trustees of Illinois Eastern Community Colleges District No. 529 desires to affect certain inter-fund loans for Fiscal Year 2027, pursuant to 110 ILCS 805/3-34, and

WHEREAS, these inter-fund loans, from any fund to any other fund maintained by the Board, are for the purpose of disbursing such funds to be used in meeting the ordinary and necessary expenditures of the District.

SO BE IT RESOLVED, that the Board of Trustees hereby authorizes the Treasurer of the District to make inter-fund loans as required for Fiscal Year 2027, and to make the necessary transfers therefor.

BE IT FURTHER RESOLVED, that each such inter-fund loan must be repaid and retransferred to the proper fund no later than June 30, 2027.

BY ORDER OF THE BOARD OF TRUSTEES,
ILLINOIS EASTERN COMMUNITY COLLEGES
DISTRICT #529

	<u>June 16, 2026</u>
Chairman, Board of Trustees	Date

	<u>June 16, 2026</u>
Secretary, Board of Trustees	Date

MEMORANDUM

TO: Board of Trustees

FROM: Ryan Gower

DATE: June 16, 2026

RE: Payment of Accrued Bills

The District's fiscal year ends on June 30, and under general accounting rules, the District pays bills incurred in June, but invoiced in July, as expenses for Fiscal Year 2026. By July 30 all accrued bills received during this run-out period will be paid. Therefore, these accrued bills will be paid before the Board approves them.

At each regular Board meeting, the Board receives an electronic copy of bills for review and payment. At the August Board meeting, that electronic report will include current bills for approval plus the bills that were paid in the accrual period. Each of these accrual period payments will be designated with an A (for accrual) beside the vendor.

This procedure has been followed in prior years and I request the Board's approval to pay the accrued bills prior to Board approval, with the understanding that these bills will be made available electronically for Board review at the August Board meeting.

RG/akb

MEMORANDUM

TO: Board of Trustees

FROM: Ryan Gower

DATE: June 16, 2026

RE: Facility Agreements

The following agreements are submitted for Board consideration and action:

1. IECC/FCC Foundation – The Frontier Community College Foundation purchased a facility commonly known as Bobcat Den for the use of Illinois Eastern Community College District #529/Frontier Community College. The District began using the building on July 28, 2014. In exchange for usage of the building, the college provides maintenance to the building's interior and exterior, provides janitorial services, telephone, insurance, gas, and electric service to the Bobcat Den. The Foundation has agreed to extend the agreement to June 30, 2027.
2. IECC/Buckeroo Early Education Center – This agreement is for the use of two (2) classrooms (1,200 sq. ft.) in Wattleworth Hall to be used as classroom facilities for the facilitation of a childcare program to allow local residents to have access to educational opportunities for children aged 2 - 5. The agreement commences July 1, 2026, through June 30, 2027. The monthly rate is \$1,500.
3. IECC/OCC ROE (ASSIST) – The agreement is for three classrooms and five office spaces on the second floor of Wattleworth Hall to be used exclusively as classroom facilities and office facilities for the facilitation of the ASSIST program. The agreement period is August 1, 2026, through May 31, 2027, at the monthly rate of \$5,500.
4. IECC/LTC/Twin Rivers – The agreement began January 2018 and is for approximately 560 square feet of office space for the facilitation of the Twin Rivers Regional Vocational System. The term is being extended to June 30, 2027, at the monthly rate of \$250.
5. IECC/C.E.F.S. Economic Opportunity Corporation WIA – This agreement with C.E.F.S. is for office space at Olney Central College and includes 120 square feet of office and common space which includes break room, restrooms, and conference room for facilitation of the Workforce Investment Act. The agreement period is July 1, 2026, through June 30, 2028, at the monthly rate of \$225.

6. IECC/Rise Broadband – The agreement is for the placement of broadband equipment on the District radio station tower located at 15511 River Road, Mt. Carmel, Illinois. The term is for one (1) year from October 6, 2026, to October 5, 2027. The agreement provides monthly rate of \$150 and wireless connection for monitoring tower connectivity.

The following agreements are submitted as informational review of outstanding commitments of the District:

1. IECC/WVC Foundation – Wabash Valley College Administration occupies approximately 2,900 square feet of the Foundation Building at 2201 College Drive, Mt. Carmel, Illinois. In exchange for this use, the College District provides mowing, snow clearing, and routine maintenance of the building. This term is for five years, commencing July 1, 2025, and will expire June 30, 2030.
2. IECC/WVC WVJC Radio Tower – The District leased 1.68 acres in Wabash County for thirty years for the placement of the WVJC antenna. The term of the lease is from July 1, 2013, for thirty years, to June 30, 2043, at a cost of \$30 for the thirty-year period.
3. IECC/OCC Oil Derrick – The District provides an approximate 2,209 square feet piece of property, including access thereto, located at the northwest corner of the intersection of Illinois Route 130 and St. John Street. The City of Olney has erected an oil derrick on this property for which the City pays the District \$1.00 per year. The agreement was extended on August 18, 2009, for twenty years to August 17, 2029.
4. IECC/Wabash Telephone Cooperative – The agreement is for the placement of an upright communications cabinet, generator, and fence on approximately 450 square feet on the northeast corner of the Lincoln Trail College campus. In exchange for the agreement, Wabash Telephone Cooperative provides a dedicated fiber connection for use in academic and administrative functions at LTC. The term of the agreement is March 20, 2024, through June 30, 2034.
5. IECC/FCC and Fairfield Park District of Fairfield, Illinois – Intergovernmental Agreement between IECC/FCC and Fairfield Park District of Fairfield, Illinois, as amended by Board action on January 14, 2015, for the Operation and Use of a certain softball diamond at Southwest Park, Fairfield, Illinois through the duration of the existing leaseholds of the Park District and any extension or renewal thereof through and including July 1, 2040, unless sooner terminated by the Lessors.
6. IECC/LTC/ICN Intergovernmental Agreement – The agreement provides the Illinois Century Network (ICN) with approximately 294 sq. ft. to install and maintain data equipment for the operation of an Intermediate Light Amplification for interconnecting high-speed data connections. The term of the agreement began June 18, 2013, and runs through June 18, 2033. In consideration IECC receives high-speed internet service at no charge.

7. IECC/LTC Crawford County Recreation Center – The term began October 18, 2023, and expires May 31, 2033. The terms provide for the operation of the natatorium, wellness area, and gymnasium as a recreation center for Crawford County. The rate for the agreement is set at \$1 per year.
8. IECC/WRC – The agreement is for the softball field and baseball field with Britton's Bullpen in exchange for mowing and maintenance of the two fields and two adjoining buildings. The term is from July 1, 2024, through June 30, 2029.
9. IECC/LTC JMO Modular Lease – The lease began on July 20, 2023, and is for one (1) 28 x 68 mobile classroom building to be used by the Broadband Telecom program at Lincoln Trail. The term of this lease is from June 1, 2025, to end 10 days after the last day of regular classes or June 1, 2027, whichever is earlier. The total yearly rent is \$20,000 per year. The lease is partially funded by the State of Illinois through CDB Project No. 810-040-009.
10. IECC/LTC Foundation – The agreement provides use of classrooms in the Professional Annex on Lincoln Trail's North Campus. Under the terms of the agreement, the Foundation will use the space for their offices and operation. The agreement is in effect until terminated by either party.

The following agreement was terminated by administration on April 29, 2026, for default:

1. IECC/FCC/LTC/OCC/WVC – The lease (Bluebolt Outdoor LLC) provides space on the FCC, LTC, OCC, and WVC campuses for the placement of solar powered benches/newspaper kiosks. The term of the lease begins June 18, 2024, and expires on the fourth (4th) anniversary of the installation of when the units were completed. The lease contains two additional four (4) year terms. Rent is paid monthly at a rate of ten percent (10%) of the gross advertising reserves generated by the units.

A copy of the agreements have been sent to the Board of Trustees under separate cover.

RG/akb

MEMORANDUM

TO: Board of Trustees

FROM: Ryan Gower

DATE: June 16, 2026

RE: Working Cash Fund Resolution

The Board of Trustees is required to approve a resolution authorizing the permanent transfer of interest earned on the Working Cash Fund to the General Fund for the purpose of paying general obligations of the District.

Only interest earnings of the fund will be transferred. The principal of the Work Cash Fund will remain. As of June 30, 2026, the principal totals \$4,815,000. The Treasurer of the District will transfer an amount not to exceed \$190,000 from the Working Cash Fund to the General Fund prior to June 30, 2026. This transfer represents the estimated interest earnings of the fund as of June 30, 2026.

I recommend that the Board adopt the attached resolution authorizing the Treasurer to permanently transfer up to \$190,000 from the Working Cash Fund for the purposes outlined.

RG/akb

Attachment

**BOARD OF TRUSTEES
RESOLUTION
WORKING CASH FUND**

WHEREAS, the Board of Trustees approved the permanent transfer of interest earned on the Working Cash Fund monies to the General Fund on or before June 30, 2026;

WHEREAS, the Board of Trustees initiated this transfer pursuant to 110 ILCS 805/3-33.6 for the purpose of disbursing such funds to be used in meeting the ordinary and necessary expenditures of the district;

WHEREAS, the Board used these funds for aforesaid purposes and no repayment of this money is required;

SO BE IT RESOLVED that the Board of Trustees authorizes the Treasurer of the District to permanently transfer up to \$190,000 Working Cash Fund interest to the General Fund, said transfer to be made on or before June 30, 2026.

BY ORDER OF THE BOARD OF TRUSTEES,
ILLINOIS EASTERN COMMUNITY COLLEGES
DISTRICT #529

June 16, 2026

Chairman, Board of Trustees Date

Secretary, Board of Trustees

Date

MEMORANDUM

TO: Board of Trustees
FROM: Ryan Gower
DATE: June 16, 2026
RE: Affiliation Agreements

An affiliation agreement is a formal contract between the educational institution and the facility or business where the student(s) will have the experience. It identifies the responsibilities and liabilities of the various parties covered by the contract. Students engaged in these placements are not paid and the experience is required for completion of the program.

IECC wishes to enter into a negotiated clinical affiliation agreement with the following organizations:

- EmpowerMe Holdings, LLC d/b/a EmpowerMe Wellness
- Healthcare Therapy Services, Inc.
- Lawrence County Memorial Hospital
- ProgressiveHealth Rehabilitation, Inc. - (PTA only)
- Wabash General Hospital

IECC wishes to enter into a standard clinical affiliation agreement with the following organizations:

- Christopher Rural Health
- Clay County Hospital and Medical Clinics
- County of Edwards EMS
- Crawford County Health Department
- Daviess Community Hospital
- Embarras River Basin Agency, Inc.
- Fairfield Memorial Hospital Association
- Gibson County Ambulance Service
- Haven on the River, formerly Meadowbrook
- Helia Healthcare of Olney, LLC
- Helia Healthcare of Newton, LLC d/b/a Newton Care Center
- Helia Richland Healthcare, LLC d/b/a Richland Nursing & Rehab
- Ivy Rehab (new)
- Jasper County Ambulance
- Jasper County Health Department
- Joyner Therapy Services

- Lakeland Rehabilitation & Health Care Center
- Lawrence County Ambulance Service
- Lawrence Crawford Association for Exceptional Citizens
- Marshall Rehab & Nursing (new)
- Master's Hands Inc., NFP
- Oakview Nursing and Rehab
- Posey County EMS
- ProRehab, Inc.
- Providence Medical Group
- R & T Physical Therapy
- Richland County TB and Health Office
- Robinson Rehab & Nursing
- RuralMed, LLC
- Salem Township Hospital
- Sarah Bush Lincoln Health Center
- Sullivan County Community Hospital
- United Life Care Ambulance Service
- Wabash and Ohio Valley Special Education District
- Wabash Senior Living & Rehabilitation
- Wayne City Ambulance Service
- Wayne County Ambulance Service

IECC wishes to enter into a non-standard clinical affiliation agreement with the following organization:

- Buckeroo Early Education Center
- Christopher Rural Health
- Crawford County Health Department
- Edwards County Farm Bureau
- Embarras River Basin Head Start
- Fox River
- Happy Day Express
- Kiddie Kollege
- Lawrence Crawford Association for Exceptional Citizens
- Sullivan County Community Hospital
- Wayne County Health Department

I ask the Board's approval of this affiliation agreement.

RG/sc

ILLINOIS EASTERN COMMUNITY COLLEGE DISTRICT #529
Frontier Community College | Lincoln Trail College | Olney Central College | Wabash Valley College
CLINICAL AFFILIATION AGREEMENT

THIS AGREEMENT is made and entered into as of the date of last signature by and between ILLINOIS EASTERN COMMUNITY COLLEGE DISTRICT #529, FRONTIER COMMUNITY COLLEGE, LINCOLN TRAIL COLLEGE, OLNEY CENTRAL COLLEGE and WABASH VALLEY COLLEGE, for its degree and certificate programs (hereinafter referred to as DISTRICT #529) and EmpowerMe Holdings, LLC d/b/a EmpowerMe Wellness (hereinafter referred to as AFFILIATE): of St. Louis, Missouri.
(city) (state)

WITNESSETH THAT:

WHEREAS, DISTRICT #529 desires to make use of the AFFILIATE'S clinic sites for clinical laboratory practice by students of the DISTRICT, and

WHEREAS, the AFFILIATE has agreed to make its clinic sites available to the students and IECC Faculty of DISTRICT #529 for the desired purpose,

NOW THEREFORE, for consideration of the mutual covenants and acts to be kept and performed by the parties hereto, the parties do herewith agree as follows:

1. The AFFILIATE agrees to make its clinic sites available in all areas of patient care which are appropriate for educational experiences for observation and participation by the students and IECC Faculty and/or staff of the DISTRICT #529, subject to the conditions and limitations contained herein.

2. The arrangements for use of said clinic sites of the AFFILIATE will be made by the designated employee(s) on behalf of DISTRICT #529 and the Administrator, and the Director of Nursing Service or Department Supervisor on behalf of the AFFILIATE. The plan and program will be organized and agreed to by said persons prior to the commencement of the courses.

3. DISTRICT #529 will be responsible for the teaching and guidance of the students in the clinical laboratory experience and will be available to the students.

The specific assignment of learning experiences to specific students will be made and arranged by the IECC Faculty on behalf of DISTRICT #529, in consultation with the Head Nurse, Department Supervisor, or Coordinator on behalf of the AFFILIATE. IECC Faculty assumes full responsibility and supervision of the students during their laboratory experience in the AFFILIATE.

4. The use of AFFILIATE clinic sites will be consistent with, and in conformity with all applicable rules, regulations, and policies of the AFFILIATE; and the IECC Faculty on behalf of DISTRICT #529 will be responsible for maintaining proper standards of patient care and safeguard of patients assigned to students. The AFFILIATE professional personnel will retain full and final decisions for patient care assigned to students.

5. Supervision of the health of all students making use of any of the AFFILIATE'S clinic sites, as contemplated herein; will be the responsibility of DISTRICT #529 and will comply with the policies of the health AFFILIATE.

IECC Faculty and students assigned to or making use of any clinical area of the AFFILIATE under the contemplated program, will meet the health requirements of the AFFILIATE.

This agreement forbids discrimination against any student on the basis of race, color, sex, pregnancy, gender identity, sexual orientation, age, marital status, parental status, religious affiliation, veteran status, national origin, ancestry, order of protection status, conviction record, physical or mental disability, genetic information, or any other protected category.

Prior to the use of any AFFILIATE clinic sites, under the contemplated program, DISTRICT #529 will furnish the AFFILIATE, upon request, a medical record for each participating student showing that said student fully complies with the health requirements required by the AFFILIATE.

6. The IECC Faculty of DISTRICT #529 participating in the program will receive an orientation to the AFFILIATE by the appropriate AFFILIATE staff. DISTRICT #529 Faculty participating in the program may be included in demonstrations of new equipment and techniques. Each new IECC Faculty member of DISTRICT #529 participating in the program will arrange with the appropriate department director or supervisor, on behalf of the AFFILIATE, for an orientation prior to the assignment of the new IECC Faculty member to any clinical area.

7. DISTRICT #529 will provide orientation for the educational program for the AFFILIATE staff.

8. The AFFILIATE'S clinic sites may be available for DISTRICT #529 continuing educational program on a pre-planned project basis; the arrangements for such to be made with the department director, supervisor, or Director of Nursing Service on behalf of the AFFILIATE, and by the IECC Faculty, Department Head, and/or Dean, on behalf of DISTRICT #529.

9. The students and IECC Faculty will respect the confidential nature of all information which may come to them with regard to patients and AFFILIATE records.

10. Neither party hereto will be paid any monetary reimbursement as such by the other party heretofore for the contemplated program, or for use of either party's clinic sites by the other party. Neither party heretofore will have any responsibilities or liabilities to the other party, or its employees, or students, or anyone participating in the contemplated program.

11. IECC Faculty and students shall be covered by occurrence type professional liability insurance in the amount of one million (\$1,000,000) per occurrence and five million (\$5,000,000) annual aggregate prior to any assignment for practice at the AFFILIATE.

12. If available at the clinic sites, the AFFILIATE will supply dressing rooms and space for storage of clothing not in use while students are practicing at the AFFILIATE, and conference room clinic sites for use of IECC Faculty and students.

13. This agreement will remain in effect until July 1, 2028, at which time it will be reviewed for renewal. Either party hereto may terminate this AGREEMENT by at least one hundred and eighty (180) days’ written notice to the other party. All students enrolled in DISTRICT #529 and participating in the program contemplated herein at the time that notice to terminate this AGREEMENT is given by either party to the other, shall be permitted to complete their laboratory experience needed for graduation at the AFFILIATE. Any notice required or permitted under this AGREEMENT shall be addressed to the parties at their respective address and contact information set forth below, or to such other addresses as the parties may specify in writing from time to time:

If to Affiliate:

EmpowerMe Wellness
1335 Strassner Drive
St. Louis, MO 63144
Attn: Lisa Meyer
Email: lmeyer@empowerme.com

If to District #529:

Illinois Eastern Community Colleges
233 East Chestnut Street
Olney, IL 62450
Attn: Dr. Alani Frederick
Email: fredericka@iecc.edu

IN WITNESS WHEREOF, the undersigned signatures have caused this instrument to be executed by its duly authorized officials as of the date of last signature.

AFFILIATE

ILLINOIS EASTERN COMMUNITY
COLLEGE DISTRICT #529

Signature: _____

Chair, IECC Board of Trustees

Name: _____

Date: _____

Title: _____

Date: _____

Illinois Eastern Community Colleges District No. 529 does not discriminate on the basis of race, color, sex, pregnancy, gender identity, sexual orientation, age, marital status, parental status, religious affiliation, veteran status, national origin, ancestry, order of protection status, conviction record, physical or mental disability, genetic information, or any other protected category. Illinois Eastern Community Colleges adheres to the Federal Regulations of the Americans with Disabilities Act of 1990 and offers appropriate services or activities with reasonable accommodations to any qualified disabled individual upon requests.

ILLINOIS EASTERN COMMUNITY COLLEGE DISTRICT #529
Frontier Community College | Lincoln Trail College | Olney Central College | Wabash Valley College
CLINICAL AFFILIATION AGREEMENT

THIS AGREEMENT is made and entered into as of the date of last signature by and between ILLINOIS EASTERN COMMUNITY COLLEGE DISTRICT #529, FRONTIER COMMUNITY COLLEGE, LINCOLN TRAIL COLLEGE, OLNEY CENTRAL COLLEGE and WABASH VALLEY COLLEGE, for its degree and certificate programs (hereinafter referred to as DISTRICT #529) and _____

_____ (hereinafter referred to as AGENCY): of _____
_____. (city) (state)

WITNESSETH THAT:

WHEREAS, DISTRICT #529 desires to make use of the AGENCY'S facilities for clinical laboratory practice by students of the DISTRICT, and

WHEREAS, the AGENCY has agreed to make its facilities available to the students and IECC Faculty of DISTRICT #529 for the desired purpose,

NOW THEREFORE, for consideration of the mutual covenants and acts to be kept and performed by the parties hereto, the parties do herewith agree as follows:

1. The AGENCY agrees to make its facilities available in all areas of patient care which are appropriate for educational experiences for observation and participation by the students and IECC Faculty and/or staff of the DISTRICT #529, subject to the conditions and limitations contained herein.

2. The arrangements for use of said facilities of the AGENCY will be made by the designated employee(s) on behalf of DISTRICT #529 and the Administrator, and the Director of Nursing Service or Department Supervisor on behalf of the AGENCY. The plan and program will be organized and agreed to by said persons prior to the commencement of the courses.

3. DISTRICT #529 will be responsible for the teaching and guidance of the students in the clinical laboratory experience and will be available to the students.

The specific assignment of learning experiences to specific students will be made and arranged by the IECC Faculty on behalf of DISTRICT #529, in consultation with the Head Nurse, Department Supervisor, or Coordinator on behalf of the AGENCY. IECC Faculty assumes full responsibility and supervision of the students during their laboratory experience in the AGENCY.

4. The use of AGENCY facilities will be consistent with, and in conformity with all applicable rules, regulations, and policies of the AGENCY; and the IECC Faculty on behalf of DISTRICT #529 will be responsible for maintaining proper standards of patient care and safeguard of patients assigned to students. The AGENCY professional personnel will retain full and final decisions for patient care assigned to students.

5. Supervision of the health of all students making use of any of the AGENCY'S facilities, as contemplated herein; will be the responsibility of DISTRICT #529 and will comply with the policies of the health AGENCY.

IECC Faculty and students assigned to or making use of any clinical area of the AGENCY under the contemplated program, will meet the health requirements of the AGENCY.

This agreement forbids discrimination against any student on the basis of race, color, sex, pregnancy, gender identity, sexual orientation, age, marital status, parental status, religious affiliation, veteran status, national origin, ancestry, order of protection status, conviction record, physical or mental disability, genetic information, or any other protected category.

Prior to the use of any AGENCY facilities, under the contemplated program, DISTRICT #529 will furnish the AGENCY, upon request, a medical record for each participating student showing that said student fully complies with the health requirements required by the AGENCY.

6. The IECC Faculty of DISTRICT #529 participating in the program will receive an orientation to the AGENCY by the appropriate AGENCY staff. DISTRICT #529 Faculty participating in the program may be included in demonstrations of new equipment and techniques. Each new IECC Faculty member of DISTRICT #529 participating in the program will arrange with the appropriate department director or supervisor, on behalf of the AGENCY, for an orientation prior to the assignment of the new IECC Faculty member to any clinical area.

7. DISTRICT #529 will provide orientation for the educational program for the AGENCY staff.

8. The AGENCY'S facilities may be available for DISTRICT #529 continuing educational program on a pre-planned project basis; the arrangements for such to be made with the department director, supervisor, or Director of Nursing Service on behalf of the AGENCY, and by the IECC Faculty, Department Head, and/or Dean, on behalf of DISTRICT #529.

9. The students and IECC Faculty will respect the confidential nature of all information which may come to them with regard to patients and AGENCY records.

10. Neither party hereto will be paid any monetary reimbursement as such by the other party heretofore for the contemplated program, or for use of either party's facilities by the other party. Neither party heretofore will have any responsibilities or liabilities to the other party, or its employees, or students, or anyone participating in the contemplated program.

11. IECC Faculty and students shall be covered by occurrence type professional liability insurance in the amount of one million (\$1,000,000) per occurrence and five million (\$5,000,000) annual aggregate prior to any assignment for practice at the AGENCY.

~~12. The AGENCY will supply dressing rooms and space for storage of clothing not in use while students are practicing at the AGENCY, and conference room facilities for use of IECC Faculty and students.~~

13. This agreement will remain in effect until July 1, 2028, at which time it will be reviewed for renewal. Either party hereto may terminate this AGREEMENT by at least one (1) school calendar year's written notice to the other party. All students enrolled in DISTRICT #529 and participating in the program contemplated herein at the time that notice to terminate this AGREEMENT is given by either party to the other, shall be permitted to complete their laboratory experience needed for graduation at the AGENCY.

IN WITNESS WHEREOF, the undersigned signatures have caused this instrument to be executed by its duly authorized officials as of the date of last signature.

AGENCY

ILLINOIS EASTERN COMMUNITY
COLLEGE DISTRICT #529

Signature: _____

Chair, IECC Board of Trustees

Name: _____

Date: _____

Title: _____

Date: _____

Illinois Eastern Community College District No. 529 does not discriminate on the basis of race, color, sex, pregnancy, gender identity, sexual orientation, age, marital status, parental status, religious affiliation, veteran status, national origin, ancestry, order of protection status, conviction record, physical or mental disability, genetic information, or any other protected category. Illinois Eastern Community Colleges adheres to the Federal Regulations of the Americans with Disabilities Act of 1990 and offers appropriate services or activities with reasonable accommodations to any qualified disabled individual upon requests.

ILLINOIS EASTERN COMMUNITY COLLEGE DISTRICT #529
Frontier Community College | Lincoln Trail College | Olney Central College | Wabash Valley College
CLINICAL AFFILIATION AGREEMENT

THIS AGREEMENT is made and entered into as of the date of last signature by and between ILLINOIS EASTERN COMMUNITY COLLEGE DISTRICT #529, FRONTIER COMMUNITY COLLEGE, LINCOLN TRAIL COLLEGE, OLNEY CENTRAL COLLEGE and WABASH VALLEY COLLEGE, for its degree and certificate programs (hereinafter referred to as DISTRICT #529) and _____

_____ (hereinafter referred to as AGENCY): of _____
_____ (city) (state)
_____.

WITNESSETH THAT:

WHEREAS, DISTRICT #529 desires to make use of the AGENCY'S facilities for clinical laboratory practice by students of the DISTRICT, and

WHEREAS, the AGENCY has agreed to make its facilities available to the students and IECC Faculty of DISTRICT #529 for the desired purpose,

NOW THEREFORE, for consideration of the mutual covenants and acts to be kept and performed by the parties hereto, the parties do herewith agree as follows:

1. The AGENCY agrees to make its facilities available in all areas of patient care which are appropriate for educational experiences for observation and participation by the students and IECC Faculty and/or staff of the DISTRICT #529, subject to the conditions and limitations contained herein.

2. The arrangements for use of said facilities of the AGENCY will be made by the designated employee(s) on behalf of DISTRICT #529 and the Administrator, and the Director of Nursing Service or Department Supervisor on behalf of the AGENCY. The plan and program will be organized and agreed to by said persons prior to the commencement of the courses.

3. DISTRICT #529 will be responsible for the teaching and guidance of the students in the clinical laboratory experience and will be available to the students.

The specific assignment of learning experiences to specific students will be made and arranged by the IECC Faculty on behalf of DISTRICT #529, in consultation with the Head Nurse, Department Supervisor, or Coordinator on behalf of the AGENCY. IECC Faculty assumes full responsibility and supervision of the students during their laboratory experience in the AGENCY.

4. The use of AGENCY facilities will be consistent with, and in conformity with all applicable rules, regulations, and policies of the AGENCY; and the IECC Faculty on behalf of DISTRICT #529 will be responsible for maintaining proper standards of patient care and safeguard of patients assigned to students. The AGENCY professional personnel will retain full and final decisions for patient care assigned to students.

5. Supervision of the health of all students making use of any of the AGENCY'S facilities, as contemplated herein; will be the responsibility of DISTRICT #529 and will comply with the policies of the health AGENCY.

IECC Faculty and students assigned to or making use of any clinical area of the AGENCY under the contemplated program, will meet the health requirements of the AGENCY.

This agreement forbids discrimination against any student on the basis of race, color, sex, pregnancy, gender identity, sexual orientation, age, marital status, parental status, religious affiliation, veteran status, national origin, ancestry, order of protection status, conviction record, physical or mental disability, genetic information, or any other protected category.

Prior to the use of any AGENCY facilities, under the contemplated program, DISTRICT #529 will furnish the AGENCY, upon request, a medical record for each participating student showing that said student fully complies with the health requirements required by the AGENCY.

6. The IECC Faculty of DISTRICT #529 participating in the program will receive an orientation to the AGENCY by the appropriate AGENCY staff. DISTRICT #529 Faculty participating in the program may be included in demonstrations of new equipment and techniques. Each new IECC Faculty member of DISTRICT #529 participating in the program will arrange with the appropriate department director or supervisor, on behalf of the AGENCY, for an orientation prior to the assignment of the new IECC Faculty member to any clinical area.

7. DISTRICT #529 will provide orientation for the educational program for the AGENCY staff.

8. The AGENCY'S facilities may be available for DISTRICT #529 continuing educational program on a pre-planned project basis; the arrangements for such to be made with the department director, supervisor, or Director of Nursing Service on behalf of the AGENCY, and by the IECC Faculty, Department Head, and/or Dean, on behalf of DISTRICT #529.

9. The students and IECC Faculty will respect the confidential nature of all information which may come to them with regard to patients and AGENCY records.

10. Neither party hereto will be paid any monetary reimbursement as such by the other party heretofore for the contemplated program, or for use of either party's facilities by the other party. Neither party heretofore will have any responsibilities or liabilities to the other party, or its employees, or students, or anyone participating in the contemplated program.

11. IECC Faculty and students shall be covered by occurrence type professional liability insurance in the amount of one million (\$1,000,000) per occurrence and five million (\$5,000,000) annual aggregate prior to any assignment for practice at the AGENCY.

~~12. The AGENCY will supply dressing rooms and space for storage of clothing not in use while students are practicing at the AGENCY, and conference room facilities for use of IECC Faculty and students.~~

13. This agreement will remain in effect until July 1, 2028, at which time it will be reviewed for renewal. Either party hereto may terminate this AGREEMENT by at least one (1) school calendar year's written notice to the other party. All students enrolled in DISTRICT #529 and participating in the program contemplated herein at the time that notice to terminate this AGREEMENT is given by either party to the other, shall be permitted to complete their laboratory experience needed for graduation at the AGENCY.

IN WITNESS WHEREOF, the undersigned signatures have caused this instrument to be executed by its duly authorized officials as of the date of last signature.

AGENCY

ILLINOIS EASTERN COMMUNITY
COLLEGE DISTRICT #529

Signature: _____

Chair, IECC Board of Trustees

Name: _____

Date: _____

Title: _____

Date: _____

Illinois Eastern Community College District No. 529 does not discriminate on the basis of race, color, sex, pregnancy, gender identity, sexual orientation, age, marital status, parental status, religious affiliation, veteran status, national origin, ancestry, order of protection status, conviction record, physical or mental disability, genetic information, or any other protected category. Illinois Eastern Community Colleges adheres to the Federal Regulations of the Americans with Disabilities Act of 1990 and offers appropriate services or activities with reasonable accommodations to any qualified disabled individual upon requests.

ILLINOIS EASTERN COMMUNITY COLLEGE DISTRICT #529
Frontier Community College | Lincoln Trail College | Olney Central College | Wabash Valley College
CLINICAL AFFILIATION AGREEMENT

THIS AGREEMENT is made and entered into as of the date of last signature by and between ILLINOIS EASTERN COMMUNITY COLLEGE DISTRICT #529, FRONTIER COMMUNITY COLLEGE, LINCOLN TRAIL COLLEGE, OLNEY CENTRAL COLLEGE and WABASH VALLEY COLLEGE, for its **Physical Therapist Assistant** degree program (hereinafter referred to as DISTRICT #529) and ProgressiveHealth Rehabilitation, Inc. and its affiliated Companies (hereinafter referred to as AGENCY): of Evansville, Indiana (city) (state)

WITNESSETH THAT:

WHEREAS, DISTRICT #529 desires to make use of the AGENCY'S facilities for clinical laboratory practice by students of the DISTRICT, and

WHEREAS, the AGENCY has agreed to make its facilities available to the students and IECC Faculty of DISTRICT #529 for the desired purpose,

NOW THEREFORE, for consideration of the mutual covenants and acts to be kept and performed by the parties hereto, the parties do herewith agree as follows:

1. The AGENCY agrees to make its facilities available in all areas of patient care which are appropriate for educational experiences for observation and participation by the students and IECC Faculty and/or staff of the DISTRICT #529, subject to the conditions and limitations contained herein.

2. The arrangements for use of said facilities of the AGENCY will be made by the designated employee(s) on behalf of DISTRICT #529 and the Administrator, and the Director of Nursing Service or Department Supervisor on behalf of the AGENCY. The plan and program will be organized and agreed to by said persons prior to the commencement of the courses.

3. DISTRICT #529 will be responsible for the teaching and guidance of the students in the clinical laboratory experience and will be available to the students.

The specific assignment of learning experiences to specific students will be made and arranged by the IECC Faculty on behalf of DISTRICT #529, in consultation with the Head Nurse, Department Supervisor, or Coordinator on behalf of the AGENCY. IECC Faculty assumes full responsibility and supervision of the students during their laboratory experience in the AGENCY.

4. The use of AGENCY facilities will be consistent with, and in conformity with all applicable rules, regulations, and policies of the AGENCY; and the IECC Faculty on behalf of DISTRICT #529 will be responsible for maintaining proper standards of patient care and safeguard of patients assigned to students. The AGENCY professional personnel will retain full and final decisions for patient care assigned to students.

5. ~~Supervision of the health of all students making use of any of the AGENCY'S facilities, as contemplated herein; will be the responsibility of DISTRICT #529 and will comply with the policies of the health AGENCY.~~

IECC Faculty and students assigned to or making use of any clinical area of the AGENCY under the contemplated program, will meet the health requirements of the AGENCY.

DISTRICT #529 will inform DISTRICT #529 students that prior to the commencement of a clinical education experience that the AGENCY requires DISTRICT #529 students to complete all onboarding requirements for the AGENCY, including but not limited to, completing and passing a drug screen and background check, and to become thoroughly familiar with all applicable personnel, policies, procedures, standards, facilities, confidentiality requirements, and code of ethics applicable to AGENCY and abide by the same.

This agreement forbids discrimination against any student on the basis of race, color, sex, pregnancy, gender identity, sexual orientation, age, marital status, parental status, religious affiliation, veteran status, national origin, ancestry, order of protection status, conviction record, physical or mental disability, genetic information, or any other protected category.

~~Prior to the use of any AGENCY facilities, under the contemplated program, DISTRICT #529 will furnish the AGENCY, upon request, a medical record for each participating student showing that said student fully complies with the health requirements required by the AGENCY.~~

DISTRICT #529 will inform DISTRICT #529 students that prior to the commencement of a clinical education experience at the AGENCY, each DISTRICT #529 student shall be responsible for completing and providing to the AGENCY documented evidence of compliance which may include the following requirements:

a. Certificate of health within the past twenty-four months, from a physician stating that Student is in good health, free of communicable diseases, and capable of performing assigned duties;

b. Documentation of one negative PPD skin test within the past twelve months or documentation of a negative chest x-ray within the past ninety (90) days for participants who test positive or are known to have a positive PPD skin test. Participants with documentation of a previously positive reaction to PPD skin test, completion of adequate preventative therapy or completion of adequate therapy for active disease will be exempt from PPD screening unless signs/symptoms suggestive of tuberculosis develop.

c. Documentation of rubella immunity either by serologic titer or documentation of one rubella vaccine given on or after age twelve (12) months of age.

d. Documentation of rubeola immunity either by serologic titer or documentation of physician- diagnosed rubeola with the date or documentation of two live

rubeola vaccinations with the first dose given on or after twelve (12) months of age, if born in 1957 or after.

e. Reliable history of chickenpox or documentation of two (2) live chicken pox vaccinations (Varivax).

f. Documentation, including dates, of hepatitis B series vaccination or a signed declination.

These requirements may vary by facility, assignment, and location.

6. The IECC Faculty of DISTRICT #529 participating in the program will receive an orientation to the AGENCY by the appropriate AGENCY staff. DISTRICT #529 Faculty participating in the program may be included in demonstrations of new equipment and techniques. Each new IECC Faculty member of DISTRICT #529 participating in the program will arrange with the appropriate department director or supervisor, on behalf of the AGENCY, for an orientation prior to the assignment of the new IECC Faculty member to any clinical area.

7. DISTRICT #529 will provide orientation for the educational program for the AGENCY staff.

8. The AGENCY'S facilities may be available for DISTRICT #529 continuing educational program on a pre-planned project basis; the arrangements for such to be made with the department director, supervisor, or Director of Nursing Service on behalf of the AGENCY, and by the IECC Faculty, Department Head, and/or Dean, on behalf of DISTRICT #529.

9. The students and IECC Faculty will respect the confidential nature of all information which may come to them with regard to patients and AGENCY records.

10. Neither party hereto will be paid any monetary reimbursement as such by the other party heretofore for the contemplated program, or for use of either party's facilities by the other party. Neither party heretofore will have any responsibilities or liabilities to the other party, or

its employees, or students, or anyone participating in the contemplated program.

11. IECC Faculty and students shall be covered by occurrence type professional liability insurance in the amount of one million (\$1,000,000) per occurrence and five million (\$5,000,000) annual aggregate prior to any assignment for practice at the AGENCY.

12. The AGENCY will supply dressing rooms and space for storage of clothing not in use while students are practicing at the AGENCY, and conference room facilities for use of IECC Faculty and students.

13. This agreement will remain in effect until July 1, 2028, at which time it will be reviewed for renewal. Either party hereto may terminate this AGREEMENT by at least one (1) school calendar year's written notice to the other party. All students enrolled in DISTRICT #529 and participating in the program contemplated herein at the time that notice to terminate this AGREEMENT is given by either party to the other, shall be permitted to complete their laboratory experience needed for graduation at the AGENCY.

IN WITNESS WHEREOF, the undersigned signatures have caused this instrument to be executed by its duly authorized officials as of the date of last signature.

AGENCY

ILLINOIS EASTERN COMMUNITY
COLLEGE DISTRICT #529

Signature: _____

Chair, IECC Board of Trustees

Name: _____

Date: _____

Title: _____

Date: _____

Illinois Eastern Community College District No. 529 does not discriminate on the basis of race, color, sex, pregnancy, gender identity, sexual orientation, age, marital status, parental status, religious affiliation, veteran

status, national origin, ancestry, order of protection status, conviction record, physical or mental disability, genetic information, or any other protected category. Illinois Eastern Community Colleges adheres to the Federal Regulations of the Americans with Disabilities Act of 1990 and offers appropriate services or activities with reasonable accommodations to any qualified disabled individual upon requests.

ILLINOIS EASTERN COMMUNITY COLLEGE DISTRICT #529
Frontier Community College | Lincoln Trail College | Olney Central College | Wabash Valley College
CLINICAL AFFILIATION AGREEMENT

THIS AGREEMENT is made and entered into as of the date of last signature by and between ILLINOIS EASTERN COMMUNITY COLLEGE DISTRICT #529, FRONTIER COMMUNITY COLLEGE, LINCOLN TRAIL COLLEGE, OLNEY CENTRAL COLLEGE and WABASH VALLEY COLLEGE, for its degree and certificate programs (hereinafter referred to as DISTRICT #529) and _____

_____ (hereinafter referred to as AGENCY): of _____
_____. (city) (state)

WITNESSETH THAT:

WHEREAS, DISTRICT #529 desires to make use of the AGENCY'S facilities for clinical laboratory practice by students of the DISTRICT, and

WHEREAS, the AGENCY has agreed to make its facilities available to the students and IECC Faculty of DISTRICT #529 for the desired purpose,

NOW THEREFORE, for consideration of the mutual covenants and acts to be kept and performed by the parties hereto, the parties do herewith agree as follows:

1. The AGENCY agrees to make its facilities available in all areas of patient care which are appropriate for educational experiences for observation and participation by the students and IECC Faculty and/or staff of the DISTRICT #529, subject to the conditions and limitations contained herein.

2. The arrangements for use of said facilities of the AGENCY will be made by the designated employee(s) on behalf of DISTRICT #529 and the Administrator, and the Director of Nursing Service or Department Supervisor on behalf of the AGENCY. The plan and program will be organized and agreed to by said persons prior to the commencement of the courses.

3. DISTRICT #529 will be responsible for the teaching and guidance of the students in the clinical laboratory experience and will be available to the students.

The specific assignment of learning experiences to specific students will be made and arranged by the IECC Faculty on behalf of DISTRICT #529, in consultation with the Head Nurse, Department Supervisor, or Coordinator on behalf of the AGENCY. IECC Faculty assumes full responsibility and supervision of the students during their laboratory experience in the AGENCY.

4. The use of AGENCY facilities will be consistent with, and in conformity with all applicable rules, regulations, and policies of the AGENCY; and the IECC Faculty on behalf of DISTRICT #529 will be responsible for maintaining proper standards of patient care and safeguard of patients assigned to students. The AGENCY professional personnel will retain full and final decisions for patient care assigned to students.

5. Supervision of the health of all students making use of any of the AGENCY'S facilities, as contemplated herein; will be the responsibility of DISTRICT #529 and will comply with the policies of the health AGENCY.

IECC Faculty and students assigned to or making use of any clinical area of the AGENCY under the contemplated program, will meet the health requirements of the AGENCY.

This agreement forbids discrimination against any student on the basis of race, color, sex, pregnancy, gender identity, sexual orientation, age, marital status, parental status, religious affiliation, veteran status, national origin, ancestry, order of protection status, conviction record, physical or mental disability, genetic information, or any other protected category.

Prior to the use of any AGENCY facilities, under the contemplated program, DISTRICT #529 will furnish the AGENCY, upon request, documentation of immunization, drug screen, background check, and a medical record for each participating student showing that said student

fully complies with the health requirements required by the AGENCY.

6. The IECC Faculty of DISTRICT #529 participating in the program will receive an orientation to the AGENCY by the appropriate AGENCY staff. DISTRICT #529 Faculty participating in the program may be included in demonstrations of new equipment and techniques. Each new IECC Faculty member of DISTRICT #529 participating in the program will arrange with the appropriate department director or supervisor, on behalf of the AGENCY, for an orientation prior to the assignment of the new IECC Faculty member to any clinical area.

7. DISTRICT #529 will provide orientation for the educational program for the AGENCY staff.

8. The AGENCY'S facilities may be available for DISTRICT #529 continuing educational program on a pre-planned project basis; the arrangements for such to be made with the department director, supervisor, or Director of Nursing Service on behalf of the AGENCY, and by the IECC Faculty, Department Head, and/or Dean, on behalf of DISTRICT #529.

9. The students and IECC Faculty will respect the confidential nature of all information which may come to them with regard to patients and AGENCY records.

10. Neither party hereto will be paid any monetary reimbursement as such by the other party heretofore for the contemplated program, or for use of either party's facilities by the other party. Neither party heretofore will have any responsibilities or liabilities to the other party, or its employees, or students, or anyone participating in the contemplated program.

11. IECC Faculty and students shall be covered by occurrence type professional liability insurance in the amount of one million (\$1,000,000) per occurrence and five million (\$5,000,000) annual aggregate prior to any assignment for practice at the AGENCY.

12. The AGENCY will supply dressing rooms and space for storage of clothing not in use while students are practicing at the AGENCY, and conference room facilities for use of IECC Faculty and students.

13. This agreement will remain in effect until July 1, 2028, at which time it will be reviewed for renewal. Either party hereto may terminate this AGREEMENT by at least one (1) school calendar year's written notice to the other party. All students enrolled in DISTRICT #529 and participating in the program contemplated herein at the time that notice to terminate this AGREEMENT is given by either party to the other, shall be permitted to complete their laboratory experience needed for graduation at the AGENCY.

IN WITNESS WHEREOF, the undersigned signatures have caused this instrument to be executed by its duly authorized officials as of the date of last signature.

AGENCY

ILLINOIS EASTERN COMMUNITY
COLLEGE DISTRICT #529

Signature: _____

Chair, IECC Board of Trustees

Name: _____

Date: _____

Title: _____

Date: _____

Illinois Eastern Community College District No. 529 does not discriminate on the basis of race, color, sex, pregnancy, gender identity, sexual orientation, age, marital status, parental status, religious affiliation, veteran status, national origin, ancestry, order of protection status, conviction record, physical or mental disability, genetic information, or any other protected category. Illinois Eastern Community Colleges adheres to the Federal Regulations of the Americans with Disabilities Act of 1990 and offers appropriate services or activities with reasonable accommodations to any qualified disabled individual upon requests.

ILLINOIS EASTERN COMMUNITY COLLEGE DISTRICT #529
Frontier Community College | Lincoln Trail College | Olney Central College | Wabash Valley College
CLINICAL AFFILIATION AGREEMENT

THIS AGREEMENT is made and entered into as of the date of last signature by and between ILLINOIS EASTERN COMMUNITY COLLEGE DISTRICT #529, FRONTIER COMMUNITY COLLEGE, LINCOLN TRAIL COLLEGE, OLNEY CENTRAL COLLEGE and WABASH VALLEY COLLEGE, for its degree and certificate programs (hereinafter referred to as DISTRICT #529) and _____

_____ (hereinafter referred to as AGENCY): of _____
_____. (city) (state)

WITNESSETH THAT:

WHEREAS, DISTRICT #529 desires to make use of the AGENCY'S facilities for clinical laboratory practice by students of the DISTRICT, and

WHEREAS, the AGENCY has agreed to make its facilities available to the students and IECC Faculty of DISTRICT #529 for the desired purpose,

NOW THEREFORE, for consideration of the mutual covenants and acts to be kept and performed by the parties hereto, the parties do herewith agree as follows:

1. The AGENCY agrees to make its facilities available in all areas of patient care which are appropriate for educational experiences for observation and participation by the students and IECC Faculty and/or staff of the DISTRICT #529, subject to the conditions and limitations contained herein.

2. The arrangements for use of said facilities of the AGENCY will be made by the designated employee(s) on behalf of DISTRICT #529 and the Administrator, and the Director of Nursing Service or Department Supervisor on behalf of the AGENCY. The plan and program will be organized and agreed to by said persons prior to the commencement of the courses.

3. DISTRICT #529 will be responsible for the teaching and guidance of the students in the clinical laboratory experience and will be available to the students.

The specific assignment of learning experiences to specific students will be made and arranged by the IECC Faculty on behalf of DISTRICT #529, in consultation with the Head Nurse, Department Supervisor, or Coordinator on behalf of the AGENCY. IECC Faculty assumes full responsibility and supervision of the students during their laboratory experience in the AGENCY.

4. The use of AGENCY facilities will be consistent with, and in conformity with all applicable rules, regulations, and policies of the AGENCY; and the IECC Faculty on behalf of DISTRICT #529 will be responsible for maintaining proper standards of patient care and safeguard of patients assigned to students. The AGENCY professional personnel will retain full and final decisions for patient care assigned to students.

5. Supervision of the health of all students making use of any of the AGENCY'S facilities, as contemplated herein; will be the responsibility of DISTRICT #529 and will comply with the policies of the health AGENCY.

IECC Faculty and students assigned to or making use of any clinical area of the AGENCY under the contemplated program, will meet the health requirements of the AGENCY.

This agreement forbids discrimination against any student on the basis of race, color, sex, pregnancy, gender identity, sexual orientation, age, marital status, parental status, religious affiliation, veteran status, national origin, ancestry, order of protection status, conviction record, physical or mental disability, genetic information, or any other protected category.

Prior to the use of any AGENCY facilities, under the contemplated program, DISTRICT #529 will furnish the AGENCY, upon request, a medical record for each participating student showing that said student fully complies with the health requirements required by the AGENCY.

6. The IECC Faculty of DISTRICT #529 participating in the program will receive an orientation to the AGENCY by the appropriate AGENCY staff. DISTRICT #529 Faculty participating in the program may be included in demonstrations of new equipment and techniques. Each new IECC Faculty member of DISTRICT #529 participating in the program will arrange with the appropriate department director or supervisor, on behalf of the AGENCY, for an orientation prior to the assignment of the new IECC Faculty member to any clinical area.

7. DISTRICT #529 will provide orientation for the educational program for the AGENCY staff.

8. The AGENCY'S facilities may be available for DISTRICT #529 continuing educational program on a pre-planned project basis; the arrangements for such to be made with the department director, supervisor, or Director of Nursing Service on behalf of the AGENCY, and by the IECC Faculty, Department Head, and/or Dean, on behalf of DISTRICT #529.

9. The students and IECC Faculty will respect the confidential nature of all information which may come to them with regard to patients and AGENCY records.

10. Neither party hereto will be paid any monetary reimbursement as such by the other party heretofore for the contemplated program, or for use of either party's facilities by the other party. Neither party heretofore will have any responsibilities or liabilities to the other party, or its employees, or students, or anyone participating in the contemplated program.

11. IECC Faculty and students shall be covered by occurrence type professional liability insurance in the amount of one million (\$1,000,000) per occurrence and five million (\$5,000,000) annual aggregate prior to any assignment for practice at the AGENCY.

12. The AGENCY will supply dressing rooms and space for storage of clothing not in use while students are practicing at the AGENCY, and conference room facilities for use of IECC Faculty and students.

13. This agreement will remain in effect until July 1, 2028, at which time it will be reviewed for renewal. Either party hereto may terminate this AGREEMENT by at least one (1) school calendar year's written notice to the other party. All students enrolled in DISTRICT #529 and participating in the program contemplated herein at the time that notice to terminate this AGREEMENT is given by either party to the other, shall be permitted to complete their laboratory experience needed for graduation at the AGENCY.

IN WITNESS WHEREOF, the undersigned signatures have caused this instrument to be executed by its duly authorized officials as of the date of last signature.

AGENCY

ILLINOIS EASTERN COMMUNITY
COLLEGE DISTRICT #529

Signature: _____

Chair, IECC Board of Trustees

Name: _____

Date: _____

Title: _____

Date: _____

Illinois Eastern Community College District No. 529 does not discriminate on the basis of race, color, sex, pregnancy, gender identity, sexual orientation, age, marital status, parental status, religious affiliation, veteran status, national origin, ancestry, order of protection status, conviction record, physical or mental disability, genetic information, or any other protected category. Illinois Eastern Community Colleges adheres to the Federal Regulations of the Americans with Disabilities Act of 1990 and offers appropriate services or activities with reasonable accommodations to any qualified disabled individual upon requests.

ILLINOIS EASTERN COMMUNITY COLLEGE DISTRICT #529
Frontier Community College | Lincoln Trail College | Olney Central College | Wabash Valley College
NON-CLINICAL AFFILIATION AGREEMENT

THIS AGREEMENT is made and entered into as of the date of last signature by and between ILLINOIS EASTERN COMMUNITY COLLEGE DISTRICT #529, FRONTIER FRONTIER COMMUNITY COLLEGE, LINCOLN TRAIL COLLEGE, OLNEY CENTRAL COLLEGE and WABASH VALLEY COLLEGE, for its degree and certificate programs (hereinafter referred to as DISTRICT #529) and _____
_____ (hereinafter referred to as AGENCY): of _____
_____ (city) (state)
_____.

WITNESSETH THAT:

WHEREAS, DISTRICT #529 desires to make use of the AGENCY'S facilities for Internships by students of the DISTRICT, and

WHEREAS, the AGENCY has agreed to make its facilities available to the students and faculty of DISTRICT #529 for the desired purpose,

NOW THEREFORE, for consideration of the mutual covenants and acts to be kept and performed by the parties hereto, the parties do herewith agree as follows:

1. The AGENCY agrees to make its facilities available for internship training subject to the conditions and limitations contained herein.
2. The arrangements for use of said facilities of the AGENCY will be made by the designated employee(s) on behalf of DISTRICT #529 and the Sponsoring Department on behalf of the AGENCY. The plan and program will be organized and agreed to by said persons prior to the commencement of the training.

3. DISTRICT #529 Program Coordinator will provide faculty contact information to the student(s) and AGENCY supervisor of the student(s). The specific assignment of learning experiences will be made and arranged by the AGENCY Supervisor, in consultation with the DISTRICT #529 Program Coordinator. The Program Coordinator will periodically visit the AGENCY for the purpose of evaluation and discussion with the AGENCY Supervisor.

4. The use of AGENCY facilities will be consistent with, and in conformity with all applicable rules, regulations, and policies of the AGENCY. The student(s) will be given the same consideration as employees in regard to safety, health and general employment conditions. The AGENCY will retain full and final decisions for assignments made to the student(s). The DISTRICT #529 Program Coordinator will be notified of any concerns or issues during the internship. The student(s) shall be subject to discharge at any time because of inefficiency or because of conditions within the AGENCY. This process will be cleared through the DISTRICT #529 Program Coordinator who will remove the student(s) from the internship.

This agreement forbids discrimination against any student on the basis of race, color, sex, pregnancy, gender identity, sexual orientation, age, marital status, parental status, religious affiliation, veteran status, national origin, ancestry, order of protection status, conviction record, physical or mental disability, genetic information, or any other protected category.

5. If a physical exam or TB test is required, these will be scheduled at the expense of the student.

6. The student(s) and Program Coordinator will respect the confidential nature of all information which may come to them with regard to patients and AGENCY records.

7. The status of the student intern(s) should be that of student learner(s). Any schedule of compensation shall be agreed on by the AGENCY, DISTRICT #529 Program Coordinator and

student(s). Compensation is not a requirement. Neither DISTRICT #529 or AGENCY hereto will be paid any monetary reimbursement as such by the other party heretofore for the contemplated program, or for use of either party's facilities by the other party. Neither party heretofore will have any responsibilities or liabilities to the other party, or its employees, or students, or anyone participating in the contemplated program. Student(s) shall be covered by professional liability insurance through DISTRICT #529 prior to any assignment at the AGENCY.

8. This agreement will remain in effect until July 1, 2028, at which time it will be reviewed for renewal. Either party hereto may terminate this AGREEMENT by at least one (1) school calendar year's written notice to the other party. All students enrolled in DISTRICT #529 degree and certificate programs, and participating in the program contemplated herein at the time that notice to terminate this AGREEMENT is given by either party to the other, shall be permitted to complete their experience needed for graduation at the AGENCY.

IN WITNESS WHEREOF, the undersigned signatures have caused this instrument to be executed by its duly authorized officials as of the date of last signature.

AGENCY

ILLINOIS EASTERN COMMUNITY
COLLEGE DISTRICT #529

Administrator, Hospital or Agency

Chair, IECC Board of Trustees

Date

Date

Illinois Eastern Community College District No. 529 does not discriminate on the basis of race, color, sex, pregnancy, gender identity, sexual orientation, age, marital status, parental status, religious affiliation, veteran status, national origin, ancestry, order of protection status, conviction record, physical or mental disability, genetic information, or any other protected category. Illinois Eastern Community Colleges adheres to the Federal Regulations of the Americans with Disabilities Act of 1990 and offers appropriate services or activities with reasonable accommodations to any qualified disabled individual upon request.

MEMORANDUM

TO: Board of Trustees

FROM: Ryan Gower

DATE: June 16, 2026

RE: Defense and Indemnification, Policy 100.45 (New)
Retaining Legal Counsel, Policy 100.19 (Delete)

Policy 100.45 is presented for Board approval as a replacement for the District's current policy (100.19) regarding the retention of legal counsel. The existing policy is limited in scope and does not adequately address the District's authority or approach to providing legal defense and indemnification protections.

The proposed policy establishes a more comprehensive and modern framework by outlining the District's ability to provide defense and indemnification for claims arising from actions taken within the scope of official duties. Additionally, the policy defines circumstances under which defense or indemnification may be denied.

The replacement of Policy 100.45 for 100.19 has been reviewed and approved by the Strategic Engagement Planning Council.

Mr. Chairman, I ask that the Board waive the second reading and approve Policy 100.45 as presented, replacing Policy 100.19.

RG

Attachment

Defense and Indemnification (100.45)

Date Adopted: TBD (Pending Board Approval)

Illinois Eastern Community Colleges (IECC) may provide defense and indemnification protections to members of the Board of Trustees, officers, employees, and authorized agents of the District for claims, actions, or proceedings arising from acts or omissions occurring within the scope of their official duties on behalf of the District, consistent with applicable Illinois law and the District's insurance coverage.

The District may provide legal defense through counsel selected by the District, its insurer, or its risk management provider.

The protections of this Policy may extend beyond an individual's separation from the District for matters arising during the course of their service to IECC.

Defense or indemnification under this Policy may be denied or discontinued in matters involving conduct determined by a final adjudication or finding to constitute fraud, criminal conduct, willful misconduct, bad faith, or actions clearly outside the scope of authorized District duties.

Nothing in this Policy shall be interpreted to waive any immunities, defenses, or protections available under state or federal law.

BOARD OF TRUSTEES - 100

Retaining Legal Counsel (100.19)

Date Adopted: December 17, 1996

Deleted by Board Action (TBD Pending Board Approval) See Defense and Indemnification Policy 100.45.

~~The Presidents/Vice Chancellors shall retain legal counsel from the district's local communities. If local legal counsel is not available to handle the issue involved, Presidents/Vice Chancellors shall retain counsel in consultation with the Chancellor.~~

~~The Chancellor, in consultation with the Board of Trustees, shall retain local and outside legal counsel to represent the district. The Chancellor shall periodically review with the Board of Trustees the cost and quality of the legal services provided to the district.~~

Memorandum

To: Board of Trustees
From: Ryan Gower, Chancellor
Date: June 16, 2026
Re: Updated College and Division Logos

Over the past several years, Illinois Eastern Community Colleges has worked to strengthen the presentation of the institution as a unified District while preserving the unique identity and heritage of each campus.

Accordingly, the administration has developed updated logos for the colleges and major divisions of the institution. The revised branding maintains the individual identities of the campuses while providing a more consistent visual connection to Illinois Eastern Community Colleges.

The updated logos are intended to be implemented gradually through the normal replacement and updating of materials. No existing signage, publications, apparel, or other items will be replaced solely for branding purposes.

Additional background information regarding this initiative is included within the June Chancellor's Report.

Recommended Action: Accept the updated college and division logos as the preferred branding standard for future institutional use.

RG

OUR PRIMARY LOGOS

The IECC logo is a key element of our brand identity, representing our mission, values, and reputation. Consistently using the correct logo ensures a professional, recognizable, and unified image across all communications. Our logos are designed to maintain visual clarity and integrity in any setting, and it is essential to follow guidelines to preserve their effectiveness.

Proper logo usage:

- Reinforces brand recognition and credibility.
- Creates a consistent visual identity across all platforms and materials.
- Prevents distortion, misrepresentation, or improper placement that could weaken brand impact.
- Ensures accessibility and readability in all contexts.

Logo Variations and Usage

To maintain flexibility and ensure the logo is always legible and visually appealing, IECC provides two primary versions of its logo:

Transparent Background Logos: Best used on white or neutral backgrounds, transparent background logos ensure a clean, professional appearance without disrupting the design layout.



White Background Logos: Designed for use on dark, colored, or busy backgrounds, white background logos ensure visibility and maintain brand strength in high-contrast environments.





ACADEMIC AFFAIRS LEADERSHIP TEAM



BUSINESS & INDUSTRY LEADERSHIP TEAM



BUSINESS OPERATIONS LEADERSHIP TEAM



INSTITUTIONAL OUTREACH LEADERSHIP TEAM



STUDENT AFFAIRS LEADERSHIP TEAM

Memorandum

To: Board of Trustees

From: Ryan Gower, Chancellor

Date: June 16, 2026

Re: Auxiliary Cash Management and Athletics Sinking Fund Operating Procedure

Over the past year, the Board has received several updates regarding athletics operations, scholarship practices, and auxiliary cash balances. As part of that review, the administration identified significant negative athletic cash positions at Wabash Valley College and, to a lesser extent, Lincoln Trail College. These deficits accumulated over a number of years as non-tuition scholarship commitments and athletic expenditures exceeded available fundraising resources.

The Board will recall that the administration intentionally chose not to eliminate athletic opportunities or immediately prohibit affected programs from offering non-tuition aid. Instead, we developed a framework that protects current students, preserves enrollment opportunities, maintains athletic competitiveness, and simultaneously holds campus leadership accountable for retiring the deficits over time.

The attached **Auxiliary Cash Management and Athletics Sinking Fund Operating Procedure** formalizes that framework.

The procedure establishes campus-level sinking funds, requires written repayment plans, creates annual reporting requirements, links repayment obligations to presidential performance evaluations, and establishes both incentives and consequences designed to ensure progress toward debt retirement. Most importantly, it creates a structure that survives leadership turnover and prevents these obligations from being quietly set aside in future years.

The sinking fund balances established under this procedure were based upon historical auxiliary cash positions previously presented to the Board. Actual balances will continue to fluctuate as athletic operations are completed and fiscal years are closed. Updated balances and repayment progress will be reported annually to the Board as part of the Athletics Report required under Board Policy 100.43.

I am requesting Board approval of this special-purpose operating procedure because the issue extends beyond day-to-day athletics administration. The procedure represents the institution's long-term commitment to retire these deficits, preserve accountability, and ensure that future leadership remains responsible for completing the work already begun.

Recommended Action: Approve the IECC Auxiliary Cash Management and Athletics Sinking Fund Operating Procedure and direct the administration to implement and enforce its provisions until all sinking fund balances have been retired.

RG

IECC Auxiliary Cash Management & Athletics Sinking Fund Procedures

Purpose

To establish clear, enforceable processes for addressing negative cash balances within Auxiliary athletics while promoting accountability, continuity, and fiscal discipline across all campuses.

1. Establishment of Athletics Sinking Funds

- Each campus with a negative athletics cash position will create a dedicated Athletics Sinking Fund.
- Initial balances of the sinking fund will reflect the negative positions as of June 30, 2026. Below is the negative accumulated negative position as of May 31, 2026:
 - FCC: \$0 (no fund required)
 - LTC: \$283,224
 - OCC: \$10,808
 - WVC: \$1,597,288
- These funds will remain active until the balance is fully retired.
- Subledgers will be maintained to track by sport for purposes of monitoring operational penalties & incentives outlined in paragraph 4.
- Any future negative balances created by extending resources beyond fundraising efforts will be added to the sinking fund.

2. Memorandum of Accountability

- Each campus president that has a sinking fund established will sign a Memorandum of Accountability with the Chancellor's Office.
- This agreement:
 - Is incorporated into annual performance reviews until the sinking fund balance is cleared.
 - Ensures institutional responsibility rather than shifting the burden entirely to future students or teams.

3. Repayment Plan Requirements

- Each campus must submit a written repayment plan detailing:
 - Timeline to repayment of the sinking fund balance.
 - Expanded fundraising efforts to bring balance to zero.
 - Cost reductions applied to athletics budgets.
- Plans must be reviewed and approved by the Chancellor's Office and will be monitored by the CFO's Office.

4. Operational Penalties & Incentives (Effective FY28)

While a sinking fund exists:

- **LOI Reduction:** Sports with negative balances will have allowable Letters of Intent reduced by 10% (rounded up) until the deficit is cleared.
- **Roster Minimums:** Remain unchanged.
- **Credit Incentive:** Each year a program meets roster minimums under the reduced LOI cap, credit \$4,000 per forgone student toward the sinking fund balance. Roster measurement will coincide with roster payments process from Procedure 100.43.1.
- **Fundraising Allocation:**
 - 15% of all new fundraising dollars applied directly to debt retirement.
 - Remaining 85% retained in the program's fundraising account.
- **Presidential Contribution:** Each president commits to personally fundraise and contribute no less than 5% of the overall debt balance.

5. Leadership Continuity

- HR and Chancellor's Office will ensure:
 - These obligations are documented in onboarding materials for new presidents.
 - Performance review templates reflect repayment responsibilities.

6. Transparency & Oversight

- CFO's Office will:
 - Provide an annual summary report to the Chancellor's Office showing:
 - Balances by campus.
 - Progress toward repayment.
 - Credits applied under incentive programs.
- Reports will be archived for Board of Trustees review as needed.

Memorandum

To: Board of Trustees
From: Ryan Gower, Chancellor
Date: June 16, 2026
Re: FY2027 Financial Planning and Bond Framework

Over the past decade, the Board has made significant investments in Illinois Eastern Community Colleges, including the Crawford County Recreation Center and Athletic Conditioning Facility at Lincoln Trail College, the Athletic Conditioning Facility at Wabash Valley College, the Frontier Community College Athletic Facility currently under construction, the Allied Health Addition to Wattleworth Hall at Olney Central College, the four STEM lecture/laboratory spaces at Olney Central College, and the Lincoln Trail College Technology Center.

I am requesting Board acceptance of the following FY2027 Financial Planning and Bond Framework:

Category	Amount	Financing Type	Term
Public Health & Safety Projects	\$3,000,000	Tax-Exempt PHS Bonds	3 Years
OCC Facility & Athletic Infrastructure	\$3,500,000	Tax-Exempt Building Bonds	5 Years
CTE Investments & Athletic Startup Support	\$4,250,000	General Obligation Bonds	10 Years
Total	\$10,750,000		

Acceptance of this framework would not authorize the issuance of bonds or commit the Board to any project. Rather, it would authorize the administration to begin identifying projects, obtaining professional estimates, developing specifications, confirming bond eligibility requirements, and evaluating financing options. More complete proposals and bond hearings would then be held in the Fall semester.

This step is particularly important for the proposed Public Health & Safety Bond issuance. Before tax-exempt PHS bonds can be issued, the College must identify qualifying projects, verify eligibility with bond counsel, and develop estimates of probable cost. Similarly, the proposed OCC facility improvements require architectural and engineering work before project scope and cost can be determined.

The proposed CTE investment category reflects a different challenge. Over the past decade, the Board has invested heavily in facilities. The next strategic question is whether IECC will invest similarly in the instructional environments operating inside those facilities. Programs such as Electrical Distribution Systems, Process Technology, Diesel, Agriculture, Industrial Maintenance, and Broadband Telecomm require specialized equipment and training infrastructure that can serve students and employers for the next ten to fifteen years. The

proposed financing structure aligns repayment with the expected useful life of those investments while also providing startup support for approved athletic expansion initiatives.

The timing for evaluating these investments is favorable. The College currently has four outstanding bond issues:

Bond Series	Final Maturity
2020D	2026
2023A	2027
2025A	2030
2025B	2030

The 2023A Building Bond issue reaches its final levy year in 2026, placing the College in its traditional "wrap-around" period where retiring debt can be strategically replaced with new debt. At the same time, District Equalized Assessed Valuation has grown significantly:

Year	EAV Growth
2025 (Estimated)	7.9%
2024	9.9%
2023	11.1%
2022	7.8%
2021	4.5%
2020	4.4%

Current estimated EAV is approximately \$2.614 billion. Preliminary projections suggest continued growth in 2026. Based on current assumptions, the administration believes these projects can be evaluated and potentially structured around existing debt retirement schedules in a manner intended to minimize impact on the District's tax rate.

Without a preliminary indication of Board support, it would be difficult to justify committing significant administrative time and resources toward project identification, engineering and architectural services, cost estimation, and financing analysis. Acceptance of this framework simply authorizes that planning work to begin.

Any future bond issuance, project authorization, or expenditure of bond proceeds will return to the Board for separate consideration and approval.

Recommended Action: Accept the FY2027 Financial Planning and Bond Framework and authorize the administration to proceed with project development, cost estimation, and financing analysis associated with the proposed investment categories.

Memorandum

To: Board of Trustees
From: Ryan Gower, Chancellor
Date: June 16, 2026
Re: Revision of August 2026 Board Meeting Location

The Board's regular August 18, 2026 meeting was originally scheduled to be held at Frontier Community College.

In light of the upcoming Chancellor transition, the administration is recommending that the meeting be relocated to Olney Central College to accommodate a Chancellor Investiture Reception immediately preceding the meeting. The reception will provide an opportunity for employees, Foundation Board members, community leaders, elected officials, and other stakeholders from across the District to welcome Dr. Timothy Taylor as the next Chancellor of Illinois Eastern Community Colleges.

Olney Central College offers the most appropriate facilities for the anticipated attendance and provides a centrally located venue for District-wide participation.

The proposed change affects only the location of the August meeting. The meeting date and time will remain unchanged, and the September Board meeting will proceed at Lincoln Trail College as previously scheduled.

Additional background information is included within the June Chancellor's Report.

Recommended Action: Approve relocation of the August 18, 2026 Board of Trustees meeting from Frontier Community College to Olney Central College.

RG

**Board Meeting Dates
2026**

Tuesday, January 20, 2026, 6:15 p.m., Lincoln Trail College

Tuesday, February 17, 2026, 6:15 p.m., Olney Central College

Tuesday, March 17, 2026, 6:15 p.m., Wabash Valley College

Tuesday, April 21, 2026, 6:15 p.m., Frontier Community College

Tuesday, May 19, 2026, 6:15 p.m., Lincoln Trail College

Tuesday, June 16, 2026, 6:15 p.m., Olney Central College

Tuesday, July 21, 2026, 6:15 p.m., Wabash Valley College

Tuesday, August 18, 2026, 6:15 p.m., Olney Central College

Tuesday, September 15, 2026, 6:15 p.m., Lincoln Trail College

Tuesday, October 20, 2026, 6:15 p.m., Olney Central College

Tuesday, November 17, 2026, 6:15 p.m., Wabash Valley College

Tuesday, December 8, 2026, 6:15 p.m., Frontier Community College

06/2026

Memorandum

To: Board of Trustees

From: Ryan Gower, Chancellor

Date: June 16, 2026

Re: Chancellor Vehicle Budget and Procurement Authorization

The employment agreement presented for Dr. Timothy Taylor includes the use of a District-provided vehicle as part of the compensation package approved by the Board.

In order to ensure a vehicle is available within a reasonable period following Dr. Taylor's arrival, the administration is requesting authorization to begin the specification development and procurement process associated with the acquisition of a District vehicle for the Chancellor position.

The administration anticipates that a suitable vehicle can likely be acquired within a budget range of approximately **\$55,000 to \$65,000**, depending upon final specifications, availability, procurement method, and market conditions. However, because those specifications have not yet been developed in consultation with Dr. Taylor, the administration is recommending establishment of a project budget **not to exceed \$70,000**.

Approval of this request will allow the administration to work directly with Dr. Taylor regarding vehicle preferences and operational needs, develop final specifications, and ensure compliance with applicable purchasing and procurement requirements. The administration anticipates utilizing either a competitive bid process or an approved cooperative purchasing program, depending upon which approach provides the best combination of value, availability, and compliance with Illinois procurement requirements.

The purpose of this request is to begin the process and establish a budget ceiling, not to pre-select a specific vehicle.

Additional background regarding this request is contained within Dr. Taylor's employment agreement and related personnel materials.

Recommended Action: Authorize the administration to begin development of vehicle specifications and procurement documents for the acquisition of a District vehicle for the Chancellor position, utilizing either a competitive bid process or approved cooperative purchasing program as appropriate, and establish a project budget not to exceed **\$70,000**.

RG

MEMORANDUM

TO: Board of Trustees

FROM: Ryan Gower

DATE: June 16, 2026

RE: Renewal of Property, Casualty, and Liability Insurance Coverage

The District's insurance coverage for property, casualty, and liability is due July 1, 2026. The Board must authorize Administration to bind coverage by June 30, 2026.

The insurance market remains tight with few carriers willing or able to quote rates for the District. While the national property market has softened, large claims in the past three years hinder our renewal. At the time of this memo IECC has not yet received all rate quotes that are expected to come in.

All lines for coverage are outlined below where quotes have been received. A comparison to the renewal premium for the period beginning July 1, 2026, is also provided.

	7/1/25 -7/1/26	7/1/26 – 7/1/27
Coverage	Expiring Term Premium	Renewal Premium
Property – American Family	\$292,648	\$364,038
General Liability – American Family	\$134,323	\$158,257
Inland Marine – American Family	\$8,926	\$8,979
Commercial Auto & Garage Keepers Liability – American Family	\$63,449	\$69,834
Commercial Umbrella Liability – American Family	\$50,112	\$70,113
Crime – American Family	\$1,298	\$1,298
Workers Compensation – Encova	\$156,879	\$140,964
Cyber Liability – TMHCC (Expiring)/ AmTrust (Incoming)	\$15,510	\$21,108
Multimedia Liability – Axis	\$4,256	\$4,256
Fiduciary Liability – Chubb	\$1,684	\$1,684
Foreign Package – AIG	\$2,500	\$2,500
Athletic Insurance – Gallagher	\$219,152	\$244,101
Total	\$950,737	\$1,087,132

Not all quotes expected to be received are available at the time this memo is being drafted. Once those quotes are received, Administration will advise the Board of any changes.

I ask the Board to authorize Administration to bind coverage for the listed lines on a not to exceed 14.3% increase or \$136,395 over the expiring premiums.

RG/akb

Memorandum

To: Board of Trustees

From: Ryan Gower, Chancellor

Date: June 16, 2026

Re: AY27-28 Moving Forward Strategic Plan & Operational Framework

In 2023, the Board adopted the **Forward Together Strategic Engagement Plan**, establishing IECC's mission, vision, values, strategic pillars, and long-term institutional direction. Over the past several years, the institution has made significant progress implementing that plan through organizational restructuring, leadership realignment, operational consolidation, strategic investment, and the transition from a largely decentralized four-college operating model toward a more integrated institution operating across four campuses.

The attached **AY27-28 Moving Forward Strategic Plan & Operational Framework** is intended to serve as the next phase of that work. It does not replace *Forward Together*, nor does it alter the institution's mission, vision, values, strategic pillars, goals, or KPIs. Rather, it serves as an operational companion document focused on a limited number of high-frequency, high-impact institutional workflows that most directly influence student success, employee effectiveness, operational sustainability, and institutional coordination.

Simply stated, the institution has spent the last several years establishing its direction. The purpose of this framework is to help identify and improve the operational systems, workflows, handoffs, communication practices, and ownership structures that most directly influence our ability to execute that direction consistently across the institution.

The framework focuses on operational areas such as student onboarding, advising, persistence, scheduling, workforce partnerships, employee onboarding, communication, resource allocation, and other institutional processes that cut across campuses, divisions, and employee groups. It is designed to help the College function more effectively as one institution while preserving the unique identity and community importance of each campus.

The document also establishes a structured operationalization process through which employees, leadership teams, and the Strategic Engagement Planning Council (SEPC) will evaluate key institutional workflows, identify operational barriers, develop standards and expectations, and recommend future policy, procedure, and administrative guidance improvements.

Board approval is requested because this framework will serve as the institution's primary operational planning document for AY27 and AY28 and will guide institutional workflow reviews, operational retreats, implementation activities, and continuous improvement efforts during that period.

Recommended Action: Approve the AY27-28 Moving Forward Strategic Plan & Operational Framework as presented.

MOVING FORWARD

**IECC OPERATIONAL STABILIZATION
& EXECUTION FRAMEWORK**

AY27-AY28

ONE INSTITUTION. »»

ONE DIRECTION. »»

ONE MISSION. »»

ONE FUTURE.



DELIVERING EXCEPTIONAL EDUCATION AND SERVICES

Prelude: One Institution

Over the past several years, Illinois Eastern Community Colleges has made significant strategic and organizational decisions designed to strengthen long-term sustainability, improve institutional alignment, and better position the institution to respond to the realities facing modern higher education.

As part of that work, IECC intentionally moved away from the historical “four-college” operating model under which campuses operated with substantial operational independence. In its place, the institution established a new operational model centered on *one institution* delivering exceptional education and services across four campuses and multiple educational locations throughout the district.

That direction has already been established and approved by the IECC Board of Trustees. The organizational restructuring is well underway. The institutional foundation for this model has already been laid.

IECC is now in the beginning stages of operating as one coordinated institution strategically deploying people, programs, services, systems, technology, and institutional resources across all campuses based upon student demand, workforce need, operational capacity, and long-term sustainability. We are in the early stages of changing our staffing structures to match this new organizational reality.

Importantly, this operational evolution does not diminish the identity, importance, or community value of IECC's individual campuses. Rather, it recognizes that long-term institutional strength increasingly depends upon the institution's ability to function as one coordinated system capable of delivering exceptional education and services reliably and sustainably across the entire district.

The purpose of this framework is to help operationalize our new institutional model more effectively through clearer workflows, stronger coordination, shared operational standards, improved communication practices, more reliable systems, and greater institutional alignment over time.

Moving Forward: The Next Phase of Institutional Evolution

The original **AY23-26 Forward Together Strategic Engagement Plan** established IECC's long-term mission, vision, values, strategic pillars, and institutional direction. Over the past several years, the institution has undertaken significant organizational, operational, and structural work designed to better align IECC's systems, resources, staffing, and operations to support student success and long-term institutional sustainability.

As the institution enters its next phase, the work increasingly shifts from structural transformation toward operational execution, institutional consistency, workflow reliability, and sustainable systems capable of supporting long-term effectiveness across campuses, divisions, and student experiences.

The **AY27–28 Moving Forward Strategic Plan & Operational Framework** is intended to serve as the operational companion to IECC's AY23-26 *Forward Together Strategic Engagement Plan*. While the institution's mission, vision, values, and strategic pillars remain unchanged, this framework increasingly focuses on building the operational systems, workflows, standards, communication practices, and institutional coordination necessary to execute those priorities consistently and sustainably over time.

Mission, Vision & Values

Our Mission

To deliver exceptional education and services to improve the lives of our students and strengthen our local communities.

Our Vision

Illinois Eastern Community Colleges is an institution that engages, challenges, and supports faculty and students as they pursue excellence in teaching and learning. We place the needs of our students at the center of our decision making and remain committed to excellence, innovation, and continuous improvement.

Our Values

1. Stewardship

Accepting our responsibility to be good stewards of the public trust, we will sensibly use our financial, human, and physical resources to achieve our mission.

2. Responsibility

Encouraging personal growth and learning through leadership, citizenship, and accountability.

3. Integrity

Providing an environment where people are encouraged and empowered to do the right thing in their work and interactions with others.

4. Respect

Recognizing and appreciating our similarities and differences, we demonstrate mutual regard for others through our words and actions.

5. Accessibility

Providing access to a high-quality college education for everyone who seeks one while providing the support needed to facilitate attainment of academic and professional goals.

Our Strategic Pillars

IECC's Strategic Engagement Plan established four strategic pillars that continue to guide institutional priorities, decision making, resource allocation, and organizational planning across the District.

Every institutional initiative, operational workflow, and strategic investment should support one or more of these focal areas.

1. Transform Lives Through Exceptional Education & Services

IECC remains committed to placing students at the center of institutional decision making. Exceptional education extends beyond instruction alone and includes the systems, support services, learning environments, and experiences that help students successfully persist, complete credentials, transfer, enter the workforce, and improve their quality of life.

2. Foster Excellence in Faculty & Staff

IECC will continue investing in faculty and staff as the institution's most valuable resource. Long-term institutional effectiveness depends upon recruiting, developing, supporting, and retaining employees capable of meeting the evolving needs of students, communities, and the institution itself.

3. Cultivate & Steward Resources for Strategic Growth

Higher education continues to face significant demographic, financial, operational, and technological disruption. IECC must continue strengthening operational sustainability, strategically aligning resources, modernizing systems, and prioritizing investments that support long-term institutional effectiveness and adaptability.

4. Strengthen Communities Through Engagement & Partnerships

IECC plays a critical role in the economic, educational, workforce, and cultural vitality of the region. The institution will continue strengthening relationships with schools, employers, community organizations, donors, and regional partners while expanding opportunities that positively impact local communities.

Moving Forward: Introduction

This document is intended to help guide IECC through the next phase of its institutional evolution.

Over the past several years, the institution has completed significant strategic and structural work designed to improve long-term sustainability, strengthen institutional alignment, and position IECC to function more intentionally as one integrated institution. That work established important direction and organizational clarity. The work outlined in this document focuses on something different: **how the institution functions operationally day after day across campuses, divisions, systems, and student experiences.**

Importantly, this document is not intended to function as a comprehensive initiative list, a procedural manual, or an attempt to solve every operational challenge simultaneously. Operational maturity requires prioritization, sequencing, and institutional discipline. Not every important issue can become an institutional priority at the same time, particularly within an environment of constrained resources, changing student expectations, and increasing organizational complexity.

Accordingly, AY27 and AY28 are intentionally focused on a limited number of high-frequency, high-impact operational workflows that most directly influence student momentum, institutional reliability, employee coordination, and long-term sustainability. In many cases, the institution's work during AY27 will not be to fully perfect systems immediately, but rather to identify friction points, clarify ownership, define expectations, improve workflow sequencing, establish foundational operational standards, and begin creating more consistent institutional practices across the organization.

This distinction matters. Historically, many of our institutional processes evolved through local practice at each college, individual problem solving, informal coordination, and employee experience rather than through intentionally designed operational systems. As IECC continues functioning more intentionally as one institution, greater consistency, clearer workflows, stronger handoffs, and more reliable operational expectations become increasingly important for both students and employees.

The operational questions contained throughout this document are therefore intentional. They are designed not simply to identify problems, but to help leadership teams move beyond conceptual discussion and into operational design thinking. In many areas, the institution's most important work during AY27 will be developing clearer answers to questions of ownership, timing, sequencing, communication, escalation, intervention, documentation, and accountability.

Success during this phase should not be measured by the number of initiatives launched or the volume of projects created. Success should instead be measured by whether IECC becomes more understandable, more coordinated, more reliable, and easier to navigate for students and employees alike.

This work represents foundational institutional capacity-building. The goal is not operational perfection. The goal is to create a stronger, more sustainable operational foundation capable of supporting the institution's continued adaptation, innovation, and long-term evolution in the years ahead.

Why This Phase Matters

Illinois Eastern Community Colleges has spent the better part of the last several years engaged in significant institutional restructuring and strategic realignment. **All of that work was necessary.**

IECC's transition from a largely decentralized "four college" operating model toward a more unified, single-college institutional structure required the institution to rethink leadership structures, academic oversight, scheduling practices, resource allocation, student support systems, operational responsibilities, and long-term institutional sustainability. AY25 represented the first full academic year operating within IECC's new organizational structure.

The decision to pursue restructuring was not driven by preference, administrative convenience, or organizational theory. It was driven by institutional reality.

For decades, IECC's four colleges operated with a significant degree of local independence. That structure served the institution well for much of its history. However, over time, demographic decline, enrollment instability, rising operating costs, increasing service expectations, workforce changes, deferred maintenance pressures, and the State's longstanding underfunding of community colleges created increasing strain on the institution's historical operating model.

At the same time, the institution increasingly found itself attempting to sustain multiple administrative structures, overlapping processes, duplicated operational functions, and inconsistent student experiences across four campuses operating within a single shared revenue environment. Resources that might once have supported local autonomy increasingly became stretched across multiple systems, locations, and priorities. Employees often found themselves wearing too many hats, gaps in service became normalized, and operational silos made institutional coordination increasingly difficult. What worked before was no longer working in the same way.

As the institution evaluated its long-term sustainability, it became increasingly clear that IECC could not continue functioning as four largely independent operational structures while simultaneously meeting rising expectations related to student success, affordability, workforce responsiveness, operational sustainability, and institutional effectiveness.

The institution had to evolve.

The early years of IECC's restructuring efforts therefore focused primarily on strategic and structural questions: how the institution should organize itself, how leadership responsibilities should align, how academic oversight should function, how resources could be allocated more sustainably, and how IECC could begin functioning more intentionally as one institution rather than four campuses operating in parallel. Much of that foundational structural work has now either been completed or is actively underway.

At the same time, the broader higher education environment has continued to change dramatically. Across the country, institutions of every size and type are facing increasing pressure driven by demographic decline, enrollment instability, workforce disruption, inflationary pressures, rising operating costs, technological disruption, increasing student expectations, and growing public scrutiny regarding institutional value and sustainability.

Importantly, these pressures are no longer isolated to small institutions or regional colleges. Over the past year alone, major public and private universities across the country have announced hiring freezes, workforce reductions, program closures, budget deficits, and structural reorganization efforts tied to enrollment decline and long-term financial pressure. These realities are increasingly becoming structural characteristics of the modern higher education environment rather than temporary disruptions.

The purpose of acknowledging this environment is not to create fear or pessimism. IECC is not in crisis. In many ways, the institution has already taken important strategic and structural steps earlier than many peer institutions. However, the environment does require realism. Institutional clarity, disciplined execution, prioritization, consistency, and organizational alignment are no longer optional attributes for colleges seeking long-term sustainability. They are becoming essential institutional capabilities. The next challenge facing IECC is therefore different from the challenge that defined the institution's earlier restructuring work.

The next challenge is translating structural alignment into reliable institutional execution. Institutions do not function successfully through organizational charts alone. They function through workflows, communication, sequencing, standards, ownership, accountability, coordination, and the consistency with which work is carried out day after day across the organization.

Historically, many aspects of IECC's culture and operations depended heavily on informal relationships, local campus habits, hallway conversations, individual employee effort, immediate problem solving, and institutional knowledge held by individuals rather than systems. In many ways, those approaches reflected the institution IECC historically was: smaller, more locally operated, and less operationally integrated across locations and divisions.

However, the institution itself has evolved.

As IECC continues functioning more intentionally as one institution, it can no longer rely primarily on informal coordination and individual heroics to consistently serve students and employees across four campuses and multiple operational divisions. The institution now requires clearer standards, more reliable workflows, stronger handoffs, more intentional communication practices, clearer ownership expectations, and greater alignment around how work is actually carried out throughout the organization.

This distinction is important because this document is not intended to serve as another strategic plan.

IECC's mission, vision, values, strategic pillars, and much of its broader institutional direction are already established. Likewise, this document is not intended to function as an exhaustive initiative list, expansion plan, or collection of disconnected projects and activities.

Instead, this plan is intended to strengthen how the institution functions. Most organizations struggle to get to the level of detail that a true operational plan requires.

In example:

A goal defines what the institution hopes to achieve.

- Improve retention
- Improve persistence
- Improve operational sustainability
- Improve student experience

A strategy defines the broad approach the institution intends to take.

- First Year Experience
- Guided Pathways
- CRM communication plans
- Dual Credit pathway alignment

An operational plan defines what must reliably happen, who owns it, how work flows, what standards exist, what does the workflow look like, where do handoffs between people and divisions occur, what gets measured, and how the institution ensures consistent execution over time.

That distinction became increasingly important throughout AY25. As IECC's organizational structure became more integrated, it also became increasingly clear that long-term institutional sustainability will depend less on continuously creating new initiatives and more on improving the reliability, clarity, consistency, and effectiveness of the systems already in place.

Students experience IECC as one institution. They do not experience divisions, organizational charts, reporting structures, or administrative boundaries. They

experience workflows, communication, responsiveness, consistency, and institutional clarity.

When those systems function well, students build momentum and trust in the institution. When those systems become fragmented, inconsistent, overly complex, or dependent on local interpretation, students and employees alike often experience confusion, delay, frustration, and loss of momentum. Increasingly, the same is true operationally for employees.

This plan therefore represents the next phase of IECC's institutional evolution: a two-year institutional execution and stabilization framework focused on improving workflow reliability, clarifying ownership, strengthening institutional consistency, simplifying operations where appropriate, and building a stronger operational foundation for the future.

The purpose of this phase is not to limit innovation or institutional ambition. Quite the opposite. The purpose of this work is to create the organizational discipline, institutional clarity, and operational capacity which is the necessary foundation that will equip IECC to continue adapting, innovating, and evolving more sustainably in the years ahead.

AY27 and AY28 must therefore focus on owning processes, strengthening standards, improving execution, and building a more reliable institutional foundation capable of supporting the next phase of IECC's long-term evolution.

Operational Principles

The following principles are intended to guide institutional decision-making, workflow design, operational expectations, and organizational priorities throughout AY27 and AY28. They establish a shared operating philosophy for how IECC functions as one institution.

1. Students Experience One Institution

Students do not experience IECC through divisions, reporting structures, or organizational charts. They experience the institution through communication, responsiveness, workflows, consistency, and the quality of their interactions from first contact through completion.

Regardless of campus or modality, students should experience clear expectations, coordinated support, reliable processes, and consistent institutional standards. Operational decisions should therefore be evaluated not only through divisional perspectives, but through the institution's ability to function cohesively as one system.

2. Reliable Execution Matters

Institutional effectiveness depends not only on strategic direction or employee effort, but on the institution's ability to execute consistently over time.

Workflows should be intentional, understandable, repeatable, and sustainable. Communication should be timely and coordinated. Processes should function reliably

regardless of campus, division, or individual employee. Operational effectiveness requires clear sequencing, consistent follow-through, and reduced friction for students and employees alike.

3. Clear Ownership Strengthens Reliability

Integrated systems require clear ownership.

Operational gaps emerge when responsibility, workflow stewardship, follow-up expectations, or decision-making authority are unclear. Students and employees should not be required to independently navigate fragmented handoffs or determine who owns a process.

Reliability improves when responsibilities are clearly defined, handoffs are intentional, communication expectations are understood, and employees understand how their work connects to broader institutional operations.

4. Simplicity Is Strategic

As institutions become more integrated, operational complexity naturally increases. Without intentional clarity, complexity creates confusion, inefficiency, inconsistent execution, and unnecessary strain on students and employees.

Operational maturity therefore requires disciplined prioritization, simplification where appropriate, and clear focus on the workflows, services, and processes most essential to student momentum, institutional effectiveness, and long-term sustainability.

Not every good idea can become an institutional priority simultaneously. Simplicity, clarity, and focus are essential components of sustainable execution.

5. Sustainable Systems Matter More Than Individual Heroics

For many years, IECC employees have compensated for operational gaps through extraordinary personal effort, informal coordination, institutional knowledge, and immediate problem solving.

While those efforts helped sustain the institution during periods of transition and constraint, institutions cannot rely indefinitely on individual heroics as a substitute for reliable systems.

Too often, institutional inconsistency creates “lucky” and “unlucky” experiences for students and employees alike depending on who is available, what campus is involved, or whether the right individual intervenes at the right moment.

Long-term sustainability requires workflows, standards, communication practices, and operational structures capable of producing more reliable institutional experiences regardless of personnel changes, local habits, or informal workarounds.

Operationalizing Institutional Goals

PILLAR 1	Transform Lives Through Exceptional Education & Services	Mission	4 Primary KPIs
KPI Area	Persisting with Purpose	Pillar 1	Fall-to-Fall Persistence with Momentum Rate
KPI Area	Learning That Matters	Pillar 1	Institutional Learning Outcomes Proficiency Rate
KPI Area	Complete with Momentum	Pillar 1	150%-Time Credential Completion Rate
KPI Area	Next Step to Success	Pillar 1	Successful Next-Step Rate
PILLAR 2	Foster Excellence in Faculty & Staff	Mission	4 Primary KPIs
KPI Area	Talent That Stays	Pillar 2	3-Year Employee Retention Rate
KPI Area	Grow to Greatness	Pillar 2	Employees Completing Mission-Aligned PD
KPI Area	Thrive at IECC	Pillar 2	IECC Employee Engagement Favorable Score
KPI Area	Excellence in Action	Pillar 2	Units Completing Assess-Improve Cycle
PILLAR 3	Cultivate & Steward Resources for Strategic Growth	Mission	4 Primary KPIs
KPI Area	Fuel the Future	Pillar 3	Operating Sustainability Ratio
KPI Area	Smart Growth Engine	Pillar 3	Strategic Program FTE Share
KPI Area	Invest in What Matters	Pillar 3	Budget Aligned to Strategic Priorities
KPI Area	Ready to Deliver	Pillar 3	Critical Infrastructure Readiness Index
PILLAR 4	Positively Impact Our Local Communities	Mission	4 Primary KPIs
KPI Area	IECC in the Community	Pillar 4	Community Engagement Footprint
KPI Area	Partners in Progress	Pillar 4	Active Strategic Partnerships
KPI Area	Talent for Our Region	Pillar 4	Local Placement in High-Demand Fields
KPI Area	Community Trust & Voice	Pillar 4	Community Trust Index

IECC's Strategic Engagement Plan and KPI Framework already establish the institution's mission, vision, values, strategic pillars, AY27 & AY28 institutional goals, and primary institutional KPIs we will measure.

The strategic priorities of IECC have been established. They are our four pillars.

The short-range institutional goals have been identified. They are the four KPI Areas underneath each pillar.

The initial measures of success IECC will use to gauge the effectiveness of our work have been defined. They are the 4 primary KPIs beneath each pillar.

What remains underdeveloped institutionally was the operational execution layer necessary to support those goals consistently and sustainably across the institution.

For example:

- "Transform Lives Through Exceptional Education & Services" establishes a strategic pillar,

- “Persisting with Purpose” establishes a goal area,
- and “Fall-to-Fall Persistence with Momentum Rate” establishes a primary institutional KPI.

What IECC now must do is to develop the operational systems, workflows, standards, ownership structures, communication practices, sequencing expectations, and intervention processes necessary to maximize those KPIs consistently across campuses and operational areas.

Operational planning should therefore focus less on identifying additional aspirations and more on clarifying how the institution must function operationally in order to execute more reliably across student and employee experiences.

The following sections are therefore intended to guide divisions and operational areas in translating institutional goals into operational execution expectations capable of supporting stronger and more sustainable institutional outcomes over time.

PILLAR 1 — Transform Lives Through Exceptional Education & Services

Goal: Persisting with Purpose

KPI: Fall-to-Fall Persistence with Momentum Rate

Fall-to-fall persistence is influenced heavily by the institution's ability to create clear onboarding experiences, timely intervention systems, coordinated support workflows, and reliable communication practices across multiple operational areas.

Operational Drivers of the KPI

- onboarding and orientation workflows,
- advising assignment timing,
- CRM Recruit communication sequencing,
- placement and registration coordination,
- Financial Aid and Business Office communication,
- progress report and attendance intervention,
- TRIO and Learning Commons referral workflows,
- and stop-out prevention systems.

Operational Planning Questions

- When is the advising owner assigned?
- What communication occurs after admission and in what sequence?
- What happens if FAFSA completion stalls?
- What intervention occurs when students miss onboarding milestones?
- What attendance, LMS activity, or progress report triggers generate outreach?
- Who owns first response responsibility?
- When does outreach escalate from faculty to advising or student support?
- How are interventions documented and tracked institutionally?
- How does the institution know intervention occurred consistently?

Illustrative Operational Standards

- defined onboarding communication sequences by student type,
- advisor assignment expectations at time of admission,
- intervention timelines for attendance or academic alerts,
- coordinated referral expectations involving Advising, TRIO, Learning Commons, and Financial Aid,
- and defined stop-out escalation workflows.

Goal: Learning That Matters**KPI: Institutional Learning Outcomes Proficiency Rate**

Institutional learning outcomes are influenced not only by curriculum quality, but by instructional consistency, assessment workflows, modality practices, and operational expectations surrounding teaching and learning.

Operational Drivers of the KPI

- curriculum alignment,
- assessment review processes,
- faculty evaluation workflows,
- CETL-supported instructional development,
- Canvas expectations,
- Simple Syllabus implementation,
- modality consistency,
- and adjunct faculty operational support.

Operational Planning Questions

- What instructional expectations should students reliably experience across modalities?
- What baseline Canvas expectations should exist institutionally?
- How are assessment results reviewed and acted upon operationally?
- What support workflows exist for adjunct faculty?
- How are faculty evaluation processes sequenced and documented?
- What instructional practices should be standardized institutionally?
- How are online students supported outside the classroom?
- How does CETL operationally support instructional quality improvement?

Illustrative Operational Standards

- baseline Canvas expectations across all courses,
- institutional syllabus standards through Simple Syllabus,
- defined faculty evaluation and observation workflows,
- assessment review timelines,
- and CETL-supported instructional support processes.

Goal: Complete with Momentum**KPI: 150% Time Credential Completion Rate**

Credential completion rates are heavily influenced by schedule reliability, pathway sequencing, advising accuracy, degree audit consistency, and operational coordination across instructional and student support areas.

Operational Drivers of the KPI

- pathway-based scheduling,
- advising workflows,
- waitlist management,
- degree audit reliability,
- low-enrollment review processes,
- registration timing,
- and modality decision-making.

Operational Planning Questions

- What courses must reliably run to support pathway completion?
- What scheduling practices create barriers to completion?
- How are waitlists managed institutionally?
- What operational review occurs before schedules are finalized?
- What role should pathway completion data play in scheduling decisions?
- How are low-enrolled sections reviewed and approved?
- What modality decisions should be standardized institutionally?
- How does the institution identify students drifting off pathway?

Illustrative Operational Standards

- defined schedule review timelines,
- institutional waitlist expectations,
- pathway-based scheduling review processes,
- degree audit verification workflows,
- and standardized review processes for low-enrolled or exception-requested sections.

Goal: Next Step to Success

KPI: Successful Next-Step Rate

Successful next-step outcomes depend heavily on operational coordination supporting transfer, workforce placement, credential advancement, apprenticeship participation, and post-completion student transition support.

Operational Drivers of the KPI

- transfer support workflows,
- employer engagement processes,
- workforce placement coordination,
- career readiness support,
- Adult Education transition pathways,
- apprenticeship coordination,
- and graduation communication workflows.

Operational Planning Questions

- Who helps students understand transfer processes and articulation concerns?
- What operational support exists for resume and interview preparation?
- How are employer relationships coordinated institutionally?
- What communication should students receive approaching graduation?
- How are workforce students connected to placement opportunities?
- What operational handoffs exist between advising, faculty, career services, and workforce development?
- How are students supported when transfer or workforce plans encounter barriers?

Illustrative Operational Standards

- defined transfer communication workflows,
- graduation and next-step outreach expectations,
- workforce placement referral processes,
- employer engagement coordination standards,
- and operational transition workflows for students nearing completion.

PILLAR 2 — Foster Excellence in Faculty & Staff

Goal: Talent That Stays

KPI: 3-Year Employee Retention Rate

Employee retention is heavily influenced by the institution's ability to create clear expectations, effective onboarding experiences, responsive supervision, meaningful professional support, and sustainable working environments over time.

Operational Drivers of the KPI

- new employee onboarding quality,
- supervisory effectiveness and communication,
- workload clarity and assignment practices,
- evaluation timeliness and feedback quality,
- access to professional development,
- compensation and benefits communication,
- internal advancement and leadership opportunities,
- conflict resolution responsiveness,
- employee recognition and engagement opportunities,
- and institutional communication consistency.

Operational Planning Questions

- What onboarding experience should every employee consistently receive during their first semester and first year?
- Who owns onboarding coordination and follow-up?
- How are new employees introduced to institutional culture, systems, expectations, and operational workflows?
- How quickly should supervisors complete evaluations, coaching conversations, and follow-up discussions?
- What operational practices ensure employees receive timely feedback rather than only corrective intervention?

- How are workload expectations communicated and monitored?
- What opportunities exist for employee voice, feedback, and engagement?
- How are professional development opportunities communicated and tracked?
- What operational indicators suggest employee disengagement or burnout?
- How are compensation, benefits, and policy changes communicated consistently?

Illustrative Operational Standards

- first-semester onboarding check-ins for all new employees,
- defined timelines for evaluations and supervisory follow-up,
- new employee orientation workflows by employee type,
- annual professional development planning expectations,
- and defined communication expectations regarding workload, benefits, and institutional changes.

Goal: Grow to Greatness

KPI: Employees Completing Mission-Aligned Professional Development

Mission-aligned professional development depends upon operational systems capable of connecting employees to learning opportunities that strengthen institutional effectiveness, operational leadership, instructional quality, and organizational adaptability.

Operational Drivers of the KPI

- professional development planning processes,
- CETL coordination,
- leadership development opportunities,
- cross-training and succession planning,
- operational skills development,
- and communication regarding available learning opportunities.

Operational Planning Questions

- What professional development priorities should be institutionally emphasized?
- What operational competencies should supervisors and leadership increasingly develop?
- How are employees informed about available development opportunities?
- What operational skills gaps currently exist across divisions?
- How should leadership succession and cross-training be supported operationally?
- How are employees encouraged to engage in mission-aligned learning rather than isolated training activity?
- What training should be required institutionally versus optional?

Illustrative Operational Standards

- annual mission-aligned professional development planning expectations,
- leadership operational training pathways,
- cross-training expectations for key operational areas,
- and institutional tracking processes for mission-aligned professional development participation.

Goal: Thrive at IECC

KPI: Employee Engagement Favorable Score

Employee engagement is strongly influenced by communication reliability, organizational trust, supervisory responsiveness, operational consistency, and employees' understanding of institutional direction and expectations.

Operational Drivers of the KPI

- institutional communication practices,
- supervisory communication consistency,
- employee feedback mechanisms,
- meeting and reporting structures,
- decision transparency,
- and operational responsiveness to employee concerns.

Operational Planning Questions

- How are major institutional decisions communicated consistently across campuses and divisions?
- What operational concerns most negatively affect employee trust and engagement?
- How should employee feedback be gathered, reviewed, and addressed?
- What expectations should exist regarding supervisory communication responsiveness?
- How are employees kept informed regarding institutional priorities and changes?
- Where do employees experience operational confusion or inconsistent expectations?
- How should cross-divisional communication occur when workflows impact multiple operational areas?

Illustrative Operational Standards

- defined communication expectations for supervisors and leadership,
- employee feedback review and response processes,
- institutional communication timelines tied to major operational decisions,
- and operational meeting/reporting expectations across divisions.

Goal: Excellence in Action

KPI: Units Completing Assess-Improve Cycle

Continuous improvement depends upon operational systems capable of routinely evaluating effectiveness, identifying breakdowns, implementing refinements, and sustaining institutional learning over time.

Operational Drivers of the KPI

- workflow review cycles,
- KPI review practices,
- process improvement workflows,
- implementation accountability structures,
- and operational assessment documentation.

Operational Planning Questions

- How are workflows routinely reviewed for effectiveness and reliability?
- What operational metrics should divisions monitor regularly?
- How are improvement opportunities identified, prioritized, and assigned?
- What operational follow-up occurs after problems are identified?
- How are process changes documented and communicated?
- How should operational lessons learned be shared institutionally?
- How are units expected to demonstrate improvement activity over time?

Illustrative Operational Standards

- annual workflow review expectations tied to KPIs,
- operational improvement documentation practices,
- defined implementation follow-up timelines,
- and structured assess-improve review processes across divisions.

PILLAR 3 — Cultivate & Steward Resources for Strategic Growth

Goal: Fuel the Future

KPI: Operating Sustainability Ratio

The Operating Sustainability Ratio is heavily influenced by enrollment trends, staffing alignment, schedule efficiency, discounting practices, operational discipline, and the institution's ability to align resources to long-term institutional capacity.

Operational Drivers of the KPI

- enrollment forecasting accuracy,
- enrollment mix and tuition yield,
- discount rate management,
- staffing alignment and vacancy review,
- schedule efficiency and section viability review,
- athletics roster minimum enforcement,
- overload and adjunct utilization,
- program viability evaluation,
- facility and space utilization,
- and procurement and operational spending discipline.

Operational Planning Questions

- What enrollment assumptions should operational planning be built upon?
- How are schedule offerings evaluated against enrollment demand and pathway need?
- What operational review should occur before low-enrolled sections run?
- How are athletics roster minimums reviewed and enforced operationally?
- What staffing and vacancy review practices should exist institutionally?
- How are overload, adjunct utilization, and operational staffing patterns monitored?
- What operational indicators suggest unsustainable practices or structural imbalance?
- How should program viability reviews occur and at what intervals?
- How are operational spending decisions prioritized and reviewed?
- What institutional assumptions should be standardized during budget development?

Illustrative Operational Standards

- defined schedule efficiency and viability review processes,
- annual staffing and utilization review expectations,
- athletics roster minimum review workflows,
- standardized operational assumptions tied to budget development,
- and operational spending review thresholds tied to sustainability planning.

Goal: Enroll to Excel**KPI: Enrollment Trend Rate**

Enrollment trends are heavily influenced by inquiry responsiveness, recruitment communication consistency, onboarding reliability, pathway clarity, dual credit transitions, and coordinated enrollment management practices.

Operational Drivers of the KPI

- CRM Recruit workflows,
- inquiry response timing,
- prospective student communication sequencing,
- dual credit transition workflows,
- Adult Education transitions,
- recruitment follow-up processes,
- and advising/recruitment coordination.

Operational Planning Questions

- What communication should prospective students receive and when?
- How quickly should inquiries receive response and follow-up?
- What communication sequence should exist for admitted but unregistered students?
- How are dual credit students transitioned into postsecondary enrollment?
- What operational workflows support Adult Education transitions into pathways and credential programs?
- How are prospective students re-engaged when communication stops?
- What operational coordination should exist between recruitment, advising, and financial aid?
- What operational indicators suggest students are disengaging before enrollment?

Illustrative Operational Standards

- inquiry response timelines,
- defined CRM communication sequences by student type,
- dual credit transition communication workflows,
- admitted-student follow-up expectations,
- and re-engagement workflows for inactive prospective students.

Goal: Strategic Investment**KPI: Strategic Resource Allocation Rate**

Strategic resource allocation depends upon operational systems capable of consistently aligning institutional investments with enrollment realities, workforce demand, institutional priorities, and long-term sustainability.

Operational Drivers of the KPI

- budget prioritization processes,
- resource request review workflows,
- capital planning coordination,
- workforce demand analysis,
- program investment review practices,
- and institutional planning alignment.

Operational Planning Questions

- How are resource requests evaluated against institutional priorities and KPIs?
- What operational data should inform strategic investment decisions?
- How are workforce demand and enrollment trends incorporated into planning decisions?
- What review should occur before new initiatives, programs, or operational expansions are approved?
- How are operational trade-offs identified and communicated?
- How should limited resources be prioritized institutionally?

Illustrative Operational Standards

- resource allocation review expectations tied to institutional priorities,
- workforce and enrollment review requirements for major investments,
- capital and operational planning coordination practices,
- and institutional prioritization workflows tied to strategic investment decisions.

Goal: Stronger Together**KPI: Cross-Divisional Collaboration Rate**

Cross-divisional collaboration depends upon operational systems capable of supporting communication, workflow coordination, shared ownership, and institutional alignment across campuses and divisions.

Operational Drivers of the KPI

- cross-divisional workflow coordination,
- shared communication structures,
- SEPC-centered institutional alignment,
- operational handoff clarity,
- and institution-wide planning coordination.

Operational Planning Questions

- Where do operational handoffs occur between divisions and campuses?
- What workflows currently operate inconsistently across operational areas?
- What processes require shared ownership or coordinated implementation?
- How should operational conflicts or competing priorities be resolved?
- What communication structures should exist for institution-wide workflows?
- How are institution-wide expectations communicated and maintained operationally?

Illustrative Operational Standards

- cross-divisional workflow review expectations,
- shared implementation planning practices,
- SEPC-centered coordination processes for institution-wide workflows,
- and defined ownership expectations for shared operational responsibilities.

PILLAR 4 — Strengthen Communities Through Engagement & Partnerships

Goal: Community Trust & Voice

KPI: Community Engagement Favorable Score

Community trust is strongly influenced by communication consistency, responsiveness, visibility, partnership coordination, and the institution's operational ability to engage stakeholders clearly and reliably over time.

Operational Drivers of the KPI

- institutional communication responsiveness,
- community engagement coordination,
- stakeholder communication workflows,
- Board/community information sharing practices,
- and partnership communication consistency.

Operational Planning Questions

- How are community concerns received, escalated, and addressed?
- What communication expectations should exist regarding institutional issues or changes?
- How are trustees and external stakeholders informed regarding major institutional developments?
- What operational workflows support consistent community engagement across campuses?
- How are external communication responsibilities coordinated institutionally?
- What operational practices strengthen responsiveness and visibility within local communities?

Illustrative Operational Standards

- institutional communication response expectations,
- stakeholder communication coordination workflows,
- community engagement communication timelines,
- and operational expectations regarding Board and community information sharing.

Goal: Workforce & Community Impact

KPI: Community Impact Rate

Community impact depends heavily upon operational systems capable of supporting workforce responsiveness, employer engagement, Adult Education transitions, apprenticeship coordination, and customized training delivery.

Operational Drivers of the KPI

- employer engagement responsiveness,
- customized training coordination,
- apprenticeship workflows,
- Adult Education transition pathways,
- workforce communication systems,
- and employer partnership management.

Operational Planning Questions

- How are employer requests received, assigned, and responded to?
- What operational workflows support customized training responsiveness?
- How are apprenticeship opportunities operationally coordinated across divisions and campuses?
- How are Adult Education students transitioned into workforce pathways?
- What communication expectations should exist with employer partners?
- How are workforce partnership opportunities tracked and coordinated institutionally?

Illustrative Operational Standards

- employer response timelines,
- customized training coordination workflows,
- apprenticeship operational coordination practices,
- Adult Education workforce transition standards,
- and employer partnership communication expectations.

Goal: Tell the Story

KPI: Institutional Brand Favorable Score

Institutional brand strength is influenced by communication consistency, responsiveness, message coordination, website reliability, and the institution's operational ability to communicate clearly and coherently across all campuses and divisions.

Operational Drivers of the KPI

- marketing communication workflows,
- website update responsiveness,
- institutional messaging coordination,
- operational communication approval structures,
- and institutional storytelling practices.

Operational Planning Questions

- How are institutional messages coordinated across campuses and divisions?
- What workflows exist for communication review and approval?
- How quickly should website inaccuracies or outdated information be corrected?
- How are institutional successes, student outcomes, and community impact stories identified and shared?
- What operational practices ensure consistent institutional messaging?
- How are communication priorities coordinated institutionally?

Illustrative Operational Standards

- website update response expectations,
- institutional communication review workflows,
- coordinated messaging standards across operational areas,
- and institutional storytelling coordination practices.

Goal: Partnerships with Purpose

KPI: Active Strategic Partnership Rate

Strategic partnerships depend upon operational systems capable of sustaining communication, accountability, responsiveness, coordination, and long-term relationship continuity.

Operational Drivers of the KPI

- partnership tracking systems,
- communication coordination,
- employer and community engagement workflows,
- partnership review practices,
- and leadership continuity planning.

Operational Planning Questions

- How are institutional partnerships documented and tracked?
- Who owns ongoing communication and relationship management?
- What operational review should occur regarding partnership effectiveness?
- How are partnership opportunities shared institutionally?
- How are partnerships sustained during leadership or staffing transitions?
- What communication expectations should exist with strategic partners?

Illustrative Operational Standards

- partnership tracking and review processes,
- defined ownership expectations for strategic relationships,
- partnership communication timelines,
- and operational continuity practices supporting long-term external partnerships.

The operational work outlined within this section is intended to help divisions and operational areas move beyond broad strategic discussion and increasingly define the workflows, standards, ownership structures, communication expectations, sequencing practices, and operational coordination necessary to support stronger institutional execution over time. While the institutional goals and KPIs identified within IECC's KPI Framework establish what the institution values and how success will be measured, long-term institutional effectiveness will increasingly depend upon the institution's ability to operationalize those priorities consistently and reliably across campuses, divisions, and student experiences.

Implementation, Operationalization & Next Steps

The purpose of this framework is not simply to identify operational concerns, but to establish a disciplined institutional process for operationalizing the strategic priorities,

goals, and KPIs already adopted by the institution through IECC's Strategic Engagement Plan and KPI Framework.

The institution has already identified:

- the strategic pillars that define institutional direction,
- the goals that define institutional focus areas,
- and the KPIs that will be used to measure institutional effectiveness.

The work of AY27 and AY28 is therefore not to revisit or redefine institutional priorities, but rather to develop the operational standards, workflows, communication expectations, handoffs, intervention models, ownership structures, and administrative guidance necessary to positively influence those KPIs consistently across the institution.

Importantly, this framework itself is not intended to function as the final operational manual for the institution. Rather, it is intended to establish the operational questions, workflow priorities, implementation expectations, and institutional focus areas that will guide the development of more detailed standards and operational systems throughout AY27 and AY28.

As became increasingly clear during the institution's AY26 Strategic Engagement Planning Council (SEPC) retreat discussions, many of the operational workflows most directly connected to institutional KPIs cross divisions, campuses, employee groups, systems, and reporting structures. Student persistence, onboarding, advising, scheduling, financial aid communication, workforce partnerships, operational sustainability, employee retention, and institutional communication are not isolated divisional functions. They are institutional workflows requiring coordinated execution across multiple operational areas.

Accordingly, throughout the Summer and Fall of 2026, the Office of the Chancellor will organize a series of focused operational retreats, workflow review sessions, and facilitated institutional working groups involving select employees connected to the operational workflows most directly tied to the institutional goals and KPIs identified within this framework.

Participation should intentionally include employees connected to both operational execution and operational leadership in order to ensure workflow discussions reflect institutional reality across multiple levels of the organization.

Vice Chancellors will work collaboratively with the Office of the Chancellor to identify:

- the operational workflows most directly tied to institutional KPIs,
- the employee groups necessary to map those workflows effectively,
- existing operational friction points and breakdowns,
- workflow handoffs requiring clarification,
- and areas where institutional consistency and operational guidance are most needed.

Jessica McDonald will serve as facilitator for this institutional operationalization process and will assist working groups in guiding workflow discussions, identifying operational

interdependencies, clarifying ownership structures and handoffs, documenting workflow expectations, and helping translate institutional priorities into clearly defined operational standards and implementation expectations. **The first retreat will be held June 30, 2026 focusing on Strategic Pillar 1.**

These operational working sessions should focus specifically on:

- mapping current-state workflows tied to institutional KPIs,
- identifying workflow inconsistencies across campuses and operational areas,
- clarifying communication sequencing and ownership expectations,
- identifying intervention triggers and escalation pathways,
- defining operational standards and workflow expectations,
- identifying areas requiring administrative guidance or institutional clarification,
- and recommending implementation expectations capable of improving institutional consistency, coordination, reliability, and effectiveness over time.

Because many institutional workflows cross operational areas, implementation discussions should intentionally include employees connected to shared student and employee touchpoints rather than relying solely on divisional or hierarchical perspectives.

By November 1, 2026, institutional working groups and operational leadership teams should submit initial operational standards, workflow recommendations, and administrative guidance proposals to the Strategic Engagement Planning Council (SEPC) for institutional review, coordination, prioritization, and implementation planning.

SEPC review during late AY27 and early AY28 should focus on:

- institutional alignment with adopted strategic pillars, goals, and KPIs,
- operational consistency across campuses and operational areas,
- workflow coordination and implementation sequencing,
- communication expectations and training implications,
- operational readiness and sustainability,
- areas requiring additional refinement or phased implementation,
- and identification of recommendations requiring formal codification through Board policy, institutional procedure, administrative guideline development, catalog language, onboarding materials, employee manuals, workflow documentation, or related institutional operating documents.

Over the course of the next 2 years, this work will likely result in:

- refinement of selected Board policies where institutional position-setting is appropriate,
- creation or revision of institutional procedures,
- significant expansion of IECC's administrative guidelines and workflow standards,
- revisions to institutional onboarding and training materials,
- updates to catalog and student-facing operational language,
- development of clearer employee reference materials and implementation guides,

- and stronger operational documentation capable of supporting more coordinated and reliable institutional execution across the organization.

Implementation should emphasize clarity, communication, training, usability, operational sustainability, and continuous refinement rather than unnecessary bureaucracy or procedural complexity.

AY27 and AY28 should establish operational review, workflow refinement, institutional coordination, and continuous improvement as ongoing institutional disciplines rather than one-time planning activities. The long-term goal is not simply the creation of additional documentation, but the development of a more coordinated, reliable, sustainable, and student-centered institution capable of consistently delivering exceptional education and services across all campuses and operational areas over time.

BID COMMITTEE REPORT

June 16, 2026

Lincoln Trail College

1. LTC Asphalt Parking/Drive Seal Coating

TO: Board of Trustees

FROM: Bid Committee

DATE: June 16, 2026

RE: LTC Asphalt Parking/Drive Seal Coating

The following bid recommendation is based on the lowest responsible bid, considering conformity with specifications, terms of delivery, quality, and serviceability.

The Bid Committee recommends accepting the bid from Wolls Asphalt LLC for a total of \$48,160.20. Wolls Asphalt LLC met all the details within the bid specifications.

LTC Asphalt Parking/Drive Seal Coating		
Company	Bid	<u>Alternate 1</u> (Additional Seal Coat/Stripe/Re-paint Curbs)
WEP Asphalt Lawrenceville, IL	\$50,144.00	\$9,691.26
Wolls Asphalt Marshall, IL	\$48,160.20	\$9,373.20

Respectfully submitted,

Ryan Gower
Ryan Hawkins
Sonja Holtz

Department: Lincoln Trail College.

Source of Funds: Facility Improvement Fund.

Rationale for Purchase: To maintain and re-paint the asphalt parking at Lincoln Trail College.

The “Advertisement for Bids” was placed in the Hometown Register for one (1) day. In addition, individual invitations to bid were sent directly to potential vendors.

REQUEST FOR PROPOSAL

ILLINOIS EASTERN COMMUNITY COLLEGES

TIME AND PLACE OF BIDS

Notice is hereby given that sealed bids for Lincoln Trail College Asphalt Parking/Drive Seal Coating shall be received at the office of the Owner: Illinois Eastern Community Colleges District 529, 233 East Chestnut Street, Olney, IL 62450 until 2:00 p.m. local time, on Thursday, June 4, 2026, and then publicly opened. The Owner reserves the right to accept or reject any bid or waive informality or errors in bidding, to award the contract to his interests, and to hold the bids for a period of thirty (30) days from the bid date.

PRE-BID MEETING/SITE VISIT

A pre-bid meeting is scheduled for Thursday, May 21, 2026, at 1:00 p.m. at Lincoln Trail College, 11220 State Highway 1, Robinson, IL 62454, Sports Center. A walk through of the proposed project will take place as part of the pre-bid meeting.

Attendance of the scheduled pre-bid meeting or a separate/additional site visit is not a requirement of submitting a bid proposal, but it is the responsibility of the contractor to field verify measurements and conditions of the installation areas as well as to provide all labor, materials, equipment, and tools necessary for the complete project. If a site visit is desired prior to submitting a bid, schedule a visit with Chris Ellington, LTC O&M Team Leader, to determine an acceptable date and time. Chris can be contacted at (217) 240-0211. Any questions concerning anything contained herein should be directed, in writing, to Nicholas Knapp, Construction Project Manager, at 233 E. Chestnut, Olney, IL 62450. Questions may also be submitted to bids@iecc.edu. Please include LINCOLN TRAIL COLLEGE ASPHALT PARKING/DRIVE SEAL COATING in the subject line of any inquiry. The deadline for questions is 2:00 p.m., Monday, June 1, 2026.

ADDENDUM

If it becomes necessary to revise any part of the RFP, an official written addendum will be issued by Illinois Eastern Community Colleges to all bidders of record.

Vendor must clearly understand that any verbal representation made or assumed to be made during any oral discussion held between vendor's representative and any Illinois Eastern Community Colleges personnel is not binding. Only the information issued in writing and added to the Request for Proposal specifications file by an official written addendum are binding.

METHOD OF BIDDING

Bids should include all items bid as one contract price. Bidders shall examine all documents contained herein. Failure to do so will not relieve a successful bidder of his obligation to provide all labor, materials, training, and support necessary to carry out the provision of his contract for the sum stated thereon. Each bidder, by submitting a bid represents that they have received, read, and understand the bidding documents.

SCOPE OF WORK

The scope of this bid is to provide all materials, labor, safety and traffic control, and equipment required to clean, install asphalt crack filling, seal coating, and line striping on the asphalt parking lots and drives at Lincoln Trail College. The following is the minimum work that shall be performed as part of this project.

1. Neutralize oil spots on the surface of the existing asphalt parking lots and drives. The neutralizer product shall be a commercial grade petroleum neutralizer to allow proper adhesion of the seal coating. The product shall be designed for sealing and priming oil spots on asphalt pavement prior to applying pavement sealer.
2. Clean cracks within surface of existing asphalt parking lots and drives, and fill cracks 7/16" x 1/2" or larger with hot-applied rubber crack fill material. The crack fill material within the cracks shall be +/- 1/4" below existing surrounding asphalt surface.
3. Clean existing asphalt edges to remove all vegetation overgrowth in order to expose all asphalt surfaces.
4. Deep clean surface of existing asphalt parking lots and drives in order to remove all foreign materials.
5. Install a hand and/or spray applied base coat of fuel resistant coal tar emulsion pavement sealer with silica sand additive across the entire surface of the existing asphalt parking lots and drives.
6. Install a pneumatically applied second coat of fuel resistant coal tar emulsion pavement sealer with silica sand additive across the entire surface of the existing asphalt parking lots and drives.
7. Re-stripe with yellow traffic marking paint, unless otherwise noted, all linework locations, on the existing asphalt parking lots and drives, to match existing linework as it was prior to new seal coating, including but not necessarily limited to the drive center lines, parking stalls, accessible parking stall symbols, hatched areas, directional symbols, Crawford County Recreation Center (CCRC) parking stall reserved parking text, fire lanes, stop bars (white traffic marking paint), and all other existing linework insignia. The yellow traffic marking paint shall be a high performance, highly durable waterborne material designed and compatible to be used for traffic and parking markings on the installed seal coating material. IECC will provide the stencil for the contractor's use to paint the Crawford County Recreation Center (CCRC) parking stall reserved parking text at 21 parking stall locations.
8. Re-paint with yellow traffic marking paint all concrete curb locations, around the perimeter of the existing asphalt parking lots and drives, to match existing painted curb locations. Existing concrete curbs shall be prepped per paint manufacturer's requirements prior to painting.

All work shall comply with all applicable Federal, State, and local codes.

The contractor shall provide all safeguards, safety devices, protective equipment, and shall take any other actions reasonably necessary to protect the life and health of persons working at the site of the project, the safety of the public, and to protect property in connection with the performance of the work covered by the contract.

See attached drawing associated with the scope of this project.

ALTERNATES

ALTERNATE 1:

This alternate includes all scope of work and materials as described under the “Scope of Work” section of this document as required to provide the work associated with the Visitor Parking and associated drive in order to seal coat and stripe the existing asphalt parking lot and drive as well as to re-paint existing concrete curbs.

See attached drawing associated with the scope of this project.

SCOPE NARRATIVE

1. **Execution of Work:** The campus will continue to be utilized and operational during this work. The contractor shall coordinate the performance of all work 10 working days in advance. **The work shall be performed sometime between July 1, 2026, and July 10, 2026.** The contractor shall be responsible for the protection of adjacent areas, sidewalks/curbs, and buildings not to receive work. The contractor will be responsible for providing and furnishing all equipment needed to perform the work. The materials provided shall be compatible with conditions, existing asphalt materials, existing concrete curbs, and with each other to provide a complete system.
2. **Clean-up:** The contractor shall keep the worksite clear of debris and/or material during the work and shall accomplish clean-up of the worksite. If applicable, materials removed or demolished shall not be allowed to accumulate on the jobsite and the contractor shall be responsible for disposal of all materials and removal from the property.
3. **Standard of Workmanship:** The contractor shall perform all work in accordance with applicable codes and manufacturers' recommendations. Contractor is responsible for any/all permits required. Contact City of Robinson for local license and permit requirements. Workmanship shall be of the highest grade throughout this project. The contractor shall take precautions to protect areas outside of the scope of work from damage. Any damage, due to the contractor's operations and failure to adequately protect, shall be corrected to original condition by the contractor at no cost to IECC.
4. **Safety:** All work shall comply with all applicable Federal, State, and local codes. All work shall be accomplished in strict compliance with OSHA Safety Standards. The contractor shall provide all safeguards, safety devices, protective equipment, and shall take any other actions reasonably necessary to protect the life and health of persons working at the site of the project, the safety of the public, and to protect property in connection with the performance of the work covered by the contract.
5. **Point of Contact:** Nicholas Knapp, Illinois Eastern Community Colleges, Construction Project Manager.
6. **Measurements:** It shall be the responsibility of the contractor to field-verify measurements and necessary material quantities prior to bid of this project. See drawings for additional reference information.

PREPARATION OF BIDS

All bids must be submitted on the bid form contained herein. **Bids shall be delivered in a sealed opaque envelope showing the bidders' name and address and the name of the project.**

Bid submissions should detail all materials included as part of bid.

METHOD OF BID EVALUATION

The IECC Board of Trustees reserves the right to reject all bids or parts of bids, and to waive informalities therein. Bids will be awarded to the lowest responsible bidder in conformity with bid specifications.

INSURANCE

The successful bidder will be required to furnish a certificate of insurance, naming Illinois Eastern Community Colleges as an additional insured, in the following amounts:

1. Workers' Compensation	Statutory Limits
2. Employer's Liability	\$500,000
3. Comprehensive General Liability & Property Damage including: a. Personal Injury Liability b. Blanket Broad Form Contractual Liability c. Independent Contractors d. Products and Completed Operations	\$500,000 combined single limit
4. Automobile Liability	\$1,000,000 combined and single limit
5. Owner's and Contractor's Protective Liability Insurance to protect the Owner and Architect, their agents, consultants, and employees from contingent responsibility and liability arising from work performed under the contract.	\$1,000,000

SALES TAX

Retailers Occupational Sales Taxes **are not** applicable for this project.

PREVAILING WAGE

Illinois Eastern Community Colleges is a unit of local government, and as such, any contract for public works is subject to the Illinois Prevailing Wage Act. The Prevailing Wage Act regulates wages of laborers, mechanics, and other workers employed under contract for public work. It is the bidder's responsibility to bid all work pursuant to laws and regulations outlined in the Illinois Prevailing Wage Act.

With each Application for Payment the Contractor shall submit certified payrolls for the period covered by the present Application for Payment to the Owner to demonstrate prevailing wage payrolls for each worker that works on this project.

SHIPPING & HANDLING

All freight and delivery must be included in bid.

SPECIAL PROVISIONS

Nondiscrimination: There will be no discrimination on the basis of race, color, religion, sex, sexual orientation, gender identity or national origin by the owner or contractor.

Certification of Eligibility: Prior to contract award, all bidders must certify that neither it nor any person or firm that has an interest in the bidder's firm is a person or firm ineligible to be awarded Government contracts by virtue of section 3(a) of the Davis-Bacon Act of 29 CFR 5.12(a)(1).

No subcontracts shall be made to any person or firm ineligible to be awarded Government contracts by virtue of section 3(a) of the Davis-Bacon Act of 29 CFR 5.12(a)(1).

The penalty for making false statement is prescribed in the U.S. Criminal Code, 18 U.S.C. 1001.

Debarment, Suspension, Ineligibility, and Voluntary Exclusions: No contract will be awarded to a bidder, nor its principals, that is presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded from participation by any federal department or agency.

Illinois Eastern Community Colleges has an aspirational goal that **20%** of this project's material and/or labor will involve small, minority-owned, veteran-owned, and/or women-owned businesses in the procurement process. Prime contractors that do not meet the eligibility criteria as a Business Enterprise Program, are encouraged to utilize sub-contractors who do qualify or to utilize material vendors that qualify. To qualify as a Business Enterprise Program entity, prime or subcontractors must be certified by the Department of Central Management Services of the State of Illinois as BEP vendors prior to contract award. Go to (<http://www2.illinois.gov/cms/business/sell2/bep/Pages/default.aspx>) for complete requirements for BEP certification.

Bids submitted with small, minority-owned, veteran-owned, and/or women-owned (BEP) business participation; whether as primary contractor, sub-contractor, material vendor, etc.; should indicate the percentage of work associated with the BEP businesses.

BID FORM
LINCOLN TRAIL COLLEGE ASPHALT PARKING/DRIVE SEAL COATING

Following Board approval, bids will be awarded on June 17, 2026.

ALL FREIGHT, SHIPPING, DELIVERY, AND HANDLING CHARGES ARE TO BE INCLUDED IN BID TOTAL AND DELIVERED TO LINCOLN TRAIL COLLEGE, 11220 STATE HIGHWAY 1, ROBINSON, IL 62454. THE QUOTATION, AS SUBMITTED ON THIS FORM, WILL REMAIN FIRM FOR 30 DAYS FROM THE DATE QUOTATION IS RECEIVED BY ILLINOIS EASTERN COMMUNITY COLLEGES.

BASE BID MATERIALS \$ _____

BASE BID LABOR \$ _____

TOTAL BASE BID \$ _____
(MATERIALS AND LABOR)

ALTERNATE 1 BID (scope associated with Visitor Parking and associated drive)

MATERIALS \$ _____

LABOR \$ _____

TOTAL ALTERNATE 1 BID \$ _____

ESTIMATED TIME TO COMPLETE IN DAYS _____

ESTIMATED START DATE IF AWARDED ON OR ABOUT JUNE 17, 2026 _____

ACKNOWLEDGEMENT OF ADDENDUM RECEIVED _____
(IF APPLICABLE)

SIGNATURE _____

PRINT NAME _____

COMPANY _____

ADDRESS _____

TELEPHONE _____

FAX _____

DATE _____

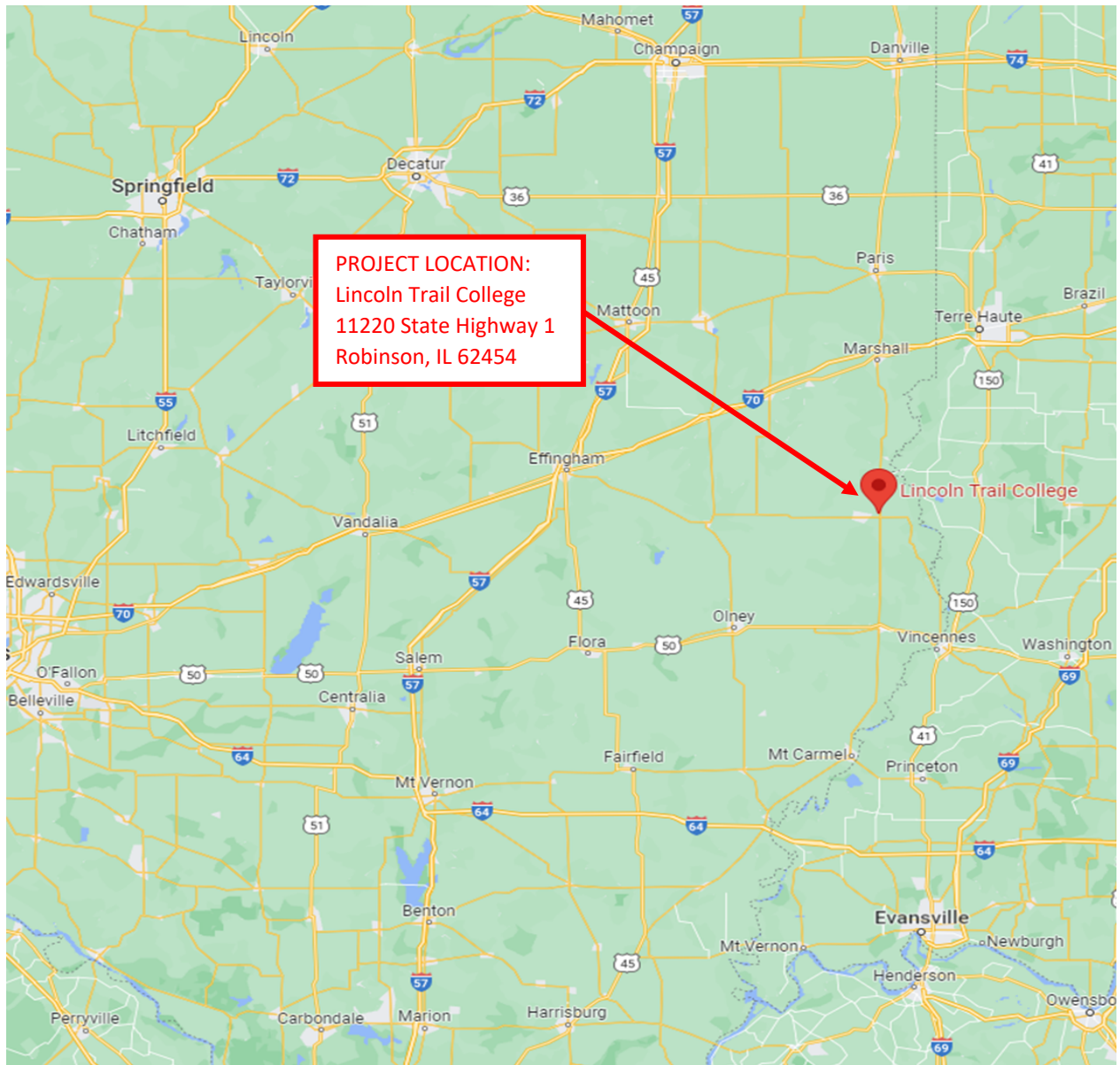
Any Certified Vendor (Primary Contractor, Sub-Contractors, or Procurement/Material Vendors) in accordance with the Business Enterprise Program (BEP) for Minorities, Females, and Persons with Disabilities Act:

☐ Yes ☐ No If yes, you must attach a copy of the current letter of certification.

Percentage of overall work (material and/or labor) being provided by BEP Certified Vendor(s) % _____ 150

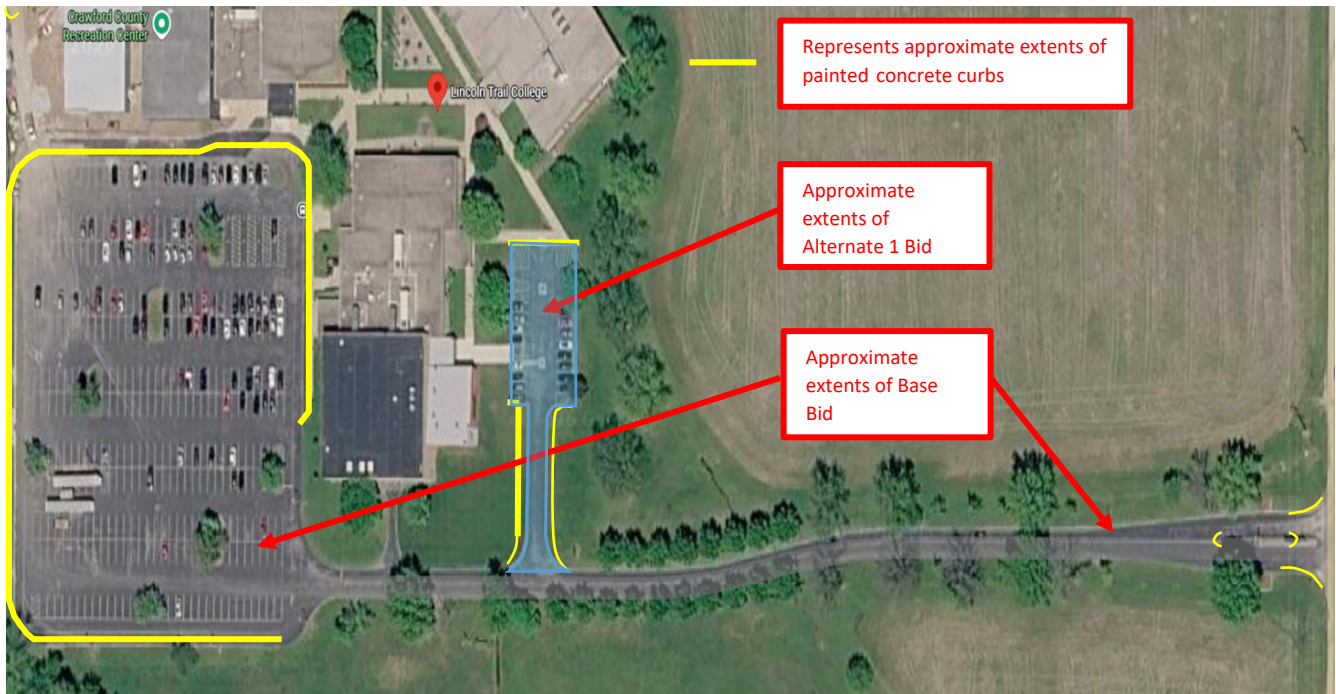
**Illinois Eastern Community Colleges
Lincoln Trail College
Asphalt Parking/Drive Seal Coating**

Project Location Map



**Illinois Eastern Community Colleges
Lincoln Trail College
Asphalt Parking/Drive Seal Coating**

Scope Plan



**ILLINOIS EASTERN COMMUNITY COLLEGES
DISTRICT #529
TREASURER'S REPORT
May 31, 2026**

FUND	BALANCE
Educational	\$ 8,268,614.92
Operations & Maintenance	937,970.52
Operations & Maintenance (Restricted)	1,456,059.60
Bond & Interest	242,458.90
Auxiliary	1,179,927.57
Restricted Purposes	308,291.71
Working Cash	798,586.67
Trust & Agency	739,083.58
Audit	21,340.05
Liability, Protection & Settlement	873,660.07
TOTAL ALL FUNDS	<u>\$ 14,825,993.59</u>

Respectfully submitted,

Ryan Hawkins, Treasurer

Illinois Eastern Community Colleges
Balance Sheets - All Funds (Unaudited)
May 31, 2026

	Educational Fund	Operations & Maintenance Fund	Operations & Maintenance (Restricted) Fund	Bond & Interest Fund	Auxiliaries Fund	Restricted Purposes Fund
ASSETS						
Cash	\$ 8,294,915	\$ 937,971	\$ 1,456,060	\$ 242,459	\$ 1,200,428	\$ 308,292
Investments	8,667,183	2,828,685	5,552,252	-	1,973,954	-
Accounts Receivable	2,936,922	313,621	-	-	338,869	-
Other Receivables	1,206,865	11,707	6,310	-	2,266	1,065
Restricted Cash	-	-	4,445,092	-	-	-
Inventory	-	-	-	-	485,671	-
Other Assets	(35,565)	-	27,691	-	-	500,833
Due From Other Funds	-	-	-	-	-	-
Total Assets	<u>\$ 21,070,320</u>	<u>\$ 4,091,984</u>	<u>\$ 11,487,405</u>	<u>\$ 242,459</u>	<u>\$ 4,001,188</u>	<u>\$ 810,190</u>
LIABILITIES						
Accounts Payable	\$ 21,451	\$ 18,766	\$ 430,464	\$ -	\$ 76,842	\$ 7,135
Accrued Payroll Liabilities	19,876	-	-	-	-	-
Other Accrued Liabilities	3,978,728	273,085	21,997	-	58,200	-
Due to Other Funds	-	-	-	-	-	-
Total Liabilities	<u>4,020,055</u>	<u>291,851</u>	<u>452,461</u>	<u>-</u>	<u>135,042</u>	<u>7,135</u>
FUND BALANCES						
Non-Spendable	-	-	-	-	485,671	-
Restricted						
Board Designated	11,563,100	1,988,472	-	-	-	-
Other Purposes	-	1,575,081	4,747,544	242,459	-	-
Encumbered	2,957,422	236,580	6,287,400	-	554,432	193,446
Unassigned	2,529,743	-	-	-	2,826,043	609,609
Total Fund Balances	<u>17,050,265</u>	<u>3,800,133</u>	<u>11,034,944</u>	<u>242,459</u>	<u>3,866,146</u>	<u>803,055</u>
Total Liabilities and Fund Balances	<u>\$ 21,070,320</u>	<u>\$ 4,091,984</u>	<u>\$ 11,487,405</u>	<u>\$ 242,459</u>	<u>\$ 4,001,188</u>	<u>\$ 810,190</u>

Illinois Eastern Community Colleges
Balance Sheets - All Funds (Unaudited)
May 31, 2026

	Working Cash Fund	Trust & Agency Fund	Audit Fund	Liability, Protection and Settlement Fund	Total Funds
ASSETS					
Cash	\$ 798,587	\$ 739,084	\$ 21,340	\$ 873,660	\$ 14,872,796
Investments	4,129,651	-	-	-	23,151,725
Accounts Receivable	-	-	-	-	3,589,412
Other Receivables	114,546	12,510	-	-	1,355,269
Restricted Cash	-	-	-	-	4,445,092
Inventory	-	-	-	-	485,671
Other Assets	-	-	-	-	492,959
Due From Other Funds	-	-	-	-	-
Total Assets	<u>\$ 5,042,784</u>	<u>\$ 751,594</u>	<u>\$ 21,340</u>	<u>\$ 873,660</u>	<u>\$ 48,392,924</u>
LIABILITIES					
Accounts Payable	\$ -	\$ 7,376	\$ -	\$ (120)	\$ 561,914
Accrued Payroll Liabilities	-	-	-	-	19,876
Other Accrued Liabilities	-	-	-	(12,525)	4,319,485
Due to Other Funds	-	-	-	-	-
Total Liabilities	<u>-</u>	<u>7,376</u>	<u>-</u>	<u>(12,645)</u>	<u>4,901,275</u>
FUND BALANCES					
Non-Spendable	4,815,000	-	-	-	5,300,671
Restricted					
Board Designated	-	-	-	-	13,551,572
Other Purposes	227,784	738,710	21,340	769,681	8,322,599
Encumbered	-	5,508	-	116,624	10,351,412
Unassigned	-	-	-	-	5,965,395
Total Fund Balances	<u>5,042,784</u>	<u>744,218</u>	<u>21,340</u>	<u>886,305</u>	<u>43,491,649</u>
Total Liabilities and Fund Balances	<u>\$ 5,042,784</u>	<u>\$ 751,594</u>	<u>\$ 21,340</u>	<u>\$ 873,660</u>	<u>\$ 48,392,924</u>

Illinois Eastern Community Colleges
Statements of Revenues, Expenditures, and Changes in Fund Balance - All Funds (Unaudited)
For the Period Ended May 31, 2026

	Educational Fund	Operations & Maintenance Fund	Operations & Maintenance (Restricted) Fund	Bond & Interest Fund	Auxiliaries Fund	Restricted Purposes Fund
REVENUES						
Property Taxes	\$ 5,076,865	\$ 1,828,667	\$ 200,201	\$ 2,449,164	\$ -	\$ -
Replacement Taxes	-	808,933	-	-	-	-
ICCB Grants	12,255,509	-	56,200	-	-	1,139,555
Federal Grants	-	-	-	-	-	7,626,428
Tuition & Fees	11,642,401	856,718	-	-	240,683	-
Charges for Services	40,223	110,630	-	-	2,004,345	-
Interest	447,505	110,764	239,162	26,097	68,262	20,094
Other Revenues	214,406	11,192	1,274,750	-	291,945	86,146
Total Revenues	<u>29,676,909</u>	<u>3,726,904</u>	<u>1,770,313</u>	<u>2,475,261</u>	<u>2,605,235</u>	<u>8,872,223</u>
EXPENDITURES						
Payroll	14,468,760	1,183,214	-	-	2,011,715	1,653,717
Benefits	2,681,090	296,263	-	-	261,580	343,772
Contractual Services	1,515,630	431,834	580,808	-	480,513	284,948
Supplies	1,271,994	199,654	123,044	-	995,827	351,427
Travel	175,016	181	-	-	443,520	104,194
Fixed	34,228	75	143	2,752,613	247,072	(3,245)
Utilities	57,432	1,340,592	-	-	-	-
Capital Outlay	36,967	60,914	2,457,116	-	(3,665)	43,383
Other	177,998	445	-	-	111,302	1,644,629
Scholarships, Student Grants, & Waivers	4,697,495	-	-	-	712,081	4,534,749
Total Expenditures	<u>25,116,610</u>	<u>3,513,172</u>	<u>3,161,111</u>	<u>2,752,613</u>	<u>5,259,945</u>	<u>8,957,574</u>
Excess (Deficiency) of Revenues Over (Under) Expenditures	<u>4,560,299</u>	<u>213,732</u>	<u>(1,390,798)</u>	<u>(277,352)</u>	<u>(2,654,710)</u>	<u>(85,351)</u>
TRANSFERS						
Net Transfers	(2,400,449)	-	-	-	2,400,449	-
Total Transfers	<u>(2,400,449)</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>2,400,449</u>	<u>-</u>
Net Change in Fund Balance	<u>2,159,850</u>	<u>213,732</u>	<u>(1,390,798)</u>	<u>(277,352)</u>	<u>(254,261)</u>	<u>(85,351)</u>
Fund Balance - Beginning	14,890,415	3,586,401	12,425,742	519,811	4,120,407	888,406
Fund Balance - Ending	<u>\$ 17,050,265</u>	<u>\$ 3,800,133</u>	<u>\$ 11,034,944</u>	<u>\$ 242,459</u>	<u>\$ 3,866,146</u>	<u>\$ 803,055</u>

Illinois Eastern Community Colleges
Statements of Revenues, Expenditures, and Changes in Fund Balance - All Funds (Unaudited)
For the Period Ended May 31, 2026

	Working Cash Fund	Trust & Agency Fund	Audit Fund	Liability, Protection and Settlement Fund	Total Funds
REVENUES					
Property Taxes	\$ -	\$ -	\$ 106,099	\$ 1,503,538	\$ 11,164,534
Replacement Taxes	-	-	-	-	808,933
ICCB Grants	-	-	-	-	13,451,264
Federal Grants	-	-	-	-	7,626,428
Tuition & Fees	-	-	-	-	12,739,802
Charges for Services	-	20,137	-	-	2,175,335
Interest	101,456	19,657	671	25,070	1,058,738
Other Revenues	-	534,129	-	31,628	2,444,196
Total Revenues	<u>101,456</u>	<u>573,923</u>	<u>106,770</u>	<u>1,560,236</u>	<u>51,469,230</u>
EXPENDITURES					
Payroll	-	-	-	-	19,317,406
Benefits	-	-	-	202,291	3,784,996
Contractual Services	-	5,048	82,187	72,311	3,453,279
Supplies	-	21,323	-	10,053	2,973,322
Travel	-	16,254	-	-	739,165
Fixed	-	-	-	579,683	3,610,569
Utilities	-	-	-	-	1,398,024
Capital Outlay	-	-	-	-	2,594,715
Other	-	(24,490)	-	3,021	1,912,905
Scholarships, Student Grants, & Waivers	-	445,249	-	-	10,389,574
Total Expenditures	<u>-</u>	<u>463,384</u>	<u>82,187</u>	<u>867,359</u>	<u>50,173,955</u>
Excess (Deficiency) of Revenues Over (Under) Expenditures	<u>101,456</u>	<u>110,539</u>	<u>24,583</u>	<u>692,877</u>	<u>1,295,275</u>
TRANSFERS					
Net Transfers	-	-	-	-	-
Total Transfers	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
Net Change in Fund Balance	<u>101,456</u>	<u>110,539</u>	<u>24,583</u>	<u>692,877</u>	<u>1,295,275</u>
Fund Balance - Beginning	4,941,328	633,679	(3,243)	193,428	42,196,374
Fund Balance - Ending	<u>\$ 5,042,784</u>	<u>\$ 744,218</u>	<u>\$ 21,340</u>	<u>\$ 886,305</u>	<u>\$ 43,491,649</u>

ILLINOIS EASTERN COMMUNITY COLLEGES
Comparative Combined Balance Sheets - All Funds
May 31, 2026

Unaudited

	ALL FUNDS	
	Fiscal	Fiscal
	Year	Year
	2025	2024
ASSETS:		
CASH	\$ 14,872,794	\$ 13,227,470
CDB PROJECT TRUST	4,445,092	4,502,657
PREPAID EXPENSES	-	28,755
INVESTMENTS	23,151,724	25,317,250
RECEIVABLES	4,801,543	4,854,720
ACCRUED REVENUE	143,138	74,714
INVENTORY	485,671	625,408
OTHER ASSETS	492,959	484,848
FIXED ASSETS (Net of Depr)	35,896,045	34,105,622
TOTAL ASSETS AND OTHER DEBITS:	\$ 84,288,966	\$ 84,721,444
LIABILITIES:		
PAYROLL DEDUCTIONS PAYABLE	\$ 7,351	\$ 401,482
ACCOUNTS PAYABLE	613,209	14,602
DEFERRED REVENUE	3,890,448	4,012,120
L-T DEBT GROUP (FUND 9)	12,791,509	7,343,497
OPEB (Prior Year Restated for GASB 75 Implementation)	5,983,109	6,280,647
INTERFUND PAYABLES	-	1,500,000
OTHER LIABILITIES	390,268	400,631
TOTAL LIABILITIES:	23,675,894	19,952,979
FUND BALANCES:		
FUND BALANCE	33,140,233	37,823,123
INVESTMENT IN PLANT (Net of Depr)	35,896,045	34,105,622
OTHER FUND BALANCES RECOGNIZED AS A LIABILITY (FUND 9)	(18,774,618)	(13,624,144)
RESERVE FOR ENCUMBRANCES	10,351,412	6,463,864
TOTAL EQUITY AND OTHER CREDITS	60,613,072	64,768,465
TOTAL LIABILITIES, EQUITY, AND OTHER CREDITS	\$ 84,288,966	\$ 84,721,444

**ILLINOIS EASTERN COMMUNITY COLLEGES
OPERATING FUNDS ONLY
COMPARISON TO BUDGET REPORT FOR FISCAL YEARS 2024-2026**

College	Category	FISCAL YEAR 2024			FISCAL YEAR 2025			FISCAL YEAR 2026			
		Budget	Spent Thru May	% of Budget	Budget	Spent Thru May	% of Budget	Tentative Budget	Spent Thru May	% of Budget	% of Year
Frontier	Bills		\$ 728,823			\$ 748,757			\$ 2,058,255		
	Payroll		2,104,824			2,272,597			8,459,277		
	Waivers		676,919			509,153			486,609		
	Totals	\$ 3,936,161	3,510,566	82%	\$ 4,523,243	3,530,507	78%	12,358,397	11,004,141	89%	92%
Lincoln Trail	Bills		\$ 1,111,612			\$ 1,053,686			\$ 903,389		
	Payroll		2,114,963			2,466,511			1,137,652		
	Waivers		882,592			643,540			735,952		
	Totals	\$ 4,542,114	4,109,167	85%	\$ 4,760,106	4,163,737	87%	3,453,233	2,776,993	80%	92%
Olney Central	Bills		\$ 1,880,856			\$ 1,763,195			\$ 837,200		
	Payroll		4,205,006			4,546,867			1,122,460		
	Waivers		687,033			527,291			429,487		
	Totals	\$ 7,643,937	6,772,895	82%	\$ 7,622,079	6,837,353	90%	3,482,828	2,389,147	69%	92%
Wabash Valley	Bills		\$ 1,415,160			\$ 1,277,425			\$ 904,445		
	Payroll		2,805,246			3,008,222			1,009,911		
	Waivers		1,201,378			754,545			687,339		
	Totals	\$ 5,915,330	5,421,784	86%	\$ 5,816,006	5,040,192	87%	3,343,335	2,601,695	78%	92%
Workforce Educ.	Bills		\$ 206,764			\$ 208,561			\$ 147,781		
	Payroll		730,846			702,342			588,065		
	Waivers		1,935,147			1,906,214			1,469,852		
	Totals	\$ 2,619,370	2,872,757	97%	\$ 2,740,542	2,817,117	103%	2,752,534	2,205,698	80%	92%
District Wide	Bills		\$ 4,320,265			\$ 4,074,565			\$ 3,429,243		
	Payroll		3,847,175			3,369,572			3,334,609		
	Waivers		285,883			1,060,330			888,256		
	Totals	\$ 9,824,759	\$ 8,453,323	86%	\$ 9,389,968	8,504,467	91%	7,916,139	7,652,108	97%	92%
GRAND TOTALS		\$ 34,481,671	\$ 31,140,492	90%	\$ 34,851,944	\$ 30,893,373	89%	\$ 33,306,466	\$ 28,629,782	86%	92%

ILLINOIS EASTERN COMMUNITY COLLEGES
Operating Funds Revenues & Expenditures Report
For the Period Ended May 31, 2026

Unaudited

REVENUES

	FY 2026		FY 2025		Increase (Decrease)	
	Amount	% of Total	Amount	% of Total	\$	%
Property Taxes	\$ 6,905,532	20.67%	\$ 6,229,005	0.00%	\$ 676,527	10.861%
Replacement Taxes	808,933	2.42%	757,219	0.00%	51,714	6.829%
ICCB Grants	12,255,509	36.69%	12,847,413	17.87%	(591,904)	-4.607%
Tuition & Fees	12,499,118	37.42%	13,128,302	81.10%	(629,184)	-4.793%
Charges for Services	151,258	0.45%	154,354	0.20%	(3,096)	-2.006%
Interest	558,272	1.67%	571,375	0.82%	(13,103)	-2.293%
Other Revenues	224,595	0.67%	462,148	0.02%	(237,553)	-51.402%
	<u>\$ 33,403,217</u>	<u>100.00%</u>	<u>\$ 34,149,816</u>	<u>100.00%</u>	<u>\$ (746,599)</u>	<u>-2.186%</u>

EXPENDITURES

	FY 2026		FY 2025		Increase (Decrease)	
	Amount	% of Total	Amount	% of Total	\$	%
Salaries	\$ 15,651,974	54.67%	\$ 16,366,111	21.43%	\$ (714,137)	-4.364%
Employee Benefits	2,977,353	10.40%	2,824,519	4.56%	152,834	5.411%
Contractual Services	1,947,464	6.80%	2,418,576	5.00%	(471,112)	-19.479%
Materials	1,471,648	5.14%	1,750,452	5.96%	(278,804)	-15.928%
Travel & Staff Development	175,197	0.61%	204,931	0.14%	(29,734)	-14.509%
Fixed Charges	34,303	0.12%	45,646	0.15%	(11,343)	-24.850%
Utilities	1,398,024	4.88%	1,341,826	2.33%	56,198	4.188%
Capital Outlay	97,881	0.34%	405,601	1.44%	(307,720)	-75.868%
Other	4,875,938	17.03%	5,535,711	58.99%	(659,773)	-11.918%
	<u>\$ 28,629,782</u>	<u>100.00%</u>	<u>\$ 30,893,373</u>	<u>100.00%</u>	<u>\$ (2,263,591)</u>	<u>-7.327%</u>

Locally Funded, CDB, & PHS Projects Projects Schedule											
	Funding Source	Estimated Budget									
Center for Technology - LTC	CDB	\$11,160,000									
Applied Technology Center - OCC	CDB	\$3,076,400									
FCC - Athletic Facility	Insurance/Bond Proceeds/Fundraising	\$5,651,000									
Emergency Repairs - LTC	Insurance Proceeds	\$458,162									
Wattleworth Hall 3rd Floor Remodel - OCC	Bond Proceeds	\$1,345,000									
GRAND TOTAL		\$21,690,562	Board Approval	Preliminary Design	Materials	Begin Construction	30% Completed	60% Completed	80% Completed	100% Completed	Fully Accepted

5/31/2026

MEMORANDUM

TO: IECC Board of Trustees

FROM: Ryan Gower

DATE: June 16, 2026

SUBJECT: Semi-Annual Review of Executive Session Minutes

A. The following written executive session minutes were reviewed in December 2025 and the decision was made at that time to keep them closed:

1. Tuesday, June 20, 1995
2. Tuesday, August 15, 1995
3. Tuesday, September 19, 1995
4. Friday, August 2, 1996
5. Tuesday, January 17, 2012
6. February 19, 2019
7. February 18, 2020
8. July 21, 2021
9. July 19, 2022
10. April 16, 2024
11. June 18, 2024
12. October 15, 2024
13. April 22, 2025
14. September 3, 2025

B. The following written executive session minutes have been approved, but remain closed, and are being subjected to the semi-annual review for the first time in June 2026:

1. March 24, 2026
2. April 21, 2026
3. May 19, 2026

C. The following written executive session minutes have been approved and opened to the public record:

1. October 15, 2019
2. December 10, 2019
3. January 21, 2020
4. July 21, 2021
5. October 18, 2022
6. January 16, 2024

7. March 19, 2024
8. July 16, 2024
9. August 20, 2024
10. February 18, 2025
11. February 27, 2025

D. Audio recordings of previously approved executive sessions will remain closed to the public record and these audio executive session recordings will remain in the custody of the Board Secretary until 18 months following the executive session at which the audio recordings were made:

1. February 18, 2025
2. February 27, 2025
3. April 22, 2025

E. As part of the Board of Trustees semi-annual review of executive sessions, the Board notes that the audio tape recordings of the following meetings have been held by the Secretary for more than the 18 months required, and the Secretary is directed to destroy these recordings after this meeting:

1. July 16, 2024
2. August 20, 2024
3. October 15, 2024

F. As part of the Board of Trustees semi-annual review of executive session minutes, the Board notes that executive sessions were not held on the following dates:

1. January 21, 2025
2. March 18, 2025
3. May 27, 2025
4. June 17, 2025
5. July 15, 2025
6. October 21, 2025
7. November 18, 2025
8. December 9, 2025
9. January 20, 2026

G. It is recommended the following previously approved closed meeting minutes be open to the public record:

1. August 19, 2025

MEMORANDUM

TO: Board of Trustees

FROM: Ryan Gower

DATE: June 16, 2026

RE: Personnel Report

Mr. Chairman, I recommend that the Board of Trustees approve the June Personnel Report. Additional information for items 400.1, 400.3, 400.4, 400.5, & 400.6 have been sent under separate confidential cover.

INDEX

- 400.1. Employment of Personnel**
- 400.2. Change in Status**
- 400.3. Approval of Contracts for Chancellor/College Presidents/Vice Chancellors**
- 400.4. Voluntary Separation Incentive Program Application (separate attachment)**
- 400.5. Resignation Ratification**
- 400.6. Retirement Ratification**

PERSONNEL REPORT

400.1 Employment of Personnel

1. Mining & Industry Instructor, MIT, Business & Industry effective July 1, 2026
2. TRIO Student Support Services Academic Advisor, LTC, Student Affairs effective June 29, 2026
3. Coordinator of Marketing & Communications, WVC, Institutional Outreach effective July 6, 2026
4. Coordinator of International Admissions & Compliance, LTC, Student Affairs effective June 22, 2026
5. Head Men's Basketball Coach, WVC effective June 22, 2026

400.2 Change in Status

1. Dr. Cathy Robb, Interim IECC Chancellor effective July 1, 2026 – August 14, 2026
2. Ryan Hawkins, Chief Financial Officer to Vice Chancellor of Financial Operations & OCC President-Designate & effective July 1, 2026 – May 17, 2026
3. Jamie Carman, Director of Academic Advising to Director of Advising Systems effective June 22, 2026

400.3 Approval of Contracts for Chancellor/College Presidents/Vice Chancellors

1. Dr. Timothy Taylor, Chancellor effective August 15, 2026
2. Ryan Hawkins, Vice Chancellor of Financial Operations & OCC President

400.4 Voluntary Separation Incentive Program Application (separate attachment)

400.5 Resignation Ratification(s)

1. Lisa Hoipkemier, Physical Therapist Assistant Instructor, WVC, Academic Affairs effective July 31, 2026
2. Adam McIntire, TRIO Upward Bound Academic Counselor, LTC, Institutional Outreach effective May 14, 2026
3. Robin Zachary, Custodian, LTC effective June 10, 2026

400.6 Retirement Ratification

1. Dr. Ryan Gower, Chancellor effective June 30, 2026
2. Chris Simpson, OCC President & Vice Chancellor of Business Operations effective May 17, 2027