



Morton College

Regular Meeting

Wednesday, May 27, 2020 11:00 AM



MORTON COLLEGE

COMMUNITY COLLEGE DISTRICT NO. 527

COOK COUNTY, ILLINOIS

Agenda for the Regular Meeting

Wednesday, May 27, 2020

Agenda for the Regular Meeting of the Morton College Board of Trustees of Illinois Community College District No. 527, Cook County, to be held at 11:00 AM on Wednesday, May 27, 2020, in the form of a teleconference call.

Notice: The OMA requirements have been modified due to Governor Pritzker's shelter in place order. The Regular Meeting of the Board to be held Wednesday, May 27, 2020, at 11:00 am via teleconference utilizing the number listed below.

Dial-In Number: 866-678-6823

Conference Pass-code: 6273476

1. Call to Order
2. Pledge of Allegiance
3. Roll Call
4. Citizen Comments
Persons appearing before the Board are expected to follow the guidelines outlined in Board Policy 1.6.7, Conduct of Meetings. In lieu of physical attendance, public comment may also be emailed to trustees@morton.edu at least one (1) hour before the meeting and any public comments received will be read into the record.
5. Reports
 5. 1. ICCTA-ACCT
6. President's Report
 6. 1. Finance Review
 6. 2. HLC
7. Consent Agenda

7. 1. Approval of the Consent Agenda-Items may be removed from the consent agenda on the request of any one member. Items not removed may be adopted by

general consent without debate. Removed items may be taken up either immediately after consent agenda or placed later on the agenda at the discretion of the Board.

7. 2. Approval of the Minutes of the Regular Board Meeting held on April 22, 2020. 6
7. 3. Approval and Ratification of Accounts Payable and Payroll, in the amount of \$2,592,077.00 and Budget Transfers in the amount of \$118,552.00, for the month of April 2020, as submitted. 13
7. 4. Approval of the Monthly Budget Report for fiscal year to date ending in April 2020 to be received and approved, as submitted. 64
7. 5. Approval of the Monthly Treasurer's Report for April 2020 to be received and filed for audit, as submitted. 79
7. 6. Approval of a two-year engagement of the accounting firm BKD LLP to perform the college audit for fy20, at the rate of \$81,600.00, and for fy21 at the rate of \$81,600.00, as submitted. 80
7. 7. Approval of the Institutional Membership with National Association Student Financial Aid Administrators, (NASFAA), in the amount of \$2,600.00 from July 1, 2020 - June 30, 2021, as submitted. 98
7. 8. Approval of the Resolution adopting an Intergovernmental Agreement between Morton Community College District No. 527, City of Berwyn, Berwyn Township, Berwyn North School District No. 98, South Berwyn School District No. 100, J. Sterling Morton High School District No. 201, the Berwyn Park District and the County of Cook. 101
7. 9. Approval of the purchase of 30 therapy trainer tables and 30 mats from TRI W-G for the remodeling of PTA and Nursing Lab, in the amount of \$47,745.00, as submitted. 119
7. 10. Approval of the purchase of equipment from Traco Medical Incorporated, for the remodeling of PTA and Nursing Lab, in the amount of \$38,287.00, as submitted. 122
7. 11. Approval of the purchase of equipment from DiaMedical USA, for the remodeling of the PTA and Nursing Lab, in the amount of \$47,920.00, as submitted. 126
7. 12. Approval of the Resolution accepting and approving LoDestro Construction Company ("LoDestro"), as the apparent responsible and responsive bidder for the Morton College Theater Upgrades Project, for a total contract amount of \$1,202,792.00, as submitted. 131
7. 13. Approval of the Addendum to Lobbying Services Agreement with Alfred G. Ronan, LTD, from June 1, 2020 to June 30, 2020, in the amount of \$2,000.00 per month. 143
7. 14. Approval of the purchase, delivery and installation of a scoreboard w/prism-view display for building D, Gymnasium from OES/Correct Digital Display, in the amount of \$110,455.00, as submitted. 144
7. 15. Approval of the continued membership with the Higher Learning Commission (HLC) for fy21, in the amount of \$7,000.00, as submitted.
7. 16. Approval of the continued membership with the Association of Community College Trustees (ACCT), for fy21, in the amount of \$4,573.00, as submitted. 149

7. 17. Approval of the renewal of print periodical and journal subscription for the Library from EBSCO for fy21, in the amount of \$30,177.00, as submitted.	150
7. 18. Approval of the continued institutional membership in The Consortium of Academic and Research Libraries in Illinois (CARLI) for fy21, in the amount of \$1,972.00, as submitted.	152
7. 19. Approval of the continued institutional membership in the Consortium of Academic and Research Libraries in Illinois (CARLI), for Library Collection Assessment for fy21, in the amount of \$10,081.00, as submitted.	153
7. 20. Approval of the purchase of online databases from the Consortium of Academic and Research Libraries in Illinois (CARLI) for fy21, in the amount of \$57,552.00, as submitted.	156
7. 21. Approval of the purchase of online databases from the Consortium of Network of Illinois Learning Resources (NILRC) in Community Colleges for fy21, in the amount of \$14,849.00, as submitted.	159
7. 22. Approval of the continued institutional membership with the Network of Illinois Learning Resources in Community Colleges Consortium (NILRC) for fy21, in the amount of \$1,025.00, as submitted.	162
7. 23. Approval of the purchase of additional 100 iPads and five MacBooks for students and faculty in the Nursing Program,1:1 Initiative, in the amount of \$47,660.00, as submitted.	166
7. 24. Approval of the purchase of 30 iPads for the Physical Therapy Assistant 1:1 Initiative Program for Fall 2020 Semester, in the amount of \$12,000.00, as submitted.	171
7. 25. Approval of the purchase of 25 iPads for the Nursing Program 1:1 Initiative for Fall 2020 Evening Semester, in the amount of \$10,025.00, as submitted.	175
7. 26. Approval of the purchase of 60 iPads for the BNAT (CNA) Program 1:1 Initiative Program for Fall 2020 in the amount of \$17,940.00, as submitted.	180
7. 27. Approval of the payment of MK Education invoices for Spring 2020 for The National Association of Veterinary Technicians in America (NAVTA), Veterinary Assistant, in the amount of \$19,250.00, and Pharmacy Technician, in the amount of \$13,125.00, as submitted.	184
7. 28. Approval of the Resolution approving and adopting an affiliation agreement between Morton Community College District No. 527 and Chicago Kids Therapy, effective May 27, 2020, as submitted.	191
7. 29. Approval of the Payroll Agreement between Morton College and Netspend Corporation at no cost to the College, as submitted.	212
7. 30. Approval of the Letter of Intent of Collaboration between Morton College and District 103 Toastmasters Chicago for the delivery of the Toastmasters International Youth Leadership Program, from July 7 - 16, 2020, as submitted.	233
7. 31. Approval of the changes in Curriculum, as submitted.	236
7. 32. Approval of the reduction in Academic Advising by up to 4 Academic Advisor positions by seniority and job title as allowed by the CBA.	239

7. 33. Approval of the Adjunct Faculty Consultation Hours Report for the Spring 2020 Semester, in the amount of \$14,224.77, as submitted.	242
7. 34. Approval of the Addendum-Faculty Overload Report for Spring 2020 Semester, in the amount of \$380,103.65, pending additional class cancellations and/or additions.	245
7. 35. Approval of the Adult Ed. Adjunct Faculty Consultation Hours Report for Spring 2020 Semester, in the amount of \$7,063.75, as submitted.	259
7. 36. Approval of the continued membership with College and University Professional Association for Human Resources (CUPA-HR), in the amount of \$1,265.00 effective July 1, 2020, to June 30, 2021, as submitted.	263
7. 37. Approval of the Agreement between Richard Waszak, an Independent Consultant, Campus Police Department and Morton College, \$35/hours, effective from June 1, 2020, to September 30, 2020.	265
7. 38. Approval of the Agreement between Derek Dominick, an Independent Consultant and Morton College, Facilities/Maintenance, \$35/hours, effective from June 1, 2020, to September 30, 2020.	269
7. 39. Approval of New Job Description	
7. 39. 1. Developmental Education Success and Retention Specialist	274
7. 39. 2. Lab Assistant/Tutor - Physical Therapist Assistant (PTA) Program	277
7. 40. Approval of Updated Job Description	
7. 40. 1. Instructional Technologist, Learning Resource Center	282
7. 40. 2. Senior Associate Director of Human Resources, Training and Development	285
7. 40. 3. Nursing Lab Support Assistant, Nursing and Health Science	288
7. 41. Approval of Full-Time Employment	
7. 41. 1. Meridith Watkins, Nursing Faculty, effective June 15, 2020	
7. 41. 2. Christine Kibelka, Nursing Faculty, effective June 15, 2020	
7. 41. 3. Nancy Jeffries, Administrative Assistant to Nursing, effective June 1, 2020	
7. 41. 4. Amy Kinney, Service Aid Nursing, effective June 15, 2020	
7. 41. 5. Prairie Markussen, English Faculty, effective August 20, 2020	
7. 41. 6. Itri Papanikolla, Retentional Specialist Nursing, \$60,000.00, effective June 15, 2020	
7. 41. 7. Carla McKenzie, Instructional Technologist, \$58,987.50, effective June 1, 2020	
7. 42. Approval of Retirement	
7. 42. 1. Michael Nedza, Humanities Faculty, effective July 31, 2020.	
8. <u>Adjournment</u>	



MORTON COLLEGE

COMMUNITY COLLEGE DISTRICT NO. 527

COOK COUNTY, ILLINOIS

Minutes for the Regular Meeting

Wednesday, April 22, 2020

A Regular Meeting of the Board of Trustees of Morton College was held Wednesday, April 22, 2020, beginning at 11:00 AM in the form of a teleconference call.

1. Call to Order

The Regular Meeting of the Board of Trustees of Illinois Community College District No. 527 was called to order by Board Chair Frances F. Reitz, at 11:01 AM on Wednesday, January 22, 2020, in the form of a teleconference call.

2. Pledge of Allegiance

3. Roll Call

Present:

Fran Reitz, Trustee
Anthony Martinucci, Trustee
Jose Collazo, Trustee
Frank J. Aguilar, Trustee
Susan Banks, Trustee
Joseph Belcaster, Trustee
Susan Grazzini, Trustee

Also Present:

Dr. Stanley Fields, President
Michael Delgado, Attorney, Del Galdo Law Group, LL

4. Citizen Comments

Persons appearing before the Board are expected to follow the guidelines outlined in Board Policy 1.6.7, Conduct of Meetings. In lieu of physical attendance, public comment may also be emailed to trustees@morton.edu at least one (1) hour before the meeting and any public comments received will be read into the record.

NONE

5. Recognition

5. 1. Geanabelle Chapp, Nursing, for her hard work with our clinical partners and for strengthening our relationships during this crisis.

Lydia Falbo, Dean of Nursing and Health Science, recognized Geanabelle Chapp, full time Nursing Faculty and Clinical Liaison for working with Morton College partners since the COVID 19 crisis hit. She has been in close contact with Health Care partners to offer assistance from the College. Ms. Chapp and the Nursing Administrators donated over 450 masks, 250 gowns, 100 gloves, and other supplies. She also worked with Lurie Hospital on educational materials regarding COVID 19, to distribute to their nursing staff. Ms. Chapp worked with a Biology Instructor at The Chicago Arts High School to make 3D masks to distribute to Mt. Sinai Hospital.

5. 2. Morton College's Phi Theta Kappa, delivery of protective face masks to essential employees.

Blanca Jara, Executive Director of Institutional Advancement, recognized Morton College's chapter of the Phi Theta Kappa, the National Honor Society for Community Colleges, for donating and delivering over 150 face masks to cashiers at nine grocery stores across the Morton College District, to help during the COVID-19 pandemic crisis.

5. 3. Department IT/Multimedia

Blanca Jara, recognized Ruben Ruiz, Chief Information Officer, and his team for all the hard work transitioning all courses to online courses. Blanca, also thanked Ruben for his support to the Student Emergency Fund.

6. Reports

6. 1. ICCTA-ACCT
NONE

7. President's Report

7. 1. Finance Review
NONE

8. Consent Agenda

8. 1. Approval of the Consent Agenda-Items may be removed from the consent agenda on the request of any one member. Items not removed may be adopted by general consent without debate. Removed items may be taken up either immediately after the consent agenda or placed later on the agenda at the discretion of the Board.

Trustee Belcaster made a motion to establish the Consent Agenda, which includes Agenda items 8.1 through 8.29.1, as listed below.
Trustee Martinucci seconded the motion.
Ayes: Trustees, Reitz, Martinucci, Collazo, Aguilar, Banks, Belcaster, Grazzini
Nays: None.
Motion carried.

Trustee Belcaster made a motion to approve the items in the Consent Agenda, which includes agenda items 8.1 through 8.29.1, as listed below.
Trustee Grazzini seconded the motion.
Ayes: Trustees, Reitz, Martinucci, Collazo, Aguilar, Banks, Belcaster, Grazzini
Nays: None.
Motion carried.

8. 2. Approval of the Minutes of the Regular Board Meeting held on March 25, 2020.
8. 3. Approval of the Minutes of the Special Board Meeting held on April 2, 2020.
8. 4. Approval and Ratification of Accounts Payable and Payroll, in the amount of \$3,102,725.00 and Budget Transfers in the amount of \$0, for the month of March 2020, as submitted.
8. 5. Approval of the Monthly Budget Report for fiscal year to date ending in March 2020 to be received and approved, as submitted.
8. 6. Approval of the Monthly Treasurer's Report for March 2020 to be received and filed for audit, as submitted.
8. 7. Approval of the Resolution authorizing the execution of a lease agreement between Morton Community College District No. 527 and the Clyde Park District for the property located at, or near 3125 S Central Ave. Cicero, IL 60804, at the rate of \$10.00 per year, effective May 1, 2020 to April 30, 2119.
8. 8. Approval of the Resolution abolishing Morton Community College District No. 527's Working Cash Fund, in the amount of \$9,442,448.51 and transferring from the Working Fund to the Education Fund.
8. 9. Approval of the Resolution transferring interest from Morton Community College District No. 527's Bond and Interest Fund, in the amount of \$1,400,000.00 to the Operations and Maintenance Fund.
8. 10. Approval of the Nursing iPad 1:1 Initiative Program, in the amount of \$38,430.00, as submitted.
8. 11. Approval of the Resolution approving and adopting an affiliation agreement between Morton Community College, District No. 527 and Chamberlain University, as submitted.

8. 12. Approval of the Resolution accepting and approving the apparent responsible and responsive bidder, Carroll Seating Company, Inc., in the amount of \$96,300.00, for the Morton College theater seating project, as submitted.
8. 13. Approval of the Morton College Investment Guidelines for fiscal year 2021, as submitted.
8. 14. Approval of the purchase of technology equipment for the STEM Center, in the amount of \$27,869.91, as submitted.
8. 15. Approval of the submission of the additional scope of work by Alden Bennett Construction Co., Inc. as requested for the new front entrance, in the amount of \$6,554.00.
8. 16. Approval of the submission of the additional scope of work by J.M. Allen Construction Co., Inc., as requested for the new front entrance, in the amount of \$7,445.00.
8. 17. Approval of the list of Morton College Designated Depositories of excess funds for fiscal year 2021, as submitted.
8. 18. Approval of the Compensation Report for Adjunct Faculty members teaching English 101, 102, 086, 088, 071, 076, 151 and 152, for the Spring Semester 2020, in the amount of \$3,874.81, as submitted.
8. 19. Approval of the changes in Curriculum, as submitted.
8. 20. Approval of the Adjunct Faculty Stipend Report for Spring Semester 2020, in the amount of \$174,065.52, as submitted.
8. 21. Approval of the Morton College background contractor, First Inc., in the amount of \$60.00 per background check and \$95.00 per fingerprint check, as submitted.
8. 22. Approval of the Morton College benefits package for eligible employees for fy21, as submitted.
8. 23. Approval of the revised Nursing course fees to become effective Fall 2020, as submitted.
8. 24. Approval of the Agreement between Donna Siffermann, an Independent Consultant and Morton College, Athletic Department, \$35/hour, not to exceed 40 hours per week, effective May 1, 2020, as submitted.
8. 25. Approval of New Job Description
 8. 25. 1. Nursing and Health Careers Director of Retention
 8. 25. 2. Director of Early College Programs and K-12 Outreach
8. 26. Approval of Updated Job Description
 8. 26. 1. Director of Admissions and Records/Registrar
 8. 26. 2. Counselor
8. 27. Approval of Full-Time Employment
 8. 27. 1. Richard Smith, CTE Success Retention Specialist, \$60,000.00, effective May 11, 2020

8. 27. 2. Micheal Rose, Associate Dean of Strategic Initiatives, \$75,000.00, effective April 22, 2020

8. 28. Approval of Resignation Report

8. 28. 1. Magda Banda, Director of Institutional Research, effective April 15, 2020

8. 29. Approval of Retirement

8. 29. 1. Carmen Lind, Faculty, effective May 31, 2020

9. Adjournment *Sine Die*

Trustee Martinucci made a motion made a motion to Adjournment *Sine Die*.

Trustee Belcaster seconded the motion.

Ayes: Trustees, Reitz, Martinucci, Aguilar, Banks, Belcaster, Collazo, Grazzini

Nays: None.

Motion carried.

10. Reconvening-Reorganization Meeting

President Fields, stated: - The Regular Meeting of the Morton College Board of Trustees of Illinois Community College District No. 527 to organize the new Board of Trustees is now reconvened.

10. 1. Roll Call

Present:

Fran Reitz, Chair

Anthony Martinucci, Vice Chair and Secretary

Frank J. Aguilar, Trustee

Susan Banks, Trustee

Joseph Belcaster, Trustee

Jose Collazo, Trustee

Susan Grazzini, Trustee

Also Present:

Dr. Stanley Fields, President

Michael Delgado, Attorney, Del Galdo Law Group, LL

11. Election of the Board Officer

11. 1. Election of the Chair of the Board

President Fields called for nominations for Chair of the Board.

Trustee Belcaster nominated Trustee Reitz to serve as Chair of the Board until April 2021.

Trustee Belcaster moved to approve Frances Reitz to serve as Chair of the Board until April 2021.

Trustee Martinucci seconded the motion.

Ayes: Trustees, Reitz, Martinucci, Collazo, Aguilar, Banks, Belcaster, Grazzini

Nays: None.

Motion carried.

President Fields congratulated Trustee Frances Reitz for her appointment to serve as Chair for the Board of Trustees of Morton College.

11. 2. Election of Vice Chair of the Board

Trustee Reitz called for nominations for Vice Chair of the Board.

Trustee Collazo nominated Trustee Martinucci to serve as Vice Chair of the Board until April 2021.

Trustee Collazo moved to approve Trustee Martinucci to serve as Vice Chair of the Board until April 2021.

Trustee Banks seconded the motion.

Ayes: Trustees, Reitz, Martinucci, Collazo, Aguilar, Banks, Belcaster, Grazzini

Nays: None.

Motion carried.

Trustee Reitz congratulated Trustee Martinucci for his appointment to serve as Vice Chair for the Board of Trustees of Morton College

11. 3. Election of the Secretary of the Board

Trustee Martinucci nominated Trustee Collazo to serve as Secretary of the Board until April 2021.

Trustee Martinucci moved to approve Collazo to serve as Secretary of the Board until April 2021.

Trustee Belcaster seconded the motion.

Ayes: Trustees, Reitz, Martinucci, Collazo, Aguilar, Banks, Belcaster, Grazzini

Nays: None.

Motion carried.

Trustee Reitz congratulated Trustee Collazo for his appointment to serve as Secretary for the Board of Trustees of Morton College

12. Appointment - Illinois Community College Trustees Association Representative and Alternate

Trustee Reitz stated that due to the current COVID-19 crisis and current locked down, the position will remain open until there are changes in the “Stay at Home” order from the Governor.

13. Adjournment

Trustee Martinucci moved to adjourn the Regular Meeting of the Board.

Trustee Belcaster seconded the motion.

Ayes: Trustees, Reitz, Martinucci, Collazo, Aguilar, Banks, Belcaster, Grazzini

Nays: None.

Motion carried.

This meeting was adjourned at 11:19 a.m.

Frances F. Reitz, Board Chair

Jose Collazo, Secretary of Board

From: [Mireya Perez](#)
To: [Stan Fields](#)
Cc: [Maria Sanchez Anderson](#); [Ana L Valdez](#)
Subject: Fw: Action Item 8.1 for 5/27/2020 Board Meeting
Date: Tuesday, May 12, 2020 9:00:16 AM
Attachments: [Board AS Totals 4.30.20.pdf](#)
[BT 4.30.20.pdf](#)
[Check Register 4.30.20.pdf](#)
[Over 10K APR 2020.pdf](#)
[Payroll 4.15.20.pdf](#)
[Payroll 4.30.20.pdf](#)

Approved.

Thanks,

*Mireya Perez, CPA
Chief Financial Officer/Treasurer
Morton College*

From: Suzanna Raigoza
Sent: Monday, May 11, 2020 6:03 PM
To: Mireya Perez
Subject: Action Item 8.1 for 5/27/2020 Board Meeting
Propose Action: THAT THE BOARD APPROVE AND RATIFY ACCOUNTS PAYABLE AND PAYROLL FOR THE MONTH OF APRIL 2020 IN THE AMOUNT OF \$2,592,077 AND BUDGET TRANSFERS IN THE AMOUNT OF \$118,552 AS SUBMITTED.
Rationale: [Required by Chapter 110, ACT 805, Section 3-27 of the Illinois Compiled Statutes]
Attachments: Resolution, Accounts Payable and Payroll Records

Thank you,
Suzanna Raigoza
Senior Accountant
Morton College
3801 S Central Ave
Cicero, IL 60804
P: 708-656-8000 ext 2305
F: 708-656-3194

The information contained in this e-mail and any accompanying documents is intended for the sole use of the recipient to whom it is addressed, and may contain information that is privileged, confidential, and prohibited from disclosure under applicable law. If you are not the intended recipient, or authorized to receive this on behalf of the recipient, you are hereby

BE IT HEREBY RESOLVED THAT accounts payable and payrolls for the month of April, 2020 be approved and/or ratified in the amount of \$2,592,077 as listed on the attached sheet and supported by vouchers, invoices, purchase orders, and payroll registers, made available and referred to as necessary, and summarized as follows:

Current Funds (01),

Cash Disbursements -		
Monthly	04/30/2020	588,196
Payroll	04/15/2020	797,958
Payroll	04/30/2020	793,820
Student Refunds	04/30/2020	<u>18,713</u>
		2,198,687

O&M Restricted Fund (03)

Cash Disbursements -		
Monthly	04/30/2020	<u>393,390</u>
TOTAL ALL FUNDS		<u><u>\$2,592,077</u></u>

AND BE IT FURTHER RESOLVED THAT budget transfers in the amount of \$118,552 be approved as outlined on the attached Journal No. 1-5 entry dates attached hereto.

AND BE IT FURTHER RESOLVED THAT the treasurer of Morton College is hereby authorized and directed to make payments as listed and/or summarized above.

PASSED this 27th day of May by the Board of Trustees, Morton College, Community College District no. 527, Cicero, Illinois.

Morton College				
Budget Transfer				
April 2020				
	GL Account Number	Description	Debit	Credit
1	01-1010-10124-530400000	Fitness Center: Maintenance Services		25,000
	01-1010-10124-530900000	Fitness Center: Other Contract Services	25,000	
2	01-0000-00000-600000000	General: Contingency		25,000
	01-6040-60202-540100900	Athletic Administration: Other Supplies	25,000	
3	01-1010-10124-540100100	Fitness Center: Office Supplies		18,000
	01-1010-10124-510200205	Fitness Center: Para Professional PT	18,000	
4	06-0000-99158-430100020	Integrated Ed & Training Grant: Dept of Ed Grant Revenue		20,000
	06-1090-99158-510200205	Integrated Ed & Training Grant: Para Professional PT	8,273	
	06-1090-99158-510300200	Integrated Ed & Training Grant: Part-Time Faculty	1,500	
	06-1090-99158-520900005	Integrated Ed & Training Grant: Employee Professional Dev	2,277	
	06-1090-99158-540100200	Integrated Ed & Training Grant: Instr Supplies	4,950	
	06-1090-99158-550100005	Integrated Ed & Training Grant: Meeting Expense	3,000	
5	01-6040-60202-550100015	Athletic Administration: Meal Money		8,761
	01-6040-60202-550100030	Athletic Administration: Tournament Travel		5,149
	01-6040-60202-550900005	Athletic Administration: Lodging		13,742
	01-6040-60202-550900010	Athletic Administration: Tournament Fees		144
	01-6040-60202-560100000	Athletic Administration: Rental Facilities		2,756
	01-6040-60202-530900000	Athletic Administration: Other Contract Services	30,552	
		Total Budget Transfers	118,552	118,552

Bank Code: 01 General Checking
GL Account No: 01-0000-00000-110000000

Check Number	Check Date	Check Status	Vendor ID	Payee Name	Voucher ID	Voucher Date	PO/BPO Number	Voucher Amount	Cash Disc Amount	Check Amount
0089701	04/03/20	Recon	0191147	Tanya Cabrera	V0128583	04/01/20		700.00		700.00
								700.00		700.00
0089702	04/03/20	Recon	0186635	Beatriz I. Davila	V0128593	04/01/20		80.00		80.00
								80.00		80.00
0089703	04/03/20	Recon	0204185	Sherie L. DeDore	V0128594	04/01/20		500.00		500.00
								500.00		500.00
0089704	04/03/20	Recon	0001469	Diamond Graphics	V0128580	03/31/20		1,695.00		1,695.00
								1,695.00		1,695.00
0089705	04/03/20	Recon	0000828	Ms. Edith M. Fabiyi	V0127353	02/26/20		884.00		884.00
								884.00		884.00
0089706	04/03/20	Recon	0003232	Ms. Lisa A. Mathelier	V0128592	04/01/20		150.63		150.63
								150.63		150.63
0089707	04/03/20	Recon	0174832	NACEP, Inc	V0128488	03/26/20		560.00		560.00
								560.00		560.00
0089708	04/03/20	Recon	0001617	O.C. Tanner	V0128581	03/31/20		323.81		323.81
								323.81		323.81
0089709	04/03/20	Recon	0090361	David Reyes, Jr.	V0128576	03/30/20		400.00		400.00
								400.00		400.00
0089710	04/03/20	Recon	0192553	Mr. Charles M. Rose	V0128590	04/01/20		565.93		565.93
								565.93		565.93
0089711	04/03/20	Recon	0195022	Ms. Jennifer Schreier	V0128591	04/01/20		386.11		386.11
								386.11		386.11
0089712	04/03/20	Recon	0001390	Unum Life Ins Co of Amer	V0128541	03/30/20		337.40		337.40
								337.40		337.40
0089724	04/15/20	Recon	0001375	AXA Equitable Equi-Vest	V0128743	04/15/20		2,206.00		2,206.00
								2,206.00		2,206.00

11 May 2020
15:29

ACCOUNTS PAYABLE CHECK REGISTER
Period 04/01/2020 - 04/30/2020

Page 2

Bank Code: 01 General Checking
GL Account No: 01-0000-00000-110000000

Check Number	Check Date	Check Status	Vendor ID	Payee Name	Voucher ID	Voucher Date	PO/BPO Number	Voucher Amount	Cash Disc Amount	Check Amount
0089725	04/15/20	Recon	0177469	Bright Start College Sav	V0128744	04/15/20		100.00		100.00
								100.00		100.00
0089726	04/15/20	Outst	0001422	CCCTU-Cope Fund	V0128745	04/15/20		147.00		147.00
								147.00		147.00
0089727	04/15/20	Outst	0001374	College & University Cre	V0128747	04/15/20		200.00		200.00
								200.00		200.00
0089728	04/15/20	Recon	0001371	Colonial Life & Accident	V0128748	04/15/20		12.00		12.00
								12.00		12.00
0089729	04/15/20	Outst	0160763	Illinois Education Assoc	V0128750	04/15/20		161.00		161.00
								161.00		161.00
0089730	04/15/20	Recon	0191845	Metropolitan Alliance of	V0128751	04/15/20		280.00		280.00
								280.00		280.00
0089731	04/15/20	Outst	0101061	Morton College Faculty	V0128746	04/15/20		94.52		94.52
								94.52		94.52
0089732	04/15/20	Void	0001372	Morton College Teachers						
0089733	04/15/20	Recon	0001513	SEIU Local 73 Cope	V0128754	04/15/20		9.00		9.00
								9.00		9.00
0089734	04/15/20	Recon	0001373	Service Employees Intl U	V0128755	04/15/20		457.81		457.81
								457.81		457.81
0089735	04/15/20	Recon	0001563	State Disbursement Unit	V0128756	04/15/20		60.00		60.00
					V0128757	04/15/20		67.88		67.88
								127.88		127.88
0089736	04/15/20	Recon	0001161	State Univ Retirement Sy	V0128758	04/15/20		68,513.23		68,513.23
								68,513.23		68,513.23
0089737	04/15/20	Recon	0001370	TIAA-CREF	V0128749	04/15/20		750.00		750.00
					V0128759	04/15/20		2,783.53		2,783.53

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								3,533.53		3,533.53
0089738	04/15/20	Recon	0001376	VALIC	V0128760	04/15/20		2,561.50		2,561.50
								2,561.50		2,561.50
0089739	04/15/20	Recon	0179876	Voya Retirement Insuranc	V0128761	04/15/20		1,227.40		1,227.40
								1,227.40		1,227.40
0089740	04/15/20	Outst	0001372	Morton College Teachers	V0128753	04/15/20		1,597.63		1,597.63
								1,597.63		1,597.63
0089741	04/15/20	Outst	0001372	Morton College Teachers	V0128752	04/15/20		3,081.53		3,081.53
								3,081.53		3,081.53
0089742	04/15/20	Recon	0193039	ACCA	V0128654	04/09/20		250.00		250.00
								250.00		250.00
0089743	04/15/20	Recon	0156097	ACI Payments, Inc.	V0128762	04/14/20		1,939.45		1,939.45
								1,939.45		1,939.45
0089744	04/15/20	Outst	0000995	Bureau Water/Sewer Town	V0128602	04/06/20		431.64		431.64
					V0128603	04/06/20		863.29		863.29
					V0128604	04/06/20		191.34		191.34
					V0128605	04/06/20		191.34		191.34
					V0128606	04/06/20		191.34		191.34
					V0128607	04/06/20		191.34		191.34
								2,060.29		2,060.29
0089745	04/15/20	Recon	0202716	Marc A. Calderon	V0128625	04/07/20		300.00		300.00
								300.00		300.00
0089746	04/15/20	Recon	0201853	Club Automation, LLC	V0128647	04/08/20		660.00		660.00
								660.00		660.00
0089747	04/15/20	Recon	0185133	Santos U. Davila	V0128622	04/07/20		300.00		300.00
								300.00		300.00
0089748	04/15/20	Recon	0000735	Mr. Steven A. Duhon	V0128644	04/07/20		68.23		68.23
								68.23		68.23

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0089749	04/15/20	Recon	0202383	Flexible Benefit Service	V0128656	04/09/20		1,140.00		1,140.00
								1,140.00		1,140.00
0089750	04/15/20	Recon	0204588	Andrew Hufnagl	V0128806	04/15/20		8,000.00		8,000.00
								8,000.00		8,000.00
0089751	04/15/20	Recon	0060105	Mr. Michael Jonas	V0128653	04/09/20		945.86		945.86
								945.86		945.86
0089752	04/15/20	Recon	0194119	Patryk Kibler	V0128578	03/30/20		300.00		300.00
								300.00		300.00
0089753	04/15/20	Recon	0195683	Andre J. Olvera	V0128628	04/07/20		100.00		100.00
								100.00		100.00
0089754	04/15/20	Recon	0187434	Catrina M. Patton	V0128608	04/06/20		500.00		500.00
								500.00		500.00
0089755	04/15/20	Recon	0001133	Pitney Bowes Inc	V0128600	04/03/20		298.00		298.00
								298.00		298.00
0089756	04/15/20	Recon	0194866	Randi Ploszaj	V0128742	04/14/20		700.00		700.00
								700.00		700.00
0089757	04/15/20	Recon	0102245	Barbara L. Ruiz	V0128630	04/07/20		500.00		500.00
								500.00		500.00
0089758	04/15/20	Recon	0000759	Ms. Julie A. Steinhaus	V0128655	04/09/20		2,888.00		2,888.00
								2,888.00		2,888.00
0089759	04/15/20	Recon	0190089	3OE Solutions	V0128684	04/13/20	B0003244	4,333.00		4,333.00
								4,333.00		4,333.00
0089760	04/15/20	Recon	0169985	A. Lange Consulting, LLC	V0128708	04/13/20	B0003330	770.00		770.00
								770.00		770.00
0089761	04/15/20	Recon	0000962	Airgas USA, LLC	V0128738	04/13/20	B0003043	110.24		110.24
								110.24		110.24

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0089762	04/15/20	Outst	0202905	Alden Bennett Constructi	V0128781	04/14/20	P0008850	47,833.00		47,833.00
								47,833.00		47,833.00
0089763	04/15/20	Recon	0175113	Algor Plumbing	V0128741	04/13/20	B0002941	55.45		55.45
					V0128768	04/14/20	B0003334	490.03		490.03
					V0128769	04/14/20	B0003334	598.48		598.48
					V0128770	04/14/20	B0002941	59.75		59.75
					V0128771	04/14/20	B0002941	71.04		71.04
					V0128772	04/14/20	B0002941	24.32		24.32
								1,299.07		1,299.07
0089764	04/15/20	Recon	0190802	All-Types Elevators Inc	V0128686	04/13/20	B0002946	665.00		665.00
					V0128794	04/14/20	B0002946	806.00		806.00
								1,471.00		1,471.00
0089765	04/15/20	Outst	0190802	All-Types Elevators Inc	V0128713	04/13/20	B0003234	82,634.49		82,634.49
								82,634.49		82,634.49
0089766	04/15/20	Recon	0188188	Amazon Capital Services	V0128614	04/07/20	P0008771	75.00		75.00
					V0128705	04/13/20	P0008835	79.00		-79.00
					V0128707	04/13/20	P0008835	474.92		474.92
					V0128721	04/13/20	B0003239	91.48		91.48
					V0128793	04/14/20	B0003239	206.04		206.04
					V0128800	04/14/20	B0003337	6,792.12		6,792.12
								7,560.56		7,560.56
0089767	04/15/20	Recon	0000977	Apple, Inc.	V0128695	04/13/20	P0008614	7,460.00		7,460.00
					V0128696	04/13/20	P0008614	1,890.00		1,890.00
					V0128697	04/13/20	P0008614	675.00		675.00
								10,025.00		10,025.00
0089768	04/15/20	Recon	0000973	AT&T	V0128740	04/13/20	B0003088	930.18		930.18
								930.18		930.18
0089769	04/15/20	Recon	0001953	AT&T Mobility	V0128727	04/13/20	B0003060	142.05		142.05
								142.05		142.05
0089770	04/15/20	Recon	0000983	B & H Photo-Video	V0128612	04/07/20	P0008651	120.15		120.15
					V0128613	04/07/20	P0008651	27.99		27.99
					V0128616	04/07/20	P0008651	55.92		55.92
								204.06		204.06

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0089771	04/15/20	Recon	0204088	Boller Construction Comp	V0128689	04/13/20	B0003302	6,901.00		6,901.00
								6,901.00		6,901.00
0089772	04/15/20	Recon	0001466	CAIRS	V0128624	04/07/20	B0003133	1,696.00		1,696.00
								1,696.00		1,696.00
0089773	04/15/20	Recon	0001593	CDW-Government, Inc	V0128792	04/14/20	P0008758	79.26		79.26
					V0128801	04/14/20	P0008836	9,760.40		9,760.40
					V0128802	04/14/20	P0008768	2,905.41		2,905.41
					V0128803	04/14/20	P0008798	968.47		968.47
					V0128805	04/14/20	P0008758	93.30		93.30
								13,806.84		13,806.84
0089774	04/15/20	Recon	0001195	Cintas Corporation	V0128795	04/14/20	B0002929	203.72		203.72
								203.72		203.72
0089775	04/15/20	Recon	0002173	Cintas Fire Protection	V0128631	04/07/20	P0008809	488.73		488.73
								488.73		488.73
0089776	04/15/20	Recon	0001752	Comcast	V0128714	04/13/20	B0002973	144.11		144.11
								144.11		144.11
0089777	04/15/20	Recon	0001013	ComEd	V0128685	04/13/20	B0003212	12,344.65		12,344.65
								12,344.65		12,344.65
0089778	04/15/20	Recon	0193721	Data Management, Inc.	V0128618	04/07/20	P0008819	130.00		130.00
								130.00		130.00
0089779	04/15/20	Outst	0001676	Del Galdo Law Group, LLC	V0128635	04/07/20	B0002952	9,385.00		9,385.00
								9,385.00		9,385.00
0089780	04/15/20	Recon	0204087	Empire Construction Comp	V0128690	04/13/20	B0003301	69,469.81		69,469.81
								69,469.81		69,469.81
0089781	04/15/20	Outst	0001240	Enterprise Rent-A-Car	V0128785	04/14/20	B0002995	1,169.62		1,169.62
								1,169.62		1,169.62
0089782	04/15/20	Recon	0198694	ePromos Promotional Prod	V0128723	04/13/20	P0008749	120.00		120.00

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								120.00		120.00
0089783	04/15/20	Recon	0169651	Essential Education	V0128701	04/13/20	P0008805	381.50		381.50
								381.50		381.50
0089784	04/15/20	Recon	0001029	Fed Ex	V0128715	04/13/20	B0002961	7.12		7.12
								7.12		7.12
0089785	04/15/20	Recon	0196370	FHEG Morton College Book	V0128637	04/07/20	B0003325	211.16		211.16
					V0128638	04/07/20	B0002988	91.66		91.66
					V0128639	04/07/20	B0003304	301.97		301.97
					V0128702	04/13/20	P0008814	3,747.50		3,747.50
					V0128786	04/14/20	P0008823	31.88		31.88
					V0128787	04/14/20	B0003305	10.72		10.72
					V0128788	04/14/20	B0003305	111.62		111.62
					V0128789	04/14/20	B0003309	110.40		110.40
					V0128791	04/14/20	P0008844	726.40		726.40
								5,343.31		5,343.31
0089786	04/15/20	Recon	0157592	First Communications	V0128621	04/07/20	B0003036	971.44		971.44
								971.44		971.44
0089787	04/15/20	Recon	0001033	Fisher Scientific Compan	V0128693	04/13/20	P0007778	289.43		289.43
					V0128694	04/13/20	P0008636	1,039.67		1,039.67
								1,329.10		1,329.10
0089788	04/15/20	Recon	0001960	Freestyle Photo Supplies	V0128611	04/07/20	P0008608	1,355.94		1,355.94
					V0128617	04/07/20	P0008724	47.95		47.95
								1,403.89		1,403.89
0089789	04/15/20	Recon	0192360	Fusion Cloud Services, L	V0128739	04/13/20	B0003039	2,418.44		2,418.44
								2,418.44		2,418.44
0089790	04/15/20	Recon	0001001	Got Laundry Chicago?, In	V0128737	04/13/20	P0008788	94.40		94.40
								94.40		94.40
0089791	04/15/20	Recon	0204375	HACE	V0128691	04/13/20	P0008822	2,000.00		2,000.00
								2,000.00		2,000.00
0089792	04/15/20	Recon	0167569	IHLS	V0128634	04/07/20	P0008817	607.98		607.98
								607.98		607.98

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0089793	04/15/20	Recon	0001647	Iron Mountain	V0128720	04/13/20	B0003010	510.69		510.69
								510.69		510.69
0089794	04/15/20	Recon	0001775	Jostens	V0128620	04/07/20	P0008820	1,155.15		1,155.15
								1,155.15		1,155.15
0089795	04/15/20	Recon	0002233	Konica Minolta Premier F	V0128709	04/13/20	B0003329	2,897.00		2,897.00
								2,897.00		2,897.00
0089796	04/15/20	Recon	0002233	Konica Minolta Premier F	V0128710	04/13/20	B0003329	125.17		125.17
								125.17		125.17
0089797	04/15/20	Recon	0002233	Konica Minolta Premier F	V0128717	04/13/20	B0003329	140.00		140.00
								140.00		140.00
0089798	04/15/20	Recon	0002233	Konica Minolta Premier F	V0128724	04/13/20	B0003329	212.29		212.29
								212.29		212.29
0089799	04/15/20	Recon	0156796	Learning Tree Internatio	V0128798	04/14/20	P0008843	1,950.00		1,950.00
								1,950.00		1,950.00
0089800	04/15/20	Recon	0204585	Marchese & Sons, Inc.	V0128778	04/14/20	P0008853	10,000.00		10,000.00
					V0128779	04/14/20	P0008853	8,000.00		8,000.00
								18,000.00		18,000.00
0089801	04/15/20	Recon	0194501	Michael Kautz Carpets &	V0128641	04/07/20	B0003324	3,182.50		3,182.50
								3,182.50		3,182.50
0089802	04/15/20	Outst	0158362	Midwest Sporting Goods	V0128780	04/14/20	P0008852	1,044.00		1,044.00
								1,044.00		1,044.00
0089803	04/15/20	Recon	0199908	Occupational Health Cent	V0128722	04/13/20	B0003151	314.00		314.00
					V0128734	04/13/20	B0003151	471.00		471.00
					V0128735	04/13/20	B0003151	270.00		270.00
					V0128736	04/13/20	B0003151	314.00		314.00
								1,369.00		1,369.00
0089804	04/15/20	Recon	0204560	One Interpreting	V0128699	04/13/20	P0008828	906.00		906.00

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								906.00		906.00
0089805	04/15/20	Recon	0166827	PeopleAdmin, Inc.	V0128615	04/07/20	P0008816	11,043.36		11,043.36
								11,043.36		11,043.36
0089806	04/15/20	Recon	0001932	PepBoys	V0128782	04/14/20	B0003155	18.00		18.00
					V0128783	04/14/20	B0003155	100.00-		-100.00
					V0128784	04/14/20	B0003155	95.00		95.00
								13.00		13.00
0089807	04/15/20	Outst	0001835	Ray O'Herron Co. of Oakb	V0128610	04/07/20	B0003248	139.52		139.52
					V0128728	04/13/20	B0003248	97.26		97.26
					V0128730	04/13/20	B0003248	79.98		79.98
					V0128731	04/13/20	B0003248	48.63		48.63
					V0128732	04/13/20	B0003248	47.97		47.97
					V0128733	04/13/20	B0003248	99.86		99.86
					V0128763	04/14/20	B0003248	99.86		99.86
								613.08		613.08
0089808	04/15/20	Outst	0200565	RJA Architects, Ltd.	V0128774	04/14/20	P0008854	2,025.00		2,025.00
					V0128775	04/14/20	P0008854	3,318.50		3,318.50
					V0128776	04/14/20	P0008854	300.00		300.00
					V0128777	04/14/20	P0008854	1,345.00		1,345.00
								6,988.50		6,988.50
0089809	04/15/20	Outst	0196722	Sense Media LLC	V0128692	04/13/20	P0008821	1,059.75		1,059.75
								1,059.75		1,059.75
0089810	04/15/20	Recon	0200642	Service Sanitation, Inc.	V0128681	04/13/20	B0003332	520.20		520.20
					V0128682	04/13/20	B0003332	520.20		520.20
					V0128683	04/13/20	B0003332	20.39		20.39
								1,060.79		1,060.79
0089811	04/15/20	Recon	0204373	ServiceMaster Cleaning S	V0128712	04/13/20	B0003321	3,040.00		3,040.00
								3,040.00		3,040.00
0089812	04/15/20	Recon	0001967	Shaw Media	V0128633	04/07/20	P0008812	433.56		433.56
								433.56		433.56
0089813	04/15/20	Recon	0001967	Shaw Media	V0128797	04/14/20	B0002999	1,199.00		1,199.00
								1,199.00		1,199.00

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0089814	04/15/20	Recon	0001156	Smithereen Exterminating	V0128773	04/14/20	B0002926	170.00		170.00
								170.00		170.00
0089815	04/15/20	Recon	0001158	SoftwareONE, Inc.	V0128703	04/13/20	P0008802	242.61		242.61
								242.61		242.61
0089816	04/15/20	Recon	0204552	Specialty Stitches	V0128698	04/13/20	P0008829	2,836.13		2,836.13
					V0128700	04/13/20	P0008830	6,036.70		6,036.70
								8,872.83		8,872.83
0089817	04/15/20	Recon	0001006	Town of Cicero	V0128716	04/13/20	B0002921	460.00		460.00
								460.00		460.00
0089818	04/15/20	Recon	0167490	Tripoli Painting	V0128766	04/14/20	B0003333	5,180.00		5,180.00
								5,180.00		5,180.00
0089819	04/15/20	Recon	0157650	Vara-Light Lighting Cont	V0128632	04/07/20	P0008810	972.94		972.94
								972.94		972.94
0089820	04/15/20	Recon	0000974	Verizon Wireless	V0128725	04/13/20	B0003084	27.94		27.94
								27.94		27.94
0089821	04/15/20	Recon	0204522	Villa Park Office Equipm	V0128729	04/13/20	P0008808	1,984.94		1,984.94
								1,984.94		1,984.94
0089822	04/15/20	Recon	0204572	Voss Equipment, Inc	V0128767	04/14/20	B0003336	1,260.28		1,260.28
								1,260.28		1,260.28
0089823	04/15/20	Recon	0165989	Westworx Limited	V0128623	04/07/20	P0008759	5,147.02		5,147.02
								5,147.02		5,147.02
0089824	04/15/20	Recon	0001406	Wex Bank	V0128796	04/14/20	B0003135	852.90		852.90
								852.90		852.90
0089825	04/15/20	Recon	0177607	YBP Library Services	V0128687	04/13/20	B0003308	97.16		97.16
					V0128688	04/13/20	B0003308	24.95		24.95
								122.11		122.11

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0089826	04/22/20	Recon	0188213	First Midwest Bank	V0128840	04/21/20	P0008517	571.92		571.92
					V0128841	04/21/20	P0008826	1,338.88		1,338.88
					V0128842	04/21/20	P0008708	3,400.00		3,400.00
					V0128843	04/21/20	P0008837	499.00		499.00
					V0128844	04/21/20	P0008834	94.67		94.67
					V0128845	04/21/20	P0008840	425.41		425.41
					V0128846	04/21/20	P0008838	878.09		878.09
					V0128847	04/21/20	B0003068	20.00		20.00
					V0128849	04/21/20		200.00-		-200.00
					V0128850	04/21/20	P0008851	417.99		417.99
					V0128851	04/21/20	P0008786	850.00		850.00
					V0128852	04/21/20	P0008839	143.91		143.91
					V0128853	04/21/20	P0008833	45.00		45.00
					V0128854	04/21/20	B0003342	1,448.22		1,448.22
					V0128855	04/21/20	P0008692	484.81		484.81
					V0128856	04/21/20	P0008741	2,055.96		2,055.96
					V0128857	04/21/20	P0008825	1,372.20		1,372.20
					V0128858	04/21/20	B0003331	66.05		66.05
					V0128859	04/21/20	P0008832	113.00		113.00
					V0128860	04/21/20		165.00-		-165.00
					V0128861	04/21/20		1,020.34-		-1,020.34
					V0128862	04/21/20		12,074.22-		-12,074.22
					V0128863	04/21/20	P0008827	631.68		631.68
					V0128864	04/21/20	B0002957	26.70		26.70
					V0128865	04/21/20		110.00-		-110.00
					V0128866	04/21/20		675.00-		-675.00
					V0128867	04/22/20		21.35-		-21.35
					V0128868	04/22/20		8.78-		-8.78
					V0128869	04/22/20		535.00-		-535.00
								73.80		73.80
0089827	04/30/20	Outst	0001375	AXA Equitable Equi-Vest	V0128944	04/30/20		2,106.00		2,106.00
								2,106.00		2,106.00
0089828	04/30/20	Outst	0177469	Bright Start College Sav	V0128945	04/30/20		100.00		100.00
								100.00		100.00
0089829	04/30/20	Outst	0001422	CCCTU-Cope Fund	V0128946	04/30/20		147.00		147.00
								147.00		147.00
0089830	04/30/20	Outst	0001374	College & University Cre	V0128948	04/30/20		200.00		200.00
								200.00		200.00
0089831	04/30/20	Outst	0001371	Colonial Life & Accident	V0128949	04/30/20		12.00		12.00
								12.00		12.00

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0089832	04/30/20	Outst	0160763	Illinois Education Assoc	V0128951	04/30/20		40.25		40.25
								40.25		40.25
0089833	04/30/20	Outst	0191845	Metropolitan Alliance of	V0128952	04/30/20		247.00		247.00
								247.00		247.00
0089834	04/30/20	Outst	0101061	Morton College Faculty	V0128947	04/30/20		94.52		94.52
								94.52		94.52
0089835	04/30/20	Outst	0001372	Morton College Teachers	V0128954	04/30/20		1,597.63		1,597.63
								1,597.63		1,597.63
0089836	04/30/20	Outst	0001372	Morton College Teachers	V0128953	04/30/20		3,081.53		3,081.53
								3,081.53		3,081.53
0089837	04/30/20	Outst	0001513	SEIU Local 73 Cope	V0128955	04/30/20		9.00		9.00
								9.00		9.00
0089838	04/30/20	Outst	0001373	Service Employees Intl U	V0128956	04/30/20		457.81		457.81
								457.81		457.81
0089839	04/30/20	Outst	0001563	State Disbursement Unit	V0128957 V0128958	04/30/20 04/30/20		60.00 65.79		60.00 65.79
								125.79		125.79
0089840	04/30/20	Outst	0001161	State Univ Retirement Sy	V0128959	04/30/20		68,071.26		68,071.26
								68,071.26		68,071.26
0089841	04/30/20	Outst	0001370	TIAA-CREF	V0128950 V0128960	04/30/20 04/30/20		750.00 2,783.53		750.00 2,783.53
								3,533.53		3,533.53
0089842	04/30/20	Outst	0001376	VALIC	V0128961	04/30/20		2,561.50		2,561.50
								2,561.50		2,561.50
0089843	04/30/20	Outst	0179876	Voya Retirement Insuranc	V0128962	04/30/20		1,227.40		1,227.40
								1,227.40		1,227.40

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0089844	04/30/20	Outst	0159393	Don Baumgart	V0128870	04/22/20		405.00		405.00
								405.00		405.00
0089845	04/30/20	Outst	0159466	Ms. Isabel Cervantes	V0128876	04/24/20		191.12		191.12
								191.12		191.12
0089846	04/30/20	Outst	0199517	Jeremy M. Cohn	V0128848	04/21/20		250.00		250.00
								250.00		250.00
0089847	04/30/20	Outst	0202651	Diego A. Da Rin Garcia	V0128764	04/14/20		300.00		300.00
								300.00		300.00
0089848	04/30/20	Outst	0195025	Mr. Jason R. Edgar	V0128943	04/28/20		14.00		14.00
								14.00		14.00
0089849	04/30/20	Outst	0203602	John R. Gaines Jr	V0125263	05/01/20		1,578.00		1,578.00
								1,578.00		1,578.00
0089850	04/30/20	Outst	0000785	Mrs. Caroline L. Johnson	V0128918	04/27/20		500.00		500.00
								500.00		500.00
0089851	04/30/20	Outst	0001787	Mark Kedziora	V0128872	04/22/20		660.00		660.00
								660.00		660.00
0089852	04/30/20	Outst	0204621	Adriana Mata	V0128817	04/20/20		500.00		500.00
					V0128818	04/20/20		500.00		500.00
								1,000.00		1,000.00
0089853	04/30/20	Outst	0204605	Michelle Matthews	V0128809	04/16/20		382.50		382.50
								382.50		382.50
0089854	04/30/20	Outst	0199703	Bruno D. Menezes	V0128839	04/20/20		330.00		330.00
								330.00		330.00
0089855	04/30/20	Outst	0001779	Daniel Meziere	V0128874	04/23/20		200.00		200.00
								200.00		200.00
0089856	04/30/20	Outst	0170685	Ms. Erica A. Munoz	V0128813	04/16/20		26.55		26.55

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								26.55		26.55
0089857	04/30/20	Outst	0000747	Ms. Elizabeth Paez	V0128823	04/20/20		197.00		197.00
								197.00		197.00
0089858	04/30/20	Outst	0194072	Lukas C. Palma	V0128873	04/23/20		333.00		333.00
								333.00		333.00
0089859	04/30/20	Outst	0187434	Catrina M. Patton	V0128970	04/28/20		2,000.00		2,000.00
								2,000.00		2,000.00
0089860	04/30/20	Outst	0000925	Mr. Juan A. Rivera	V0128942	04/28/20		15.30		15.30
								15.30		15.30
0089861	04/30/20	Outst	0200027	Mr. Carmel Saboutey Tett	V0128916	04/27/20		385.00		385.00
								385.00		385.00
0089862	04/30/20	Outst	0179203	Ms. Esbeidy L. Saldana	V0128915	04/27/20		495.00		495.00
								495.00		495.00
0089863	04/30/20	Outst	0003310	Lamar Simpson	V0128912	04/27/20		231.00		231.00
								231.00		231.00
0089864	04/30/20	Outst	0001799	United State Postal Serv	V0129031	04/29/20		10,000.00		10,000.00
								10,000.00		10,000.00
0089878	04/30/20	Outst	0202905	Alden Bennett Constructi	V0128931	04/27/20	P0008864	6,554.00		6,554.00
								6,554.00		6,554.00
0089879	04/30/20	Outst	0002105	Alfred G Ronan Ltd	V0128972	04/29/20	B0003030	8,000.00		8,000.00
								8,000.00		8,000.00
0089880	04/30/20	Outst	0190802	All-Types Elevators Inc	V0128935	04/27/20	B0003351	422.00		422.00
					V0128982	04/29/20	B0003351	320.00		320.00
								742.00		742.00
0089881	04/30/20	Outst	0203818	J.M. Allen and Associate	V0128932	04/27/20	P0008865	7,445.00		7,445.00
								7,445.00		7,445.00

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0089882	04/30/20	Outst	0188188	Amazon Capital Services	V0128979	04/29/20	P0008858	681.65		681.65
					V0129033	04/30/20	P0008847	819.39		819.39
								1,501.04		1,501.04
0089883	04/30/20	Outst	0000971	American Red Cross	V0128927	04/27/20	P0008862	1,474.00		1,474.00
					V0128928	04/27/20	P0008861	396.00		396.00
								1,870.00		1,870.00
0089884	04/30/20	Outst	0000977	Apple, Inc.	V0129028	04/29/20	P0008615	810.00		810.00
					V0129029	04/29/20	P0008615	11,190.00		11,190.00
								12,000.00		12,000.00
0089885	04/30/20	Outst	0194510	Blades of Glory Inc	V0128910	04/27/20	B0003348	2,790.00		2,790.00
								2,790.00		2,790.00
0089886	04/30/20	Outst	0001593	CDW-Government, Inc	V0128978	04/29/20	P0008806	916.34		916.34
								916.34		916.34
0089887	04/30/20	Outst	0001485	Citibank, N.A.	V0128924	04/27/20	P0008733	36.26		36.26
								36.26		36.26
0089888	04/30/20	Outst	0001752	Comcast	V0128920	04/27/20	B0003009	6.34		6.34
					V0128936	04/27/20	B0002953	46.40		46.40
					V0128937	04/27/20	B0003009	183.35		183.35
								236.09		236.09
0089889	04/30/20	Outst	0168196	Concentra Health Service	V0128980	04/29/20	B0003113	180.00		180.00
								180.00		180.00
0089890	04/30/20	Outst	0001469	Diamond Graphics	V0128880	04/24/20	B0003310	810.00		810.00
					V0128881	04/24/20	B0003310	340.00		340.00
					V0128882	04/24/20	B0003310	200.00		200.00
					V0128883	04/24/20	B0003310	327.00		327.00
					V0129015	04/29/20	B0003353	985.00		985.00
					V0129016	04/29/20	B0003353	2,400.00		2,400.00
					V0129017	04/29/20	B0003353	1,925.00		1,925.00
					V0129023	04/29/20	P0008875	200.00		200.00
								7,187.00		7,187.00
0089891	04/30/20	Outst	0000989	Dick Blick	V0128886	04/24/20	B0003318	655.84		655.84
								655.84		655.84

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0089892	04/30/20	Outst	0001536	Elsevier	V0129018	04/29/20	P0008874	84.00-		-84.00
					V0129019	04/29/20	P0008874	5,040.00		5,040.00
					V0129020	04/29/20	P0008873	84.00-		-84.00
					V0129021	04/29/20	P0008873	252.00		252.00
								5,124.00		5,124.00
0089893	04/30/20	Outst	0204013	Exxat, LLC	V0129026	04/29/20	P0008845	2,800.00		2,800.00
								2,800.00		2,800.00
0089894	04/30/20	Outst	0001037	Fox Valley Fire & Safety	V0128917	04/27/20	B0003058	222.00		222.00
								222.00		222.00
0089895	04/30/20	Outst	0202852	Freepoint Energy Solutio	V0128923	04/27/20	B0003322	22,229.57		22,229.57
								22,229.57		22,229.57
0089896	04/30/20	Outst	0192360	Fusion Cloud Services, L	V0128976	04/29/20	B0003039	2,415.85		2,415.85
								2,415.85		2,415.85
0089897	04/30/20	Outst	0001001	Got Laundry Chicago?, In	V0128938	04/27/20	P0008868	123.00		123.00
								123.00		123.00
0089898	04/30/20	Outst	0204646	Greater Chicago Food Dep	V0128939	04/27/20	P0008870	181.38		181.38
					V0128940	04/27/20	P0008870	586.04		586.04
								767.42		767.42
0089899	04/30/20	Outst	0001068	ILLCO, Inc.	V0128911	04/27/20	B0003312	1,055.10		1,055.10
								1,055.10		1,055.10
0089900	04/30/20	Outst	0197706	Johnson Controls Securit	V0128981	04/29/20	B0003014	228.44		228.44
								228.44		228.44
0089901	04/30/20	Outst	0002233	Konica Minolta Premier F	V0128900	04/27/20	B0003329	197.00		197.00
								197.00		197.00
0089902	04/30/20	Outst	0002233	Konica Minolta Premier F	V0128901	04/27/20	B0003329	179.40		179.40
								179.40		179.40
0089903	04/30/20	Outst	0002233	Konica Minolta Premier F	V0128902	04/27/20	B0003329	777.63		777.63

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								777.63		777.63
0089904	04/30/20	Outst	0204562	Lo Destro Construction C	V0128909	04/27/20	B0003349	114,185.97		114,185.97
								114,185.97		114,185.97
0089905	04/30/20	Outst	0001763	Mecor, Inc.	V0128914	04/27/20	B0003290	715.65		715.65
					V0129014	04/29/20	B0003352	685.00		685.00
								1,400.65		1,400.65
0089906	04/30/20	Outst	0194501	Michael Kautz Carpets &	V0128887	04/24/20	B0003347	5,800.00		5,800.00
					V0128888	04/24/20	B0003346	5,520.00		5,520.00
					V0128903	04/27/20	B0003345	4,985.00		4,985.00
					V0128904	04/27/20	B0003344	4,985.00		4,985.00
					V0128905	04/27/20	B0003343	4,555.00		4,555.00
								25,845.00		25,845.00
0089907	04/30/20	Outst	0166965	MRXI Corporation	V0129024	04/29/20	P0008879	45,900.00		45,900.00
					V0129025	04/29/20	P0008878	15,150.00		15,150.00
								61,050.00		61,050.00
0089908	04/30/20	Outst	0001871	NACE	V0128974	04/29/20	P0008824	455.00		455.00
								455.00		455.00
0089909	04/30/20	Outst	0001121	O'Brien Cleaners	V0128877	04/24/20	P0008848	180.00		180.00
								180.00		180.00
0089910	04/30/20	Outst	0204560	One Interpreting	V0128975	04/29/20	P0008863	360.00		360.00
								360.00		360.00
0089911	04/30/20	Outst	0190206	Postjobsnow	V0128929	04/27/20	P0008859	4,500.00		4,500.00
					V0128930	04/27/20	P0008859	3,250.00		3,250.00
								7,750.00		7,750.00
0089912	04/30/20	Outst	0002411	Republic Services #551	V0128906	04/27/20	B0003339	3,411.45		3,411.45
					V0128907	04/27/20	B0003339	2,081.31		2,081.31
					V0128908	04/27/20	B0003339	154.38		154.38
								5,647.14		5,647.14
0089913	04/30/20	Outst	0001142	Santo Sport Store	V0128983	04/29/20	B0003350	6,515.00		6,515.00
					V0128984	04/29/20	B0003350	96.00		96.00
					V0128985	04/29/20	B0003350	988.75		988.75

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33					V0128986	04/29/20	B0003350	500.00		500.00
					V0128987	04/29/20	B0003350	2,436.25		2,436.25
					V0128988	04/29/20	B0003350	39.00		39.00
					V0128989	04/29/20	B0003350	360.00		360.00
					V0128990	04/29/20	B0003350	90.00		90.00
					V0128991	04/29/20	B0003350	720.00		720.00
					V0128992	04/29/20	B0003350	6,922.50		6,922.50
					V0128993	04/29/20	B0003350	1,113.00		1,113.00
					V0128994	04/29/20	B0003350	684.50		684.50
					V0128995	04/29/20	B0003350	402.00		402.00
					V0128996	04/29/20	B0003350	3,051.84		3,051.84
					V0128997	04/29/20	B0003350	602.00		602.00
					V0128998	04/29/20	B0003350	330.00		330.00
					V0128999	04/29/20	B0003350	2,607.00		2,607.00
					V0129002	04/29/20	B0003350	717.50		717.50
					V0129003	04/29/20	B0003350	124.00		124.00
					V0129004	04/29/20	B0003350	156.00		156.00
					V0129005	04/29/20	B0003350	606.00		606.00
					V0129006	04/29/20	B0003350	9,728.50		9,728.50
					V0129007	04/29/20	B0003350	224.00		224.00
					V0129008	04/29/20	B0003350	717.00		717.00
					V0129009	04/29/20	B0003350	717.00		717.00
					V0129010	04/29/20	B0003350	56.00		56.00
					V0129011	04/29/20	B0003350	42.50		42.50
					V0129012	04/29/20	B0003350	1,355.00		1,355.00
					V0129013	04/29/20	B0003350	826.50		826.50
									42,727.84	
0089914	04/30/20	Outst	0001857	Scorebuilders	V0129027	04/29/20	P0008857	3,000.00		3,000.00
								3,000.00		3,000.00
0089915	04/30/20	Outst	0182208	Sidearm Sports	V0129022	04/29/20	P0008883	2,500.00		2,500.00
								2,500.00		2,500.00
0089916	04/30/20	Outst	0182724	Single Path	V0128879	04/24/20	B0002943	7,750.00		7,750.00
								7,750.00		7,750.00
0089917	04/30/20	Outst	0001165	Swank Motion Pictures In	V0128921	04/27/20	P0008337	480.00		480.00
								480.00		480.00
0089918	04/30/20	Outst	0001547	Teaching Strategies, LLC	V0128973	04/29/20	P0008842	1,756.00		1,756.00
								1,756.00		1,756.00
0089919	04/30/20	Outst	0155715	Technology Management Re	V0128885	04/24/20	B0003011	1,141.05		1,141.05

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ACCOUNTS PAYABLE CHECK REGISTER
Period 04/01/2020 - 04/30/2020

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Bank Code: 01 General Checking
GL Account No: 01-0000-00000-110000000

Check Number	Check Date	Check Status	Vendor ID	Payee Name	Voucher ID	Voucher Date	PO/BPO Number	Voucher Amount	Cash Disc Amount	Check Amount
								1,141.05		1,141.05
0089920	04/30/20	Outst	0167490	Tripoli Painting	V0128884	04/24/20	B0003341	1,920.00		1,920.00
								1,920.00		1,920.00
0089921	04/30/20	Outst	0000974	Verizon Wireless	V0128977	04/29/20	B0003084	27.83		27.83
								27.83		27.83
0089922	04/30/20	Outst	0166312	Wells Fargo Equiptment F	V0128913	04/27/20	B0003070	1,248.00		1,248.00
								1,248.00		1,248.00
0089923	04/30/20	Outst	0001406	Wex Bank	V0128878	04/24/20	B0003042	67.19		67.19
								67.19		67.19
0089924	04/30/20	Outst	0013151	Wright State University	V0128925	04/27/20	P0008783	621.00		621.00
					V0128926	04/27/20	P0008783	125.00		125.00
								746.00		746.00
E0005206	04/02/20	Outst	0122174	Derek W. Dominick	V0128597	04/02/20	P0008811	1,815.00		1,815.00
								1,815.00		1,815.00
E0005208	04/02/20	Outst	0167416	Mrs. Cynthia Aleman - Lo	V0128517	03/26/20		76.00		76.00
								76.00		76.00
E0005209	04/02/20	Outst	0162406	Mrs. Irina V. Cline	V0128575	03/30/20		475.97		475.97
								475.97		475.97
E0005210	04/02/20	Outst	0200575	Juan M. Garcia, JR	V0128440	03/23/20		782.00		782.00
								782.00		782.00
E0005211	04/02/20	Outst	0201847	Ms. Alison Gehrke	V0128540	03/30/20		1,632.23		1,632.23
								1,632.23		1,632.23
E0005212	04/02/20	Outst	0080553	Megan N. Harris	V0128595	04/01/20		222.00		222.00
								222.00		222.00
E0005213	04/02/20	Outst	0000776	Mrs. Mireya Perez	V0128598	04/02/20		122.70		122.70
								122.70		122.70

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ACCOUNTS PAYABLE CHECK REGISTER
Period 04/01/2020 - 04/30/2020

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Bank Code: 01 General Checking
GL Account No: 01-0000-00000-110000000

Check Number	Check Date	Check Status	Vendor ID	Payee Name	Voucher ID	Voucher Date	PO/BPO Number	Voucher Amount	Cash Disc Amount	Check Amount
E0005214	04/02/20	Outst	0000953	Ms. Liliana Raygoza	V0128554	03/30/20		500.00		500.00
								500.00		500.00
E0005215	04/02/20	Outst	0202244	Ms. Caprice Smith	V0124947	01/10/20		1,250.00		1,250.00
								1,250.00		1,250.00
E0005216	04/02/20	Outst	0201801	Michael R. Traversa	V0128437	03/23/20		918.00		918.00
								918.00		918.00
E0005217	04/02/20	Outst	0166301	Ms Wendy Vega-Huezo	V0128582	03/31/20		28.38		28.38
								28.38		28.38
E0005219	04/09/20	Outst	0189805	Jeanetti Bue-Becerril	V0128619	04/07/20		44.17		44.17
								44.17		44.17
E0005220	04/09/20	Outst	0079155	Dr. Stanley S. Fields	V0128645	04/08/20		86.48		86.48
								86.48		86.48
E0005221	04/09/20	Outst	0200575	Juan M. Garcia, JR	V0128649	04/08/20		850.00		850.00
								850.00		850.00
E0005222	04/09/20	Outst	0061134	Mrs. Jennifer R. Iniquez	V0128642	04/07/20		139.95		139.95
								139.95		139.95
E0005223	04/09/20	Outst	0158095	Yocelin Lara	V0128599	04/02/20		150.00		150.00
								150.00		150.00
E0005224	04/09/20	Outst	0197664	Ms. Claudia Mosqueda	V0128643	04/07/20		500.00		500.00
								500.00		500.00
E0005225	04/09/20	Outst	0191585	Alejandro Ramirez	V0128596	04/01/20		300.00		300.00
								300.00		300.00
E0005226	04/09/20	Outst	0181767	Ms Maria Sanchez Anderso	V0128646	04/08/20		86.37		86.37
								86.37		86.37
E0005227	04/09/20	Outst	0201801	Michael R. Traversa	V0128648	04/08/20		850.00		850.00
								850.00		850.00

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ACCOUNTS PAYABLE CHECK REGISTER
Period 04/01/2020 - 04/30/2020

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Bank Code: 01 General Checking
GL Account No: 01-0000-00000-110000000

Check Number	Check Date	Check Status	Vendor ID	Payee Name	Voucher ID	Voucher Date	PO/BPO Number	Voucher Amount	Cash Disc Amount	Check Amount
E0005228	04/16/20	Outst	0079155	Dr. Stanley S. Fields	V0128672	04/10/20		128.23		128.23
								128.23		128.23
E0005229	04/16/20	Outst	0184544	Jessica M. Gonzalez	V0128651	04/08/20		500.00		500.00
								500.00		500.00
E0005232	04/23/20	Outst	0167416	Mrs. Cynthia Aleman - Lo	V0128815	04/16/20		77.98		77.98
								77.98		77.98
E0005233	04/23/20	Outst	0197870	Leslie Antunez Gomez	V0128807	04/15/20		150.00		150.00
								150.00		150.00
E0005234	04/23/20	Outst	0200047	Mr. Carissa Davis	V0128673	04/13/20		129.98		129.98
								129.98		129.98
E0005235	04/23/20	Outst	0198650	Ms. Carla McKenzie	V0128816	04/20/20		229.74		229.74
								229.74		229.74
E0005236	04/23/20	Outst	0000928	Mr. James P. O'Connell,	V0125168	01/23/20		60.00		60.00
					V0125592	02/04/20		60.00		60.00
								120.00		120.00
E0005237	04/23/20	Outst	0053399	Alejandro Reyes	V0128808	04/15/20		300.00		300.00
								300.00		300.00
E0005238	04/23/20	Outst	0201530	Matthew E. Saey	V0121785	10/04/19		2,500.00		2,500.00
								2,500.00		2,500.00
E0005239	04/23/20	Outst	0204533	Ms. Mariam Samarah	V0128814	04/16/20		219.00		219.00
								219.00		219.00
E0005240	04/23/20	Outst	0000808	Ms. Marisol Velazquez	V0128812	04/16/20		500.00		500.00
								500.00		500.00
E0005241	04/29/20	Outst	0199309	Jason Nichols	V0129000	04/29/20	P0008866	4,999.00		4,999.00
								4,999.00		4,999.00

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ACCOUNTS PAYABLE CHECK REGISTER
Period 04/01/2020 - 04/30/2020

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Bank Code: 01 General Checking
GL Account No: 01-0000-00000-110000000

Check Number	Check Date	Check Status	Vendor ID	Payee Name	Voucher ID	Voucher Date	PO/BPO Number	Voucher Amount	Cash Disc Amount	Check Amount
E0005242	04/30/20	Outst	0167416	Mrs. Cynthia Aleman - Lo	V0128934	04/27/20		138.74		138.74
								138.74		138.74
E0005243	04/30/20	Outst	0089361	Mr. Nestor C. Carrillo	V0118801	07/21/19		2,254.42		2,254.42
								2,254.42		2,254.42
E0005244	04/30/20	Outst	0190883	Ms. Sally Delgado	V0128964	04/28/20		18.45		18.45
					V0128965	04/28/20		152.54		152.54
					V0128966	04/28/20		82.88		82.88
					V0128967	04/28/20		44.40		44.40
					V0128968	04/28/20		35.43		35.43
								333.70		333.70
E0005245	04/30/20	Outst	0200575	Juan M. Garcia, JR	V0128899	04/27/20		850.00		850.00
								850.00		850.00
E0005246	04/30/20	Outst	0107686	Mrs. Blanca E. Jara	V0128969	04/28/20		39.99		39.99
								39.99		39.99
E0005247	04/30/20	Outst	0197664	Ms. Claudia Mosqueda	V0128941	04/28/20		675.29		675.29
								675.29		675.29
E0005248	04/30/20	Outst	0200664	Paul A. Netzel	V0119535	08/23/19		2,254.42		2,254.42
								2,254.42		2,254.42
E0005249	04/30/20	Outst	0190951	Francisco Rodriguez	V0118805	07/21/19		640.58		640.58
								640.58		640.58
E0005250	04/30/20	Outst	0201801	Michael R. Traversa	V0128898	04/27/20		1,020.00		1,020.00
								1,020.00		1,020.00
E0005251	04/30/20	Outst	0158266	Mr. Christopher J. Wido	V0119094	08/06/19		937.50		937.50
								937.50		937.50
E0005252	04/30/20	Outst	0060243	Roxana Yaber	V0128875	04/23/20		300.00		300.00
								300.00		300.00
								=====	=====	=====
								981,586.42		981,586.42

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CHECK REGISTER SUMMARY REPORT
Period 04/01/2020 - 04/30/2020

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Bank Code	Account Number	Description	Debit	Credit
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01 General Checking	01-0000-00000-230000000	General : Accounts Payable	981,586.42	0.00
	01-0000-00000-110000000	General : Cash	0.00	981,586.42
			-----	-----
			981,586.42	981,586.42

**Morton College
Over 10K Report
April 2020**

Vendor Name	Check Date	Check Number	Board Approved Date	Amount	Item Description Line 1
Alden Bennett Construction Co., Inc	4/15/2020	0089762	2/26/2020	\$47,833.00	Main Entrance Renovation
Alden Bennett Construction Co., Inc	4/30/2020	0089878	4/22/2020	\$6,554.00	Change/Add On-Front Entry
All-Types Elevators Inc	4/15/2020	0089765	5/22/2019	\$82,634.49	Application 2
Apple, Inc.	4/15/2020	0089767	4/22/2020	\$10,025.00	iPad Wi-Fi 32GB (10-pack)
Apple, Inc.	4/30/2020	0089884	4/22/2020	\$12,000.00	iPad Wi-fi 32 GB (10-pack
CDW-Government, Inc	4/15/2020	0089773	EXEMPT	\$13,806.84	Laptops and Various Accessories
ComEd	4/15/2020	0089777	EXEMPT	\$12,344.65	General Services
Empire Construction Company	4/15/2020	0089780	10/23/2019	\$69,469.81	Application 3
Freepoint Energy Solutions, LLC.	4/30/2020	0089895	10/23/2019	\$22,229.57	Energy Charge
Lo Destro Construction Company	4/30/2020	0089904	2/26/2020	\$114,185.97	Application 1
Marchese & Sons, Inc.	4/15/2020	0089800	EXEMPT	\$18,000.00	Topographic Survey Work
Michael Kautz Carpets & Flooring	4/30/2020	0089906		\$25,845.00	Flooring in Various Classrooms
MRXI Corporation	4/30/2020	0089907	12/18/2019	\$45,900.00	Fall 19 Vet Assistant
MRXI Corporation	4/30/2020	0089907	12/18/2019	\$15,150.00	Pharmacy Tech
PeopleAdmin, Inc.	4/15/2020	0089805	EXEMPT	\$11,043.36	PeopleAdmin
Santo Sport Store	4/30/2020	0089913	8/31/2017	\$42,727.84	Various Athletic Accessories/Apparel
United State Postal Service	4/30/2020	0089864	EXEMPT	\$10,000.00	Postcards postage
State Univ Retirement Systems	4/15/2020	0089736	EXEMPT	\$68,513.23	Payroll Deductions
State Univ Retirement Systems	4/30/2020	0089840	EXEMPT	\$68,071.26	Payroll Deductions
			Total Paid	696,334.02	

Morton College - Payroll Register - Period Ending April 15, 2020

Pay Period End Date	Employee ID	Person Full Name	Pay Period Earnings
4/15/2020	0002980	Abate, Nannette	\$730.79
4/15/2020	0002911	Abdel-Jaber, Nellie	\$389.76
4/15/2020	0000770	Abrahamson, Maura	\$5,700.50
4/7/2020	0000766	Addalia, Mary	\$979.55
4/7/2020	0185863	Alamo, Agustin	\$148.00
4/15/2020	0000835	Alcala, Sandra	\$2,289.42
4/15/2020	0167416	Aleman - Lozano, Cynthia	\$1,625.00
4/15/2020	0202517	Aleman Santiaguillo, Diego	\$2,046.46
4/15/2020	0202729	Alexander, Anthony	\$294.14
4/15/2020	0003069	Alexandru, Vica	\$1,011.19
4/15/2020	0003324	Alonso, Erika	\$1,591.67
4/15/2020	0000809	Alonso, Hernan	\$1,476.34
4/7/2020	0193694	Alvarado, Angelica	\$370.00
4/7/2020	0189427	Alvarado, Victor	\$74.00
4/15/2020	0111441	Alzate, Jazmyne	\$1,791.79
4/7/2020	0007649	Andersen, Michael	\$997.20
4/15/2020	0192221	Andrade, Jorge	\$2,613.39
4/15/2020	0165928	Andujar, Rey	\$336.95
4/15/2020	0000749	Angelilli, Jennifer	\$2,172.54
4/7/2020	0203959	Angevine, Rebecca	\$1,176.00
4/15/2020	0156009	Arias, Olga	\$1,019.54
4/7/2020	0071977	Arteaga, Cynthia	\$322.56
4/15/2020	0200290	Ashraf, Asiyya	\$2,757.77
4/7/2020	0198487	Aslam, Anum	\$630.00
4/7/2020	0000885	Avalos, Jesus	\$715.86
4/15/2020	0000799	Avalos-Thompson, Marlena	\$3,972.55
4/15/2020	0043535	Avila, Malisa	\$4,721.52
4/15/2020	0000873	Baffa, John	\$5,134.17
4/7/2020	0091985	Bahena, Jordy	\$220.00
4/7/2020	0163721	Bahena, Karina	\$698.78
4/15/2020	0197414	Balek, Ludwig	\$2,530.50
4/15/2020	0000740	Banda, Magda	\$8,581.70
4/15/2020	0000781	Barajas, Sandra	\$1,849.33
4/15/2020	0176458	Beacham, John	\$361.25
4/7/2020	0177457	Becerra, Manuel	\$739.00
4/15/2020	0003075	Behling, William	\$1,011.18
4/15/2020	0000750	Belcaster, Nicholas	\$1,823.29
4/7/2020	0000830	Berthiaume, Maria	\$875.24

Morton College - Payroll Register - Period Ending April 15, 2020

Pay Period End Date	Employee ID	Person Full Name	Pay Period Earnings
4/7/2020	0066045	Bilotto, Eugene	\$804.73
4/7/2020	0000751	Bish, Sandra	\$496.48
4/15/2020	0003079	Bland, Pamela	\$345.49
4/15/2020	0000845	Bluemer, Judy	\$6,951.61
4/7/2020	0190970	Boateng, Stanley	\$724.22
4/15/2020	0003082	Bondlow, Fred	\$716.26
4/15/2020	0166671	Bonick, Cara	\$2,822.54
4/15/2020	0204227	Bostic, Josephine	\$864.77
4/7/2020	0102219	Boyajian, Mark	\$167.86
4/15/2020	0076654	Bradley, Adam	\$1,696.88
4/15/2020	0157079	Brasher, Stephen	\$379.07
4/7/2020	0203822	Braun, Amanda	\$1,140.00
4/15/2020	0002984	Bridges, Maureen	\$777.35
4/15/2020	0197675	Brown, Michael	\$3,556.25
4/15/2020	0000915	Bulat, Cheryl	\$333.33
4/15/2020	0184720	Buongiorno, Joseph	\$600.00
4/15/2020	0182499	Buongiorno, Mary	\$2,510.63
4/15/2020	0194040	Burandt, Edmund	\$1,420.21
4/15/2020	0191822	Buzruk, Anupama	\$306.40
4/15/2020	0013691	Caicedo, Sally	\$2,046.46
4/15/2020	0194871	Callon, Michael	\$2,605.00
4/15/2020	0156441	Campbell, Dana	\$1,282.85
4/15/2020	0003098	Campos, Veronica	\$541.33
4/15/2020	0156655	Cappetta, Leilani	\$2,171.08
4/15/2020	0200240	Cardona, Alicia	\$3,331.92
4/15/2020	0200455	Caruso, Lauren	\$4,101.17
4/15/2020	0000924	Casey, Craig	\$5,813.17
4/15/2020	0000829	Casey, Robert	\$4,851.00
4/15/2020	0192108	Cashman, Laurie	\$4,375.00
4/7/2020	0110372	Castaneda, Giselle	\$960.70
4/15/2020	0002990	Castillo, Carolina	\$1,800.50
4/7/2020	0190430	Cataldo, Bianca	\$87.88
4/15/2020	0192109	Ceaser, Sanyea	\$2,588.25
4/15/2020	0057275	Cebelinski, Joseph	\$1,791.79
4/7/2020	0180709	Cervantes, Andrea	\$642.93
4/15/2020	0159466	Cervantes, Isabel	\$1,583.96
4/7/2020	0195029	Cevallos, Edison	\$187.61
4/15/2020	0003193	Chang, Stephen	\$328.73

Morton College - Payroll Register - Period Ending April 15, 2020

Pay Period End Date	Employee ID	Person Full Name	Pay Period Earnings
4/15/2020	0085548	Chapp, Geanabelle	\$3,571.92
4/15/2020	0184815	Chiappetta, Joseph	\$784.37
4/15/2020	0002998	Chin, Dixon	\$777.35
4/15/2020	0000884	Cienfuegos, Lillian	\$1,857.83
4/15/2020	0181564	Cisco Jr, Taylor	\$689.41
4/15/2020	0003192	Cisneros, Sharon	\$337.06
4/7/2020	0000859	Clay, Oscar	\$733.66
4/15/2020	0094966	Clemente, Antonio	\$2,233.71
4/15/2020	0162406	Cline, Irina	\$2,916.67
4/15/2020	0193047	Collins, Lorita	\$675.62
4/7/2020	0182156	Corcoran, Daniel	\$74.00
4/15/2020	0007800	Corral, Iris	\$339.11
4/15/2020	0003191	Corte, Anthony	\$1,188.09
4/15/2020	0199979	Creighton, Shana	\$945.45
4/15/2020	0000794	Crockett, Janet	\$4,655.96
4/7/2020	0179198	Cruz, Elvis	\$342.25
4/15/2020	0196595	Cuesta, Gonzalo	\$1,178.72
4/7/2020	0101450	Curillo, Joanna	\$272.88
4/15/2020	0000843	Davidson, Jody	\$2,906.12
4/15/2020	0200047	Davis, Carissa	\$3,500.00
4/7/2020	0194262	De Emo, Kylie	\$240.50
4/15/2020	0000790	De La Torre, Refugio	\$2,356.68
4/15/2020	0190883	Delgado, Sally	\$3,341.67
4/15/2020	0200487	Deloera, Lacey	\$945.45
4/7/2020	0000786	Demato, Michelle	\$154.83
4/15/2020	0182919	Denson, Ryan	\$784.37
4/15/2020	0202678	Dharwadkar, Mihir	\$3,494.10
4/15/2020	0000763	Diaz, Maria	\$1,702.00
4/7/2020	0188402	Diaz, Yilver	\$148.00
4/15/2020	0160009	Dillinger, Benjamin	\$651.10
4/15/2020	0000917	Dominguez, Carlos	\$3,074.17
4/15/2020	0003185	Drew, John	\$1,264.00
4/15/2020	0000735	Duhon, Steven	\$1,875.00
4/15/2020	0003183	Dukes, Jackie	\$674.12
4/15/2020	0003181	Dutt, Eric	\$716.26
4/15/2020	0195025	Edgar, Jason	\$3,905.92
4/15/2020	0005692	Enstrom, Elena	\$730.79
4/15/2020	0203102	Erickson, Christian	\$960.47

Morton College - Payroll Register - Period Ending April 15, 2020

Pay Period End Date	Employee ID	Person Full Name	Pay Period Earnings
4/15/2020	0003004	Erkins, Mary	\$730.79
4/7/2020	0189249	Escontrias, Julian	\$166.50
4/15/2020	0003179	Eshafi, Nouri	\$734.16
4/7/2020	0190472	Esleta, Eve Molly	\$333.00
4/7/2020	0020621	Esposito, Marie	\$1,193.31
4/15/2020	0000828	Fabiyi, Edith	\$3,399.00
4/15/2020	0003208	Falbo, Lydia	\$4,831.38
4/7/2020	0003210	Farina, Peter	\$571.40
4/15/2020	0003210	Farina, Peter	\$746.93
4/15/2020	0003212	Farnsworth, Dan	\$822.52
4/15/2020	0000814	Favela, Martha	\$1,833.25
4/15/2020	0024667	Festa, John	\$321.92
4/15/2020	0199086	Feulner, Joseph	\$1,923.55
4/15/2020	0079155	Fields, Stanley	\$11,678.55
4/15/2020	0193664	Florio, Joseph	\$4,008.33
4/15/2020	0092824	Folkers, Jeff	\$1,678.29
4/15/2020	0162452	Foltz, Chris	\$1,501.89
4/15/2020	0160558	Fortier Jr, George	\$1,355.92
4/15/2020	0003006	Fram, Harriet	\$401.54
4/7/2020	0198794	French, Dustin	\$630.00
4/15/2020	0198254	Galarza-Espino, Catherine	\$2,303.21
4/15/2020	0204016	Gallie, Amy	\$150.00
4/15/2020	0000938	Gan, Xiaoling	\$3,917.42
4/7/2020	0204578	Garcia, Crystal	\$818.10
4/7/2020	0183927	Garcia, Michelle	\$351.50
4/15/2020	0000838	Garcia-Searle, Brenda	\$2,533.92
4/15/2020	0170257	Gasca, Guillermo	\$2,308.79
4/15/2020	0000935	Gatyas, Kenton	\$5,174.11
4/7/2020	0000945	Gavin, Kerri	\$493.80
4/15/2020	0201847	Gehrke, Alison	\$4,425.00
4/15/2020	0202831	Gidwani, Tarun	\$2,535.88
4/15/2020	0000724	Gilligan, Brian	\$3,414.69
4/15/2020	0040272	Gilmartin, Beth	\$306.40
4/15/2020	0000896	Ginley, Steven	\$3,810.21
4/15/2020	0156018	Glover, Brian	\$514.08
4/7/2020	0188181	Gomez, Adriana	\$351.50
4/7/2020	0194953	Gomez, Paul	\$325.84
4/15/2020	0173329	Gonzalez, Sotero	\$689.41

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Pay Period End Date	Employee ID	Person Full Name	Pay Period Earnings
4/7/2020	0204090	Gotch, Joseph	\$2,370.01
4/15/2020	0192827	Gourlay, Jonathan	\$3,363.46
4/15/2020	0197670	Graham, Leslie	\$2,083.33
4/15/2020	0189759	Green, Amy	\$3,468.28
4/15/2020	0000892	Grice, James	\$7,910.20
4/15/2020	0202735	Griggs, Michael	\$1,094.48
4/15/2020	0190271	Guansing, Melania	\$1,149.01
4/7/2020	0065681	Gutierrez, Miguel	\$180.00
4/15/2020	0000788	Gutierrez, Rosa	\$2,355.39
4/7/2020	0204565	Hahn, Kathleen	\$1,287.75
4/15/2020	0003110	Halm, James	\$1,100.61
4/15/2020	0000805	Halmon, Jamie	\$2,930.44
4/15/2020	0003012	Halsey, Meg	\$1,516.78
4/15/2020	0177808	Harmon, Loretta	\$984.87
4/7/2020	0168466	Haro, Patricia	\$779.52
4/15/2020	0198760	Harris, Brittany	\$1,831.64
4/15/2020	0003118	Hayward, James	\$164.13
4/15/2020	0165694	Helmus, Sara	\$4,132.04
4/15/2020	0193606	Hernandez, Francisco	\$3,458.66
4/7/2020	0097391	Herrera, Destiny	\$323.75
4/15/2020	0000841	Herrera, Michelle	\$2,545.86
4/15/2020	0159384	Herrmann, Julianne	\$3,060.60
4/15/2020	0000922	Huff, Cheryl	\$730.79
4/7/2020	0093278	Huizar - Solis, Lucero	\$92.50
4/15/2020	0204188	Ibares, Jessica	\$2,625.00
4/15/2020	0002912	Imburgia, Joseph	\$3,075.46
4/15/2020	0061134	Iniquez, Jennifer	\$2,662.33
4/15/2020	0174916	Iniquez, Michael	\$1,350.22
4/15/2020	0172999	Jaimes, Tanya	\$1,791.80
4/15/2020	0002876	Jaquez, Evelyn	\$2,046.46
4/15/2020	0107686	Jara, Blanca	\$3,591.67
4/15/2020	0156123	Jeffries, Nancy	\$1,583.96
4/15/2020	0003136	Jenkins, Anthony	\$708.24
4/15/2020	0000785	Johnson, Caroline	\$2,314.42
4/7/2020	0058333	Johnson, Jeffery	\$174.97
4/15/2020	0060105	Jonas, David	\$3,537.26
4/15/2020	0003148	Jones, Roshawn	\$828.72
4/15/2020	0200722	Jordan, Martinique	\$1,243.09

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Pay Period End Date	Employee ID	Person Full Name	Pay Period Earnings
4/15/2020	0003021	Kamien, Linda	\$758.39
4/7/2020	0000773	Karas, Demetra	\$1,213.29
4/15/2020	0000870	Kasprowicz, Michael	\$4,709.13
4/15/2020	0003157	Kelikian, Toulia	\$5,191.17
4/15/2020	0204246	Kemp, Lakisha	\$864.77
4/7/2020	0106675	Khalifeh, Khalaf	\$598.32
4/15/2020	0106675	Khalifeh, Khalaf	\$662.44
4/15/2020	0200721	Kilheeneey, Heather	\$588.28
4/15/2020	0165341	Klementzos, Jennifer	\$1,826.83
4/15/2020	0158400	Knickerbocker, Sharon	\$641.42
4/7/2020	0077801	Knowski, James	\$264.23
4/15/2020	0000004	Kott, Micheal	\$4,074.75
4/15/2020	0000021	Koutny, Linda	\$2,465.92
4/15/2020	0002957	Kupec, Debra	\$2,473.17
4/15/2020	0107914	Labno, David	\$2,168.53
4/7/2020	0187356	Lagmay, Irvnfrancis	\$166.50
4/15/2020	0003176	Leven, Robert	\$564.47
4/15/2020	0184718	Lewis, Ann	\$675.00
4/7/2020	0190139	Li, Jiarong	\$406.98
4/15/2020	0190139	Li, Jiarong	\$690.02
4/15/2020	0000811	Lind, Carmen	\$3,657.83
4/15/2020	0000833	Litwicki, Mark	\$5,675.76
4/7/2020	0003139	Loomis, Tisha	\$598.00
4/7/2020	0060156	Lopez, Edwin	\$572.69
4/15/2020	0003025	Lopez, Flora	\$730.79
4/7/2020	0197014	Lopez, John	\$1,708.20
4/15/2020	0003094	Lopez, Noe	\$505.60
4/15/2020	0002037	LoPresti, Joseph	\$796.78
4/7/2020	0181579	Lorenzo, Ana	\$370.00
4/15/2020	0027824	Lorgus, Richard	\$641.42
4/15/2020	0003033	Lozano, Gloria	\$1,826.83
4/15/2020	0003026	Lubeck, Sarah	\$401.54
4/15/2020	0194045	Lullo, Ronald	\$4,175.00
4/7/2020	0194550	Luna, Guadalupe	\$286.75
4/15/2020	0172876	Lundquist, Heidi	\$2,184.29
4/15/2020	0003100	Lyons, Kenneth	\$1,493.85
4/15/2020	0196609	Macario, Ana	\$1,427.89
4/15/2020	0173996	Mallett, Klaudia	\$320.71

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Pay Period End Date	Employee ID	Person Full Name	Pay Period Earnings
4/15/2020	0194869	Manning, Bryant	\$2,346.41
4/15/2020	0090401	Mantzakides, Thomas	\$2,308.79
4/15/2020	0192111	Markel, Carolyn	\$2,715.21
4/15/2020	0190172	Marshall, Ashanta	\$2,708.33
4/7/2020	0184957	Martinez, Abigail	\$456.95
4/15/2020	0000822	Martinez, Blanca	\$1,901.71
4/7/2020	0187055	Martinez, Elizabet	\$370.00
4/15/2020	0167581	Martinez Jr, Salvador	\$320.71
4/7/2020	0186230	Martinez, Pamela	\$286.75
4/15/2020	0000955	Martinez, Raul	\$2,405.75
4/15/2020	0192110	Martin, Joanna	\$2,621.66
4/15/2020	0183993	Martino, Shannon	\$2,637.38
4/15/2020	0000869	Marzullo, Frank	\$7,946.25
4/15/2020	0017224	Mata, Gabriela	\$2,375.00
4/15/2020	0003232	Mathelier, Lisa	\$2,695.50
4/15/2020	0003106	Matthews, Kay	\$337.06
4/7/2020	0156656	Mazzone, Dominick	\$157.98
4/7/2020	0000732	McFadden, James	\$865.59
4/15/2020	0000909	McGhee, Edward	\$2,020.31
4/7/2020	0198650	McKenzie, Carla	\$2,200.00
4/15/2020	0002697	McLaughlin, Keith	\$8,337.21
4/15/2020	0003030	McManmon, Zoe	\$796.78
4/7/2020	0194872	McNamer, Carol	\$739.00
4/15/2020	0016851	Medina, Gabriel	\$551.52
4/15/2020	0181094	Melgoza, Elizabeth	\$1,791.79
4/7/2020	0190911	Melgoza, Lissette	\$370.00
4/7/2020	0197791	Mendez, Andy	\$356.13
4/15/2020	0165577	Merchant, Linda	\$498.42
4/7/2020	0198047	Miaso, Sophie	\$69.38
4/15/2020	0002885	Miculinic, Bonnie	\$666.66
4/15/2020	0003032	Miral, Luis	\$758.39
4/15/2020	0170780	Miranda, Ashley	\$355.15
4/15/2020	0203106	Miroballi, Nicole	\$1,323.64
4/15/2020	0000769	Mohr, Michele	\$4,897.92
4/15/2020	0156768	Monrroy, Jacqueline	\$1,583.96
4/15/2020	0002467	Montgomery, Jered	\$779.97
4/7/2020	0062924	Montiel, Octavio	\$598.32
4/15/2020	0002708	Montoro, Roger	\$3,061.66

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Pay Period End Date	Employee ID	Person Full Name	Pay Period Earnings
4/15/2020	0054966	Montoro, Roger	\$1,448.25
4/15/2020	0155712	Moreno, Benjamin	\$673.90
4/15/2020	0076708	Moreno, Berta	\$344.70
4/15/2020	0197664	Mosqueda, Claudia	\$3,450.00
4/15/2020	0187216	Moss, Neil	\$1,800.46
4/15/2020	0192112	Mulvey, Irene	\$3,230.47
4/15/2020	0170685	Munoz, Erica	\$1,538.03
4/7/2020	0188225	Murillo, Alexis	\$939.14
4/7/2020	0000862	Napoletano, Elizabeth	\$316.93
4/15/2020	0000862	Napoletano, Elizabeth	\$338.68
4/7/2020	0113154	Nava, Karen	\$937.44
4/15/2020	0000815	Nedza, Michael	\$4,641.89
4/7/2020	0159126	Noboa, Jose Luis	\$26.25
4/7/2020	0000807	Nungaray, Yadira	\$811.20
4/15/2020	0049422	Ocampo, Jose	\$1,350.22
4/15/2020	0000928	O'Connell, James	\$2,615.30
4/15/2020	0081992	O'Halloran, Denis	\$306.40
4/15/2020	0189933	Olvera, Roberto	\$1,312.93
4/15/2020	0195021	Ostojic, Gordana	\$3,109.50
4/15/2020	0000747	Paez, Elizabeth	\$3,495.92
4/15/2020	0000951	Paneral, Beth	\$1,674.43
4/15/2020	0197448	Parrish, Vanessa	\$3,170.83
4/7/2020	0082070	Patterson, Jessica	\$1,375.13
4/15/2020	0002913	Pearson, Dennis	\$3,902.25
4/15/2020	0000820	Pencheva, Tsonka	\$5,234.07
4/15/2020	0007939	Perez, Armando	\$2,150.43
4/15/2020	0199354	Perez, Gabriela	\$1,103.03
4/15/2020	0000863	Perez, Guadalupe	\$1,901.67
4/7/2020	0000950	Perez, Jaime	\$874.74
4/15/2020	0003036	Perez, Margarita	\$758.39
4/15/2020	0000776	Perez, Mireya	\$5,608.29
4/15/2020	0083410	Perez, Sonia	\$2,308.79
4/15/2020	0003160	Perusich, James	\$758.40
4/15/2020	0003038	Pettus, Exodus	\$730.79
4/15/2020	0177526	Pierce, Tom	\$4,406.25
4/15/2020	0194866	Ploszaj, Randi	\$2,001.75
4/15/2020	0000752	Porod, Eric	\$3,257.08
4/7/2020	0184659	Price, Courtney	\$74.00

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Pay Period End Date	Employee ID	Person Full Name	Pay Period Earnings
4/15/2020	0160605	Primm, Rebecca	\$4,524.58
4/15/2020	0195558	Pulaski, Andrew	\$4,039.60
4/15/2020	0000848	Pullia, Nicole	\$1,681.21
4/7/2020	0182901	Quezada, Joel	\$650.32
4/15/2020	0041753	Quiroga-Nevarez, Daiana	\$2,257.96
4/15/2020	0000743	Raigoza, Suzanna	\$3,054.17
4/15/2020	0188076	Ramirez, Aurelia	\$1,241.00
4/15/2020	0003041	Ramirez, Elaine	\$730.79
4/15/2020	0000889	Ramirez, Jose	\$1,842.89
4/7/2020	0182681	Ramirez, Keith	\$74.00
4/15/2020	0000953	Raygoza, Liliana	\$2,050.00
4/7/2020	0186368	Recio-Palacios, Emely	\$430.08
4/15/2020	0000726	Reft, Jennifer	\$5,347.93
4/15/2020	0168949	Rein, Jack	\$758.14
4/7/2020	0000728	Resendiz, Rosalie	\$579.98
4/7/2020	0163631	Reyes, Daniel	\$932.14
4/15/2020	0003168	Reynard, Michael	\$345.49
4/15/2020	0189140	Ridyard, Melissa	\$3,070.41
4/15/2020	0003172	Ritz, Jim	\$403.80
4/15/2020	0000872	Rivas, Angel	\$1,722.01
4/15/2020	0000925	Rivera, Juan	\$2,232.79
4/15/2020	0000748	Rodriguez, Diana	\$2,314.42
4/15/2020	0156404	Rodriguez Jr, Jesus	\$2,315.63
4/7/2020	0190601	Rodriguez-Velarde, Sergio	\$351.50
4/7/2020	0000900	Rodriguez, Yesel	\$578.00
4/7/2020	0182228	Rogers, Brian	\$74.00
4/15/2020	0000851	Roland, H.M. Joyce	\$777.35
4/15/2020	0056628	Roman, Daniel	\$4,423.00
4/7/2020	0168120	Roman, Sandra	\$26.25
4/15/2020	0161489	Romero, Julian	\$1,350.22
4/15/2020	0165693	Romero Yuste, Maria	\$4,585.24
4/7/2020	0184699	Romo, Cindy	\$74.00
4/15/2020	0192553	Rose, Charles	\$2,708.33
4/15/2020	0195019	Roselund, David	\$2,390.29
4/15/2020	0000731	Rosiak-Seo, Kymberly	\$4,516.64
4/15/2020	0196244	Rosson, Raiford	\$945.45
4/7/2020	0184094	Ruiz, Rosa	\$370.00
4/15/2020	0000797	Ruiz, Ruben	\$6,542.53

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Pay Period End Date	Employee ID	Person Full Name	Pay Period Earnings
4/15/2020	0197705	Russo Neri, Trisha	\$2,573.05
4/7/2020	0000852	Saibic, Joyce	\$1,160.64
4/15/2020	0000754	Sajatovic, Mark	\$2,059.46
4/7/2020	0179203	Saldana, Esbeidy	\$604.80
4/15/2020	0168430	Saldana-Huerta, Carolina	\$1,583.96
4/15/2020	0204533	Samarah, Mariam	\$681.75
4/15/2020	0197693	Sanchez, Alejandro	\$3,122.05
4/15/2020	0181767	Sanchez Anderson, Maria	\$3,601.46
4/15/2020	0000907	Sanchez, Luis	\$5,315.18
4/15/2020	0003044	Sanchez, Pedro	\$777.35
4/7/2020	0189232	Sanchez, Priscilla	\$296.00
4/15/2020	0003018	Sandoval, Jamie	\$514.08
4/7/2020	0047239	Sandoval, Rosaura	\$903.28
4/15/2020	0162444	Sanei, Maxwell	\$240.54
4/15/2020	0172945	Santoyo, Perla	\$1,666.67
4/7/2020	0082829	Sarabia, Angel	\$636.87
4/15/2020	0003149	Sassetti, James	\$904.34
4/15/2020	0000921	Scatchell, Candyce	\$2,327.83
4/15/2020	0003134	Schmidt, Joseph	\$801.74
4/15/2020	0000898	Schmitt, Robert	\$4,251.75
4/15/2020	0000860	Schoepf, Cheryl	\$2,310.75
4/15/2020	0195022	Schreier, Jennifer	\$2,611.92
4/15/2020	0160546	Schrey, Courtney	\$641.42
4/15/2020	0163224	Schultz, Arthur	\$211.78
4/7/2020	0000857	Schultz, Charmayne	\$1,629.22
4/15/2020	0002668	Sedaie, Behrooz	\$4,607.03
4/15/2020	0189751	Selvaggio, Nicole	\$339.49
4/7/2020	0000861	Seropian, Daniel	\$373.44
4/15/2020	0199500	Shimko, Kristen	\$2,303.21
4/15/2020	0002709	Shouba, Derek	\$4,935.88
4/7/2020	0194480	Silva, Vanessa	\$210.00
4/7/2020	0194372	Skov, Erik	\$747.90
4/15/2020	0197678	Skurski, Katherine	\$2,851.92
4/15/2020	0003089	Sleeth, Bradley	\$3,145.79
4/15/2020	0202244	Smith, Caprice	\$1,875.00
4/7/2020	0121377	Smith, Daniel	\$1,256.47
4/15/2020	0003170	Smith, Duane	\$876.35
4/15/2020	0003165	Smith-Irowa, Pamela	\$708.24

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Pay Period End Date	Employee ID	Person Full Name	Pay Period Earnings
4/7/2020	0181260	Smith, Jeanine	\$548.46
4/15/2020	0181260	Smith, Jeanine	\$970.27
4/15/2020	0000789	Smith, Maria	\$2,308.79
4/15/2020	0000939	Sonnier, Celeste	\$3,528.21
4/15/2020	0000842	Soto, Marlene	\$2,102.41
4/7/2020	0186301	Soto, Patricia	\$636.65
4/15/2020	0125437	Soto, Yasna	\$1,425.17
4/15/2020	0000943	Spaniol, Scott	\$5,418.21
4/7/2020	0204095	Spizzirri, Francesco	\$515.67
4/15/2020	0160304	Stanukinas, Melissa	\$2,532.76
4/15/2020	0184165	Stefanski, Eric	\$344.70
4/15/2020	0000759	Steinhaus, Julie	\$1,805.92
4/7/2020	0007897	Stella, Leslie	\$291.79
4/15/2020	0003141	Stevens, Jane	\$758.39
4/15/2020	0003137	Stewart, Constance	\$898.84
4/15/2020	0199375	Strauts, Erin	\$2,604.17
4/7/2020	0000792	Streuly, Russell	\$859.60
4/15/2020	0000761	Styer, Audrey	\$5,206.57
4/7/2020	0190101	Sulack, Alexandra	\$648.18
4/15/2020	0003130	Sun, Yizhong	\$358.30
4/15/2020	0189488	Swint, Ashley	\$957.50
4/15/2020	0000897	Sykora, Donald	\$4,814.97
4/15/2020	0154190	Taylor, Kimberly	\$721.61
4/15/2020	0161138	Tejeda, Erika	\$3,094.29
4/7/2020	0201655	Terronez, Paul	\$504.00
4/7/2020	0159232	Thelemaque, Cristina	\$982.26
4/15/2020	0159232	Thelemaque, Cristina	\$561.58
4/7/2020	0007863	Thomas, Paul	\$644.28
4/15/2020	0005802	Thompson, Juhelia	\$661.82
4/15/2020	0003048	Tito, Frank	\$777.35
4/7/2020	0190449	Tolento, Ivan	\$333.00
4/15/2020	0194864	Tomchek, Ryan	\$3,403.55
4/15/2020	0000738	Torres, Gina	\$2,739.04
4/7/2020	0199373	Tovar, Rebeka	\$370.00
4/15/2020	0160493	Traver, David	\$641.42
4/15/2020	0200701	Treiber, John	\$4,841.67
4/15/2020	0003051	Trevino-Garcia, Linda	\$758.39
4/7/2020	0196573	Trujillo, Cindy	\$323.75

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Pay Period End Date	Employee ID	Person Full Name	Pay Period Earnings
4/7/2020	0198684	Trujillo, Veronica	\$356.13
4/7/2020	0198069	Tsang, Yukto	\$448.96
4/15/2020	0198069	Tsang, Yukto	\$695.32
4/15/2020	0002931	Turner, Jocelyn	\$337.06
4/7/2020	0000913	Twomey, John	\$356.88
4/15/2020	0000019	Ulbrich, Scott	\$3,102.00
4/15/2020	0003107	Vacek, Sarah	\$1,011.18
4/15/2020	0055604	Valdez, Ana	\$2,133.33
4/15/2020	0003057	Valeriano, Joann	\$808.96
4/15/2020	0000886	Vargas, Maria	\$2,338.92
4/7/2020	0200457	Vargas, Yvis	\$645.12
4/7/2020	0000796	Vazquez, Luis	\$350.10
4/7/2020	0192533	Vega Cervantes, Jorge	\$259.00
4/15/2020	0166301	Vega-Huezo, Wendy	\$3,336.21
4/15/2020	0000808	Velazquez, Marisol	\$4,776.58
4/15/2020	0152888	Voight, William	\$360.80
4/15/2020	0196031	Wagner, Richard	\$1,427.89
4/15/2020	0000868	Walley, Cynthia	\$5,286.72
4/15/2020	0013245	Warren, John	\$2,692.04
4/15/2020	0191249	Westlove, Michael	\$724.31
4/15/2020	0158266	Wido, Christopher	\$2,133.33
4/15/2020	0163956	Wiehle, Michael	\$322.50
4/15/2020	0160501	Willit, James	\$641.42
4/15/2020	0190102	Windham, Brandie	\$3,531.67
4/15/2020	0003059	Winningham, Susan	\$758.39
4/7/2020	0000767	Wolff, Michael	\$350.10
4/15/2020	0000736	Wood, Robert	\$4,744.42
4/15/2020	0133829	Yaghoubi, Poupak	\$320.71
4/15/2020	0000942	Yanez, Rodolfo	\$2,692.77
4/15/2020	0200289	Young, Amanda	\$2,440.71
4/15/2020	0170839	Young, Cynthia	\$4,888.61
4/7/2020	0198877	Zambrano, Andrea	\$277.50
4/15/2020	0000813	Zukauskas, Karolis	\$4,757.72
		Total Paid	\$797,958.10

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Pay Period End Date	Employee ID	Person Full Name	Pay Period Earnings
4/30/2020	0002980	Abate, Nannette	\$730.79
4/30/2020	0002911	Abdel-Jaber, Nellie	\$389.76
4/30/2020	0000770	Abrahamson, Maura	\$5,700.50
4/23/2020	0000766	Addalia, Mary	\$1,175.46
4/23/2020	0185863	Alamo, Agustin	\$148.00
4/30/2020	0000835	Alcala, Sandra	\$2,120.36
4/30/2020	0167416	Aleman - Lozano, Cynthia	\$1,625.00
4/30/2020	0202517	Aleman Santiaguillo, Diego	\$2,046.46
4/30/2020	0202729	Alexander, Anthony	\$294.14
4/30/2020	0003069	Alexandru, Vica	\$1,011.19
4/30/2020	0003324	Alonso, Erika	\$1,591.67
4/30/2020	0000809	Alonso, Hernan	\$1,476.34
4/23/2020	0193694	Alvarado, Angelica	\$418.56
4/23/2020	0189427	Alvarado, Victor	\$92.50
4/30/2020	0111441	Alzate, Jazmyne	\$1,791.79
4/23/2020	0007649	Andersen, Michael	\$1,096.92
4/30/2020	0192221	Andrade, Jorge	\$2,613.39
4/30/2020	0165928	Andujar, Rey	\$336.95
4/30/2020	0000749	Angelilli, Jennifer	\$2,172.54
4/23/2020	0203959	Angevine, Rebecca	\$1,470.00
4/30/2020	0156009	Arias, Olga	\$1,019.54
4/23/2020	0071977	Arteaga, Cynthia	\$403.20
4/30/2020	0200290	Ashraf, Asiyya	\$2,757.77
4/23/2020	0198487	Aslam, Anum	\$1,050.00
4/23/2020	0000885	Avalos, Jesus	\$1,381.80
4/30/2020	0000799	Avalos-Thompson, Marlena	\$3,972.55
4/30/2020	0043535	Avila, Malisa	\$4,001.52
4/30/2020	0000873	Baffa, John	\$5,134.17
4/23/2020	0091985	Bahena, Jordy	\$262.50
4/23/2020	0163721	Bahena, Karina	\$784.99
4/30/2020	0197414	Balek, Ludwig	\$2,530.50
4/30/2020	0192466	Banks, Theodora	\$1,378.81
4/30/2020	0000781	Barajas, Sandra	\$1,849.33
4/30/2020	0176458	Beacham, John	\$361.25
4/23/2020	0177457	Becerra, Manuel	\$739.00
4/30/2020	0003075	Behling, William	\$1,011.18
4/30/2020	0000750	Belcaster, Nicholas	\$1,823.29
4/23/2020	0000830	Berthiaume, Maria	\$777.12

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Pay Period End Date	Employee ID	Person Full Name	Pay Period Earnings
4/23/2020	0066045	Bilotto, Eugene	\$710.93
4/23/2020	0000751	Bish, Sandra	\$620.60
4/30/2020	0003079	Bland, Pamela	\$345.49
4/30/2020	0000845	Bluemer, Judy	\$6,951.61
4/23/2020	0190970	Boateng, Stanley	\$724.22
4/30/2020	0003082	Bondlow, Fred	\$716.26
4/30/2020	0166671	Bonick, Cara	\$2,822.54
4/30/2020	0204227	Bostic, Josephine	\$864.77
4/23/2020	0102219	Boyajian, Mark	\$162.92
4/30/2020	0076654	Bradley, Adam	\$1,696.88
4/30/2020	0157079	Brasher, Stephen	\$379.07
4/23/2020	0203822	Braun, Amanda	\$1,275.00
4/30/2020	0002984	Bridges, Maureen	\$777.35
4/30/2020	0197675	Brown, Michael	\$3,556.25
4/30/2020	0000915	Bulat, Cheryl	\$1,333.33
4/30/2020	0182499	Buongiorno, Mary	\$2,510.63
4/30/2020	0194040	Burandt, Edmund	\$1,420.21
4/30/2020	0191822	Buzruk, Anupama	\$306.40
4/30/2020	0013691	Caicedo, Sally	\$2,046.46
4/30/2020	0194871	Callon, Michael	\$2,605.00
4/30/2020	0156441	Campbell, Dana	\$1,282.85
4/30/2020	0003098	Campos, Veronica	\$541.33
4/30/2020	0156655	Cappetta, Leilani	\$2,171.08
4/30/2020	0200240	Cardona, Alicia	\$2,611.92
4/30/2020	0200455	Caruso, Lauren	\$4,821.17
4/30/2020	0000924	Casey, Craig	\$5,813.17
4/30/2020	0000829	Casey, Robert	\$4,851.00
4/30/2020	0192108	Cashman, Laurie	\$4,375.00
4/23/2020	0110372	Castaneda, Giselle	\$665.10
4/30/2020	0002990	Castillo, Carolina	\$1,800.50
4/23/2020	0190430	Cataldo, Bianca	\$64.75
4/30/2020	0192109	Ceaser, Sanyea	\$2,588.25
4/30/2020	0057275	Cebelinski, Joseph	\$1,791.79
4/23/2020	0180709	Cervantes, Andrea	\$886.80
4/30/2020	0159466	Cervantes, Isabel	\$1,583.96
4/23/2020	0195029	Cevallos, Edison	\$789.92
4/30/2020	0003193	Chang, Stephen	\$328.73
4/30/2020	0085548	Chapp, Geanabelle	\$5,011.92

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Pay Period End Date	Employee ID	Person Full Name	Pay Period Earnings
4/30/2020	0184815	Chiappetta, Joseph	\$784.37
4/30/2020	0002998	Chin, Dixon	\$777.35
4/30/2020	0000884	Cienfuegos, Lillian	\$1,857.83
4/30/2020	0181564	Cisco Jr, Taylor	\$689.41
4/30/2020	0003192	Cisneros, Sharon	\$337.06
4/23/2020	0000859	Clay, Oscar	\$1,024.30
4/30/2020	0094966	Clemente, Antonio	\$2,233.71
4/30/2020	0162406	Cline, Irina	\$2,916.67
4/30/2020	0193047	Collins, Lorita	\$675.62
4/23/2020	0182156	Corcoran, Daniel	\$74.00
4/30/2020	0007800	Corral, Iris	\$339.11
4/30/2020	0003191	Corte, Anthony	\$1,188.09
4/30/2020	0199979	Creighton, Shana	\$945.45
4/30/2020	0000794	Crockett, Janet	\$4,655.96
4/23/2020	0179198	Cruz, Elvis	\$434.75
4/30/2020	0196595	Cuesta, Gonzalo	\$1,178.72
4/23/2020	0101450	Curillo, Joanna	\$444.00
4/30/2020	0000843	Davidson, Jody	\$2,906.12
4/30/2020	0200047	Davis, Carissa	\$3,500.00
4/23/2020	0194262	De Emo, Kylie	\$254.38
4/30/2020	0000790	De La Torre, Refugio	\$2,356.68
4/30/2020	0190883	Delgado, Sally	\$3,341.67
4/30/2020	0200487	Deloera, Lacey	\$945.45
4/30/2020	0182919	Denson, Ryan	\$784.37
4/23/2020	0187318	De Santiago, Adrian	\$413.94
4/30/2020	0202678	Dharwadkar, Mihir	\$3,494.10
4/30/2020	0000763	Diaz, Maria	\$1,702.00
4/23/2020	0188402	Diaz, Yilver	\$240.50
4/23/2020	0160009	Dillinger, Benjamin	\$498.60
4/30/2020	0160009	Dillinger, Benjamin	\$651.10
4/30/2020	0000917	Dominguez, Carlos	\$3,074.17
4/30/2020	0003185	Drew, John	\$1,264.00
4/30/2020	0000735	Duhon, Steven	\$1,875.00
4/30/2020	0003183	Dukes, Jackie	\$674.12
4/30/2020	0003181	Dutt, Eric	\$716.26
4/30/2020	0195025	Edgar, Jason	\$3,905.92
4/30/2020	0005692	Enstrom, Elena	\$730.79
4/30/2020	0203102	Erickson, Christian	\$960.47

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Pay Period End Date	Employee ID	Person Full Name	Pay Period Earnings
4/30/2020	0003004	Erkins, Mary	\$730.79
4/23/2020	0189249	Escontrias, Julian	\$263.63
4/30/2020	0003179	Eshafi, Nouri	\$734.16
4/23/2020	0190472	Esleta, Eve Molly	\$333.00
4/23/2020	0020621	Esposito, Marie	\$1,454.69
4/30/2020	0000828	Fabiyi, Edith	\$3,399.00
4/30/2020	0003208	Falbo, Lydia	\$4,831.38
4/23/2020	0003210	Farina, Peter	\$857.10
4/30/2020	0003210	Farina, Peter	\$746.93
4/30/2020	0003212	Farnsworth, Dan	\$822.52
4/30/2020	0000814	Favela, Martha	\$1,833.25
4/30/2020	0024667	Festa, John	\$321.92
4/30/2020	0199086	Feulner, Joseph	\$1,881.88
4/30/2020	0079155	Fields, Stanley	\$11,678.55
4/30/2020	0193664	Florio, Joseph	\$4,008.33
4/30/2020	0092824	Folkers, Jeff	\$1,678.29
4/30/2020	0162452	Foltz, Chris	\$1,501.89
4/30/2020	0160558	Fortier Jr, George	\$1,355.92
4/30/2020	0003006	Fram, Harriet	\$891.54
4/23/2020	0198794	French, Dustin	\$1,050.00
4/30/2020	0198254	Galarza-Espino, Catherine	\$2,303.21
4/30/2020	0204016	Gallie, Amy	\$150.00
4/30/2020	0000938	Gan, Xiaoling	\$3,917.42
4/23/2020	0183927	Garcia, Michelle	\$370.00
4/30/2020	0000838	Garcia-Searle, Brenda	\$2,533.92
4/30/2020	0170257	Gasca, Guillermo	\$2,308.79
4/30/2020	0000935	Gatyas, Kenton	\$5,174.11
4/23/2020	0000945	Gavin, Kerri	\$617.25
4/30/2020	0201847	Gehrke, Alison	\$4,425.00
4/30/2020	0202831	Gidwani, Tarun	\$2,535.88
4/30/2020	0000724	Gilligan, Brian	\$3,414.69
4/30/2020	0040272	Gilmartin, Beth	\$306.40
4/30/2020	0000896	Ginley, Steven	\$3,810.21
4/30/2020	0156018	Glover, Brian	\$514.08
4/23/2020	0188181	Gomez, Adriana	\$356.13
4/23/2020	0194953	Gomez, Paul	\$602.31
4/30/2020	0173329	Gonzalez, Sotero	\$689.41
4/23/2020	0204090	Gotch, Joseph	\$1,422.01

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Pay Period End Date	Employee ID	Person Full Name	Pay Period Earnings
4/30/2020	0192827	Gourlay, Jonathan	\$3,363.46
4/30/2020	0197670	Graham, Leslie	\$2,083.33
4/30/2020	0189759	Green, Amy	\$4,188.28
4/30/2020	0000892	Grice, James	\$7,910.20
4/30/2020	0202735	Griggs, Michael	\$1,094.48
4/23/2020	0065681	Gutierrez, Miguel	\$250.00
4/30/2020	0000788	Gutierrez, Rosa	\$2,355.39
4/23/2020	0204565	Hahn, Kathleen	\$606.00
4/30/2020	0003110	Halm, James	\$1,100.61
4/30/2020	0000805	Halmon, Jamie	\$2,930.44
4/30/2020	0003012	Halsey, Meg	\$1,516.78
4/23/2020	0168466	Haro, Patricia	\$873.60
4/30/2020	0198760	Harris, Brittany	\$1,831.66
4/30/2020	0003118	Hayward, James	\$164.13
4/30/2020	0165694	Helmus, Sara	\$4,132.04
4/30/2020	0193606	Hernandez, Francisco	\$2,796.84
4/23/2020	0097391	Herrera, Destiny	\$360.75
4/30/2020	0000841	Herrera, Michelle	\$2,545.86
4/30/2020	0159384	Herrmann, Julianne	\$3,060.60
4/30/2020	0000922	Huff, Cheryl	\$730.79
4/23/2020	0093278	Huizar - Solis, Lucero	\$115.63
4/30/2020	0204188	Ibares, Jessica	\$2,625.00
4/30/2020	0002912	Imburgia, Joseph	\$3,075.46
4/30/2020	0061134	Iniquez, Jennifer	\$2,662.33
4/30/2020	0174916	Iniquez, Michael	\$1,350.22
4/23/2020	0200012	Jaimes, Hector	\$832.37
4/30/2020	0172999	Jaimes, Tanya	\$1,791.80
4/30/2020	0002876	Jaquez, Evelyn	\$2,046.46
4/30/2020	0107686	Jara, Blanca	\$3,591.67
4/30/2020	0156123	Jeffries, Nancy	\$1,583.96
4/30/2020	0003136	Jenkins, Anthony	\$708.24
4/30/2020	0000785	Johnson, Caroline	\$2,314.42
4/23/2020	0058333	Johnson, Jeffery	\$140.41
4/30/2020	0060105	Jonas, David	\$3,537.26
4/30/2020	0003148	Jones, Roshawn	\$828.73
4/30/2020	0200722	Jordan, Martinique	\$1,243.09
4/30/2020	0003021	Kamien, Linda	\$758.39
4/23/2020	0000773	Karas, Demetra	\$902.19

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Pay Period End Date	Employee ID	Person Full Name	Pay Period Earnings
4/30/2020	0000870	Kasprowicz, Michael	\$4,709.13
4/30/2020	0003157	Kelikian, Toula	\$4,441.17
4/30/2020	0204246	Kemp, Lakisha	\$864.77
4/23/2020	0106675	Khalifeh, Khalaf	\$897.48
4/30/2020	0106675	Khalifeh, Khalaf	\$662.44
4/30/2020	0200721	Kilheeney, Heather	\$588.28
4/30/2020	0165341	Klementzos, Jennifer	\$1,826.83
4/30/2020	0158400	Knickerbocker, Sharon	\$641.42
4/23/2020	0077801	Knowski, James	\$614.65
4/30/2020	0000004	Kott, Micheal	\$4,074.75
4/30/2020	0000021	Koutny, Linda	\$2,465.92
4/30/2020	0002957	Kupec, Debra	\$2,473.17
4/30/2020	0107914	Labno, David	\$2,168.53
4/23/2020	0187356	Lagmay, Irvenfrancis	\$143.38
4/30/2020	0003176	Leven, Robert	\$564.47
4/23/2020	0190139	Li, Jiarong	\$289.17
4/30/2020	0190139	Li, Jiarong	\$690.02
4/30/2020	0000811	Lind, Carmen	\$3,657.83
4/30/2020	0000833	Litwicki, Mark	\$5,675.76
4/23/2020	0003139	Loomis, Tisha	\$759.00
4/23/2020	0060156	Lopez, Edwin	\$765.24
4/30/2020	0003025	Lopez, Flora	\$730.79
4/23/2020	0197014	Lopez, John	\$1,046.07
4/30/2020	0003094	Lopez, Noe	\$505.60
4/30/2020	0002037	LoPresti, Joseph	\$796.78
4/23/2020	0181579	Lorenzo, Ana	\$407.00
4/30/2020	0027824	Lorgus, Richard	\$641.42
4/30/2020	0003033	Lozano, Gloria	\$1,826.83
4/30/2020	0003026	Lubeck, Sarah	\$576.54
4/30/2020	0194045	Lullo, Ronald	\$4,175.00
4/23/2020	0194550	Luna, Guadalupe	\$286.75
4/30/2020	0172876	Lundquist, Heidi	\$2,184.29
4/30/2020	0003100	Lyons, Kenneth	\$1,493.85
4/30/2020	0196609	Macario, Ana	\$1,427.89
4/30/2020	0173996	Mallett, Klaudia	\$320.71
4/30/2020	0194869	Manning, Bryant	\$2,346.41
4/30/2020	0090401	Mantzakides, Thomas	\$2,308.79
4/30/2020	0192111	Markel, Carolyn	\$2,715.21

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4/30/2020	0190172	Marshall, Ashanta	\$2,708.33
4/23/2020	0184957	Martinez, Abigail	\$577.92
4/30/2020	0000822	Martinez, Blanca	\$1,901.71
4/23/2020	0187055	Martinez, Elizabet	\$407.00
4/30/2020	0167581	Martinez Jr, Salvador	\$320.71
4/23/2020	0186230	Martinez, Pamela	\$316.81
4/30/2020	0000955	Martinez, Raul	\$2,405.75
4/30/2020	0192110	Martin, Joanna	\$2,621.66
4/30/2020	0183993	Martino, Shannon	\$2,637.38
4/30/2020	0000869	Marzullo, Frank	\$7,946.25
4/30/2020	0017224	Mata, Gabriela	\$2,375.00
4/30/2020	0003232	Mathelier, Lisa	\$2,695.50
4/30/2020	0003106	Matthews, Kay	\$337.06
4/23/2020	0000732	McFadden, James	\$758.69
4/30/2020	0000909	McGhee, Edward	\$2,020.31
4/23/2020	0198650	McKenzie, Carla	\$2,200.00
4/30/2020	0002697	McLaughlin, Keith	\$8,337.21
4/30/2020	0003030	McManmon, Zoe	\$796.78
4/23/2020	0194872	McNamer, Carol	\$812.90
4/30/2020	0016851	Medina, Gabriel	\$551.52
4/30/2020	0181094	Melgoza, Elizabeth	\$1,791.79
4/23/2020	0190911	Melgoza, Lissette	\$462.50
4/23/2020	0197791	Mendez, Andy	\$254.38
4/30/2020	0165577	Merchant, Linda	\$498.42
4/23/2020	0198047	Miaso, Sophie	\$55.50
4/30/2020	0002885	Miculinic, Bonnie	\$666.66
4/30/2020	0003032	Miral, Luis	\$758.39
4/30/2020	0170780	Miranda, Ashley	\$355.15
4/30/2020	0000769	Mohr, Michele	\$4,897.92
4/30/2020	0156768	Monroy, Jacqueline	\$1,583.96
4/30/2020	0002467	Montgomery, Jered	\$779.97
4/23/2020	0062924	Montiel, Octavio	\$598.32
4/30/2020	0002708	Montoro, Roger	\$3,061.66
4/30/2020	0054966	Montoro, Roger	\$1,448.25
4/30/2020	0155712	Moreno, Benjamin	\$673.90
4/30/2020	0076708	Moreno, Berta	\$344.70
4/30/2020	0197664	Mosqueda, Claudia	\$3,450.00
4/30/2020	0187216	Moss, Neil	\$1,800.46

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4/30/2020	0192112	Mulvey, Irene	\$3,230.47
4/30/2020	0170685	Munoz, Erica	\$1,538.03
4/23/2020	0188225	Murillo, Alexis	\$1,011.11
4/23/2020	0000862	Napoletano, Elizabeth	\$309.20
4/30/2020	0000862	Napoletano, Elizabeth	\$338.68
4/23/2020	0113154	Nava, Karen	\$1,209.60
4/30/2020	0000815	Nedza, Michael	\$4,641.89
4/23/2020	0159126	Noboa, Jose Luis	\$26.25
4/23/2020	0000807	Nungaray, Yadira	\$892.32
4/30/2020	0049422	Ocampo, Jose	\$1,350.22
4/30/2020	0000928	O'Connell, James	\$2,615.29
4/30/2020	0081992	O'Halloran, Denis	\$306.40
4/30/2020	0189933	Olvera, Roberto	\$1,312.93
4/30/2020	0195021	Ostojic, Gordana	\$3,109.50
4/30/2020	0000747	Paez, Elizabeth	\$3,495.92
4/30/2020	0000951	Paneral, Beth	\$1,709.31
4/30/2020	0197448	Parrish, Vanessa	\$3,170.83
4/23/2020	0082070	Patterson, Jessica	\$1,538.02
4/30/2020	0002913	Pearson, Dennis	\$3,902.25
4/30/2020	0000820	Pencheva, Tsonka	\$5,234.07
4/30/2020	0007939	Perez, Armando	\$2,318.51
4/30/2020	0000863	Perez, Guadalupe	\$1,901.67
4/23/2020	0000950	Perez, Jaime	\$976.33
4/30/2020	0003036	Perez, Margarita	\$758.39
4/30/2020	0000776	Perez, Mireya	\$5,608.29
4/30/2020	0083410	Perez, Sonia	\$2,308.79
4/30/2020	0003160	Perusich, James	\$758.40
4/30/2020	0003038	Pettus, Exodus	\$730.79
4/30/2020	0177526	Pierce, Tom	\$4,406.25
4/30/2020	0194866	Ploszaj, Randi	\$2,001.75
4/30/2020	0000752	Porod, Eric	\$3,257.08
4/23/2020	0184659	Price, Courtney	\$74.00
4/30/2020	0160605	Primm, Rebecca	\$4,524.58
4/30/2020	0195558	Pulaski, Andrew	\$4,039.60
4/30/2020	0000848	Pullia, Nicole	\$1,681.21
4/23/2020	0182901	Quezada, Joel	\$827.68
4/30/2020	0041753	Quiroga-Nevarez, Daiana	\$2,257.96
4/30/2020	0000743	Raigoza, Suzanna	\$3,054.17

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Pay Period End Date	Employee ID	Person Full Name	Pay Period Earnings
4/30/2020	0188076	Ramirez, Aurelia	\$1,241.00
4/30/2020	0003041	Ramirez, Elaine	\$730.79
4/30/2020	0000889	Ramirez, Jose	\$1,842.89
4/23/2020	0182681	Ramirez, Keith	\$92.50
4/30/2020	0000953	Raygoza, Liliana	\$2,050.00
4/23/2020	0186368	Recio-Palacios, Emely	\$537.60
4/30/2020	0000726	Reft, Jennifer	\$5,347.93
4/30/2020	0168949	Rein, Jack	\$758.14
4/23/2020	0000728	Resendiz, Rosalie	\$678.70
4/23/2020	0163631	Reyes, Daniel	\$834.02
4/30/2020	0003168	Reynard, Michael	\$345.49
4/30/2020	0189140	Ridyard, Melissa	\$3,070.41
4/30/2020	0003172	Ritz, Jim	\$403.80
4/30/2020	0000872	Rivas, Angel	\$1,722.01
4/30/2020	0000925	Rivera, Juan	\$2,232.79
4/30/2020	0000748	Rodriguez, Diana	\$2,314.42
4/30/2020	0156404	Rodriguez Jr, Jesus	\$2,315.63
4/23/2020	0190601	Rodriguez-Velarde, Sergio	\$342.25
4/23/2020	0000900	Rodriguez, Yesel	\$722.50
4/23/2020	0182228	Rogers, Brian	\$74.00
4/30/2020	0000851	Roland, H.M. Joyce	\$777.35
4/30/2020	0056628	Roman, Daniel	\$4,423.00
4/23/2020	0168120	Roman, Sandra	\$26.25
4/30/2020	0161489	Romero, Julian	\$1,350.22
4/30/2020	0165693	Romero Yuste, Maria	\$4,585.24
4/23/2020	0184699	Romo, Cindy	\$92.50
4/30/2020	0192553	Rose, Charles	\$2,708.33
4/30/2020	0195019	Roselund, David	\$2,390.29
4/30/2020	0000731	Rosiak-Seo, Kymberly	\$4,516.64
4/23/2020	0184094	Ruiz, Rosa	\$407.00
4/30/2020	0000797	Ruiz, Ruben	\$6,542.53
4/30/2020	0197705	Russo Neri, Trisha	\$2,573.05
4/23/2020	0000852	Saibic, Joyce	\$1,257.36
4/30/2020	0000754	Sajatovic, Mark	\$2,059.46
4/23/2020	0179203	Saldana, Esbeidy	\$611.52
4/30/2020	0168430	Saldana-Huerta, Carolina	\$1,583.96
4/30/2020	0204533	Samarah, Mariam	\$2,500.00
4/30/2020	0197693	Sanchez, Alejandro	\$3,122.05

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4/30/2020	0181767	Sanchez Anderson, Maria	\$3,601.46
4/30/2020	0000907	Sanchez, Luis	\$5,315.18
4/30/2020	0003044	Sanchez, Pedro	\$777.35
4/23/2020	0189232	Sanchez, Priscilla	\$370.00
4/30/2020	0003018	Sandoval, Jamie	\$514.08
4/23/2020	0047239	Sandoval, Rosaura	\$1,129.10
4/30/2020	0162444	Sanei, Maxwell	\$240.54
4/30/2020	0172945	Santoyo, Perla	\$1,666.67
4/23/2020	0082829	Sarabia, Angel	\$315.97
4/30/2020	0003149	Sassetti, James	\$904.34
4/30/2020	0000921	Scatchell, Candyce	\$2,327.83
4/30/2020	0003134	Schmidt, Joseph	\$801.74
4/30/2020	0000898	Schmitt, Robert	\$4,251.75
4/30/2020	0000860	Schoepf, Cheryl	\$2,310.75
4/30/2020	0195022	Schreier, Jennifer	\$2,611.92
4/30/2020	0160546	Schrey, Courtney	\$641.42
4/30/2020	0163224	Schultz, Arthur	\$211.78
4/23/2020	0000857	Schultz, Charmayne	\$1,414.04
4/30/2020	0002668	Sedaie, Behrooz	\$4,607.03
4/30/2020	0189751	Selvaggio, Nicole	\$339.49
4/23/2020	0000861	Seropian, Daniel	\$1,216.61
4/30/2020	0199500	Shimko, Kristen	\$2,303.21
4/30/2020	0002709	Shouba, Derek	\$4,935.88
4/23/2020	0194480	Silva, Vanessa	\$262.50
4/23/2020	0194372	Skov, Erik	\$1,121.85
4/30/2020	0197678	Skurski, Katherine	\$2,611.92
4/30/2020	0003089	Sleeth, Bradley	\$3,145.79
4/30/2020	0202244	Smith, Caprice	\$1,875.00
4/23/2020	0121377	Smith, Daniel	\$656.62
4/30/2020	0003170	Smith, Duane	\$876.35
4/30/2020	0003165	Smith-Irowa, Pamela	\$708.24
4/23/2020	0181260	Smith, Jeanine	\$473.67
4/30/2020	0181260	Smith, Jeanine	\$970.27
4/30/2020	0000789	Smith, Maria	\$2,308.79
4/30/2020	0000939	Sonnier, Celeste	\$3,528.21
4/30/2020	0000842	Soto, Marlene	\$2,257.45
4/23/2020	0186301	Soto, Patricia	\$636.65
4/30/2020	0125437	Soto, Yasna	\$1,425.17

Morton College - Payroll Register - Period Ending April 30, 2020

Pay Period End Date	Employee ID	Person Full Name	Pay Period Earnings
4/30/2020	0000943	Spaniol, Scott	\$5,418.21
4/23/2020	0204095	Spizzirri, Francesco	\$683.55
4/30/2020	0160304	Stanukinas, Melissa	\$2,532.76
4/30/2020	0184165	Stefanski, Eric	\$344.70
4/30/2020	0000759	Steinhaus, Julie	\$1,805.92
4/30/2020	0003141	Stevens, Jane	\$758.39
4/30/2020	0003137	Stewart, Constance	\$898.84
4/30/2020	0199375	Strauts, Erin	\$2,864.59
4/23/2020	0000792	Streuly, Russell	\$752.15
4/30/2020	0000761	Styer, Audrey	\$5,206.57
4/23/2020	0190101	Sulack, Alexandra	\$797.76
4/30/2020	0003130	Sun, Yizhong	\$358.30
4/30/2020	0189488	Swint, Ashley	\$957.50
4/30/2020	0000897	Sykora, Donald	\$4,814.97
4/30/2020	0154190	Taylor, Kimberly	\$721.61
4/30/2020	0161138	Tejeda, Erika	\$3,094.29
4/23/2020	0201655	Terronez, Paul	\$630.00
4/23/2020	0159232	Thelemaque, Cristina	\$873.12
4/30/2020	0159232	Thelemaque, Cristina	\$561.58
4/23/2020	0007863	Thomas, Paul	\$706.23
4/30/2020	0005802	Thompson, Juhelia	\$661.82
4/30/2020	0003048	Tito, Frank	\$777.35
4/23/2020	0190449	Tolento, Ivan	\$360.75
4/30/2020	0194864	Tomchek, Ryan	\$3,403.55
4/30/2020	0000738	Torres, Gina	\$2,739.04
4/23/2020	0199373	Tovar, Rebeka	\$379.25
4/30/2020	0160493	Traver, David	\$641.42
4/30/2020	0200701	Treiber, John	\$4,841.67
4/30/2020	0003051	Trevino-Garcia, Linda	\$758.39
4/23/2020	0196573	Trujillo, Cindy	\$272.88
4/23/2020	0198684	Trujillo, Veronica	\$450.94
4/23/2020	0198069	Tsang, Yukto	\$448.96
4/30/2020	0198069	Tsang, Yukto	\$695.32
4/30/2020	0002931	Turner, Jocelyn	\$337.06
4/23/2020	0000913	Twomey, John	\$535.32
4/30/2020	0000019	Ulbrich, Scott	\$3,102.00
4/30/2020	0003107	Vacek, Sarah	\$1,011.18
4/30/2020	0055604	Valdez, Ana	\$2,133.33

Morton College - Payroll Register - Period Ending April 30, 2020

Pay Period End Date	Employee ID	Person Full Name	Pay Period Earnings
4/30/2020	0003057	Valeriano, Joann	\$808.96
4/30/2020	0000886	Vargas, Maria	\$2,338.92
4/23/2020	0200457	Vargas, Yvis	\$806.40
4/23/2020	0000796	Vazquez, Luis	\$509.24
4/23/2020	0192533	Vega Cervantes, Jorge	\$323.75
4/30/2020	0166301	Vega-Huezo, Wendy	\$3,336.21
4/30/2020	0000808	Velazquez, Marisol	\$4,776.58
4/23/2020	0152888	Voight, William	\$523.08
4/30/2020	0152888	Voight, William	\$360.80
4/30/2020	0196031	Wagner, Richard	\$1,427.89
4/30/2020	0000868	Walley, Cynthia	\$5,286.72
4/30/2020	0013245	Warren, John	\$2,692.04
4/30/2020	0191249	Westlove, Michael	\$724.31
4/30/2020	0158266	Wido, Christopher	\$2,133.33
4/30/2020	0163956	Wiehle, Michael	\$322.50
4/30/2020	0160501	Willit, James	\$641.42
4/30/2020	0190102	Windham, Brandie	\$3,531.67
4/30/2020	0003059	Winningham, Susan	\$758.39
4/23/2020	0000767	Wolff, Michael	\$429.66
4/30/2020	0000736	Wood, Robert	\$4,744.42
4/30/2020	0133829	Yaghoubi, Poupak	\$320.71
4/30/2020	0000942	Yanez, Rodolfo	\$2,692.77
4/30/2020	0200289	Young, Amanda	\$2,440.71
4/30/2020	0170839	Young, Cynthia	\$4,264.61
4/23/2020	0198877	Zambrano, Andrea	\$263.63
4/30/2020	0000813	Zukauskas, Karolis	\$4,757.72
		Total Paid	\$793,819.95

From: [Mireya Perez](#)
To: [Stan Fields](#)
Cc: [Maria Sanchez Anderson](#); [Ana L Valdez](#)
Subject: Board Action - April 2020 Budget Report
Date: Thursday, May 14, 2020 2:04:37 PM
Attachments: [MC- APRIL 20 Budget.pdf](#)

Proposed Action: THAT THE MONTHLY BUDGET REPORT FOR FISCAL YEAR TO DATE ENDING APRIL 2020 BE RECEIVED AND APPROVED AS SUBMITTED.

Rationale: [Please refer to attached Monthly Budget Report.]

Attachments: Monthly Budget Report

Thanks,

*Mireya Perez, CPA
Chief Financial Officer/Treasurer
Morton College*

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Morton Community College
FY20 Budget Report
For 10 Month Ending April 30, 2020



Morton Community College
Budget Report Summary
April 30, 2020

83%

<u>Funds</u>	<u>Actual</u>	<u>Budget</u>	<u>%</u>	<u>Budget Remaining</u>
<u>Education Fund</u>				
Revenue	\$ 21,962,151	\$ 25,904,072	84.8%	\$ 3,941,921
Expenditures	(19,211,397)	(25,835,316)	74.4%	(6,623,919)
Net	\$ 2,750,754	\$ 68,756		\$ (2,681,998)
<u>Operations & Maintenance Fund</u>				
Revenue	\$ 3,248,895	\$ 3,780,560	85.9%	\$ 531,665
Expenditures	(2,859,172)	(3,750,009)	76.2%	(890,837)
Net	\$ 389,723	\$ 30,551		\$ (359,172)
<u>Restricted Purpose Fund</u>				
Revenue	\$ 8,137,575	\$ 16,667,340	48.8%	\$ 8,529,765
Expenditures	(8,932,712)	(16,667,340)	53.6%	(7,734,628)
Net	\$ (795,137)	\$ -		\$ 795,137
<u>Audit Fund</u>				
Revenue	\$ 58,212	\$ 85,527	68.1%	\$ 27,315
Expenditures	-	(81,600)	0.0%	(81,600)
Net	\$ 58,212	\$ 3,927		\$ (54,285)
<u>Liability, Protection & Settlement Fund</u>				
Revenue	\$ 653,735	\$ 799,654	81.8%	\$ 145,919
Expenditures	(529,318)	(799,587)	66.2%	(270,269)
Net	\$ 124,417	\$ 67		\$ (124,350)
<u>General Bond Obligation Fund</u>				
Revenue	\$ 533,239	\$ 617,680	86.3%	\$ 84,441
Expenditures	(195,799)	(576,750)	33.9%	(380,951)
Net	\$ 337,440	\$ 40,930		\$ (296,510)
<u>Operations & Maintenance (Restricted) Fund</u>				
Revenue	\$ 9,188,950	\$ 14,427,733	63.7%	\$ 5,238,783
Expenditures	(5,067,529)	(15,242,733)	33.2%	(10,175,204)
Net	\$ 4,121,421	\$ (815,000)		\$ (4,936,421)
<u>Working Cash Fund</u>				
Revenue	\$ 155,967	\$ 230,000	67.8%	\$ 74,033
Expenditures	-	(230,000)	0%	(230,000)
Net	\$ 155,967	\$ -		\$ (155,967)
<u>All Funds</u>				
Revenue	\$ 43,938,724	\$ 62,512,566	70.3%	\$44,689,088
Expenditures	(36,795,927)	(63,183,335)	58.2%	(45,722,401)
Net	\$ 7,142,797	\$ (670,769)		\$ (1,033,313)

EDUCATION FUND REVENUE
April 30, 2020

	<u>Actual</u>	<u>Budget</u>	<u>%</u>	<u>Budget Remaining</u>
REVENUE				
LOCAL GOVERNMENT				
Property taxes	\$ 6,114,414	\$ 7,441,832	82.2%	\$ 1,327,418
Total Local Government	<u>\$ 6,114,414</u>	<u>\$ 7,441,832</u>		<u>\$ 1,327,418</u>
CORPORATE PERSONAL PROPERTY TAXES	\$ 483,093	\$ 650,000	74.3%	\$ 166,907
STATE GOVERNMENT				
ICCB credit hour grants	\$ 1,863,552	\$ 2,205,360	84.5%	\$ 341,808
ICCB equalization grants	3,067,853	4,601,780	66.7%	1,533,927
CTE formula grant	159,885	-	0.0%	(159,885)
Total State Government	<u>\$ 5,091,290</u>	<u>\$ 6,807,140</u>		<u>\$ 1,715,850</u>
STUDENT TUITION AND FEES				
Tuition	\$ 8,467,605	\$ 8,419,500	100.6%	\$ (48,105)
Fees	1,630,179	1,984,300	82.2%	354,121
Total Tuition and Fees	<u>\$ 10,097,784</u>	<u>\$ 10,403,800</u>		<u>\$ 306,016</u>
MISCELLANEOUS				
Sales and service fees	\$ 36,796	\$ 91,300	40.3%	\$ 54,504
Investment revenue	138,774	250,000	55.5%	111,226
Nongovernmental gifts & scholarships	-	30,000	0.0%	30,000
Total Other Sources	<u>\$ 175,570</u>	<u>\$ 371,300</u>		<u>\$ 195,730</u>
Total Revenue	<u>\$ 21,962,151</u>	<u>\$ 25,674,072</u>	<u>85.5%</u>	<u>\$ 3,711,921</u>
Transfers in	<u>\$ -</u>	<u>\$ 230,000</u>	<u>0.0%</u>	<u>\$ 230,000</u>
Total Revenue and Transfers in	<u>\$ 21,962,151</u>	<u>\$ 25,904,072</u>	<u>84.8%</u>	<u>\$ 3,941,921</u>

EDUCATION FUND EXPENDITURES

April 30, 2020

	Actual	Budget	%	Budget Remaining
EXPENDITURES				
By Program:				
Instruction				
Salaries	\$ 6,783,352	\$ 8,315,259	81.6%	\$ 1,531,907
Employee benefits	613,789	743,090	82.6%	129,301
Contractual services	189,008	328,180	57.6%	139,172
Material and supplies	337,892	535,000	63.2%	197,108
Conferences and meetings	21,718	44,050	49.3%	22,332
Capital Outlay	199,999	200,000	100.0%	1
Total Instruction	<u>8,145,758</u>	<u>10,165,579</u>	<u>80.1%</u>	<u>2,019,821</u>
Academic Support				
Salaries	1,099,798	1,518,289	72.4%	418,491
Employee benefits	154,403	252,584	61.1%	98,181
Contractual services	239,694	288,454	83.1%	48,760
Material and supplies	190,482	361,530	52.7%	171,048
Conferences and meetings	25,353	40,500	62.6%	15,147
Fixed charges	44,730	60,000	74.6%	15,270
Other Expenditures	-2,029	1,000	-202.9%	3,029
Total Academic Support	<u>1,752,431</u>	<u>2,522,357</u>	<u>69.5%</u>	<u>769,926</u>
Student Services				
Salaries	1,505,301	1,981,820	76.0%	476,519
Employee benefits	191,815	251,983	76.1%	60,168
Contractual services	126,669	274,000	46.2%	147,331
Material and supplies	67,249	160,750	41.8%	93,501
Conferences and meetings	54,833	88,450	62.0%	33,617
Fixed charges	0	15,000	0.0%	15,000
Total Student Services	<u>1,945,867</u>	<u>2,772,003</u>	<u>70.2%</u>	<u>826,136</u>
Public Service/Continuing Education				
Salaries	297,038	259,980	114.3%	(37,058)
Employee benefits	37,728	27,420	137.6%	-10,308
Contractual services	14,629	217,500	6.7%	202,871
Material and supplies	6,782	26,400	25.7%	19,618
Conferences and meetings	2063	6,500	31.7%	4,437
Other tuition/fee waiver	123	5,000	0.0%	4,877
Total Public Service/Continuing Education	<u>358,363</u>	<u>542,800</u>	<u>66.0%</u>	<u>184,437</u>
Auxiliary Services				
Salaries	81,413	104,441	78.0%	23,028
Employee benefits	3,440	17,660	19.5%	14,220
Contractual services	272,197	305,552	89.1%	33,355
Material and supplies	154,451	180,000	85.8%	25,549
Conferences and meetings	115,372	124,704	92.5%	9,332
Fixed charges	13,244	13,244	100.0%	0
Capital outlay	0	0	0.0%	-
Total Auxiliary Services	<u>640,117</u>	<u>745,601</u>	<u>85.9%</u>	<u>105,484</u>

EDUCATION FUND EXPENDITURES
April 30, 2020

	<u>Actual</u>	<u>Budget</u>	<u>%</u>	<u>Budget Remaining</u>
EXPENDITURES				
Institutional Support				
Salaries	\$ 2,087,965	\$ 2,684,857	77.8%	\$ 596,892
Employee benefits	345,678	431,219	80.2%	85,541
Contractual services	1,117,331	1,589,000	70.3%	471,669
Material and supplies	364,006	743,300	49.0%	379,294
Conferences and meetings	159,774	276,000	57.9%	116,226
Fixed charges	592	1,500	39.5%	908
Other	77,976	140,000	55.7%	62,024
Total Institutional Support	<u>4,153,322</u>	<u>5,865,876</u>	<u>70.8%</u>	<u>1,712,554</u>
 Scholarships, Student Grants & Waivers				
Student grants and scholarships	<u>2,215,538</u>	<u>2,372,600</u>	<u>93.4%</u>	<u>157,062</u>
Total Scholarships, Student Grants & Waivers	<u>2,215,538</u>	<u>2,372,600</u>	<u>93.4%</u>	<u>157,062</u>
 Contingencies	-	275,000	0.0%	275,000
 Total Expenditures	<u>\$ 19,211,396</u>	<u>\$ 25,261,816</u>	<u>76.0%</u>	<u>\$ 6,050,420</u>
 Transfers out	-	473,500	0.0%	473,500
 Total Expenditures and Transfers out	<u>\$19,211,396</u>	<u>\$ 25,735,316</u>	<u>74.6%</u>	<u>\$6,523,920</u>

OPERATION & MAINTENANCE FUND REVENUE AND EXPENDITURES
April 30, 2020

	Actual	Budget	%	Budget Remaining
REVENUE				
LOCAL GOVERNMENT				
Property taxes	\$ 1,203,739	\$ 1,471,560	81.8%	\$ 267,821
CORPORATE PERSONAL PROPERTY TAXES	483,093	650,000	74.3%	166,907
STUDENT FEES				
Fees	1,546,274	1,630,000	94.9%	83,726
Total Student Fees	1,546,274	1,630,000	94.9%	83,726
MISCELLANEOUS				
Sales and service fees	235.00	5,000	4.7%	4,765
Facilities	6,725	14,000	48.0%	7,275
Investment revenue	8,830	10,000	88.3%	1,170
Total Miscellaneous	15,790	29,000	54.4%	13,210
Total Revenue	\$ 3,248,896	\$ 3,780,560	85.9%	\$ 531,664
EXPENDITURES				
By Program:				
Operations and Maintenance of Plant				
Salaries	\$1,334,206	\$1,529,449	87.2%	\$195,243
Employee benefits	136,536	172,535	79.1%	35,999
Contractual services	426,791	656,000	65.1%	229,209
Material and supplies	96,945	197,525	49.1%	100,580
Conferences and meetings	-	6,500	0.0%	6,500
Utilities	603,692	889,000	67.9%	285,308
Capital outlay	261,002	289,000	90.3%	27,998
Other	-	10,000	0.0%	10,000
Total Operations and Maintenance of Plant	2,859,172	3,750,009	76.2%	890,837
Total Expenditures	\$ 2,859,172	\$ 3,750,009	76.2%	\$ 890,837

RESTRICTED PURPOSE FUND REVENUE
April 30, 2020

	<u>Actual</u>	<u>Budget</u>	<u>%</u>	<u>Budget Remaining</u>
REVENUE				
STATE GOVERNMENT				
ICCB - adult education	\$423,650	\$1,260,235	33.6%	\$836,585
ISBE grant revenue- other	157,738	269,362	58.6%	111,624
Other Sources	34,444	3,700,000	0.9%	3,665,556
Total State Government	<u>615,832</u>	<u>5,229,597</u>	<u>11.8%</u>	<u>4,613,765</u>
FEDERAL GOVERNMENT				
Department of education	7,521,746	11,430,243	65.8%	3,908,497
Other	-	7,500	0.0%	7,500
Total Federal Government	<u>7,521,746</u>	<u>11,437,743</u>	<u>65.8%</u>	<u>3,915,997</u>
Total Revenue	<u>\$ 8,137,578</u>	<u>\$ 16,667,340</u>	<u>48.8%</u>	<u>\$ 8,529,762</u>

RESTRICTED PURPOSE FUND EXPENDITURES
April 30, 2020

	<u>Actual</u>	<u>Budget</u>	<u>%</u>	<u>Budget Remaining</u>
<u>EXPENDITURES</u>				
By Program:				
Instruction				
Salaries	\$ 1,055,694	\$ 1,379,551	76.5%	\$ 323,857
Employee benefits	101,497	2,122,425	4.8%	2,020,928
Contractual services	2,305	18,775	12.3%	16,470
Material and supplies	88,192	193,498	45.6%	105,306
Conferences and meetings	9,836	21,260	46.3%	11,424
Other Fixed Charges	8,806	22,290	39.5%	13,484
Student grants and scholarships	5,677	5,500	103.2%	(177)
Total Instruction	<u>1,272,007</u>	<u>3,763,299</u>	<u>33.8%</u>	<u>1,870,387</u>
Academic Support				
Employee benefits	-	250,000	0.0%	250,000
Total Academic Support	<u>-</u>	<u>250,000</u>	<u>0.0%</u>	<u>250,000</u>
Student Services				
Salaries	120,001	244,470	49.1%	124,469
Employee benefits	20,938	407,116	5.1%	386,178
Other Contract Services	17,920	117,550	15.2%	99,630
Material and supplies	61,532	276,142	22.3%	214,610
Conferences and meetings	3,833	11,057	34.7%	7,224
Fixed charges	12,647	20,941	60.4%	8,294
Total Student Services	<u>236,871</u>	<u>1,077,276</u>	<u>22.0%</u>	<u>840,405</u>
Public Service/Continuing Education				
Salaries	134,956	206,814	65.3%	71,858
Employee benefits	32,285	116,200	27.8%	83,915
Contractual services	816	3,000	27.2%	2,184
Material and supplies	5,406	10,738	50.3%	5,332
Conferences and meetings	9,099	22,610	40.2%	13,511
Total Public Service/Continuing Education	<u>182,562</u>	<u>359,362</u>	<u>50.8%</u>	<u>176,800</u>

RESTRICTED PURPOSE FUND REVENUE AND EXPENDITURES
April 30, 2020

	<u>Actual</u>	<u>Budget</u>	<u>%</u>	<u>Budget Remaining</u>
Auxiliary Services				
Employee benefits	\$ -	\$ 125,000	0.0%	\$ 125,000
Total Auxiliary Services	<u>-</u>	<u>125,000</u>	<u>0.0%</u>	<u>125,000</u>
Operations and Maintenance of Plant				
Employee benefits	-	450,000	0.0%	450,000
Total Operation and Maintenance of Plant	<u>-</u>	<u>450,000</u>	<u>0.0%</u>	<u>450,000</u>
Institutional Support				
Employee benefits	-	400,000	0.0%	400,000
Total Institutional Support	<u>-</u>	<u>400,000</u>	<u>0.0%</u>	<u>400,000</u>
Scholarships, Student Grants & Waivers				
Salaries	76,332	119,780	63.7%	43,448
Student grants and scholarships	7,164,940	10,122,623	70.8%	2,957,683
<u>Total Scholarships, Student Grants & Waivers</u>	<u>7,241,272</u>	<u>10,242,403</u>	<u>70.7%</u>	<u>3,001,131</u>
<u>Total Expenditures</u>	<u>\$ 8,932,712</u>	<u>\$ 16,667,340</u>	<u>53.6%</u>	<u>\$ 7,113,723</u>

AUDIT FUND REVENUE AND EXPENDITURES
April 30, 2020

	<u>Actual</u>	<u>Budget</u>	<u>%</u>	<u>Budget Remaining</u>
<u>REVENUE</u>				
<u>LOCAL GOVERNMENT</u>				
Property taxes	\$ 58,198	\$ 70,477	82.6%	\$ 12,279
<u>MISCELLANEOUS</u>				
Investment revenue	14	50	28.0%	36
<u>Total Revenue</u>	<u>\$ 58,212</u>	<u>\$ 70,527</u>	<u>82.5%</u>	<u>\$ 12,315</u>
<u>Transfers in</u>	-	15,000	0.0%	15,000
<u>Total Revenue and Transfers in</u>	<u>\$ 58,212</u>	<u>\$ 85,527</u>	<u>68.1%</u>	<u>\$ 27,315</u>
<u>EXPENDITURES</u>				
<u>By Program:</u>				
<u>Institutional Support</u>				
Contractual services	-	81,600	0.0%	81,600
<u>Total Expenditures</u>	<u>\$ -</u>	<u>\$ 81,600</u>	<u>0.0%</u>	<u>\$ 81,600</u>

LIABILITY, PROTECTION & SETTLEMENT FUND REVENUE AND EXPENDITURES
April 30, 2020

	Actual	Budget	%	Budget Remaining
<u>REVENUE</u>				
<u>LOCAL GOVERNMENT</u>				
Property taxes	\$ 653,638	\$ 799,554	81.8%	\$ 145,916
MISCELLANEOUS				
Investment revenue	97	100	97.0%	3
Total Revenue	\$ 653,735	\$ 799,654	81.8%	\$ 145,919
<u>EXPENDITURES</u>				
By Program:				
Instruction				
Employee benefits	101,071	135,000	74.9%	33929
Academic Support				
Employee benefits	14,552	16,500	88.2%	1948
Student Services				
Employee benefits	19,424	20,500	94.8%	1076
Public Service/Continuing Education				
Employee benefits	4,916	7,500	65.5%	2,584
Auxiliary Services				
Employee benefits	912	4500	20.3%	3588
Operations and Maintenance of Plant				
Employee benefits	18,468	23,500	78.6%	5032
Institutional Support				
Employee benefits	55,603	57,000	97.5%	1,397
Contractual services	314,372	535,087	58.8%	220,715
Total Institutional Support	369,975	592,087	62.5%	222,112
Total Expenditures	\$ 529,318	\$ 799,587	66.2%	\$ 270,269

GENERAL BOND OBLIGATION FUND REVENUE AND EXPENDITURES
April 30, 2020

	<u>Actual</u>	<u>Budget</u>	<u>%</u>	<u>Budget Remaining</u>
<u>REVENUE</u>				
<u>LOCAL GOVERNMENT</u>				
Property taxes	<u>\$ 533,156</u>	<u>\$ 617,580</u>	<u>86.3%</u>	<u>\$ 84,424</u>
<u>MISCELLANEOUS</u>				
Investment revenue	<u>83</u>	<u>100</u>	<u>83.0%</u>	<u>17</u>
Total Revenue	<u>533,239</u>	<u>617,680</u>	<u>86.3%</u>	<u>84,441</u>
<u>EXPENDITURES</u>				
By Program:				
<u>Institutional Support</u>				
Fixed charges	<u>195,799</u>	<u>576,750</u>	<u>33.9%</u>	<u>380,951</u>
Total Expenditures	<u>\$ 195,799</u>	<u>\$ 576,750</u>	<u>33.9%</u>	<u>\$ 380,951</u>

OPERATIONS & MAINTENANCE (RESTRICTED) FUND REVENUE AND EXPENDITURES

April 30, 2020

	Actual	Budget	%	Budget Remaining
<u>REVENUE</u>				
STATE GOVERNMENT				
Capital Development Board	-	4,881,800	0.0%	4,881,800
Total	-	4,881,800	0.0%	4,881,800
OTHER SOURCES				
Bonds	9,087,433	9,087,433	100.0%	-
Investment Interest	101,517	-	0.0%	(101,517)
Total	9,188,950	9,087,433	101.1%	(101,517)
TRANSFERS IN	\$ -	\$ 458,500	0.0%	\$ 458,500
<u>Total Revenue and Transfers in</u>	\$ 9,188,950	\$ 14,427,733	63.7%	\$ 5,238,783
<u>EXPENDITURES</u>				
By Program:				
Operations and Maintenance of Plant				
Contractual services	1,072,115	6,101,800	17.6%	5,029,685
Capital outlay	3,995,399	9,140,933	43.7%	5,145,534
Total Operation and Maintenance of Plant	5,067,514	15,242,733	33.2%	10,175,219
Total Expenditures	\$ 5,067,514	\$ 15,242,733	33.2%	\$ 10,175,219

WORKING CASH FUND REVENUE AND EXPENDITURES
April 30, 2020

	Actual	Budget	%	Budget Remaining
<u>REVENUE</u>				
<u>OTHER SOURCES</u>				
Investment revenue	\$ 155,967	\$ 230,000	67.8%	\$ 74,033
<u>Total Revenue</u>	155,967	230,000	67.8%	74,033
<u>TRANSFERS OUT</u>	-	230,000	0.0%	230,000

Morton College Treasurer's Report*Month Ending: April, 2020*

<i>Institution</i>	<i>Purchased</i>	<i>Principal</i>	<i>Rate</i>	<i>Type</i>	<i>Maturity</i>
<i>The Illinois Funds, Springfield</i>	1-May-06	\$10,621,850.20	0.0100%	TIF Prime Fund	30-Apr-20
<i>First Midwest Bank</i>	11-Mar-20	\$ 250,000.00	1.0940%	CD	11-Sep-20
<i>First Midwest Bank</i>	11-Mar-20	\$ 250,000.00	1.0940%	CD	11-Sep-20
	Sum	<u>\$11,121,850.20</u>			
Grand Total		\$ 11,121,850.20			

From: [Mireya Perez](#)
To: [Stan Fields](#)
Cc: [Maria Sanchez Anderson](#); [Ana L Valdez](#)
Subject: Board Action - Appoint Auditors
Date: Tuesday, May 12, 2020 2:09:31 PM
Attachments: [Morton College FY20 Attestation Examination Eng Letter \(1\).pdf](#)
[Morton College FY20 EL.pdf](#)

Proposed Action: THAT THE BOARD APPROVE A TWO YEAR ENGAGEMENT OF THE ACCOUNTING FIRM BKD, LLP TO PERFORM THE COLLEGE AUDIT FOR FISCAL YEAR 2020 AND 2021.

Cost: FY20 FEES \$81,600, FY21 FEES \$81,600
(FY19 Fees \$81,600)

Attachments: Engagement Letters

Thanks,

*Mireya Perez, CPA
Chief Financial Officer/Treasurer
Morton College*

The information contained in this e-mail and any accompanying documents is intended for the sole use of the recipient to whom it is addressed, and may contain information that is privileged, confidential, and prohibited from disclosure under applicable law. If you are not the intended recipient, or authorized to receive this on behalf of the recipient, you are hereby notified that any review, use, disclosure, copying, or distribution is prohibited. If you are not the intended recipient(s), please contact the sender by e-mail and destroy all copies of the original message. Thank you.

May 6, 2020

Board of Trustees
Morton College, Community College
District 527
3801 S. Central Avenue
Cicero, Illinois 60804

We are pleased to confirm the arrangements of our engagement and the nature of the services we will provide to **MORTON COLLEGE, COMMUNITY COLLEGE DISTRICT 527**.

ENGAGEMENT OBJECTIVES AND SCOPE

We will examine the written assertion about the Schedule of Enrollment Data and Other Basis Upon Which Claims Were Filed made by the engagement of **MORTON COLLEGE, COMMUNITY COLLEGE DISTRICT 527** (College) for the year ended June 30, 2020, in accordance with attestation standards established by the American Institute of Certified Public Accountants, the guidelines of the Illinois Community College Board's *Fiscal Management Manual*, and the standards applicable to financial audits contained in *Government Auditing Standards* issued by the Comptroller General of the United States.

The objective of our examination is the expression of an opinion in a written report about whether the responsible party's assertion is fairly stated, in all material respects, with the applicable criteria against which it is measured.

The criteria to be used consist of the guidelines of the Illinois Community College Board's *Fiscal Management Manual*. Our report is intended solely for the information and use of the Board of Trustees, management, and the Illinois Community College Board and is not intended to be and should not be used by anyone other than these specified parties.

OUR RESPONSIBILITIES

We will conduct our examination in accordance with attestation standards established by the American Institute of Certified Public Accountants. Those standards require that we plan and perform the examination to obtain reasonable rather than absolute assurance about whether the subject matter as measured or evaluated against the criteria is free of material misstatement.

Because of the inherent limitations of an examination engagement, together with the inherent limitations of internal control, an unavoidable risk that some material misstatements may not be detected exists, even though the examination is properly planned and performed in accordance with the attestation standards.

Board of Trustees
Morton College, Community College
District 527
May 6, 2020
Page 2 of 6

Our engagement will not include a detailed examination of every transaction and cannot be relied on to disclose all errors, fraud or illegal acts that may exist. However, we will inform you of any such matters, if material, that come to our attention.

Scott C. Termine, partner, will oversee and coordinate the engagement. Kimberly Marshall, director, is responsible for supervising the engagement and authorizing the signing of the report or reports.

We cannot provide assurance that an unmodified opinion will be expressed. Circumstances may arise in which it is necessary for us to modify our opinion or withdraw from the engagement. If we discover conditions which may prohibit us from issuing a standard examination report, we will notify you. In such circumstances, further arrangements may be necessary to continue our engagement.

Attached to this letter is a copy of our most recent peer review report.

YOUR RESPONSIBILITIES

To facilitate our engagement, management is responsible for providing a written assertion about the measurement or evaluation of the subject matter against the criteria, supplying us with all necessary information and for allowing us access to personnel to assist in performing our services. It should be understood that management is responsible for the accuracy and completeness of these items, for the subject matter and the written assertion(s) referred to above and for selecting and determining the appropriateness of the criteria.

At the conclusion of our engagement, management will provide to us a letter confirming these responsibilities, whether it is aware of any material misstatements in the subject matter or assertion, and that it has disclosed all known events subsequent to the period (or point in time) of the subject matter being reported on that would have a material effect on the subject matter or assertion.

Management is responsible for establishing and maintaining effective internal control over financial reporting and setting the proper tone; creating and maintaining a culture of honesty and high ethical standards; and establishing appropriate controls to prevent, deter and detect fraud and illegal acts. Management is also responsible for identifying and ensuring compliance with the laws and regulations applicable to your activities and for establishing and maintaining effective internal control over compliance.

OTHER SERVICES

We may perform other services for you not covered by this engagement letter. You agree to assume full responsibility for the substantive outcomes of those services, including any findings that may result. You also acknowledge those services are adequate for your purposes, and you will establish and monitor the performance of those services to ensure they meet management's objectives. Any and all decisions involving management responsibilities related to those services will be made by you, and you accept full responsibility for such decisions. We understand you will designate a management-level individual to be responsible and accountable for overseeing the performance of those services, and you will have determined this individual is qualified to conduct such oversight.

ENGAGEMENT FEES

Our fees will be based on time expended and is included in the fee noted in the financial statement audit engagement letter.

Our fees are based upon the understanding that your personnel will be available to assist us. Assistance from your personnel is expected to include:

- Preparing schedules and analysis
- Responding to inquiries
- Pulling selected documents from files
- Helping to resolve any difficulties encountered

We will provide you with a detailed list of assistance and schedules required and the date such assistance and schedules are to be provided before the engagement begins. All schedules should be provided in electronic form unless indicated otherwise.

Our timely completion of the engagement depends on your timely and accurate schedule and analyses preparation and on the availability of your personnel to provide other assistance. If there are inaccuracies or delays in preparing this material, or if we experience other assistance difficulties that add a significant amount of time to our work, our fees will increase. If these circumstances occur, we will promptly notify you to discuss alternative solutions and impact on our fees.

Our engagement fee does not include any time for post-engagement consultation with your personnel or third parties, inquiries from regulators or testimony or deposition regarding any subpoena. Charges for such services will be billed separately.

If our invoices for this or any other engagement you may have with BKD are not paid within 30 days, we may suspend or terminate our services for this or any other engagement. In the event our work is suspended or terminated as a result of nonpayment, you agree we will not be responsible for any consequences to you.

OTHER ENGAGEMENT MATTERS AND LIMITATIONS

Our workpapers and documentation retained in any form of media for this engagement are the property of BKD. We can be compelled to provide information under legal process. In addition, we may be requested by regulatory or enforcement bodies to make certain workpapers available to them pursuant to authority granted by law or regulation. You agree that we have no legal responsibility to you in the event we provide such documents or information.

You agree to indemnify and hold harmless BKD and its personnel from any claims, liabilities, costs and expenses relating to our services under this agreement attributable to false or incomplete representations by management, except to the extent determined to have resulted from the intentional or deliberate misconduct of BKD personnel.

Board of Trustees
Morton College, Community College
District 527
May 6, 2020
Page 4 of 6

You agree that any dispute regarding this engagement will, prior to resorting to litigation, be submitted to mediation upon written request by either party. Both parties agree to try in good faith to settle the dispute in mediation. The American Arbitration Association will administer any such mediation in accordance with its Commercial Mediation Rules. The results of the mediation proceeding shall be binding only if each of us agrees to be bound. We will share any costs of mediation proceedings equally.

In the event BKD or its affiliates or their employees, partners, shareholders, officers or directors (collectively "BKD Parties") are requested or authorized by the College or are required by government regulation, subpoena, order or other legal process to produce documents or to provide testimony as witnesses with respect to any services rendered pursuant to this engagement or any other work or services provided by BKD Parties, the College will, so long as we are not a party to the proceeding in which the information is sought, reimburse us for our professional time and expenses, as well as the fees and expenses of our counsel, incurred in responding to such requests, order, subpoenas or legal process.

The College and BKD Parties agree that no claim or cause of action against BKD Parties arising in whole or in part out of services performed or to be performed under this engagement shall be filed more than two years after (i) the date of the report issued by BKD Parties pursuant to this engagement or (ii) the date of this engagement letter if no report has been issued. The College and BKD Parties further agree that the maximum liability of BKD Parties for any and all claims and causes of action which may be asserted by the College arising in whole or in part from any aspect of this engagement is limited to three times the total amount of fees paid by the College to BKD Parties for services rendered under this engagement letter. The College waives any claim or cause of action for punitive or exemplary damages against BKD Parties.

Either of us may terminate these services at any time. Both of us must agree, in writing, to any future modifications or extensions. If services are terminated, you agree to pay us for time expended to date. In addition, you will be billed travel costs and fees for services from other professionals, if any, as well as an administrative fee of 4% to cover items such as copies, postage and other delivery charges, supplies, technology-related costs such as computer processing, software licensing, research and library databases and similar expense items.

If any provision of this agreement is declared invalid or unenforceable, no other provision of this agreement is affected and all other provisions remain in full force and effect.

This engagement letter represents the entire agreement regarding the services described herein and supersedes all prior negotiations, proposals, representations or agreements, written or oral, regarding these services. It shall be binding on heirs, successors and assigns of you and BKD.

If you intend to include our report in an offering document at some future date, you agree to seek our permission to do so at that time. You agree to provide reasonable notice to allow sufficient time for us to perform certain additional procedures. Any time you intend to publish or otherwise reproduce this written assertion and/or our report and make reference to our firm name in any manner in connection therewith, you agree to provide us with printers' proofs or masters for our review and approval before printing or other reproduction. You will also provide us with a copy of the final reproduced material for our approval before it is distributed. Our fees for such services are in addition to those discussed elsewhere in this letter.

Board of Trustees
Morton College, Community College
District 527
May 6, 2020
Page 5 of 6

We may from time to time utilize third-party service providers, *e.g.*, domestic software processors or legal counsel, or disclose confidential information about you to third-party service providers in serving your account. We remain committed to maintaining the confidentiality and security of your information. Accordingly, we maintain internal policies, procedures and safeguards to protect the confidentiality of your information. In addition, we will secure confidentiality agreements with all service providers to maintain the confidentiality of your information. In the event we are unable to secure an appropriate confidentiality agreement, you will be asked to provide your consent prior to the sharing of your confidential information with the third-party service provider.

You agree to assume full responsibility for maintaining your original data and records and that BKD has no responsibility to maintain this information. You agree you will not rely on BKD to provide hosting, electronic security or backup services, *e.g.*, business continuity or disaster recovery services, to you unless separately engaged to do so. You understand that your access to data, records and information from BKD's servers, *i.e.*, BKDconnect, can be terminated at any time and you will not rely on using this to host your data and records.

We will, at our discretion or upon your request, deliver financial or other confidential information to you electronically via email or other mechanism. You recognize and accept the risk involved, particularly in email delivery as the internet is not necessarily a secure medium of communication as messages can be intercepted and read by those determined to do so.

You agree you will not modify these documents for internal use or for distribution to third parties. You also understand that we may on occasion send you documents marked as draft and understand that those are for your review purpose only, should not be distributed in any way and should be destroyed as soon as possible.

Any time you intend to reference our firm name in any manner in any published materials, including on an electronic site, you agree to provide us with draft materials for our review and approval before publishing or posting such information.

BKD is a registered limited liability partnership under Missouri law. Under applicable professional standards, partners of **BKD, LLP** have the same responsibilities as do partners in a general accounting and consulting partnership with respect to conformance by themselves and other professionals in BKD with their professional and ethical obligations. However, unlike the partners in a general partnership, the partners in a registered limited liability partnership do not have individual civil liability, directly or indirectly, including by way of indemnification, contribution, assessment or otherwise, for any debts, obligations or liabilities of or chargeable to the registered limited liability partnership or each other, whether arising in tort, contract or otherwise.

We are an independent accounting firm allowed to use the name "Praxity" in relation to our practice. We are not connected by ownership with any other firm using the name "Praxity," and we will be solely responsible for all work carried out by us on your behalf. In deciding to engage us, you acknowledge that we have not represented to you that any other firm using the name "Praxity" will in any way be responsible for the work that we do.

Board of Trustees
Morton College, Community College
District 527
May 6, 2020
Page 6 of 6

We will be pleased to discuss this letter with you at any time and look forward to the opportunity of serving you. If the above arrangements are acceptable to you, please sign the enclosed copy of this letter and return it to us. If the signed copy you return to us is in electronic form, you agree that such copy shall be legally treated as a "duplicate original" of this agreement.

BKD, LLP

BKD, LLP

The services and arrangements described in this letter are in accordance with our understanding and are acceptable to us.

MORTON COLLEGE, COMMUNITY COLLEGE
DISTRICT NO. 527

BY _____
Frances Reitz, Board of Trustees

DATE _____

BY _____
Dr. Stanley Fields, President

DATE _____

May 6, 2020

Board of Trustees
Morton College, Community College
District 527
3801 S. Central Avenue
Cicero, Illinois 60804

We are pleased to confirm the arrangements of our engagement and the nature of the services we will provide to **MORTON COLLEGE, COMMUNITY COLLEGE DISTRICT 527**.

ENGAGEMENT OBJECTIVES AND SCOPE

We will audit the basic financial statements of **MORTON COLLEGE, COMMUNITY COLLEGE DISTRICT 527** (College) as of June 30, 2020 and 2021, and the related notes to the financial statements.

Our audit will be conducted with the objectives of:

- ✓ Expressing an opinion on the financial statements.
- ✓ Issuing a report on your compliance based on the audit of your financial statements.
- ✓ Issuing a report on your internal control over financial reporting based on the audit of your financial statements.
- ✓ Expressing an opinion on your compliance, in all material respects, with the types of compliance requirements described in the *U.S. Office of Management and Budget (OMB) Compliance Supplement* that are applicable to each of your major federal award programs.
- ✓ Issuing a report on your internal control over compliance based on the audit of your compliance with the types of compliance requirements that are applicable to each of your major federal award programs.
- ✓ Issuing a report on your schedule of expenditures of federal awards.
- ✓ Expressing an opinion on the grant program financial statements and issuing a report on compliance with State of Illinois requirements for the applicable grants in accordance with ICCB's Fiscal Management Manual.
- ✓ We will provide an in relation to opinion for the College's CYEFR required to be submitted in accordance with the *Grant Accountability and Transparency Act (GATA)* (if required).

OUR RESPONSIBILITIES

We will conduct our audit in accordance with auditing standards generally accepted in the United States of America, the standards applicable to financial audits contained in *Government Auditing Standards* issued by the Comptroller General of the United States and *Title 2 U.S. Code of Federal Regulations* (CFR) Part 200, *Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards* (Uniform Guidance). These standards require that we plan and perform:

- ✓ The audit of the financial statements to obtain reasonable rather than absolute assurance about whether the financial statements are free of material misstatement, whether caused by fraud or error.
- ✓ The audit of compliance with the types of compliance requirements described in the *OMB Compliance Supplement* applicable to each major federal award program to obtain reasonable rather than absolute assurance about whether noncompliance having a direct and material effect on a major federal award program occurred.

An audit involves performing procedures to obtain audit evidence about the amounts and disclosures in the financial statements. The procedures selected depend on the auditor's judgment, including the assessment of the risks of material misstatement of the financial statements, whether due to fraud or error. An audit also includes evaluating the appropriateness of accounting policies used and the reasonableness of significant accounting estimates made by management, as well as evaluating the overall presentation of the financial statements.

Because of the inherent limitations of an audit, together with the inherent limitations of internal control, an unavoidable risk that some material misstatements or noncompliance having a direct and material effect may not be detected exists, even though the audit is properly planned and performed in accordance with GAAS.

In making our risk assessments, we consider internal control relevant to the entity's preparation and fair presentation of the financial statements in order to design audit procedures that are appropriate in the circumstances but not for the purpose of expressing an opinion on the effectiveness of the entity's internal control. However, we will communicate to you in writing concerning any significant deficiencies or material weaknesses in internal control relevant to the audit of the financial statements that we have identified during the audit. Also, in the future, procedures could become inadequate because of changes in conditions or deterioration in design or operation. Two or more people may also circumvent controls, or management may override the system.

We are available to perform additional procedures with regard to fraud detection and prevention at your request, subject to completion of our normal engagement acceptance procedures. The actual terms and fees of such an engagement would be documented in a separate letter to be signed by you and BKD.

Scott C. Termine, partner, will oversee and coordinate the engagement. Kimberly Marshall, director, is responsible for supervising the engagement and authorizing the signing of the report or reports.

We will issue a written report upon completion of our audit of the College's financial statements. Our report will be addressed to the College. You are responsible to distribute our reports to other officials who

have legal oversight authority or those responsible for acting on audit findings and recommendations, and to others authorized to receive such reports. We cannot provide assurance that an unmodified opinion will be expressed. Circumstances may arise in which it is necessary for us to modify our opinion, add an emphasis of matter or other matter paragraph(s), or withdraw from the engagement. If we discover conditions that may prohibit us from issuing a standard report, we will notify you as well. In such circumstances, further arrangements may be necessary to continue our engagement.

Accounting standards generally accepted in the United States of America provide for certain required supplementary information (RSI), such as the management's discussion and analysis (MD&A), to supplement the College's basic financial statements. Such information, although not a part of the basic financial statements, is required by the *Governmental Accounting Standards Board* who considers it to be an essential part of the financial reporting for placing the basic financial statements in an appropriate operational, economic, or historical context. As part of our engagement, we will apply certain limited procedures to the College's RSI in accordance with auditing standards generally accepted in the United States of America. These limited procedures will consist of inquiries with management regarding the methods of preparing the information and comparing the information for consistency with management's response to our inquiries, the basic financial statements, and other knowledge we obtained during our audit of the basic financial statements. We will not express an opinion or provide assurance on the information because the limited procedures do not provide us with sufficient evidence to express an opinion or provide any assurance. The following RSI is required by general accepted accounting principles and will be subjected to certain limited procedures, but will not be audited:

- Management's Discussion and Analysis
- Schedule of the College's Proportionate Share of the Net Pension Liability
- Schedule of College's Contributions

We will also express an opinion on whether the following supplementary information ("supplementary information") is fairly stated, in all material respects, in relation to the financial statements as a whole. We will subject the following supplementary information to the auditing procedures applied in our audit of the financial statements and certain additional procedures, including comparing and reconciling such information directly to the underlying accounting and other records used to prepare the financial statements or to the financial statements themselves, and other additional procedures in accordance with auditing standards generally accepted in the United States of America, and will provide an opinion on it in relation to the financial statements as a whole, in a report combined with our auditor's report on the financial statements:

- State Required Report Section

The following other information accompanying the financial statements will not be subjected to the auditing procedures applied in our audit of the financial statements, and our auditor's report will not provide an opinion or an assurance on that information.

- Introductory Section
- Statistical Section

YOUR RESPONSIBILITIES

Our audit will be conducted on the basis that management and those charged with governance acknowledges and understands that they have responsibility:

1. For the preparation and fair presentation of the financial statements in accordance with accounting principles generally accepted in the United States of America;
2. For the design, implementation and maintenance of internal control relevant to the preparation and fair presentation of financial statements that are free from material misstatement, whether due to fraud or error;
3. For identifying and ensuring compliance with the laws, regulations, contracts and grants applicable to your activities (including your federal award programs); and
4. To provide us with:
 - a. Access to all information of which management is aware that is relevant to the preparation and fair presentation of the financial statements such as records, documentation and other matters;
 - b. Additional information that we may request from management for the purpose of the audit; and
 - c. Unrestricted access to persons within the entity from whom we determine it necessary to obtain audit evidence.

As part of our audit process, we will request from management and those charged with governance written confirmation acknowledging certain responsibilities outlined in this engagement letter and confirming:

- The availability of this information
- Certain representations made during the audits for all periods presented
- The effects of any uncorrected misstatements, if any, resulting from errors or fraud aggregated by us during the current engagement and pertaining to the latest period presented are immaterial, both individually and in the aggregate, to the financial statements taken as a whole

The results of our tests of compliance and internal control over financial reporting performed in connection with our audit of the financial statements may not fully meet the reasonable needs of report users. Management is responsible for obtaining audits, examinations, agreed-upon procedures or other engagements that satisfy relevant legal, regulatory or contractual requirements or fully meet other reasonable user needs.

With regard to supplementary information:

- Management is responsible for its preparation in accordance with applicable criteria
- Management will provide certain written representations regarding the supplementary information at the conclusion of our engagement
- Management will include our report on this supplementary information in any document that contains this supplementary information and indicates we have reported on the supplementary information

Management will make the supplementary information readily available to intended users if it is not presented with the audited financial statements

OTHER SERVICES

Electronic Submission

We will also complete the auditee portion of the Form SF-SAC (Data Collection Form) through the Federal Audit Clearinghouse. We will not make the submission on your behalf. You will review a draft(s) of the submission prior to transmission and agree that you are solely responsible for approving the final draft for transmission as well as for the auditee submission and certification.

Other Services

We will provide you with the following nonattest services:

- Preparing a draft of the financial statements and related notes

In addition, we may perform other services for you that are not covered by this engagement letter. You agree to assume full responsibility for the substantive outcomes of the services described above and for any other services we may provide, including any findings that may result. You also acknowledge these services are adequate for your purposes, and you will establish and monitor the performance of these services to ensure they meet management's objectives. Any and all decisions involving management responsibilities related to these services will be made by you, and you accept full responsibility for such decisions. We understand you have designated a management-level individual to be responsible and accountable for overseeing the performance of these services, and you have determined this individual is qualified to conduct such oversight.

ENGAGEMENT FEES

The fees for our services will be \$81,600 and \$81,600 for the years ending June 30, 2020 and June 30, 2021, respectively. We will waive our administrative fee of 4% to cover items such as copies, postage and other delivery charges, supplies, technology-related costs such as computer processing, software licensing, research and library databases and similar expense items.

Our fees are based upon the understanding that your personnel will be available to assist us. Assistance from your personnel is expected to include:

- Preparing audit schedules to support all significant balance sheet and certain other accounts
- Responding to auditor inquiries
- Preparing confirmation and other letters
- Pulling selected invoices and other documents from files
- Helping to resolve any differences or exceptions noted

We will provide you with a detailed list of assistance and schedules required and the date such assistance and schedules are to be provided before the audit begins. All schedules should be provided in electronic form unless indicated otherwise.

Our timely completion of the audit depends on your timely and accurate schedule and analyses preparation and on the availability of your personnel to provide other assistance. If there are inaccuracies or delays in preparing this material, or if we experience other assistance difficulties that add a significant amount of time to our work, our fees will increase.

Our estimate of fees does not include any time that may be required to address a restatement of the previous audited financial statements. Accordingly, any such work will be billed based on our standard quoted hourly rates.

Our pricing for this engagement and our fee structure are based upon the expectation that our invoices will be paid promptly. We will issue progress billings during the course of our engagement, and payment of our invoices is due upon receipt. Interest will be charged on any unpaid balance after 30 days at the rate of 10% per annum.

Our fees do not include time to assist you with implementing any new standards, if applicable. Should you require assistance, we will bill you at our standard hourly rates.

The College may be involved in certain new transactions or events that may require additional work that is not included in our engagement fee and could result in additional charges. In addition, our fees will increase if there are additional activities related to COVID-19 loans or new funding streams.

Our engagement fee does not include any time for post-engagement consultation with your personnel or third parties, consent letters and related procedures for the use of our reports in offering documents, inquiries from regulators or testimony or deposition regarding any subpoena. Charges for such services will be billed separately.

Our fees may also increase if our duties or responsibilities are increased by rulemaking of any regulatory body or any additional new accounting or auditing standards.

Board of Trustees
Morton College, Community College
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May 6, 2020
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If our invoices for this or any other engagement you may have with BKD are not paid within 30 days, we may suspend or terminate our services for this or any other engagement. In the event our work is suspended or terminated as a result of nonpayment, you agree we will not be responsible for any consequences to you.

OTHER ENGAGEMENT MATTERS AND LIMITATIONS

BKD is not acting as your municipal advisor under Section 15B of the *Securities Exchange Act of 1934*, as amended. As such, BKD is not recommending any action to you and does not owe you a fiduciary duty with respect to any information or communications regarding municipal financial products or the issuance of municipal securities. You should discuss such information or communications with any and all internal or external advisors and experts you deem appropriate before acting on any such information or material provided by BKD.

Our workpapers and documentation retained in any form of media for this engagement are the property of BKD. We can be compelled to provide information under legal process. In addition, we may be requested by regulatory or enforcement bodies to make certain workpapers available to them pursuant to authority granted by law or regulation. You agree that we have no legal responsibility to you in the event we provide such documents or information.

You agree to indemnify and hold harmless BKD and its personnel from any claims, liabilities, costs and expenses relating to our services under this agreement attributable to false or incomplete representations by management, except to the extent determined to have resulted from the intentional or deliberate misconduct of BKD personnel.

You agree that any dispute regarding this engagement will, prior to resorting to litigation, be submitted to mediation upon written request by either party. Both parties agree to try in good faith to settle the dispute in mediation. The American Arbitration Association will administer any such mediation in accordance with its Commercial Mediation Rules. The results of the mediation proceeding shall be binding only if each of us agrees to be bound. We will share any costs of mediation proceedings equally.

In the event BKD or its affiliates or their employees, partners, shareholders, officers or directors (collectively "BKD Parties") are requested or authorized by the College or are required by government regulation, subpoena, order or other legal process to produce documents or to provide testimony as witnesses with respect to any services rendered pursuant to this engagement or any other work or services provided by BKD parties, the College will, so long as we are not a party to the proceeding in which the information is sought, reimburse us for our professional time and expenses, as well as the fees and expenses of our counsel, incurred in responding to such request, order, subpoenas or legal process.

The College and BKD Parties agree that no claim or cause of action against BKD Parties arising in whole or in part out of services performed or to be performed under this engagement shall be filed more than two years after (i) the date of the report issued by BKD Parties pursuant to this engagement or (ii) the date of this engagement letter if no report has been issued. The College and BKD Parties further agree that the maximum liability of BKD Parties for any and all claims and causes of action which may be asserted by the College arising in whole or in part from any aspect of this engagement is limited to three times the total

amount of fees paid by the College to BKD Parties for services rendered under this engagement letter. The College waives any claim of cause of action for punitive or exemplary damages against BKD Parties.

Either of us may terminate these services at any time. Both of us must agree, in writing, to any future modifications or extensions. If services are terminated, you agree to pay us for time expended to date. In addition, you will be billed travel costs and fees for services from other professionals, if any, as well as an administrative fee of 4% to cover items such as copies, postage and other delivery charges, supplies, technology-related costs such as computer processing, software licensing, research and library databases and similar expense items.

If any provision of this agreement is declared invalid or unenforceable, no other provision of this agreement is affected and all other provisions remain in full force and effect.

This engagement letter represents the entire agreement regarding the services described herein and supersedes all prior negotiations, proposals, representations or agreements, written or oral, regarding these services. It shall be binding on heirs, successors and assigns of you and BKD.

We may from time to time utilize third-party service providers, *e.g.*, domestic software processors or legal counsel, or disclose confidential information about you to third-party service providers in serving your account. We remain committed to maintaining the confidentiality and security of your information. Accordingly, we maintain internal policies, procedures and safeguards to protect the confidentiality of your information. In addition, we will secure confidentiality agreements with all service providers to maintain the confidentiality of your information. In the event we are unable to secure an appropriate confidentiality agreement, you will be asked to provide your consent prior to the sharing of your confidential information with the third-party service provider.

You may desire to receive peer group benchmarking and higher education institution comparison reports (“Benchmarking Reports”) as they become available via BKD ClientLink. These Benchmarking Reports are anonymous and aggregate reports that are prepared by iLumen, Inc. (“iLumen”) and represent the average performance of other peer institutions. Individual institution data is never disclosed.

In exchange, you agree that your financial information will be available to BKD and iLumen and its customers on a continuing basis for possible inclusion in anonymous, aggregated benchmarking analyses, provided your identity cannot be determined from such disclosure.

We will not audit, review, compile or otherwise provide any assurance on the Benchmarking Reports provided to you. Such information is restricted to your use only and may not be shared with third parties including lenders, vendors or customers. We are not responsible for the accuracy and completeness of the information and are not responsible to investigate or verify it.

You may “opt out” of inclusion of your financial metrics in future Benchmarking Reports at any time by delivering written notice to BKD, 1201 Walnut Street, Suite 1700, Kansas City, MO 64106, Attention: Ms. Tondeé Lutterman. You acknowledge by “opting out” of inclusion in future Benchmarking Reports, you will no longer be eligible to receive such reports. On receipt of such “opt out” notice, BKD will make good faith efforts to promptly cease including your institution’s financial metrics in future Benchmarking

Reports; your institution's financial metrics will not be retroactively removed from previously issued Benchmarking Reports.

You agree to assume full responsibility for maintaining your original data and records and that BKD has no responsibility to maintain this information. You agree you will not rely on BKD to provide hosting, electronic security or backup services, *e.g.*, business continuity or disaster recovery services, to you unless separately engaged to do so. You understand that your access to data, records and information from BKD's servers, *i.e.*, BKDconnect, can be terminated at any time and you will not rely on using this to host your data and records.

We will, at our discretion or upon your request, deliver financial or other confidential information to you electronically via email or other mechanism. You recognize and accept the risk involved, particularly in email delivery as the internet is not necessarily a secure medium of communication as messages can be intercepted and read by those determined to do so.

You agree you will not modify these documents for internal use or for distribution to third parties. You also understand that we may on occasion send you documents marked as draft and understand that those are for your review purpose only, should not be distributed in any way and should be destroyed as soon as possible.

If you intend to include these financial statements and our report in an offering document at some future date, you agree to seek our permission to do so at that time. You agree to provide reasonable notice to allow sufficient time for us to perform certain additional procedures. Any time you intend to publish or otherwise reproduce these financial statements and our report and make reference to our firm name in any manner in connection therewith, you agree to provide us with printers' proofs or master for our review and approval before printing or other reproduction. You will also provide us with a copy of the final reproduced material for our approval before it is distributed. Our fees for such services are in addition to those discussed elsewhere in this letter.

The entity may wish to include our report on these financial statements in an exempt offering document. The entity agrees that the aforementioned auditor's report, or reference to our firm, will not be included in any such offering document without notifying us. Any agreement to perform work in connection with an exempt offering document, including providing agreement for the use of the auditor's report in the exempt offering document, will be a separate engagement.

Any exempt offering document issued by the entity with which we are not involved will clearly indicate that we are not involved by including a disclosure such as, "**BKD, LLP**, our independent auditor, has not been engaged to perform and has not performed, since the date of its report included herein, any procedures on the financial statements addressed in that report. **BKD, LLP** also has not performed any procedures relating to this offering document."

You agree to notify us if you desire to place these financial statements or our report thereon along with other information, such as a report by management or those charged with governance on operations, financial summaries or highlights, financial ratios, etc., on an electronic site. You recognize that we have no responsibility as auditors to review information contained in electronic sites.

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May 6, 2020
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Any time you intend to reference our firm name in any manner in any published materials, including on an electronic site, you agree to provide us with draft materials for our review and approval before publishing or posting such information.

BKD is a registered limited liability partnership under Missouri law. Under applicable professional standards, partners of **BKD, LLP** have the same responsibilities as do partners in a general accounting and consulting partnership with respect to conformance by themselves and other professionals in BKD with their professional and ethical obligations. However, unlike the partners in a general partnership, the partners in a registered limited liability partnership do not have individual civil liability, directly or indirectly, including by way of indemnification, contribution, assessment or otherwise, for any debts, obligations or liabilities of or chargeable to the registered limited liability partnership or each other, whether arising in tort, contract or otherwise.

Please sign and return the attached copy of this letter to indicate your acknowledgement of, and agreement with, the arrangements for our audit of the financial statements including our respective responsibilities. If the signed copy you return to us is in electronic form, you agree that such copy shall be legally treated as a "duplicate original" of this agreement.

BKD, LLP

BKD, LLP

Acknowledged and agreed to on behalf of

MORTON COLLEGE, COMMUNITY COLLEGE
DISTRICT NO. 527

BY _____
Frances Reitz, Board of Trustees

DATE _____

BY _____
Dr. Stanley Fields, President

DATE _____

Report on the Firm's System of Quality Control

To the Partners of
BKD, LLP
and the National Peer Review Committee

We have reviewed the system of quality control for the accounting and auditing practice of BKD, LLP (the firm) applicable to engagements not subject to PCAOB inspection in effect for the year ended May 31, 2017. Our peer review was conducted in accordance with the Standards for Performing and Reporting on Peer Reviews established by the Peer Review Board of the American Institute of Certified Public Accountants (Standards).

A summary of the nature, objectives, scope, limitations of, and the procedures performed in a System Review as described in the Standards may be found at www.aicpa.org/prsummary. The summary also includes an explanation of how engagements identified as not performed or reported in conformity with applicable professional standards, if any, are evaluated by a peer reviewer to determine a peer review rating.

Firm's Responsibility

The firm is responsible for designing a system of quality control and complying with it to provide the firm with reasonable assurance of performing and reporting in conformity with applicable professional standards in all material respects. The firm is also responsible for evaluating actions to promptly remediate engagements deemed as not performed or reported in conformity with professional standards, when appropriate, and for remediating weaknesses in its system of quality control, if any.

Peer Reviewer's Responsibility

Our responsibility is to express an opinion on the design of the system of quality control and the firm's compliance therewith based on our review.

Required Selections and Considerations

Engagements selected for review included engagements performed under *Government Auditing Standards*, including compliance audits under Single Audit Act; audits of employee benefit plans, audits performed under FDICIA, an audit of carrying broker-dealers, and examinations of service organizations [SOC 1 and SOC 2 engagements].

As part of our peer review, we considered reviews by regulatory entities as communicated to the firm, if applicable, in determining the nature and extent of our procedures.

Opinion

In our opinion, the system of quality control for the accounting and auditing practice of BKD, LLP applicable to engagements not subject to PCAOB inspection in effect for the year ended May 31, 2017, has been suitably designed and complied with to provide the firm with reasonable assurance of performing and reporting in conformity with applicable professional standards in all material respects. Firms can receive a rating of *pass*, *pass with deficiency(ies)* or *fail*. BKD, LLP has received a peer review rating of *pass*.



Baton Rouge, Louisiana
October 6, 2017

From: [Marisol Velazquez](#)
To: [Maria Sanchez Anderson](#); [Ana L Valdez](#)
Cc: [Carissa Davis](#)
Subject: FW: It's Time to Renew Your NASFAA Membership
Date: Friday, May 8, 2020 2:51:15 PM
Attachments: [tm_81008.pdf](#)
[image001.png](#)

Hi Maria, Pls see below for board action. Let me know if you have questions. Thank you,

Marisol Velazquez

Dean of Student Services

Morton College

3801 S. Central Avenue, Cicero IL

Room 212, Building B

Office # 708-656-8000 x.2439

www.morton.edu

#WeareMC #SomosMC

From: Carissa Davis <carissa.davis@morton.edu>

Date: Friday, May 8, 2020 at 2:43 PM

To: Marisol Velazquez <marisol.velazquez@morton.edu>

Subject: Fw: It's Time to Renew Your NASFAA Membership

PROPOSED ACTION: THAT THE BOARD APPROVE THE MEMBERSHIP FEE FOR NATIONAL ASSOCIATION STUDENT FINANCIAL AID ADMINSTRATORS (NASFAA) FOR THE 20-21 AWARD YEAR.

RATIONALE: These dues allow us access to offers a cost-effective way to provide professional development to all your staff.

COST ANALYSIS: \$ 2,600 for the year.

ATTACHMENTS: Invoice

Carissa Davis

Director of Financial Aid

E: carissa.davis@morton.edu

[3801 S. Central Ave.](#)

Cicero, IL. 60804

ANNUAL MEMBERSHIP DUES INVOICE

Please verify address information and note any updates in the space provided

Carissa Davis
Director of Financial Aid
Morton College
3801 S. Central Avenue
Cicero, IL 60804-4300
Phone: (708) 656-8000 x2227
Fax: (708) 656-4625
Email: Carissa.Davis@morton.edu

Invoice Date May 5, 2020	Invoice Number 81008	Due Date June 30, 2020	P&P Builder INCLUDED
NASFAA Fed ID# 83-0211970	Membership Effective July 1, 2020 - June 30, 2021	2020-21 Membership Option Value Plus Membership Package	Webinar Package INCLUDED
<input type="checkbox"/> By renewing the NASFAA membership, your institution acknowledges NASFAA's Statement of Ethical Principles, and agrees to adhere to the Code of Conduct. Please review the documents at www.NASFAA.org/ethics		<div> 2018 Fall FTE: 2,261 Value Plus Membership Package Dues: \$2,550.00 Paid: \$0.00 Balance: \$2,550.00 </div> <p>Change your Membership Option, print a new invoice or pay online:</p> <p>https://www.nasfaa.org/mydues/index/81008</p>	

Payment Method: <input type="checkbox"/> Check Enclosed <input type="checkbox"/> AMEX <input type="checkbox"/> Discover <input type="checkbox"/> Visa <input type="checkbox"/> MasterCard <input type="checkbox"/> Purchase orders are not accepted		
Name on Card:	Card Number:	
Expiration Date:	Signature:	
Cardholder's Phone:	Amount to Be Charged:	Security Code (on back of credit card):

Questions, changes, or revisions, contact Membership Services at (202) 785-0453, Ext. 1 or Membership@NASFAA.org.

Pay online at <https://www.nasfaa.org/mydues/index/81008>.

Or remit to: NASFAA, 1801 Pennsylvania Avenue, Suite 850, Washington, DC 20006, Fax: 202-785-1487

Download a W-9 PDF at www.nasfaa.org/w9.

Please send this form with payment. Keep a copy for your records.

Interested in getting involved with or joining your state or regional association of student financial aid administrators?
Learn more at www.nasfaa.org/associations.

2020-21 Options for Institutional Members

Membership dues include benefits for twelve months, July 1 to June 30.
If joining mid-year, Standard Dues are pro-rated.

			Optional Add-Ons in addition to Standard Dues			
Dues Calculation for all Institutions Base Fee + FTE x 9.5%			P&P Builder	Value Package	Webinar Package	Value Plus Package (P&P Builder, Webinars, and more!)
Standard Dues	\$840	+ FTE x 9.5%	\$99	\$550	\$499	\$1,495
Standard Membership This is our basic membership. If you want to purchase additional services, you can do so at any time and pay the à la carte price for that product or service. <ul style="list-style-type: none"> Includes unlimited Today's News subscriptions. Includes unlimited access to the Student Aid Index. Includes unlimited access to the AskRegs Knowledgebase. Includes unlimited access to the Compliance Engine checklists Includes unlimited access to the NASFAA website, where many additional products and services are available at no additional cost. 			Value Membership Offers discounted access to select training materials for you and your staff! <ul style="list-style-type: none"> As with Standard, the Value package includes unlimited Today's News, Student Aid Index, AskRegs Knowledgebase, Compliance Engine and website access. Includes unlimited access to six NASFAA U Self-Study Guides as downloadable PDFs. See list below for included Self-Study Guides. Value: \$600/staff member 5% off Conference registrations, beyond the first registration, for the 2021 NASFAA Conference. Does NOT include on-site registrations. 5% off Career Center job postings 		Value Plus Membership Developed for institutions that need even more access to NASFAA's training resources. <ul style="list-style-type: none"> As with Standard, the Value Plus package includes unlimited Today's News, Student Aid Index, AskRegs Knowledgebase, Compliance Engine checklists, and website access. Also includes the Webinar Package described below. Value: \$499 Includes the P&P Builder. Value \$99 Includes unlimited access to all NASFAA U Self-Study Guides as downloadable PDFs. Value: \$1,962/staff member! 10% off Conference registrations, beyond the first registration, for the 2021 NASFAA Conference. Does NOT include on-site registrations. 10% off Career Center job postings 	

P&P Builder

The P&P Builder, a Compliance Engine add-on module, guides you step-by-step through the creation of a centralized, accessible policies and procedures manual.

Webinar Package

The Webinar Package includes all fee-based Webinars offered between July 1 and June 30 each year. For 2020-21, twelve (12) paid Webinars are planned. The package also includes unlimited site licenses, which means everyone at your institution or organization with a myNASFAA account can participate from their own computer when they register for the live event or watch the on-demand version. Live Webinars are archived for up to one year, though they may be removed if regulations change.

NASFAA U Self-Study Guides

The Value Package includes the first six guides in the NASFAA U Self-Study Guide series: Overview of the Financial Aid Process, Application Process, Student Eligibility, Cost of Attendance, Need Analysis: Federal & Institutional, and Verification. With this package, you can download the PDFs from the online store and make unlimited copies for you and your staff. The Value Plus Package includes all of the guides. For a complete list of Self-Study Guides, please visit the NASFAA website.

RESOLUTION ADOPTING AN INTERGOVERNMENTAL AGREEMENT BETWEEN MORTON COMMUNITY COLLEGE DISTRICT NO. 527, CITY OF BERWYN, BERWYN TOWNSHIP, BERWYN NORTH SCHOOL DISTRICT NO. 98, SOUTH BERWYN SCHOOL DISTRICT NO. 100, J. STERLING MORTON HIGH SCHOOL DISTRICT NO. 201, THE BERWYN PARK DISTRICT, THE NORTH BERWYN PARK DISTRICT AND THE COUNTY OF COOK

WHEREAS, Morton College, Community College District No. 527 (“Morton”) is a public agency of the State of Illinois; and

WHEREAS, Section 10 of Article VII of the Constitution of the State of Illinois provides for the execution of agreements and implementation of cooperative ventures between public agencies of the State of Illinois to obtain or share services and to exercise, combine or transfer any power or function, in any manner not prohibited by law or by ordinance; and

WHEREAS, the Intergovernmental Cooperation Act (5 ILCS 220/1 *et seq.*, as supplemented and amended), authorizes public agencies to exercise any power or powers, privileges or authority which may be exercised by any such public agency individually to be exercised and enjoyed jointly with any other public agency in the State of Illinois; and

WHEREAS, the City of Berwyn, Berwyn Township, Berwyn North School District No. 98, South Berwyn School District no. 100, J. Sterling Morton High School District No. 201, the Berwyn Park District, the North Berwyn Park District, and the County of Cook are units of local government and/or public agencies of the state of Illinois; and

WHEREAS, the City of Berwyn is within Morton’s district; and

WHEREAS, the City of Berwyn has the authority, pursuant to the laws of the State of Illinois, to promote the health, safety and welfare of the City of Berwyn and its inhabitants, to prevent the spread of and eradicate blight, to encourage private development in order to enhance the local tax base, to increase employment and to enter into agreements with third parties for the purpose of achieving the aforementioned goals; and

WHEREAS, the City of Berwyn specifically has the authority under the provisions of the Tax Increment Allocation Redevelopment Act, 65 ILCS 5/11-74.4-1, *et seq.*, as amended (the “**Act**”), to assist in financing redevelopment in accordance with the conditions and requirements set forth in the Act; and

WHEREAS, pursuant to the Act, the City of Berwyn proposes to approve a revised redevelopment plan and project area (the “**Plan**”), add additional properties, designate an amended redevelopment project area within the City of Berwyn to be known as the City of Berwyn Amended Harlem Avenue Tax Increment Financing District (the “**Project Area**” or the “Harlem TIF District”) and to adopt tax increment financing (“**TIF**”) for the Project Area; and

WHEREAS, Morton finds and determines that the City of Berwyn’s Plan and designation of the Project Area will encourage redevelopment of the Project Area, which will eliminate the blight factors and characteristics associated with the Project Area, increase economic activity within the boundaries of the Project Area and the larger community, produce increased tax revenues for Morton, create employment opportunities for residents of the community, and otherwise inure to the benefit of the Morton and its constituents; and

WHEREAS, based on the foregoing, Morton finds and determines that supporting the Plan, adding additional properties, designation of the Project Area, and the adoption of TIF for the Project Area (collectively, the “**Harlem TIF Creation**”) is in its best interests, and thus it is in Morton’s best interests to enter into the Agreement attached hereto as Exhibit A which calls for Morton to support the Plan.

NOW, THEREFORE, BE IT RESOLVED by the Board of Trustees of Community College District No. 527 (“Board”), Cook County, Illinois, as follows:

1. The form, terms and provisions of the Agreement attached hereto as Exhibit A are hereby approved in substantially the same form as provided therein, with such insertions, omissions and changes as shall be approved by the Board Chair, Morton President or an attorney for the college

executing the same, the execution of such document being conclusive evidence of such approval; and the Morton President and an attorney for the college are authorized to make revisions of the Agreement; and the Morton Board Chair and Morton President are hereby authorized and directed to execute and the Morton Board Secretary is hereby authorized and directed to attest and countersign the Agreement and any and all such other documents as may be necessary to carry out and effectuate the purpose of this Resolution.

2. The officers, employees and agents of Morton are hereby authorized and directed to take any and all action necessary or reasonably required by the parties to the Agreement to carry out, give effect to and consummate the transactions contemplated thereby and to take all action necessary in conformity therewith.

3. Unless this Resolution is repealed by a majority vote of the Board, the Morton President is authorized and directed to renew the Agreement on substantially the same terms upon the expiration of the Agreement, or terminate the Agreement, whichever is in the best interests of Morton.

4. This Resolution shall be in full force and effect upon passage and approval.

Passed by a vote of ____ ayes and ____ nays at a Regular Meeting of the Board of Trustees held this ____ day of May, 2020.

Chair, Board of Trustees
Illinois Community College District No. 527

Attest:

Secretary, Board of Trustees
Illinois Community College District No. 527

INTERGOVERNMENTAL AGREEMENT HARLEM AVENUE AMENDED TIF DISTRICT

THIS INTERGOVERNMENTAL AGREEMENT (this “**Agreement**”), effective on the Effective Date (defined below) is made by and among the City of Berwyn, an Illinois municipal corporation (the “**City**”), Berwyn Township (the “**Township**”), Berwyn North School District No. 98, an Illinois school district (“**District 98**”), South Berwyn School District No. 100, an Illinois school district (“**District 100**”), J. Sterling Morton High School District No. 201, an Illinois school district (“**District 201**”), Morton Community College District No. 527, an Illinois community college district (“**Morton College**”), the Berwyn Park District, an Illinois park district (“**BPD**”), the North Berwyn Park District, an Illinois park district (“**NBPD**”), and the County of Cook, an Illinois county (“**Cook County**”). The Township, District 98, District 100, District 201, Morton College, BPD, NBPD and Cook County may, for convenience purposes only, be hereinafter referred to individually as a “**Taxing District**” and collectively as the “**Taxing Districts**.” Additionally, the City and the Taxing Districts may, for convenience purposes only, be referred to individually as a “**Party**” and collectively as the “**Parties**.”

R E C I T A L S:

WHEREAS, the City is a home rule unit of local government as is provided by Article VII, Section 6 of the Illinois Constitution of 1970 (the “**Constitution**”), and as such may exercise various powers and perform numerous functions pertaining to its government and affairs in any manner not otherwise prohibited by law; and

WHEREAS, the City has the authority, pursuant to the laws of the State of Illinois, to promote the health, safety and welfare of the City and its inhabitants, to prevent the spread of and eradicate blight, to encourage private development in order to enhance the local tax base, to increase employment and to enter into agreements with third parties for the purpose of achieving the aforementioned goals; and

WHEREAS, the City specifically has the authority under the provisions of the Tax Increment Allocation Redevelopment Act, 65 ILCS 5/11-74.4-1, *et seq.*, as amended (the “**Act**”), to assist in financing redevelopment in accordance with the conditions and requirements set forth in the Act; and

WHEREAS, pursuant to the Act, the City proposes to approve a revised redevelopment plan and project area (the “**Plan**”), to add additional properties (the “**Additional Properties**”) designate an amended redevelopment project area within the City to be known as the City of Berwyn Amended Harlem Avenue Tax Increment Financing District (the “**Project Area**” or the “**Harlem TIF District**”) and to adopt tax increment financing (“**TIF**”) for the Project Area; and

WHEREAS, pursuant to the Act, the City convened a joint review board (the “**JRB**”) on January 9, 2020 (the “**JRB Meeting**”) composed of those certain statutorily designated taxing districts with authority to levy real estate taxes against the property located within the boundaries of the proposed Project Area, including but not limited to all of the Parties hereto; and

WHEREAS, during the JRB Meeting, the JRB adopted the “**JRB Resolution**”; (attached as **Exhibit A**), which recommended that the City approve the Plan and designation of the Project Area; and

WHEREAS, at the JRB Meeting, the JRB recommended that the Parties negotiate and enter into this Agreement to govern the distribution of Surplus Incremental Taxes, as defined herein; and

WHEREAS, for this Agreement to be in full force and effect, the Agreement must be adopted by the City’s Mayor and City Council (collectively, the “**Corporate Authorities**”) and by the governing bodies of the Taxing Districts; and

WHEREAS, Article VII, Section 10 of the Constitution expressly permits units of local government and school districts to contract among themselves to obtain or share services and to exercise, combine or transfer any power or function, in any manner not prohibited by law or by ordinance; and

WHEREAS, the Intergovernmental Cooperation Act, 5 ILCS 220/1, *et seq.*, authorizes public agencies, which include units of local government, school districts and community college districts, to jointly enjoy and/or exercise powers, privileges, functions or authority with other public agencies except where specifically and expressly prohibited by law, and further authorizes public agencies to enter into intergovernmental agreements with other public agencies; and

WHEREAS, the Act expressly authorizes municipalities, such as the City, to make and enter into all contracts with overlapping taxing bodies necessary or incidental to the implementation and furtherance of its redevelopment plan and project; and

WHEREAS, the Parties find and determine that the City’s approval of the Plan and designation of the Project Area will encourage redevelopment of the Project Area, which will eliminate the blight factors and characteristics associated with the Project Area, increase economic activity within the boundaries of the Project Area and the larger community, produce increased tax revenues for the Parties, create employment opportunities for residents of the community, and otherwise inure to the benefit of the Parties and their constituents; and

WHEREAS, based on the foregoing, the Parties find and determine that entering into this Agreement is in the best interests of the Parties, and that doing so will further the health, safety and welfare of the Parties’ residents and taxpayers; and

NOW, THEREFORE, in consideration of the foregoing, the mutual promises and covenants contained herein, and for other good and valuable consideration, the receipt and sufficiency of which is hereby acknowledged, the Parties, intending to be legally bound, hereby agree as follows:

SECTION I INCORPORATION OF RECITALS; APPLICABLE LAW

A. Incorporation of Recitals. The statements set forth in the recitals to this Agreement are true and correct and are incorporated herein as if set forth in full.

B. Law. This Agreement shall be governed by, construed under and interpreted in accordance with the laws of the State of Illinois, without giving effect to its principles of conflicts of law or choice of law. All suits, actions, claims and causes of action relating to the construction, validity, performance and enforcement of this Agreement shall be brought in the Circuit Court of Cook County, Illinois.

C. Scope. This Agreement is only applicable to those parcels of property that serve as the enlargement of the Project Area (or the Additional Properties), which is a loosely described as generally bounded on the south by the 31st Street, on the east by Lombard Avenue, on the north by Cermak Road (including properties on the north and south side of Cermak Road), and on the west by the City Boundaries at Harlem Avenue. The distribution of any payments provided for herein shall be limited to those parcels serving as the enlargement of the Project Area extension (the Additional Properties) and as detailed below.

SECTION II TERM OF AGREEMENT

A. Coterminous with Term of Project Area; Extension of Term of Project Area. Subject to Sections IV and V herein, the term of this Agreement shall commence on the Effective Date, *infra*, and shall remain in full force and effect to and through 11:59PM Chicago Time, on December 31 of the year in which the payment to the City treasurer is to be made with respect to ad valorem property taxes levied in the twenty-third (23rd) year after the year in which the City ordinance designating the Project Area is adopted (the “**Statutory Termination Date**”). If the City, in its sole and absolute discretion, terminates the Project Area, or the Project Area is otherwise legally terminated, prior to the Statutory Termination Date (the “**Early Termination Date**”), then the provisions of Section II B shall control and govern. If the Statutory Termination Date is enlarged or extended by operation of law (the “**Project Area Extension**”), then the term of this Agreement shall also be extended so that it is coterminous with the Project Area Extension.

B. Effective Date. The Effective Date of this Agreement shall be the last date on which all the Parties have executed the Agreement.

C. Authorizing Ordinances. The Parties acknowledge City Ordinance Numbers 11-26, 11-27, and 11-28, which established the TIF District and City Ordinances Numbers _____, _____, and _____, [TO BE INSERTED LATER] which enlarged the boundaries of the Project Area (alternatively, the “**Harlem TIF Amendment**” or “**TIF Amendment**”). All legislation adopted by the Parties to authorize this Agreement shall be attached hereto as **Group Exhibit B**.

D. Cessation of TIF. In the event of a binding judicial order, legislative act, or other such binding legal enactment terminating the TIF or prohibiting the Parties from effectuating the covenants under this Agreement, the obligations of the City to pay the Surplus Incremental Taxes, as provided in Section IV below, shall be deemed immediately null and void, vacated and of no further effect.

E. Time is of the Essence. The Parties acknowledge that time is of the essence of this Agreement.

SECTION III SUPPORT FOR TIF AMENDMENT; FOREBEARANCE

The Taxing Districts hereby affirmatively and voluntarily pledge their support for the approval of the Plan, the designation of the Project Area and the adoption of TIF the use of tax increment as set forth in the Act. The Taxing Districts hereby affirmatively, voluntarily and knowingly and without qualification: (a) waive any and all legal or factual objections to the Plan, the Project Area, the use of Tax Increment Financing, and/or the Harlem TIF Amendment; (b) agree not to and are hereby prohibited from initiating or participating, directly or indirectly, in any suit or other challenge to the designation of the Project Area, the adoption of the Plan for the Project Area, the approval of tax increment financing for the Project Area, and the approval of any Outstanding Increment Obligations, the Harlem TIF Amendment or Project Area Amendments or other actions taken by the City in respect thereto; and (c) are strictly prohibited from executing any documents related to, witnessing or providing evidence or funding in any suit or other action commenced objecting or seeking relief relative to the Plan, the Project Area, Tax Increment Financing for the Project Area or the Harlem TIF Amendment or Project Area Amendments. The City enters into this Agreement in full reliance on the affirmative and negative covenants made in this Agreement and the Taxing Districts discharging their obligations thereunder.

SECTION IV SURPLUS FUNDS

A. Special Tax Allocation Fund. The Parties acknowledge that as part of the Harlem TIF District, a special tax allocation fund (the “STAF”) for the Project Area is (or will be) established and that “**Incremental Property Taxes,**” defined as the ad valorem taxes, if any, arising from the tax levies upon taxable real property in the Project Area by any and all taxing districts or municipal corporations having the power to tax real property in the Project Area, which taxes are attributable to the increase in the then current equalized assessed valuation of each taxable lot, block, tract or parcel of real property in the Additional Properties of the Project Area over and above the total initial equalized assessed value of each such piece of property, all as determined by the County Clerk in accord with Section 11-74.4-9 of the TIF Act, shall be deposited in the STAF during the term of the TIF Project Area.

B. Disbursement of Incremental Property Taxes; Declaration of Surplus. The Parties acknowledge that there are no current Redevelopment Agreements, debt service obligations, or other pledges upon or of the increment generated by the TIF District (“**Outstanding Increment**”).

Obligations”). Unless and until an Outstanding Increment Obligation which requires the payment of Incremental Property Taxes to a Party or a third party exists, all Incremental Property Taxes generated by the TIF District and received by the City from those newly included properties in the TIF District (the Additional Properties) exclusive of (1) increment to be used by the City for payments required to be made under the Act or otherwise by law, and (2) increment to be used by the City for the payment of professional service fees necessary for the continued operation and viability of the TIF District under the Act, shall, upon receipt, be deemed “**Surplus Incremental Taxes**.” Nothing set forth in this Section of the Agreement shall prohibit the City from entering into an Outstanding Increment Obligation after the Effective Date. The determination of the existence and amount Surplus Incremental Taxes shall be made by the City in accordance with this Agreement, but otherwise in sole and absolute discretion of the City, and no earlier than one hundred-eighty (180) days after the mailing of the Second Installment of that applicable tax collection year’s property tax bill by the Cook County Treasurer. The City shall distribute the Surplus Incremental Taxes in a pro rata share to the Taxing Districts in accordance with the terms of this Agreement. Each Taxing District shall provide standard form wire instructions to allow for the distribution of the Surplus Incremental Taxes to the Taxing District distributions (collectively, the “**Wire Instructions**”). Upon receipt, the Wire Instructions shall be attached hereto as **Group Exhibit C**. An amendment by a Taxing District to its wire instruction comprising **Group Exhibit C** shall not require full approval of the Parties as a standard revision of this Agreement. All payments shall be made in pari passu.

C. Exclusions. The Taxing District distribution required by this Agreement shall only be made from the Surplus Incremental Taxes. In no event should the following funding sources be used to pay the Taxing District distributions of the Surplus Incremental Taxes:

1. Proceeds from the sales of any City-owned property located in the Project Area; and
2. Proceeds from the issuance of any debt obligations; and
3. Any source other than a direct deposit of Incremental Property Taxes from Cook County.

D. Offset. In the event the City is required to repay to Cook County or any other third party any Incremental Property Taxes previously distributed to the Taxing Districts as Surplus Incremental Taxes, each Taxing District shall via the Wire Instructions, no more than thirty (30) days after demand for repayment by the City, repay the sum demanded by the City. If such payments are not timely made by the applicable Taxing District, the City may reduce any such prospective payment to the non-compliant Taxing District, including a distribution of Surplus Incremental Taxes to be made.

E. Inducement. The Taxing Districts enter into this Agreement in full reliance on the affirmative and negative covenants made in this Agreement and the City’s discharging its obligations thereunder.

SECTION V

ADDITIONAL COVENANTS, ACKNOWLEDGMENTS AND OBLIGATIONS

A. Amendment to Act Concerning Surplus Distribution. If at any time prior to the City's adoption of an ordinance establishing the Project Area, or at any time during the term of the Project Area, including any Project Area Extension, the Illinois General Assembly enacts legislation amending the Act so as to require the City to declare a surplus on an annual or other periodic basis, or upon the occurrence of a specified event or events, then the City, in its sole and absolute discretion, may terminate this Agreement, rendering it null and void and of no further effect, as of the effective date of such amendatory legislation.

B. Requests for TIF Assistance. If any Taxing District desires to request assistance with eligible redevelopment project costs, including but not limited to taxing districts' capital costs as defined in the Act, it must complete and submit the City's TIF assistance application (the "**TIF Application**"). The City agrees to evaluate any such TIF Application in good faith, but the Parties expressly acknowledge and understand that the decision on whether to grant such TIF Application and the amounts, if any, of assistance to be provided pursuant to such TIF Application, is within the sole and absolute discretion of the City.

C. Notice of Assessment Appeal. Throughout the term of the Project Area, including any Project Area Extension, and to the extent that the following obligations imposed upon the City are allowed by law, the City shall, with respect to any developer or property owner that is the recipient of any financial incentives payable from the STAF or from the issuance of Obligations secured by the STAF (each, a "**TIF Recipient**"), require that such TIF Recipient provide timely notice to the City of any property tax assessment appeal that the TIF Recipient files with Cook County concerning the TIF Recipient's property located in the Project Area (the "**Tax Appeal Notice**"). To the extent that the City receives any Tax Appeal Notice(s) pursuant to this Section, it shall send written notice of the same to all of the Taxing Districts within thirty (30) days of receipt of the Tax Appeal Notice(s), or as soon thereafter as is reasonably practical. This Section shall not be construed to create any liability against the City if the TIF Recipient to which it applies fails to provide the Tax Appeal Notice to the City.

D. Review of Project Area. Subsequent to December 31 of the thirteenth (13th) year after the year of the Harlem TIF Amendment, the Parties shall meet at a mutually convenient time and location to review the status, performance and future goals of the Project Area (the "**Status Review**"). Any delay in the occurrence of the Status Review occurring less than ten (10) business days after the required date pursuant to this Agreement shall not be deemed an event of default under this Agreement. Upon a joint request submitted in writing to the City by no fewer than and not more than six (6) of the Taxing Districts, the City may agree, in its sole and absolute discretion, to participate in a Status Review at any other time during the term of the Project Area. There shall be no more than three (3) Status Reviews in any eighteen (18) month time span.

E. Increased or Additional Redevelopment Project Costs. If, after the Harlem TIF Amendment, the City desires to (1) increase the total estimated redevelopment costs set out in

the Plan by more than five percent (5%) after adjustment for inflation from the date the Plan was adopted, or (2) add additional redevelopment project costs to the itemized list of redevelopment project costs set out in the Plan, then the City shall provide appropriate notice, convene the JRB and conduct a public hearing, all in accordance with Sections 11-74-4-5 and 11-74.4-6 of the Act.

F. Change in School Funding Mechanism. If at any time during the term of the Project Area, including any Project Area Extension, the Illinois General Assembly enacts legislation to change the funding mechanism for the public school system to a non-property tax based formula, then this Agreement shall be terminated and deemed null and void and of no further effect as of the effective date of such legislation. In that event, the Parties agree to meet and attempt in good faith to renegotiate this Agreement.

G. School District Costs. To the extent that District 98, District 100 or District 201 incur increased costs attributable to TIF-assisted housing units located within the Project Area for which the developer or redeveloper receives financial assistance through an agreement with the City or because the City incurs the cost of necessary infrastructure improvements within the boundaries of the assisted housing sites necessary for the completion of that housing, such costs shall be paid by the City from the STAF in accordance with the terms of Section 11-74.4-3(q)(7.5) of the TIF Act and be paid in addition to the and in lieu of the City's obligations under this Agreement. Payments made in accordance with this subsection of this Agreement are wholly distinct from and not reduced or offset in the event of any payments of Surplus Incremental Taxes.

H. No Cross-Defaults. A default by the City under this Agreement against one Taxing District shall not automatically and independently constitute a default against another Taxing District.

I. No Interference or Objection. The Taxing Districts agree not to interfere with or object to the City entering into an Outstanding Increment Obligation.

J. Default. In the event of a default, the non-defaulting Party shall be entitled to recover any and all reasonable attorney's fees and costs incurred by the non-defaulting Party in enforcing the terms of this Agreement against the defaulting Party. A Party shall not be considered to be in default under the Agreement until the non-defaulting Party provides written notice to such Party with ten (10) days to cure such default. This notice shall describe with sufficient detail the nature of the default. In the event the defaulting Party fails to cure within such ten (10) day period, the non-defaulting Party may pursue all of its rights and remedies in law and equity including without limitation those remedies set forth herein. This cure period can be mutually extended by the Parties, in writing.

K. Limited Obligations. **THE PARTIES UNDERSTAND AND ACKNOWLEDGE THAT ANY OBLIGATION OF THE CITY TO COMMIT OR EXPEND FUNDS PURSUANT TO THIS AGREEMENT IS LIMITED TO THE EXISTANCE AND AVAILABILITY OF SURPLUS INCREMENTAL PROPERTY**

TAXES. NO OBLIGATION IN THIS AGREEMENT SHALL CONSTITUTE GENERAL OBLIGATION OF THE CITY.

**SECTION VI
MISCELLANEOUS PROVISIONS**

A. Drafter Bias. The Parties acknowledge and agree that the terms of this Agreement are the result of ongoing and extensive negotiations among the Parties, all of which are or have had the opportunity to be represented by legal counsel, and that this Agreement is a compilation of such negotiations. As a result, in the event that a court of law is asked to interpret any portion of this Agreement, none of the Parties shall be deemed the drafter hereof and none shall be given the benefit of such presumption as may be set out by law.

B. Entirety and Binding Effect. This Agreement, including the exhibits attached hereto, represents the entirety of the agreement between the Parties with respect to the subject matter herein and shall be binding upon them. All previous communications and negotiations among the Parties, either written or oral, which are not contained herein are hereby withdrawn, nullified and void with respect to the subject matters addressed herein. All exhibits are incorporated herein by this reference.

C. Use of Headings. The headings appearing in this Agreement have been inserted for the purpose of convenience and ready reference. They do not purport to and shall not be deemed to define, limit or extend the scope or intent of the clauses to which they pertain.

D. Amendments and Modifications. Except as otherwise provided for herein, this Agreement may not be amended, modified or terminated, nor may any obligation hereunder be waived orally, and no such amendment, modification, termination or waiver shall be effective for any purpose unless it is in writing and bears the signatures of all of the Parties hereto.

E. Counterparts and Facsimile Transmission. This Agreement may be executed in counterpart originals, each of which shall be deemed to be an original with the same effect as if the signatures thereto were on the same instrument. A signature affixed to this Agreement and submitted by facsimile or electronic mail shall have the same effect as an original signature.

F. Notices. Any and all notices, demands, requests, consents, approvals, communications or other instruments required or permitted to be given under this Agreement shall be in writing (unless otherwise set forth herein) and shall be executed by a Party or an officer, agent or attorney of the Party, and shall be deemed to have been duly received upon: (i) actual receipt if personally delivered and the sender received written confirmation of personal delivery; (ii) receipt as indicated by the written or electronic verification of delivery when delivered by overnight courier; (iii) receipt as indicated by the electronic transmission confirmation when sent via telecopy or facsimile transmission; (iv) three (3) calendar days after the sender posts notice with the U.S. Post Office when sent by certified or registered mail, return receipt requested; or (v) when delivery is refused. Notices shall be sent to the addresses set forth below, or to such address as any Party may specify in writing:

The City:	City of Berwyn Attn: Office of the Mayor 6700 W. 26 th Street Berwyn, IL 60402
The Township:	Berwyn Township Attn: _____ 6600 W. 26 th Street Berwyn, IL 60402
District 98:	Berwyn North School District No. 98 Attn: _____ 6633 W. 16 th Street Berwyn, IL 60402
District 100:	South Berwyn School District No. 100 Attn: _____ 3401 S. Gunderson Avenue Berwyn, IL 60402
District 201:	J. Sterling Morton High School District No. 201 Attn: _____ 3145 S. 55 th Avenue Cicero, IL 60804
Morton College:	Morton Community College District No. 527 Attn: _____ 3801 S. Central Avenue Cicero, IL 60804
BPD:	Berwyn Park District Attn: _____ 3701 S. Scoville Avenue Berwyn, IL 60402
NBPD:	North Berwyn Park District Attn: _____ 1619 Wesley Avenue Berwyn, IL 60402
Cook County:	County of Cook, Board of Commissioners and Office of the President Attn: _____ 118 N. Clark St. Chicago, IL 60602

The Parties, by notice given hereunder, may designate any further or different address to which subsequent notices, certificates, approvals, consents or other communications shall be sent.

G. Severability. The provisions of this Agreement shall be deemed to be severable, and the invalidity or unenforceability of any one or more provisions contained herein shall not affect the validity and enforceability of the other provisions hereof, and the remainder of this Agreement shall continue to be valid and enforceable to the fullest extent permitted by law.

H. Authority to Execute. The Parties warrant and represent that they have taken all legislative actions necessary to approve this Agreement, and that the persons executing this Agreement on their behalf have been properly authorized to do so.

[Signature Pages Follow.]

IN WITNESS WHEREOF, THE PARTIES HAVE VOLUNTARILY EXECUTED THIS AGREEMENT ON THE DATES SET FORTH BELOW, AND BY SO DOING ACKNOWLEDGE THAT THEY HAVE READ THE FOREGOING INSTRUMENT IN ITS ENTIRETY, THAT THE SAME IS A LEGALLY BINDING AGREEMENT, THAT THEY HAVE CONSCIOUSLY EXECUTED THE SAME AS THEIR OWN FREE AND VOLUNTARY ACT, AND THAT THEY SUBMIT TO AND ACKNOWLEDGE THE TERMS AND CONDITIONS HEREIN.

CITY OF BERWYN

By: _____
Name: Robert J. Lovero
Title: Mayor

Date: _____

Attest: _____
Margaret Paul
City Clerk

BERWYN TOWNSHIP

By: _____
Name: _____
Title: _____

Date: _____

Attest: _____

**BERWYN NORTH SCHOOL DISTRICT NO.
98**

By: _____
Name: _____
Title: _____

Date: _____

Attest: _____

**SOUTH BERWYN SCHOOL DISTRICT NO.
100**

By: _____

Name: _____

Title: _____

Date: _____

Attest: _____

**J. STERLING MORTON HIGH SCHOOL
DISTRICT NO. 201**

By: _____

Name: _____

Title: _____

Date: _____

Attest: _____

**MORTON COMMUNITY COLLEGE
DISTRICT NO. 527**

By: _____

Name: _____

Title: _____

Date: _____

Attest: _____

BERWYN PARK DISTRICT

By: _____

Name: _____

Title: _____

Date: _____

Attest: _____

NORTH BERWYN PARK DISTRICT

By: _____

Name: _____

Title: _____

Date: _____

Attest: _____

COOK COUNTY

By: _____

Name: _____

Title: _____

Date: _____

Attest: _____

AGREEMENT ACKNOWLEDGMENT

This agreement is hereby acknowledged by the
Berwyn Development Corporation.

BERWYN DEVELOPMENT CORPORATION

By: _____

Name: _____

Title: _____

Date: _____

Attest: _____

EXHIBIT A

JRB RESOLUTION

GROUP EXHIBIT C

WIRE INSTRUCTIONS

From: [Maria Sanchez Anderson](#)
To: [Ana L Valdez](#)
Subject: FW: Board action item
Date: Friday, May 22, 2020 11:27:53 AM
Attachments: [REMODELING HEALTH SCIENCE PROPOSED ACTION TRWG.docx](#)
[TRI-WG excel quote Morton College5.xls](#)

From: Lydia Falbo <Lydia.Falbo@morton.edu>
Sent: Friday, May 22, 2020 11:15 AM
To: Maria Sanchez Anderson <maria.anderson@morton.edu>
Subject: Board action item

Please see attached

[Lydia Falbo DNP RN](#)
[Dean of Nursing and Health Science](#)
[Morton College](#)
[3801 South Central Avenue](#)
[Cicero, Illinois 60804-4398](#)
[708-656-8000 x 2264 Rm 302C](#)
[Lydia.Falbo@morton.edu](#)

The information contained in this e-mail and any accompanying documents is intended for the sole use of the recipient to whom it is addressed, and may contain information that is privileged, confidential, and prohibited from disclosure under applicable law. If you are not the intended recipient, or authorized to receive this on behalf of the recipient, you are hereby notified that any review, use, disclosure, copying, or distribution is prohibited. If you are not the intended recipient(s), please contact the sender by e-mail and destroy all copies of the original message. Thank you.

PROPOSED ACTION:

THAT THE BOARD APPROVE \$47,745.00 FOR THE EQUIPMENT FOR THE REMODELING OF THE PTA AND NURSING LAB.

RATIONALE:

[Required by Board Policy 2.3, the Board-Union Agreement, and Chapter 110, Act 805, Section 3-26 of the *Illinois Compiled Statutes*]

TRWG TABLE WITH MATS \$47,745.00 THIS PRODUCT WAS ONLY AVAILABLE THROUGH THIS COMPANY DUE TO THE SPECIALITY TO THIS TYPE OF EQUIPMENT.

COST ANALYSIS:

\$47,745.00

ATTACHMENT:



14-May-20

Morton College
Attn: Cynthia Young
3801 S Central Ave
Cicero, IL 60804

cynthia.young@morton.edu

Quotation No. 708E051420bw

Following is a quotation per your request:

<u>Item No.</u>	<u>Description</u>	<u>List Price</u>	<u>Special Net Price</u>	<u>Qty</u>	<u>Extended Net Price</u>
TG2346	Therapy Trainer Table, 30x72	\$1,830.00	\$1,150.00	30	\$34,500.00
TG2358	Removable Mat, 30x72	\$610.00	\$385.00	30	\$11,550.00
Subtotal					\$46,050.00
Estimated Shipping & Handling*					<u>\$1,695.00</u>
TOTAL					<u>\$47,745.00</u>

**Shipping & Handling: standard dock delivery to zip IL 60804*

Limited Warranty: 10 year

Delivery: approx 7 weeks ARO

Quote Guaranteed Through: 5-26-2020

Please contact me at **TOLL FREE 800-437-8011** if you have any questions or need additional information.
Thank you for doing business with us.

Sincerely,

Brenda White

Brenda White
Sales Representative

215 - 12th Ave NE, Valley City, ND 58072
TOLL FREE 1.800.437.8011 EMAIL bwhite@triwg.com

From: [Maria Sanchez Anderson](#)
To: [Ana L Valdez](#)
Subject: FW: board action item
Date: Friday, May 22, 2020 11:28:04 AM
Attachments: [New Traco Quote to Cicero IL.docx](#)
[REMODELING HEALTH SCIENCE PROPOSED ACTION Tracol LF.docx](#)

From: Lydia Falbo <Lydia.Falbo@morton.edu>
Sent: Friday, May 22, 2020 11:18 AM
To: Maria Sanchez Anderson <maria.anderson@morton.edu>
Subject: board action item

please see attached.

[Lydia Falbo DNP RN](#)
[Dean of Nursing and Health Science](#)
[Morton College](#)
[3801 South Central Avenue](#)
[Cicero, Illinois 60804-4398](#)
[708-656-8000 x 2264 Rm 302C](#)
[Lydia.Falbo@morton.edu](#)

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PROPOSED ACTION:

THAT THE BOARD APPROVE \$38,287 FOR THE EQUIPMENT FOR THE REMODELING OF THE PTA AND NURSING LAB.

RATIONALE:

[Required by Board Policy 2.3, the Board-Union Agreement, and Chapter 110, Act 805, Section 3-26 of the *Illinois Compiled Statutes*]

TRACO (HOSPITAL BEDS WITH MATTRESSES, OVERBED LIGHTS, HAMPERS, WHEELCHAIRS, SHARPS CONTAINERS, TREADMILL, LARGE LINEN CARTS, SMALL LINEN CARTS, NEW BABY DOLLS, LARGE ROLLING SKELETON, BIOHAZARD GARBAGE CANS, PLASTIC GARBAGE CANS, HAND SANITIZER DISPENSERS) \$38,287

COST ANALYSIS:

\$38,287

ATTACHMENT:

Traco Medical Incorporated
4001 W. Tickman St.
Sioux Falls, SD 57107
605-339-9339
Fax: 605-334-3025
cole@tracomedical.com

Attention: Nancy Jeffries
Morton College
3801 S. Central Ave.
Cicero, IL 60804

FORMAL QUOTE

Quantity	Item	Unit Price	Line Price
13	Refurbished and Patient Ready, Like New, Hill Rom Care Assist Hospital Bed with Mattress	\$ 2,000.00 ea	\$ 26,000.00
13	New Overbed Lights	\$ 342.00 ea	\$ 4,446.00
4	New Hamper with Foot Control	\$ 110.00 ea	\$ 440.00
4	New Wheelchair w/ Elevated Leg	\$ 125.00 ea	\$ 500.00
7	New Sharps Container / Needle Box	\$ 69.00 ea	\$ 483.00
1	New Treadmill	\$ 1,028.00 ea	\$ 1,028.00
3	New Large Linen Cart	\$ 250.00 ea	\$ 750.00
1	New Small Linen Cart	\$ 374.00 ea	\$ 374.00
15	New Baby Doll	\$ 100.00 ea	\$ 1,500.00
3	New Large Rolling Skeleton	\$ 340.00 ea	\$ 1,020.00
7	New Bio Hazard Garbage Can	\$ 98.00 ea	\$ 686.00
30	New Garbage Can Plastic	\$ 19.00 ea	\$ 570.00
10	Auto Hand Sanitizer Dispenser	\$ 49.00 ea	\$ 490.00

Subtotal	\$ 38,287.00
----------	--------------

Freight	\$ 0.00
---------	---------

Total	\$ 38,287.00
-------	--------------

*** Includes Delivery Charges

From: [Maria Sanchez Anderson](#)
To: [Ana L Valdez](#)
Subject: FW: board materials
Date: Friday, May 22, 2020 11:57:38 AM
Attachments: [REMODELING HEALTH SCIENCE PROPOSED ACTION diamedicoLE.docx](#)
[Morton College Quote #82768.pdf](#)

From: Lydia Falbo <Lydia.Falbo@morton.edu>
Sent: Friday, May 22, 2020 11:54 AM
To: Maria Sanchez Anderson <maria.anderson@morton.edu>
Subject: board materials

Please see attached.

[Lydia Falbo DNP RN](#)
[Dean of Nursing and Health Science](#)
[Morton College](#)
[3801 South Central Avenue](#)
[Cicero, Illinois 60804-4398](#)
[708-656-8000 x 2264 Rm 302C](#)
[Lydia.Falbo@morton.edu](#)

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PROPOSED ACTION:

THAT THE BOARD APPROVE \$47,920 FOR THE EQUIPMENT FOR THE REMODELING OF THE PTA AND NURSING LAB.

RATIONALE:

[Required by Board Policy 2.3, the Board-Union Agreement, and Chapter 110, Act 805, Section 3-26 of the *Illinois Compiled Statutes*]

DIAMEDICAL (FUNCTIONAL VERTICAL PRIVATE FLATWALLS , BAXTER SIGMA IV SIMULATION BUNDLE, ALERIS IV SIMULATION BUNDLE). \$47,920

COST ANALYSIS:

\$47,920

ATTACHMENT:

QUOTE # 82768

Bill To
Morton College Attn: Accounts Payable 3801 S. Central Ave Cicero, IL 60804

Ship To	5/15/2020
Morton College Attn: Cynthia Young 3801 S. Central Ave Cicero, IL 60804	

Notes: *We will beat any competitor's quote. Guaranteed!*



To Order: orders@diamedicalusa.com
Fax: 248-671-1550

Qty	Description	Item Number	Price per Unit	Total
12	Regal Series Functional Vertical Private Flatwall w/ Complete Accessories Package and Silent Air Compressor (3) Ohmeda Gen Outlets - OAV (1) DISS Compressed Air Outlet (1) Duplex Receptacle (1) Vacuum Slide (1) Nurse Call Cover 3 Gang (1) Mounting Strip (1) Super Silent Air Compressor w/ 10' Hose Accessories Package Includes: (1) Oxygen Flowmeter (1) Medical Air Flowmeter (1) Vacuum Regulator, 3 Mode Continuous, Analog USA (2) Humidifier (1) Suction Canister, 1200 CC (1) Canister Ring Holder (1) Suction Tubing, 2ft. (Regulator to Canister)	HW030801	3,295.00	39,540.00

IMPORTANT!

- Please note on your purchase order:
- Onsite contact for freight delivery orders.
 - If your order must be received by a specific date.
 - If your facility has special delivery acceptance availability or holiday hours.

Please be aware: Large freight orders may take up to 8 weeks during peak season.

Total

**WE CAN
DO THAT!**

TIPS
Contract #
170803

QUOTE # 82768

Bill To
Morton College Attn: Accounts Payable 3801 S. Central Ave Cicero, IL 60804

Ship To	5/15/2020
Morton College Attn: Cynthia Young 3801 S. Central Ave Cicero, IL 60804	

Notes: *We will beat any competitor's quote. Guaranteed!*



To Order: orders@diamedicalusa.com
Fax: 248-671-1550

Qty	Description	Item Number	Price per Unit	Total
2	Baxter Sigma Spectrum IV Simulation Bundle Includes: - One (1) Baxter Sigma Spectrum - Reconditioned - - Includes Educational Drug Library - Case of (50) Baxter Primary Administration Tubing - Case of (50) 500 mL 0.9% Sod Chloride Simulated IV Bags	IV011411	2,395.00	4,790.00
2	Alaris Medley IV Simulation Bundle Includes: - Alaris Medley Combo # 5 - Reconditioned - One (1) Alaris Medley 8015 Point of Care Unit - Includes DiaMedical USA Simulated Guardrails Software with Educational Drug Library - One (1) Alaris Medley 8100 IV Pump Module - Quick Reference Guide - One (1) Year Warranty - Case of (20) Alaris Medley Primary Tubing (MFG # 2420-0500) - Case of (50) 500 mL 0.9% Sod Chloride Simulation IV Bags	IV010525	1,795.00	3,590.00

IMPORTANT!

Please note on your purchase order:

- Onsite contact for freight delivery orders.
- If your order must be received by a specific date.
- If your facility has special delivery acceptance availability or holiday hours.

Please be aware: Large freight orders may take up to 8 weeks during peak season.

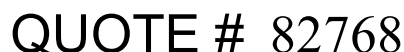
Total

**WE CAN
DO THAT!**

TIPS
Contract #
170803



simlabsolutions
a division of DiaMedical USA



Ship To	5/15/2020
Morton College Attn: Cynthia Young 3801 S. Central Ave Cicero, IL 60804	



To Order: orders@diamedicalusa.com
Fax: 248-671-1550

IMPORTANT!

- Onsite contact for freight delivery orders.
- If your order must be received by a specific date.
- If your facility has special delivery acceptance availability or holiday hours.

Total	\$47,920.00
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TIPS
Contract #
170803

A RESOLUTION ACCEPTING AND APPROVING THE APPARENT RESPONSIBLE AND RESPONSIVE BIDDER FOR THE MORTON COLLEGE THEATER UPGRADES PROJECT.

WHEREAS, Morton College, Community College District No. 527 (“Morton”) is a public agency of the State of Illinois; and

WHEREAS, Morton is created under the provisions of the laws of the State of Illinois and is now operating under the provisions of the Public Community College Act of the State of Illinois (the “Act”), as supplemented and amended; and

WHEREAS, Morton seeks to upgrade their theater, the Jedlicka Performing Arts Center (the “Theater Upgrades Project”); and

WHEREAS, in accordance with the Act, Morton advertised for, publicly opened, and evaluated bids for the Theater Upgrades Project and determined that Slaten Construction, Inc. (“Slaten”) was the apparent low bidder; and

WHEREAS, however, Morton’s architect, Demonica Kemper Architects (the “Architect”), submitted a letter of recommendation (the “Recommendation”), attached hereto and incorporated herein as Exhibit A, which deemed the bid by Slaten non-conforming and disqualified the bid; and

WHEREAS, based on the Recommendation and for the reasons set forth herein, Slaten is disqualified and it is determined that LoDestro Construction Company (“LoDestro”) was the apparent responsible and responsive bidder as determined by the Architect; and

WHEREAS, it is in the best interests of Morton to accept and approve the bid of the apparent responsible and responsive bidder for the Theater Upgrades Project, as described herein;

NOW, THEREFORE, BE IT RESOLVED by the Board of Trustees of Community College District No. 527 (“Board”), Cook County, Illinois, as follows:

Section 1. The Board hereby finds that all of the recitals contained in the preambles to this Resolution are full, true, and correct and do hereby incorporate them into this Resolution by reference.

Section 2. The purpose of this Resolution is to accept and approve the bid of the apparent responsible and responsive bidder for the Theater Upgrades Project.

Section 3. The Board hereby accepts and approves the bid of the apparent responsible and responsive bidder, LoDestro, for the Theater Upgrades Project.

Section 4. The Board hereby authorizes and directs the President or his designee, in consultation with the Attorney, to negotiate an agreement with LoDestro on the same terms and conditions as detailed in its request for proposal.

Section 5. The agreement between Morton and LoDestro shall be presented for ratification and approval by the Board at the next regular Board of Trustees meeting unless circumstances require otherwise.

Section 6. This Resolution does not create, nor does it operate, as an agreement between Morton and LoDestro. In addition, this Resolution does not create any obligation upon Morton. The award of the Theater Upgrades Project to LoDestro is subject to a written agreement approved by the Board.

Section 7. The headings of the articles, sections, paragraphs, and sub-paragraphs of this Resolution are inserted solely for the convenience of reference and form no substantive part of this Resolution nor should they be used in any interpretation or construction of any substantive provision of this Resolution.

Section 8. The provisions of this Resolution are hereby declared to be severable and should any provision of this Resolution be determined to be in conflict with any law, statute, or

regulation by a court of competent jurisdiction, said provision shall be excluded and deemed inoperative, unenforceable, and as though not provided for herein and all other provisions shall remain unaffected, unimpaired, valid, and in full force and effect.

Section 9. All Board provisions, ordinances, resolutions, rules, and orders, or parts thereof, in conflict herewith are, to the extent of such conflict, hereby superseded.

Section 10. This Resolution shall be effective and in full force immediately upon passage and approval.

Passed by a vote of ___ ayes and ___ nays at a Regular Meeting of the Board of Trustees held this _____ day of _____, 2020.

Chair, Board of Trustees
Illinois Community College District No. 527

Attest:

Secretary, Board of Trustees
Illinois Community College District No. 527

Exhibit A



DEMONICA KEMPER ARCHITECTS

125 North Halsted Street, Suite 301 Chicago, Illinois 60661 T 312.496.0000 | F 312.496.0001
www.dka-design.com

May 22, 2020

Mr. Frank Marzullo, Vice President of Administrative Services
Morton College
3801 South Central Avenue
Cicero, Illinois 60804

Re: Morton College
Theater Upgrades
Letter of Recommendation to Award a Construction Contract

Dear Mr. Marzullo:

Bids were received on the above referenced project at Morton College at 2:00 pm on May 19, 2020. Sixteen (16) bidders were Bidders of Record and thirteen (13) bids were received.

Demonica Kemper Architects has reviewed the qualifications and scope of work with the apparent low bid contractor, Slaten Construction, Inc., and we have the following concerns regarding the responsiveness of their bid and the qualifications of the firm:

- During our review of the Scope of Work, Slaten's electrical subcontractor stated that they did not include any costs in their bid for the theatrical lighting dimming system. Slaten vaguely stated that they included an allowance amount of \$40,000 for the costs associated with this system, however, we have come to learn that actual cost of the system is somewhere between \$100,000 and \$115,000. This would translate to a gap in their bid of approximately \$60,000 to \$115,000. Upon acknowledging this gap, Slaten stated that they would absorb this cost.
- Also, during our review of the Scope of Work, it is apparent from Slaten's subcontractor breakdown in their Bid Form that they did not include a cost for the specified manufacturer for the epoxy flooring. In order to provide the specified manufacturer, we believe it will cost Slaten approximately \$30,000. This represents another significant gap in Slaten's bid. Upon acknowledging this gap, Slaten again stated that they would absorb this cost.
- Slaten's base bid amount is approximately 21% below the average of all bids received, and the above two items represent a total potential gap in Slaten's base bid of approximately \$145,000, or nearly 13% of their base bid. While Slaten stated that they would absorb these costs, it is difficult to understand how they could do so without attempting to squeeze costs out of their subcontractors, potentially resulting in unacceptable workmanship or significant requests for change orders.
- If we factor the costs associated with the potential gap in Slaten's bid into the overall bid analysis, Slaten would no longer be the low bid. In fact, they would actually be second low (if we use \$90,000 as the gap) or third low (if we use \$145,000 as the gap).
- Slaten also included a proposed credit of \$14,000 to eliminate the liquidated damages clause of \$1,000 per calendar day for every day the project is late after the specified date of substantial completion. When a contractor offers a relatively high number like this, it is typically a sign that they believe the project will be late. In this case, it appears as though they believe they would be two weeks late. When we discussed this with Slaten, their response was that they felt "pretty good" about being able to meet the date but did not commit to being able to do so.
- With respect to Slaten's qualifications to perform the Theater Upgrades project, they submitted a total of (26) project examples for (13) different clients. Only (3) of the projects have a construction value of \$1,000,000 or more, with approximately half of the projects having a construction value of less than



\$100,000. Furthermore, only (2) of the projects (both less than \$100,000) were completed for public agencies, and none of the project examples are theaters, performing arts centers or a similar project type to the Theater Upgrades project.

- Lastly, we requested from Slaten both verbally and in writing a copy of the resumes for the Project Manager and Project Superintendent for this project, and they have not produced these documents for our evaluation.

Based on the above items, among other things, and pursuant to the Community College Act and Article 1.12 of the Instructions to Bidders for this project, it is our recommendation that Morton College consider disqualifying the bid from Slaten Construction and consider the next low bidder, LoDestro Construction Company.

DKA has reviewed the qualifications and scope of work with LoDestro and have found no evidence which would disqualify them from being awarded the contract for this work. Demonica Kemper Architects, therefore, recommends that the Board of Trustees of Morton College consider awarding the contract for construction to:

**LoDestro Construction Company
211 East Ontario, Suite 500
Chicago, IL 60611**

The contract amount shall include the Base Bid and Alternate Bid No. 2 for a total contract amount of **\$1,202,792.00**.

If you have any questions concerning the bidding of the Morton College Theater Upgrades project, please do not hesitate to call. We look forward to working with the College toward the successful completion of this project.

Sincerely,

A handwritten signature in black ink, reading 'Dominick A. Demonica', is positioned below the 'Sincerely,' text. The signature is fluid and cursive, with a long horizontal stroke extending to the right.

Dominick Demonica, AIA, LEED AP
Principal

Attachments: Bid Tabulation Form

SECTION 00 21 13 - INSTRUCTIONS TO BIDDERS

Sealed proposals are invited for the Theater Upgrades at Morton College pursuant to specifications. Vendors who do not submit a bid or who do not respond with a "no bid" will be removed from our vendor list for this item.

1.1 PROPOSALS:

- A. Proposals will be received and publicly read aloud by Morton College District 527 at the place, date, and time hereinafter designated. You are invited to be present if you so desire.

1.2 PLACE: Morton College District #527
Business Office, Room 204C
3801 South Central Avenue
Cicero, IL 60807-4398

1.3 DATE: May 19, 2020

1.4 TIME: 2:00 AM FAXES ARE NOT ACCEPTABLE

- A. Proposals received after this time will not be accepted.
- B. Proposals must be made in accordance with the instructions contained herein. They shall be submitted on the forms furnished by the College in a sealed envelope, plainly marked, with the Bidder's Name and Address and the notation:

1.5 BID: Theater Upgrades

1.6 DELIVERY:

- A. All prices must be quoted F.O.B., Morton College, 3801 South Central Avenue, Cicero, IL 60804-4398, unless otherwise noted.

1.7 TAX EXEMPTION:

- A. Morton College District #527 is exempt from Federal, State, and Municipal taxes.

1.8 SIGNATURE ON BIDS:

- A. Morton College District #527 requires the signature on bid documents to be that of an authorized representative of said company.
- B. Each bidder, by making his bid, represents that he has read and understands the bidding documents and that these instructions to bidders are a part of the specifications.

1.9 BIDDING PROCEDURES:

- A. No bid shall be modified, withdrawn, or cancelled for sixty (60) days after the bid opening date without the consent of the College Board of Trustees.
- B. Changes or corrections may be made in the bid documents after they have been issued and before bids are received. In such case, a written addendum describing the change or correction will be issued by the College to all bidders of record. Such addendum shall take precedence over that portion of the documents concerned and shall become part of the bid documents. Except in unusual cases, addendum will be issued to reach the bidders at least five (5) days prior to date established for receipt of bids.
- C. Each bidder shall carefully examine all bid documents and all addenda thereto and shall thoroughly familiarize themselves with the detailed requirements thereof prior to submitting a proposal. Should a bidder find discrepancies or ambiguities in, or omissions from documents, or should they be in doubt as to their meaning, they shall, at once, and in any event, not later than ten (10) days prior to bid due date, notify the College who will, if necessary, send written addendum to all bidders. The college will not be responsible for any oral instructions. After bids are received, no allowance will be made for oversight by bidder.

1.10 SITE EXAMINATION:

- A. Bidder shall examine the project site before submitting a bid.
- B. A Pre-Bid Meeting will be held on April 29, 2020, at 10:00 am via a RingCentral Conference Call. Bidders will be able to join the conference call via the link <https://meetings.ringcentral.com/j/1488944893>, or by phone with the following call in number: 720-902-7700, Meeting ID 148 894 4893. Bidders joining via an Android or IOS device who would like to see the screenshare should download the RingCentral Application on their device prior to the start of the meeting. Representatives from the Owner's and the Architect's office will be present to answer questions regarding bidding procedures and project requirements. While the meeting is not mandatory, bidders are strongly encouraged to attend. If unable to attend, a mandatory site visit is required and shall be documented by sign-in with the Director of Facilities, Mr. Joe Florio in Room 151D.

1.11 SUBSTITUTIONS:

- A. Each bidder represents that his bid is based upon the materials and equipment described in the bidding documents.
- B. Any dealer bidding an equal product must specify brand name, model number, and supply specifications of product. The Board shall be the sole judge of whether an article shall be deemed to be equal.
- C. A bidder's failure to meet the minimum specifications as listed may result in disqualification of his bid.

1.12 REJECTION OF BIDS:

- A. The bidder acknowledges the right of the College Board to reject any or all proposals and to waive informality or irregularity in any proposal received and to award each item to different bidders or all items to a single bidder. In addition, the bidder recognizes the right of the College Board to reject a proposal if the proposal is in any way incomplete or irregular. The College Board may also award, at its discretion, only certain items quoted on. The College Board also reserves the right to reject the proposal of a Bidder who has previously failed to perform properly or complete on time contracts of a similar nature, or a bid of a Bidder when investigation shows that Bidder is not in a position to perform the contract.

1.13 ACKNOWLEDGEMENT OF ADDENDA

- A. Signature of company official on original document shall be construed as acknowledgement of receipt of any and all addenda pertaining to this specific proposal. Identification by number of addenda and date issued should be noted on all proposals submitted.
- B. FAILURE TO ACKNOWLEDGE RECEIPT OF ADDENDA ON PROPOSAL SUBMITTED MAY RESULT IN DISQUALIFICATION OF PROPOSAL.

1.14 BID SECURITY:

- A. A certified check or bank draft or bid bond, made payable to Morton College District #527, Cook County, Illinois, shall be submitted with the bid in the amount of ten (10) percent of your total bid. The bid security will be forfeited by the successful bidder in the event of the bidder's failure to enter into a contract. Checks or drafts of unsuccessful bidders will be returned as soon as practicable after opening and checking the bids.

1.15 INSURANCE:

- A. The successful bidder will be required to furnish a certificate of insurance in accordance with the General Conditions.

1.16 PERFORMANCE BONDS:

- A. The successful bidder on this proposal must furnish a performance bond and a labor and material payment bond made out to Morton College District #527, prepared on an approved form, as security for the faithful performance of their contract, within ten (10) days of their notification that their bid has been accepted. The surety thereon must be such surety company or companies as are authorized and licensed to transact business in the State of Illinois and have an A-XIV best rating. Attorneys in fact who sign bid bonds must file with each bond a certified copy of their power of attorney to sign said bonds. The performance bond and labor and material payment bond shall be in an amount equal to one hundred percent (100%) of the contract sum. Such bonds shall be in force from the date of signing of the contract until one year after issuing of final certificate of payment. The cost of the bonds shall be included in the bidder's proposal.

1.17 LAWS AND ORDINANCES:

- A. In execution of the work, the Contractor shall comply with applicable state and local laws, ordinances and regulation, the rules and regulations of the Board of Fire Underwriters, and OSHA standards.

1.18 DAMAGE AND NEGLIGENCE:

- A. The Contractor agrees to indemnify and save harmless the College and employees from and against all loss, including costs and attorney's fees, by reasons or liability imposed by law upon the College for damages because of bodily injury, including death at any time resulting there from, sustained by any person or persons or on account of damage to property including loss of use thereof as provided in the General Conditions and Supplementary Conditions.
- B. College shall not be responsible for damages, delays, or failure to perform on its part resulting from acts or occurrences of force majeure. "Force majeure" means any (a) act of God, landslide, lightning, earthquake, hurricane, tornado, blizzard, floods and other adverse and inclement weather conditions; (b) fire, explosion, flood, acts of a public enemy, war, blockade, insurrection, riot or civil disturbance; (c) labor dispute, strike, work slowdown, picketing, primary boycotts, secondary boycotts or boycotts of any kind and nature, or work stoppages; (d) any law, order, regulation ordinance, or requirement of any government or legal body or any representative of any such government or legal body; (e) inability to secure necessary materials, equipment, parts or other components of the project as a result of transportation difficulties, fuel or energy shortages, or acts or omission of any common carriers; or (f) any other similar cause or similar event beyond the reasonable control of College.

1.19 INVESTIGATION OF BIDDERS:

- A. The College will make any necessary investigation to determine the ability of the bidder to fulfill the proposal requirements. Morton College reserves the right to reject any proposal if it is determined that the bidder is not properly qualified to carry out the obligation of the contract.

1.20 SUBCONTRACTORS:

- A. Bidders must state on the proposal form all subcontractors he intends to use for this project. Failure to do so may be cause for rejection of bid.

1.21 PREVAILING WAGE RATE:

- A. The successful bidder must pay not less than the prevailing hourly wage rate determined by the Illinois Department of Labor for the county where the contract is executed, and the craft or type of worker needed to execute the contract. See the prevailing wage scale attached.

- B. If, during the course of work under this contract, the Department of Labor revises the prevailing rate hourly wages to be paid under this contract for any trade or occupation, Owner, will notify Contractor and each Subcontractor of the changes in the prevailing rate of hourly wages. Contractor shall have the sole responsibility and duty to ensure that the revised prevailing rate of hourly wages is paid by contractor and all Subcontractors to each worker to whom a revised rate is applicable. Revisions to the prevailing wage as set forth above shall not result in an increase in the Contract Sum.

1.22 OTHER:

- A. This contract is subject to and governed by the rules and regulations of the Illinois Human Rights Act. The Customer reserves the right to request additional information after your proposal has been submitted.

1.23 BID QUANTITIES:

- A. The College Board will reserve the right to increase or decrease, within reasonable limits, such quantities as need requires and at the unit price stated.

1.24 BID AWARDS:

- A. The successful contractor, and/or any contractor shall not proceed on this bid until it receives a purchase order from the college. Failure to comply is the risk of that contractor.

END OF SECTION 00 21 13

General Contractor	Addenda Included		Bid Documents Included								Bid Amounts		
	I	2	00 41 13	00 43 13	00 43 25	00 45 19	00 45 85	00 45 87	00 45 88	00 45 89	Base Bid	Alt. 1	Alt. 2
ALL Construction Group	X	X	X	X	X	X	X	X	X	X	\$1,249,000.00	\$0.00	\$6,900.00
D. Kersey Construction Co.											No Bid		
Drive Construction	X	X	X	X	X	X	X	X	X	X	\$1,789,000.00	\$0.00	\$6,400.00
E.P. Doyle & Sons	X	X	X	X	X	X	X	X	X	X	\$1,588,000.00	(\$75,000.00)	\$8,000.00
Empire Construction											No Bid		
F.H. Paschen	X	X	X	X	X	X	X	X	X	X	\$1,500,000.00	(\$10,000.00)	\$5,300.00
Frontier Construction	X	X	X	X	X	X	X	X	X	X	\$1,634,700.00	\$0.00	\$7,000.00
Kandu Construction	X	X	X	X	X	X	X	X	X	X	\$1,456,000.00	(\$1,000.00)	\$15,000.00
Lo Destro Construction	X	X	X	X	X	X	X	X	X	X	\$1,192,792.00	\$0.00	\$10,000.00
Orbis Construction											No Bid		
Path Construction	X	X	X	X	X	X	X	X	X	X	\$1,367,000.00	(\$1,500.00)	\$5,500.00
Paul Borg Construction	X	X	X	X	X	X	X	X	X	X	\$1,670,000.00	(\$2,000.00)	\$9,500.00
R.L. Sohol General Contractor	X	X	X	X	X	X	X	X	X	X	\$1,478,000.00	\$0.00	\$6,000.00
RoMAAS	X	X	X	X	X	X	X	X	X	X	\$1,319,900.00	\$0.00	\$6,000.00
Slaten Construction	X	X	X	X	X	X	X	X	X	X	\$1,141,585.55	(\$14,000.00)	\$24,000.00
W.E. O'Neil Construction	X	X	X	X	X	X	X	X	X	X	\$1,303,975.00	\$0.00	\$8,165.00

Alternate 1: Deduct to eliminate the Liquidated Damages Clause.

Alternate 2: Amount to be added to the Lump Sum Base Bid to demolish the existing top layer of the theater flooring.

Section 00 41 13 - Bid Form

Section 00 43 13 - Bid Bond

Section 00 43 25 - Substitution Sheet

Section 00 45 19 - Bidder Eligibility Certification & Non-Collusion Affidavit

Section 00 45 85 - Certificate of Compliance with Illinois Drug-Free Workplace

Section 00 45 87 - Certificate of Compliance with Illinois Human Rights Act

Section 00 45 88 - Certificate Regarding Criminal Background Investigations

Section 00 45 89 - Authorization for Criminal Background Investigation

ADDENDUM TO LOBBYING SERVICES AGREEMENT

This is an Addendum ("Addendum"), made and entered into as of this ____ day of May, 2020, to an Agreement with an effective date of April 1, 2018, by and between Alfred G. Ronan, Ltd., a consulting firm with offices at 328 S. Oak Park Ave, Suite 1, Oak Park, IL 60302 (hereinafter called "ALFRED G. RONAN, LTD." or "Ronan"), and Morton College, Community College District #527, 3801 S. Central Ave., Cicero, IL 60804-439 (hereinafter called "COLLEGE") ("Agreement").

WHEREAS, the COLLEGE wishes to continue to retain ALFRED G. RONAN, LTD to perform certain governmental relations/lobbying services (hereinafter more particularly described) on behalf of the COLLEGE and its subsidiaries in the State of Illinois; and

WHEREAS, ALFRED G. RONAN, LTD. provides government relations and lobbying services at the State level for the College, however, due to the Coronavirus 2019 pandemic (COVID-19), the Illinois General Assembly, the Office of the Governor, and the State of Illinois Boards and Agencies are convening less or not at all; and

WHEREAS, by mutual agreement of the COLLEGE and ALFRED G. RONAN, LTD. (together the "Parties"), while the Illinois General Assembly, the Office of the Governor, and other State Boards and Agencies continue to be impacted by COVID 19, the compensation to Ronan shall be amended for a period of time to be agreed upon by the Parties from now to the unforeseeable future; and

WHEREAS, ALFRED G. RONAN, LTD has represented to the COLLEGE that it is capable and is willing to continue to undertake the performance of governmental relations/lobbying services in the State of Illinois.

NOW, THEREFORE, in consideration of the payments to be made to ALFRED G. RONAN, LTD, as herein provided, and the mutual agreements herein contained, the Parties agree as follows:

1. All terms and conditions of the Agreement shall remain in full force and effect except as set forth below:
2. Section 3(a), Compensation of the Agreement, is modified to read:
 - (a) For and in consideration of Ronan's performance of services in accordance with the terms and conditions of this Agreement, the COLLEGE shall pay Ronan as follows:

June 1, 2020 – June 30, 2020: A monthly retainer of Two Thousand Dollars (\$2,000.00) per month, paid upon monthly invoice.
3. The President of the COLLEGE (the "President") shall have the authority to make a determination on June 30, 2020 or at such other time as the President deems necessary, whether the lobbying services compensation to Ronan shall continue at a reduced rate, be reduced further, eliminated, or increased based on work product.

IN WITNESS WHEREOF, the Parties have duly executed this Addendum to the Agreement as of the date first above written.

Alfred G. Ronan, Ltd.

By: 

Alfred G. Ronan

Morton Community College District 527

By: _____

Dr. Stan Fields, President

Proposed Action: Board Approval of the purchase, delivery and installation of a scoreboard w/prism-view display for building D, Gymnasium from OES/Correct Digital Display, in the amount of \$110,455.00, as submitted.

Rational: New Score Board installation for Building D, Gymnasium.

Attachments: - Supporting Documentation

LETTER OF APPOINTMENT

Date: May 1st, 2020

To Whom It May Concern

OES Inc., with its principal place of business being 4056 Blakie Road, London, Ontario, Canada, N6L 1P7 hereby confirms that we have appointed

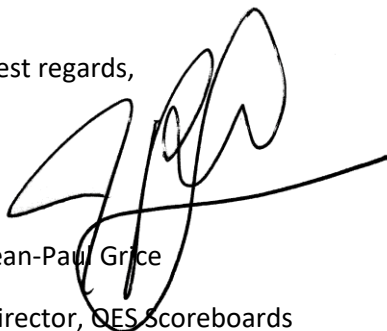
Correct Digital Displays
3677 IL State Route 71
Sheridan, IL 60551

as our exclusive distributor for the states of Illinois and Wisconsin USA being entitled to offer, sell, service, and repair the full line of scoring and timing equipment, scoreboards, LED video displays, and accessory products manufactured and/or sold by OES Inc. under the brand name "OES Scoreboards".

This agreement is valid until further notice.

If you have any questions please do not hesitate to contact me.

Best regards,



Jean-Paul Grice

Director, OES Scoreboards

519-652-5833 ext. 120

jpgrice@oes-inc.com



THE AUTHORIZED **DEALER** OF **OES** ELECTRONIC SCOREBOARDS

MESSAGE DISPLAYS – SALES & LEASING – CUSTOM INSTALLATION – ON SITE SERVICE

3677 IL State Route 71, Sheridan, IL 60551

www.correctdd.com

Phone: 815-695-1000 Fax: 815-496-2777

Proposal

April 17, 2020

Morton College
John Treiber, M.Ed. – Athletic Director
John.treiber@morton.edu

Quote #04170230-20 – Basketball Scoreboard w/Prismview display

Please consider the sale, delivery and installation of the following:

Option A – 6mm Display w/scoreboard

Qty (1) Prismview/Samsung Indoor **6mm, 432 x 768** RGB LED matrix display (Cabinet size: 9' x 16')

Qty (1) BoltLive Software w/5 additional zones

Qty (1) OES model #**5200** LED basketball scoreboard

Qty (1) OES model #**ISC9000** 120v powered wireless scoreboard controller (includes heavy-duty controller case)

Qty (1) Set of OES shot clocks w/game time

Qty (1) Set of OES strip lights for basketball backboards

Qty (1) OES model #**ISCREM** hand switch controller

Qty (3) OES model #**1200** Time of Day / Locker Room Clocks

Qty (6) Indoor wireless receiver kits

Qty (2) OES model **6'** 6mm LED scoring tables (Tables can be cascaded together for one 12' display)
Includes: Padding, 21" deep counter, LED display processor & Dust covers

Freight for above options included

Installation

We will provide union electricians to perform the following: We will receive the message display/scoreboard/scoring tables at our shop; we will deliver the message display/scoreboard/scoring tables to the job site; we will uncrate the message display/scoreboard/scoring tables and remove the crating off-site; we will remove any existing equipment and permanently mount the message displays/scoreboard in their final locations; we will connect to existing power; we will program the controllers, test and train the owner.

Total Option A (Sold, delivered & installed) – \$ 135,293.00_____accepted

Continued on Page 2

Option B – 4mm Display w/scoreboard

Qty (1) Prismview/Samsung Indoor **4mm, 675 x 1200** RGB LED matrix display (Cabinet size: 8'10.3" x 15'9")
Qty (1) BoltLive Software w/5 additional zones
Qty (1) OES model #**5200** LED basketball scoreboard
Qty (1) OES model #**ISC9000** 120v powered wireless scoreboard controller (includes heavy-duty controller case)
Qty (1) Set of OES shot clocks w/game time
Qty (1) Set of OES strip lights for basketball backboards
Qty (1) OES model #**ISCREM** hand switch controller
Qty (3) OES model #**1200** Time of Day / Locker Room Clocks
Qty (6) Indoor wireless receiver kits
Qty (2) OES model **6'** 6mm LED scoring tables (Tables can be cascaded together for one 12' display)
Includes: Padding, 21" deep counter, LED display processor & Dust covers
Freight for above options included

Installation

We will provide union electricians to perform the following: We will receive the message display/scoreboard/scoring tables at our shop; we will deliver the message display/scoreboard/scoring tables to the job site; we will uncrate the message display/scoreboard/scoring tables and remove the crating off-site; we will remove any existing equipment and permanently mount the message displays/scoreboard in their final locations; we will connect to existing power; we will program the controllers, test and train the owner.

Total Option B (Sold, delivered & installed) – \$ 110,455.00_____accepted

AS A REMINDER TO THE OWNER (CORRECT DIGITAL DISPLAYS, INC. PROVIDES 100% SUPPORT OF ALL SCOREBOARD PRODUCTS FOR A LIFETIME. WE HAVE ALL PARTS IN STOCK AND CAN PROVIDE **ON-SITE** SERVICE IF REQUESTED.)

Permit, application, inspection and/or engineering fees, if required, are by others.

Any alteration or deviation from above specifications involving extra costs, will be executed only upon written orders, and will become an extra charge over and above the estimate. All agreements are contingent upon strikes, accidents or delays beyond our control. Owner is to carry fire, tornado and other necessary insurance upon above work. Customer shall be liable for all reasonable attorney's fees, court costs, finance charges, and expenses that may be incurred as a result of failure to make payment. Correct Digital Displays, Inc. pays all applicable state sales taxes. All equipment remains the property of Correct Digital Displays, Inc. until paid in full. All material is guaranteed to be as specified, and the above work to be performed in accordance with the drawings and specifications submitted for the above work and completed in a substantial workmanlike manner for the sum of: **TOTAL CONTRACT ----- \$ AS TAKEN ABOVE**

Payment terms are as follows:

50% upon placement of order
Final 50% upon completion
Finance charges will apply (1 ½% monthly) unless previously arranged.

Respectfully submitted by: David Scott

David Scott
Project Manager

SCOREBOARD COLOR SELECTIONS

****PLEASE INDICATE or REVIEW YOUR SCOREBOARD CABINET color choice.**

- ☐ Black ☐ Navy Blue (RAL 5013) ☐ Royal Blue (RAL 5017)
☐ Forest Green (RAL 6009) ☐ Olive Green (RAL 6003) ☐ Grass Green (RAL 6029)
☐ Red (RAL 3002) ☐ Maroon (RAL 3007) ☐ Orange (RAL 2010)
☐ Dark Purple (RAL 4007) ☐ Custom_____

****PLEASE INDICATE or REVIEW YOUR SCOREBOARD LED color choice.**

- ☐ Red ☐ White ☐ Yellow (amber) ☐ Green (additional charges will apply)
☐ Blue (additional charges will apply)

ACCEPTANCE OF PROPOSAL

The above prices, specifications and conditions are satisfactory and are hereby accepted. You are authorized to purchase above equipment and do the work as specified. Payment will be made as outlined above.

SIGNATURE: _____ TITLE: _____

PRINT NAME: _____ DATE: _____

PURCHASE ORDER #: _____ TAX EXEMPT #: _____

****PLEASE PROVIDE YOUR DESIRED DELIVERY DATE:** _____

May Bd.

ACCT

Association of Community College
Trustees
P.O. Box 426061
Washington, D.C 20042-6061

Customer #: 0000039500

Dr. Stanley Fields
Morton College
3801 S Central Ave
Cicero, IL 60804-4398

Invoice

Invoice # : 83611
Invoice Date: 04/22/2020
Invoice Terms: net 30

Description	Quantity	Price	Discount	Amount
District	1	\$4,573.00	\$0.00	\$4,573.00

Invoice Total	\$4,573.00
Taxes	\$0.00
Amount Paid	\$0.00
PLEASE PAY	\$4,573.00

PLEASE DETACH AND REMIT WITH YOUR PAYMENT

Invoice#: 83611

Customer #: 0000039500

Dr. Stanley Fields
Morton College
3801 S Central Ave
Cicero, IL 60804-4398

Select Payment Method	
<input type="checkbox"/> Check Enclosed	
Card Provider _____	Exp Date ____/____
Card # _____	CVV _____
Card Holder's Name _____	
Card Holder's Signature _____	

Remit Payment To:

Association of Community College Trustees
P.O. Box 426061, Washington, D.C 20042-6061

Total Due: **\$4,573.00**
Amt Remitted : _____

From: [Frank E Marzullo](#)
To: [Board Materials](#)
Cc: [Ana L Valdez](#); [Maria Sanchez Anderson](#); [Melissa Ridyard](#); [Frank E Marzullo](#); [Micheal A Kott](#)
Subject: FOR BOARD APPROVAL - Library Board Action Sheets for MAY Board Meeting EBSCO Periodicals 6 of 6
Date: Thursday, May 14, 2020 8:08:59 AM
Attachments: [EBSCO Board Action Sheet FY 2020.docx](#)

Thank you,

Frank Marzullo
Vice President of Administrative Services
708 656-8000 ext 2441 rm 225B
frank.marzullo@morton.edu

From: Micheal A Kott
Sent: Tuesday, May 12, 2020 9:15 AM
To: Melissa Ridyard
Cc: Frank E Marzullo
Subject: Library Board Action Sheets for MAY Board Meeting EBSCO Periodicals 6 of 6

**MORTON COLLEGE BOARD OF TRUSTEES
REQUEST FOR BOARD ACTION**

RATIONALE: [Required by Board Policy 5.3.1 and Chapter 805, Section 3-27.1 of the *Illinois Compiled Statutes*]

Students enrolled at Morton College are supported in their academic studies by the Morton College Library. A basic part of their education is access to periodicals and journals to write papers for their course work. In order to continue providing our students with up-to-date materials, the Library must renew all subscriptions. EBSCO provides the most economical subscriptions to these periodicals and journals.

COST ANALYSIS: \$30,177 - FY 2021 fee
\$26,611 – FY 2020 fee
\$24,570 – FY 2019 fee
\$23,367 – FY 2018 fee
\$22,162 - FY 2017 fee
\$23,932 - FY 2016 fee

MORTON COLLEGE BOARD OF TRUSTEES
REQUEST FOR BOARD ACTION

PROPOSED ACTION: THAT THE BOARD APPROVE THE RENEWAL OF PRINT PERIODICAL AND JOURNAL SUBSCRIPTIONS FOR THE LIBRARY FROM EBSCO IN THE TOTAL AMOUNT OF \$30,177 FOR FY21.

RATIONALE:

[Required by Board Policy 5.3.1 and Chapter 805, Section 3-27.1 of the *Illinois Compiled Statutes*]

Students enrolled at Morton College are supported in their academic studies by the Morton College Library. A basic part of their education is access to periodicals and journals to write papers for their course work. In order to continue providing our students with up-to-date materials, the Library must renew all subscriptions. EBSCO provides the most economical subscriptions to these periodicals and journals.

COST ANALYSIS:

\$30,177 - FY 2021 fee

\$26,611 – FY 2020 fee

\$24,570 – FY 2019 fee

\$23,367 – FY 2018 fee

\$22,162 - FY 2017 fee

\$23,932 - FY 2016 fee

ATTACHMENTS:

None

**MORTON COLLEGE BOARD OF TRUSTEES
REQUEST FOR BOARD ACTION**

PROPOSED ACTION: THAT THE BOARD APPROVE CONTINUED INSTITUTIONAL MEMBERSHIP IN THE CONSORTIUM OF ACADEMIC AND RESEARCH LIBRARIES IN ILLINOIS (CARLI) FOR A FEE OF \$1,972 FOR FY 2021

RATIONALE: [Required by Board Policy #2.9]

Membership to this consortium (CARLI) allows Morton College access to various databases that support student research and learning and enhances scholarly information and critical thinking. Additionally, the consortium negotiates with periodical database vendors across the country to obtain the best price for these databases for student use.

ATTACHMENTS: None

COST ANALYSIS: \$1,972 - FY 2021
\$1,896 – FY 2020
\$1,806 – FY 2019
\$1,688 – FY 2018
\$1,655 – FY 2017
\$1,623 – FY 2016

From: [Frank E Marzullo](#)
To: [Board Materials](#)
Cc: [Ana L Valdez](#); [Maria Sanchez Anderson](#); [Melissa Ridyard](#); [Frank E Marzullo](#); [Micheal A Kott](#)
Subject: FOR BOARD APPROVAL - Library Board Action Sheets for MAY Board Meeting CARLI I-SHARE ASSESSMENT 4 of 6
Date: Thursday, May 14, 2020 8:11:36 AM
Attachments: [CARLI Assessment FY21.docx](#)

Thank you,

Frank Marzullo
Vice President of Administrative Services
708 656-8000 ext 2441 rm 225B
frank.marzullo@morton.edu

From: Micheal A Kott
Sent: Tuesday, May 12, 2020 9:15 AM
To: Melissa Ridyard
Cc: Frank E Marzullo
Subject: Library Board Action Sheets for MAY Board Meeting CARLI I-SHARE ASSESSMENT 4 of 6

**MORTON COLLEGE BOARD OF TRUSTEES
REQUEST FOR BOARD ACTION**

RATIONALE: [Required by Board Policy 2.9]

CARLI serves over 94% of Illinois higher education students, faculty and staff at 154 member institutions. Among the many benefits of CARLI membership are the I-Share integrated library system that serves 86 institutions; E-resources brokering, with over 2500 discounted subscriptions to electronic journals and other resources.

Morton College students receive full access to the academic resources of the state. When our students transfer on to 4-year institutions they will know how to use the academic I-share system.

COST ANALYSIS: \$10,081 - FY2021

\$9,647 – FY 2020

\$9,188 – FY 2019

\$8,587 – FY 2018

\$8,025 – FY 2017

\$7,791 – FY 2016

ATTACHMENTS: None

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MORTON COLLEGE BOARD OF TRUSTEES
REQUEST FOR BOARD ACTION

PROPOSED ACTION: THAT THE BOARD APPROVE CONTINUED INSTITUTIONAL MEMBERSHIP IN THE CONSORTIUM OF ACADEMIC AND RESEARCH LIBRARIES IN ILLINOIS (CARLI) FOR LIBRARY COLLECTION ASSESSMENT FOR THE ANNUAL FEE OF \$10,081 FOR FY 2021.

RATIONALE:

[Required by Board Policy 2.9]

CARLI serves over 94% of Illinois higher education students, faculty and staff at 154 member institutions. Among the many benefits of CARLI membership are the I-Share integrated library system that serves 86 institutions; E-resources brokering, with over 2500 discounted subscriptions to electronic journals and other resources.

Morton College students receive full access to the academic resources of the state. When our students transfer on to 4-year institutions they will know how to use the academic I-share system.

COST ANALYSIS:

\$10,081 - FY2021

\$9,647 – FY 2020

\$9,188 – FY 2019

\$8,587 – FY 2018

\$8,025 – FY 2017

\$7,791 – FY 2016

ATTACHMENTS:

None

From: [Frank E Marzullo](#)
To: [Board Materials](#)
Cc: [Ana L Valdez](#); [Maria Sanchez Anderson](#); [Melissa Ridyard](#); [Frank E Marzullo](#); [Micheal A Kott](#)
Subject: FOR BOARD APPROVAL - Library Board Action Sheets for MAY Board Meeting CARLI Databases 3 of 6
Date: Thursday, May 14, 2020 8:12:37 AM
Attachments: [CARLI Databases FY 2021.docx](#)

Thank you,

Frank Marzullo
Vice President of Administrative Services
708 656-8000 ext 2441 rm 225B
frank.marzullo@morton.edu

From: Micheal A Kott
Sent: Tuesday, May 12, 2020 9:15 AM
To: Melissa Ridyard
Cc: Frank E Marzullo
Subject: Library Board Action Sheets for MAY Board Meeting CARLI Databases 3 of 6

**MORTON COLLEGE BOARD OF TRUSTEES
REQUEST FOR BOARD ACTION**

RATIONALE: [Required by Board Policy 5.3.2 and Chapter 110, Act 805, Section 3-27.1 of the *Illinois Compiled Statutes*]

As a member of this Consortium, Morton College saves significantly on its online purchases, as the Consortium negotiates on behalf of its members with periodical database vendors across the country for the best possible price. The online databases support our students in their academic studies and various class assignments, including research papers faculty give requiring the use of technology to acquire and process information. Providing access to online databases is part of meeting the general education objective in pursuing a degree from the College.

COST ANALYSIS: \$57,552 - FY 2021
\$56,902 – FY 2020
\$54,348 – FY 2019 – Addition of OVID NURSING COMMUNITY
COLLEGE EXTENDED JOURNAL
COLLECTION and VISIBLE BODY PREMIUM
(Augmented Reality Nursing 3D Components)
\$39,089 – FY 2018
\$31,679 – FY 2017
\$61,840 – FY 2016

ATTACHMENTS: None

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MORTON COLLEGE BOARD OF TRUSTEES
REQUEST FOR BOARD ACTION

PROPOSED ACTION: THAT THE BOARD APPROVE THE PURCHASE OF ONLINE DATABASES FROM THE CONSORTIUM OF ACADEMIC AND RESEARCH LIBRARIES IN ILLINOIS (CARLI) IN THE AMOUNT OF \$57,552 FOR FY 2021

RATIONALE:

[Required by Board Policy 5.3.2 and Chapter 110, Act 805, Section 3-27.1 of the *Illinois Compiled Statutes*]

As a member of this Consortium, Morton College saves significantly on its online purchases, as the Consortium negotiates on behalf of its members with periodical database vendors across the country for the best possible price. The online databases support our students in their academic studies and various class assignments, including research papers faculty give requiring the use of technology to acquire and process information. Providing access to online databases is part of meeting the general education objective in pursuing a degree from the College.

COST ANALYSIS:

\$57,552 - FY 2021

\$56,902 – FY 2020

\$54,348 – FY 2019 – Addition of OVID NURSING COMMUNITY COLLEGE EXTENDED JOURNAL COLLECTION and VISIBLE BODY PREMIUM (Augmented Reality Nursing 3D Components)

\$39,089 – FY 2018

\$31,679 – FY 2017

\$61,840 – FY 2016

ATTACHMENTS:

None

From: [Frank E Marzullo](#)
To: [Board Materials](#)
Cc: [Ana L Valdez](#); [Maria Sanchez Anderson](#); [Melissa Ridyard](#); [Frank E Marzullo](#); [Micheal A Kott](#)
Subject: FOR BOARD APPROVAL - Library Board Action Sheets for MAY Board Meeting NILRC Databases 2 of 6
Date: Thursday, May 14, 2020 8:13:32 AM
Attachments: [NILRC Databases FY21.docx](#)

Thank you,

Frank Marzullo
Vice President of Administrative Services
708 656-8000 ext 2441 rm 225B
frank.marzullo@morton.edu

From: Micheal A Kott
Sent: Tuesday, May 12, 2020 9:15 AM
To: Melissa Ridyard
Cc: Frank E Marzullo
Subject: Library Board Action Sheets for MAY Board Meeting NILRC Databases 2 of 6

**MORTON COLLEGE BOARD OF TRUSTEES
REQUEST FOR BOARD ACTION**

RATIONALE: [Required by Board Policy # 5.3.2 and Chapter 110, Act 805, Section 3-27.1 of the *Illinois Compiled Statutes*]

As a member of this Consortium, Morton College saves significantly on its online purchases, as the Consortium negotiates on behalf of its members with periodical database vendors across the country for the best possible price. The online databases support our students in their academic studies and various class assignments, including research papers faculty give requiring the use of technology to acquire and process information. Providing access to online databases is part of meeting the general education objective in pursuing a degree from the College.

COST ANALYSIS: \$14,849 - FY 2021 - Addition of LEXIS-NEXIS - Paralegal Database and Virtual Librarian/Chat.

\$9,662 – FY 2020

\$9,243 – FY 2019

\$8,854 – FY 2018

\$8,505 - FY 2017

\$20,279 – FY 2016

ATTACHMENTS: None

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MORTON COLLEGE BOARD OF TRUSTEES
REQUEST FOR BOARD ACTION

PROPOSED ACTION: THAT THE BOARD APPROVE THE PURCHASE OF ONLINE DATABASES FROM THE CONSORTIUM OF NETWORK OF ILLINOIS LEARNING RESOURCES (NILRC) IN COMMUNITY COLLEGES IN AN AMOUNT OF \$14,849 FOR FY

RATIONALE:

[Required by Board Policy # 5.3.2 and Chapter 110, Act 805, Section 3-27.1 of the *Illinois Compiled Statutes*]

As a member of this Consortium, Morton College saves significantly on its online purchases, as the Consortium negotiates on behalf of its members with periodical database vendors across the country for the best possible price. The online databases support our students in their academic studies and various class assignments, including research papers faculty give requiring the use of technology to acquire and process information. Providing access to online databases is part of meeting the general education objective in pursuing a degree from the College.

COST ANALYSIS:

\$14,849 - FY 2021 - Addition of LEXIS-NEXIS - Paralegal Database and Virtual Librarian/Chat.

\$9,662 – FY 2020

\$9,243 – FY 2019

\$8,854 – FY 2018

\$8,505 - FY 2017

\$20,279 – FY 2016

ATTACHMENTS:

None

From: [Frank E Marzullo](#)
To: [Board Materials](#)
Cc: [Ana L Valdez](#); [Maria Sanchez Anderson](#); [Melissa Ridyard](#); [Frank E Marzullo](#); [Micheal A Kott](#)
Subject: FOR BOARD APPROVAL - Library Board Action Sheets for MAY Board Meeting NILRC Membership Fee Email 1 of 6
Date: Thursday, May 14, 2020 8:14:20 AM
Attachments: [NILRC Membership FY 2020.docx](#)

Thank you,

Frank Marzullo
Vice President of Administrative Services
708 656-8000 ext 2441 rm 225B
frank.marzullo@morton.edu

From: Micheal A Kott
Sent: Tuesday, May 12, 2020 9:15 AM
To: Melissa Ridyard
Cc: Frank E Marzullo
Subject: Library Board Action Sheets for MAY Board Meeting NILRC Membership Fee Email 1 of 6

**MORTON COLLEGE BOARD OF TRUSTEES
REQUEST FOR BOARD ACTION**

RATIONALE: [Required by Board Policy 2.10]

Morton College was a founding member of NILRC in 1973. NILRC has since grown to include 50 member colleges bound together by three mutual goals:

1. To strengthen the skills and knowledge of personnel;
2. To improve the cost effectiveness of member Learning Resources Centers; and
3. To exchange information.

Specifically, NILRC has saved Morton College money through group contracts on telecourses, cooperative purchases of non-print materials, group discounts with Baker and Taylor for books and more.

COST ANALYSIS: \$1025 - FY 2021 Membership Fee
\$1000 – FY 2020 Membership Fee
\$950 – FY 2019 Membership Fee
\$900 – FY 2018 Membership Fee
\$900 – FY 2017 Membership Fee
\$900 – FY 2016 Membership Fee

ATTACHMENTS: None

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MORTON COLLEGE BOARD OF TRUSTEES
REQUEST FOR BOARD ACTION

PROPOSED ACTION: THAT THE BOARD APPROVE CONTINUED INSTITUTIONAL MEMBERSHIP FROM THE CONSORTIUM OF NETWORK OF ILLINOIS LEARNING RESOURCES IN COMMUNITY COLLEGES (NILRC) FOR THE ANNUAL FEE OF \$1025 FOR FY 2021

RATIONALE:

[Required by Board Policy 2.10]

Morton College was a founding member of NILRC in 1973. NILRC has since grown to include 50 member colleges bound together by three mutual goals:

1. To strengthen the skills and knowledge of personnel;
2. To improve the cost effectiveness of member Learning Resources Centers; and
3. To exchange information.

Specifically, NILRC has saved Morton College money through group contracts on telecourses, cooperative purchases of non-print materials, group discounts with Baker and Taylor for books and more.

COST ANALYSIS:

\$1025 - FY 2021 Membership Fee
\$1000 – FY 2020 Membership Fee
\$950 – FY 2019 Membership Fee
\$900 – FY 2018 Membership Fee
\$900 – FY 2017 Membership Fee
\$900 – FY 2016 Membership Fee

ATTACHMENTS: None

From: [Keith McLaughlin](#)
To: [Board Materials](#)
Subject: Fwd: May Board Meeting Nursing Apple 1:1 Initiative Program Increased enrollment
Date: Thursday, May 14, 2020 9:14:28 AM
Attachments: [Nursing Apple Quote 5-5-20.pdf](#)
[ATT00001.htm](#)
[Apple 1 on 1 Initiative Increase enrollment PROPOSED ACTION .docx](#)
[ATT00002.htm](#)

I approve this for action at the May BOT meeting.

Begin forwarded message:

From: Ana L Valdez <ana.valdez@morton.edu>
Date: May 12, 2020 at 9:24:10 AM CDT
To: Keith McLaughlin <Keith.McLaughlin@morton.edu>
Subject: FW: May Board Meeting Nursing Apple 1:1 Initiative Program Increased enrollment

****Please approve and send to board.materials@morton.edu**

Thanks,
Ana

-----Original Message-----

From: Nancy Jeffries
Sent: Tuesday, May 5, 2020 6:19 PM
To: Board Materials <board.materials@morton.edu>
Cc: Ana L Valdez <ana.valdez@morton.edu>; Melissa Ridyard <melissa.ridyard@morton.edu>
Subject: May Board Meeting Nursing Apple 1:1 Initiative Program Increased enrollment

Hello everyone

I hope all is well with you and your families all are safe and healthy. Here's a proposed action that needs to go to the board for May meeting.

The information contained in this e-mail and any accompanying documents is intended for the sole use of the recipient to whom it is addressed, and may contain information that is privileged, confidential, and prohibited from disclosure under applicable law. If you are not the intended recipient, or authorized to receive this on behalf of the recipient, you are hereby notified that any review, use, disclosure, copying, or distribution is prohibited. If you are not the intended recipient(s),

PROPOSED ACTION:

THAT THE BOARD APPROVE APPLE 1:1 INITIATIVE PROGRAM FOR 100 MORE IPADS AND 5 MACBOOKS FOR STUDENTS AND FACULTY TOTAL 47,660.00

RATIONALE:

[Required by Board Policy 2.3, the Board-Union Agreement, and Chapter 110, Act 805, Section 3-26 of the *Illinois Compiled Statutes*]

COST ANALYSIS:

\$47,660.00

ATTACHMENT:

QUOTE IS ATTACHED

Apple Inc. Education Price Quote

Customer:	Ruben Ruiz MORTON COLLEGE email: Ruben.Ruiz@morton.edu	Apple Inc:	Jessica Morris 5505 W Parmer Lane Bldg 7 Austin, TX 78727 Phone: +1-512-6742873 email: morris@apple.com
------------------	--	-------------------	--

Apple Quote: 2206261294

Quote Date: Tuesday, May 05, 2020

Quote Valid Until: Thursday, June 04, 2020

Quote Comments:

Please reference Apple Quote number on your Purchase Order.

NOTE: Please list the dates that you will be available to receive shipments on your Purchase Order.

Row #	Details & Comments	Qty	Unit List Price	Extended List Price
1	13-inch MacBook Pro with Touch Bar: 1.4GHz quad-core 8th-generation Intel Core i5 processor, 256GB – Space Gray (5-Pack) with 3YR AppleCare+ for Schools Part Number: BPLS2LL/A 13-inch MacBook Pro with Touch Bar: 1.4GHz quad-core 8th-generation Intel Core i5 processor, 256GB – Space Gray (5-Pack) Part Number: MXK82LL/A Quantity: 5 3-Year AppleCare+ for Schools – 13-inch MacBook Pro Part Number: S7733LL/A Quantity: 5	1	\$6,890.00	\$6,890.00
2	10.2-inch iPad Wi-Fi 32GB – Space Gray Part Number: MW742LL/A	100	\$299.00	\$29,900.00
3	3-Year AppleCare+ for Schools – iPad / iPad Air / iPad mini Part Number: S7743LL/A	100	\$79.00	\$7,900.00
4	Jamf Pro iOS/tvOS (EDU) Subscription License (3 Year) (100–9,999 licenses) Part Number: HLWZ2LL/A	100	\$27.00	\$2,700.00
5	Jamf Pro macOS (EDU) Subscription License (3 Year) (100–9,999 licenses) Part Number: HLX12LL/A	5	\$54.00	\$270.00

Edu List Price Total**\$47,660.00**

– Additional Tax \$0.00

– Estimated Tax \$0.00

Extended Total Price* **\$47,660.00**

*In most cases Extended Total Price does not include Sales Tax

*If applicable, eWaste/Recycling Fees are included. Standard shipping is complimentary

Complete your order by one of the following:

- This document has been created for you as Apple Quote ID 2206261294. Please contact your institution's Authorized Purchaser to submit the above quote online. For account access or new account registration, go to <https://ecommerce.apple.com>. Simply go to the Quote area of your Apple Education Online Store, click on it and convert to an order.
 - For registration assistance, call 1.800.800.2775
- If you are unable to submit your order online, please send a copy of this Quote with your Purchase Order via email to institutionorders@apple.com. **Be sure to reference the Apple Quote number on the PO to ensure expedited processing of your order.**
 - For more information, go to provision C below, for details.

THIS IS A QUOTE FOR THE SALE OF PRODUCTS OR SERVICES. YOUR USE OF THIS QUOTE IS SUBJECT TO THE FOLLOWING PROVISIONS WHICH CAN CHANGE ON SUBSEQUENT QUOTES:

- ANY ORDER THAT YOU PLACE IN RESPONSE TO THIS QUOTE WILL BE GOVERNED BY (1) ANY CONTRACT IN EFFECT BETWEEN APPLE INC. ("APPLE") AND YOU AT THE TIME YOU PLACE THE ORDER OR (2), IF YOU DO NOT HAVE A CONTRACT IN EFFECT WITH APPLE, CONTACT contracts@apple.com.
- ALL SALES ARE FINAL. PLEASE REVIEW RETURN POLICY BELOW IF YOU HAVE ANY QUESTIONS. IF YOU USE YOUR INSTITUTION'S PURCHASE ORDER FORM TO PLACE AN ORDER IN RESPONSE TO THIS QUOTE, APPLE REJECTS ANY TERMS SET OUT ON THE PURCHASE ORDER THAT ARE INCONSISTENT WITH OR IN ADDITION TO THE TERMS OF YOUR AGREEMENT WITH APPLE.
- YOUR ORDER MUST REFER SPECIFICALLY TO THIS QUOTE AND IS SUBJECT TO APPLE'S ACCEPTANCE. ALL FORMAL PURCHASE ORDERS SUBMITTED BY EMAIL MUST SHOW THE INFORMATION BELOW:
 - APPLE INC. AS THE VENDOR
 - BILL-TO NAME AND ADDRESS FOR YOUR APPLE ACCOUNT
 - PHYSICAL SHIP-TO NAME AND ADDRESS (NO PO BOXES)
 - PURCHASE ORDER NUMBER
 - VALID SIGNATURE OF AN AUTHORIZED PURCHASER
 - APPLE PART NUMBER AND/OR DESCRIPTION OF PRODUCT AND QUANTITY
 - TOTAL DOLLAR AMOUNT AUTHORIZED OR UNIT PRICE AND EXTENDED PRICE ON ALL LINE ITEMS
 - CONTACT INFORMATION: NAME, PHONE NUMBER AND EMAIL
- UNLESS THIS QUOTE SPECIFIES OTHERWISE, IT REMAINS IN EFFECT UNTIL Thursday, June 04, 2020 UNLESS APPLE WITHDRAWS IT BEFORE YOU PLACE AN ORDER, BY SENDING NOTICE OF ITS INTENTION TO WITHDRAW THE QUOTE TO YOUR ADDRESS SET OUT IN THE QUOTE.
 - APPLE MAY MODIFY OR CANCEL ANY PROVISION OF THIS QUOTE, OR CANCEL ANY ORDER YOU PLACE PURSUANT TO THIS QUOTE, IF IT CONTAINS A TYPOGRAPHIC OR OTHER ERROR.
- THE AMOUNT OF THE VOLUME PURCHASE PROGRAM (VPP) CREDIT SHOWN ON THIS QUOTE WILL ALWAYS BE AT UNIT LIST PRICE VALUE DURING REDEMPTION ON THE VPP STORE.
- UNLESS SPECIFIED ABOVE, APPLE'S STANDARD SHIPPING IS INCLUDED IN THE TOTAL PRICE.

Opportunity ID: 18000003923966

<https://ecommerce.apple.com>

Fax:

From: [Frank E Marzullo](#)
To: [Board Materials](#)
Cc: [Ana L Valdez](#); [Maria Sanchez Anderson](#); [Frank E Marzullo](#); [Melissa Ridyard](#); [Nancy Jeffries](#); [Lydia Falbo](#)
Subject: FOR BOARD APPROVAL - iPads Quotes and Proposed Action for May Board Meeting
Date: Thursday, May 14, 2020 10:25:59 AM
Attachments: [Physical Therapy Assistant PROPOSED ACTION .docx](#)
[PTA Quote iPads 2206001858.pdf](#)
[Nursing evening class 2206000493.pdf](#)
[PROPOSED ACTION NURSING EVENING PROGRAM.docx](#)

Thank you,

Frank Marzullo

Vice President of Administrative Services

708 656-8000 ext 2441 rm 225B

frank.marzullo@morton.edu

From: Melissa Ridyard
Sent: Wednesday, May 13, 2020 12:09 PM
To: Frank E Marzullo
Subject: FOR BOARD APPROVAL - iPads Quotes and Proposed Action for May Board Meeting

Thank you,

Melissa Ridyard
Executive Assistant
Operations, 224-B
Morton College
3801 S. Central Ave, Cicero, IL 60804-4398
708-656-8000 x.2440 (direct)
melissa.ridyard@morton.edu www.morton.edu

From: Nancy Jeffries <nancy.jeffries@morton.edu>
Sent: Monday, April 20, 2020 11:59 AM
To: Board Materials <board.materials@morton.edu>
Cc: Melissa Ridyard <melissa.ridyard@morton.edu>; Ana L Valdez <ana.valdez@morton.edu>
Subject: iPads Quotes and Proposed Action for May Board Meeting

Here are quotes for the PTA program and Nursing evening program for the 1:1 Initiative. For May Board meeting

Thank you,
Nancy Jeffries

PROPOSED ACTION:

THAT THE BOARD APPROVE APPLE IPADS FOR THE APPLE 1:1 INITIATIVE PROGRAM FOR 2020 FALL SEMESTER TOTAL AMOUNT OF \$12,000.00 AS SUBMITTED FOR PHYSICAL THERAPY ASSISTANT PROGRAM.

RATIONALE:

[Required by Board Policy 2.3, the Board-Union Agreement, and Chapter 110, Act 805, Section 3-26 of the *Illinois Compiled Statutes*]

COST ANALYSIS:

Total \$12,000.00

ATTACHMENT:

QUOTE IS ATTACHED

Apple Inc. Education Price Quote

Customer:	Ruben Ruiz MORTON COLLEGE email: Ruben.Ruiz@morton.edu	Apple Inc:	Jessica Morris 5505 W Parmer Lane Bldg 7 Austin, TX 78727 Phone: +1-512-6742873 email: morris@apple.com
------------------	--	-------------------	--

Apple Quote: 2206001858

Quote Date: Monday, December 23, 2019

Quote Valid Until: Wednesday, January 22, 2020

Quote Comments:

Please reference Apple Quote number on your Purchase Order.

Please list the dates that you will be available to receive shipments on your Purchase Order.

Row #	Details & Comments	Qty	Unit List Price	Extended List Price
1	10.2-inch iPad Wi-Fi 32GB – Space Gray (10-pack) with 3-Year AppleCare+ Part Number: BP952LL/A	3	\$3,730.00	\$11,190.00
	10.2-inch iPad Wi-Fi 32GB – Space Gray (10-pack) Part Number: MW7L2LL/A Quantity: 30			
	3-Year AppleCare+ for iPad / iPad Air / iPad mini Part Number: S6560LL/A Quantity: 30			
2	Jamf Pro iOS/tvOS (EDU) Subscription License (3 Year) (100–9,999 licenses) Part Number: HLWZ2LL/A	30	\$27.00	\$810.00

Edu List Price Total	\$12,000.00
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– Additional Tax	\$0.00
------------------	--------

– Estimated Tax	\$0.00
-----------------	--------

Extended Total Price*	\$12,000.00
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*In most cases Extended Total Price does not include Sales Tax

*If applicable, eWaste/Recycling Fees are included. Standard shipping is complimentary

Complete your order by one of the following:

- This document has been created for you as Apple Quote ID 2206001858. Please contact your institution's Authorized Purchaser to submit the above quote online. For account access or new account registration, go to <https://ecommerce.apple.com>. Simply go to the Quote area of your Apple Education Online Store, click on it and convert to an order.
 - For registration assistance, call 1.800.800.2775
- If you are unable to submit your order online, please send a copy of this Quote with your Purchase Order via email to institutionorders@apple.com. **Be sure to reference the Apple Quote number on the PO to ensure expedited processing of your order.**
 - For more information, go to provision C below, for details.

THIS IS A QUOTE FOR THE SALE OF PRODUCTS OR SERVICES. YOUR USE OF THIS QUOTE IS SUBJECT TO THE FOLLOWING PROVISIONS WHICH CAN CHANGE ON SUBSEQUENT QUOTES:

- ANY ORDER THAT YOU PLACE IN RESPONSE TO THIS QUOTE WILL BE GOVERNED BY (1) ANY CONTRACT IN EFFECT BETWEEN APPLE INC. ("APPLE") AND YOU AT THE TIME YOU PLACE THE ORDER OR (2), IF YOU DO NOT HAVE A CONTRACT IN EFFECT WITH APPLE, CONTACT contracts@apple.com.
- ALL SALES ARE FINAL. PLEASE REVIEW RETURN POLICY BELOW IF YOU HAVE ANY QUESTIONS. IF YOU USE YOUR INSTITUTION'S PURCHASE ORDER FORM TO PLACE AN ORDER IN RESPONSE TO THIS QUOTE, APPLE REJECTS ANY TERMS SET OUT ON THE PURCHASE ORDER THAT ARE INCONSISTENT WITH OR IN ADDITION TO THE TERMS OF YOUR AGREEMENT WITH APPLE.
- YOUR ORDER MUST REFER SPECIFICALLY TO THIS QUOTE AND IS SUBJECT TO APPLE'S ACCEPTANCE. ALL FORMAL PURCHASE ORDERS SUBMITTED BY EMAIL MUST SHOW THE INFORMATION BELOW:
 - APPLE INC. AS THE VENDOR
 - BILL-TO NAME AND ADDRESS FOR YOUR APPLE ACCOUNT
 - PHYSICAL SHIP-TO NAME AND ADDRESS (NO PO BOXES)
 - PURCHASE ORDER NUMBER
 - VALID SIGNATURE OF AN AUTHORIZED PURCHASER
 - APPLE PART NUMBER AND/OR DESCRIPTION OF PRODUCT AND QUANTITY
 - TOTAL DOLLAR AMOUNT AUTHORIZED OR UNIT PRICE AND EXTENDED PRICE ON ALL LINE ITEMS
 - CONTACT INFORMATION: NAME, PHONE NUMBER AND EMAIL
- UNLESS THIS QUOTE SPECIFIES OTHERWISE, IT REMAINS IN EFFECT UNTIL Wednesday, January 22, 2020 UNLESS APPLE WITHDRAWS IT BEFORE YOU PLACE AN ORDER, BY SENDING NOTICE OF ITS INTENTION TO WITHDRAW THE QUOTE TO YOUR ADDRESS SET OUT IN THE QUOTE.
 - APPLE MAY MODIFY OR CANCEL ANY PROVISION OF THIS QUOTE, OR CANCEL ANY ORDER YOU PLACE PURSUANT TO THIS QUOTE, IF IT CONTAINS A TYPOGRAPHIC OR OTHER ERROR.
- THE AMOUNT OF THE VOLUME PURCHASE PROGRAM (VPP) CREDIT SHOWN ON THIS QUOTE WILL ALWAYS BE AT UNIT LIST PRICE VALUE DURING REDEMPTION ON THE VPP STORE.
- UNLESS SPECIFIED ABOVE, APPLE'S STANDARD SHIPPING IS INCLUDED IN THE TOTAL PRICE.

Opportunity ID: 18000003451076

<https://ecommerce.apple.com>

Fax:

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Document rev 10.6.1

Date of last revision – June 20th, 2016

From: [Frank E Marzullo](#)
To: [Board Materials](#)
Cc: [Ana L Valdez](#); [Maria Sanchez Anderson](#); [Frank E Marzullo](#); [Melissa Ridyard](#); [Nancy Jeffries](#); [Lydia Falbo](#)
Subject: FOR BOARD APPROVAL - iPads Quotes and Proposed Action for May Board Meeting
Date: Thursday, May 14, 2020 10:25:59 AM
Attachments: [Physical Therapy Assistant PROPOSED ACTION .docx](#)
[PTA Quote iPads 2206001858.pdf](#)
[Nursing evening class 2206000493.pdf](#)
[PROPOSED ACTION NURSING EVENING PROGRAM.docx](#)

Thank you,

Frank Marzullo

Vice President of Administrative Services

708 656-8000 ext 2441 rm 225B

frank.marzullo@morton.edu

From: Melissa Ridyard
Sent: Wednesday, May 13, 2020 12:09 PM
To: Frank E Marzullo
Subject: FOR BOARD APPROVAL - iPads Quotes and Proposed Action for May Board Meeting

Thank you,

Melissa Ridyard
Executive Assistant
Operations, 224-B
Morton College
3801 S. Central Ave, Cicero, IL 60804-4398
708-656-8000 x.2440 (direct)
melissa.ridyard@morton.edu www.morton.edu

From: Nancy Jeffries <nancy.jeffries@morton.edu>
Sent: Monday, April 20, 2020 11:59 AM
To: Board Materials <board.materials@morton.edu>
Cc: Melissa Ridyard <melissa.ridyard@morton.edu>; Ana L Valdez <ana.valdez@morton.edu>
Subject: iPads Quotes and Proposed Action for May Board Meeting

Here are quotes for the PTA program and Nursing evening program for the 1:1 Initiative. For May Board meeting

Thank you,
Nancy Jeffries

PROPOSED ACTION:

THAT THE BOARD APPROVE APPLE IPADS FOR THE APPLE 1:1 INITIATIVE PROGRAM FOR 2020 FALL EVENING SEMESTER TOTAL AMOUNT OF \$10,025.00 AS SUBMITTED FOR NURSING PROGRAM.

RATIONALE:

[Required by Board Policy 2.3, the Board-Union Agreement, and Chapter 110, Act 805, Section 3-26 of the *Illinois Compiled Statutes*]

COST ANALYSIS:

Total \$10,025.00

ATTACHMENT:

QUOTE IS ATTACHED

Apple Inc. Education Price Quote

Customer:	Ruben Ruiz MORTON COLLEGE email: Ruben.Ruiz@morton.edu	Apple Inc:	Jessica Morris 5505 W Parmer Lane Bldg 7 Austin, TX 78727 Phone: +1-512-6742873 email: morris@apple.com
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Apple Quote: 2206000493

Quote Date: Monday, December 23, 2019

Quote Valid Until: Wednesday, January 22, 2020

Quote Comments:

Please reference Apple Quote number on your Purchase Order.

Please list the dates that you will be available to receive shipments on your Purchase Order.

Row #	Details & Comments	Qty	Unit List Price	Extended List Price
1	10.2-inch iPad Wi-Fi 32GB – Space Gray (10-pack) with 3-Year AppleCare+ Part Number: BP952LL/A	2	\$3,730.00	\$7,460.00
	10.2-inch iPad Wi-Fi 32GB – Space Gray (10-pack) Part Number: MW7L2LL/A Quantity: 20			
	3-Year AppleCare+ for iPad / iPad Air / iPad mini Part Number: S6560LL/A Quantity: 20			
2	10.2-inch iPad Wi-Fi 32GB – Space Gray Part Number: MW742LL/A	5	\$299.00	\$1,495.00
3	3-Year AppleCare+ for iPad / iPad Air / iPad mini Part Number: S6560LL/A	5	\$79.00	\$395.00
4	Jamf Pro iOS/tvOS (EDU) Subscription License (3 Year) (100-9,999 licenses) Part Number: HLWZ2LL/A	25	\$27.00	\$675.00
Edu List Price Total				\$10,025.00
– Additional Tax				\$0.00
– Estimated Tax				\$0.00

Extended Total Price*

\$10,025.00

*In most cases Extended Total Price does not include Sales Tax

*If applicable, eWaste/Recycling Fees are included. Standard shipping is complimentary

Complete your order by one of the following:

- This document has been created for you as Apple Quote ID 2206000493. Please contact your institution's Authorized Purchaser to submit the above quote online. For account access or new account registration, go to <https://ecommerce.apple.com>. Simply go to the Quote area of your Apple Education Online Store, click on it and convert to an order.
 - For registration assistance, call 1.800.800.2775
- If you are unable to submit your order online, please send a copy of this Quote with your Purchase Order via email to institutionorders@apple.com. **Be sure to reference the Apple Quote number on the PO to ensure expedited processing of your order.**
 - For more information, go to provision C below, for details.

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- ALL SALES ARE FINAL. PLEASE REVIEW RETURN POLICY BELOW IF YOU HAVE ANY QUESTIONS. IF YOU USE YOUR INSTITUTION'S PURCHASE ORDER FORM TO PLACE AN ORDER IN RESPONSE TO THIS QUOTE, APPLE REJECTS ANY TERMS SET OUT ON THE PURCHASE ORDER THAT ARE INCONSISTENT WITH OR IN ADDITION TO THE TERMS OF YOUR AGREEMENT WITH APPLE.
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- UNLESS SPECIFIED ABOVE, APPLE'S STANDARD SHIPPING IS INCLUDED IN THE TOTAL PRICE.

Opportunity ID: 18000003451076
<https://ecommerce.apple.com>

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From: [Frank E Marzullo](#)
To: [Board Materials](#)
Cc: [Ana L Valdez](#); [Maria Sanchez Anderson](#); [Frank E Marzullo](#); [Melissa Ridyard](#); [Nancy Jeffries](#); [Lydia Falbo](#)
Subject: FOR BOARD APPROVAL - BNAT (CNA) Program
Date: Thursday, May 14, 2020 10:27:16 AM
Attachments: [PROPOSED ACTION BNAT iPads.docx](#)
[CNA IPAD QUOTE.pdf](#)

Thank you,

Frank Marzullo
Vice President of Administrative Services
708 656-8000 ext 2441 rm 225B
frank.marzullo@morton.edu

From: Melissa Ridyard
Sent: Wednesday, May 13, 2020 12:26 PM
To: Frank E Marzullo
Subject: FOR BOARD APPROVAL - BNAT (CNA) Program

Thank you,

Melissa Ridyard
Executive Assistant
Operations, 224-B
Morton College
3801 S. Central Ave, Cicero, IL 60804-4398
708-656-8000 x.2440 (direct)
melissa.ridyard@morton.edu www.morton.edu

From: Nancy Jeffries <nancy.jeffries@morton.edu>
Sent: Wednesday, May 13, 2020 12:21 PM
To: Melissa Ridyard <melissa.ridyard@morton.edu>
Subject: Fwd: BNAT (CNA) Program

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PROPOSED ACTION:

THAT THE BOARD APPROVE APPLE IPADS FOR THE APPLE 1:1 INITIATIVE PROGRAM FOR 2020 FALL SEMESTER TOTAL AMOUNT OF \$17,940.00 AS SUBMITTED FOR BNAT (CNA) PROGRAM.

RATIONALE:

[Required by Board Policy 2.3, the Board-Union Agreement, and Chapter 110, Act 805, Section 3-26 of the *Illinois Compiled Statutes*]

COST ANALYSIS:

Total \$17,940.00

ATTACHMENT:

QUOTE IS ATTACHED

Apple Inc. Education Price Quote

Customer:	Ruben Ruiz MORTON COLLEGE email: Ruben.Ruiz@morton.edu	Apple Inc:	Jessica Morris 5505 W Parmer Lane Bldg 7 Austin, TX 78727 Phone: +1-512-6742873 email: morris@apple.com
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Apple Quote: 2206195929

Quote Date: Thursday, April 02, 2020

Quote Valid Until: Saturday, May 02, 2020

Quote Comments:

Please reference Apple Quote number on your Purchase Order.

NOTE: Please list the dates that you will be available to receive shipments on your Purchase Order.

Row #	Details & Comments	Qty	Unit List Price	Extended List Price
1	10.2-inch iPad Wi-Fi 32GB – Space Gray Part Number: MW742LL/A	60	\$299.00	\$17,940.00
Edu List Price Total				\$17,940.00
– Additional Tax				\$0.00
– Estimated Tax				\$0.00
Extended Total Price*				\$17,940.00
*In most cases Extended Total Price does not include Sales Tax				
*If applicable, eWaste/Recycling Fees are included. Standard shipping is complimentary				

Complete your order by one of the following:

- This document has been created for you as Apple Quote ID 2206195929. Please contact your institution's Authorized Purchaser to submit the above quote online. For account access or new account registration, go to <https://ecommerce.apple.com>. Simply go to the Quote area of your Apple Education Online Store, click on it and convert to an order.
 - For registration assistance, call 1.800.800.2775
- If you are unable to submit your order online, please send a copy of this Quote with your Purchase Order via email to institutionorders@apple.com. **Be sure to reference the Apple Quote number on the PO to ensure expedited processing of your order.**
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 - o PHYSICAL SHIP-TO NAME AND ADDRESS (NO PO BOXES)
 - o PURCHASE ORDER NUMBER
 - o VALID SIGNATURE OF AN AUTHORIZED PURCHASER
 - o APPLE PART NUMBER AND/OR DESCRIPTION OF PRODUCT AND QUANTITY
 - o TOTAL DOLLAR AMOUNT AUTHORIZED OR UNIT PRICE AND EXTENDED PRICE ON ALL LINE ITEMS
 - o CONTACT INFORMATION: NAME, PHONE NUMBER AND EMAIL
- D. UNLESS THIS QUOTE SPECIFIES OTHERWISE, IT REMAINS IN EFFECT UNTIL Saturday, May 02, 2020 UNLESS APPLE WITHDRAWS IT BEFORE YOU PLACE AN ORDER, BY SENDING NOTICE OF ITS INTENTION TO WITHDRAW THE QUOTE TO YOUR ADDRESS SET OUT IN THE QUOTE.
- o APPLE MAY MODIFY OR CANCEL ANY PROVISION OF THIS QUOTE, OR CANCEL ANY ORDER YOU PLACE PURSUANT TO THIS QUOTE, IF IT CONTAINS A TYPOGRAPHIC OR OTHER ERROR.
- E. THE AMOUNT OF THE VOLUME PURCHASE PROGRAM (VPP) CREDIT SHOWN ON THIS QUOTE WILL ALWAYS BE AT UNIT LIST PRICE VALUE DURING REDEMPTION ON THE VPP STORE.
- F. UNLESS SPECIFIED ABOVE, APPLE'S STANDARD SHIPPING IS INCLUDED IN THE TOTAL PRICE.

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<https://ecommerce.apple.com>
Fax:

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Document rev 10.6.1

Date of last revision – June 20th, 2016

From: [Frank E Marzullo](#)
To: [Board Materials](#)
Cc: [Ana L Valdez](#); [Maria Sanchez Anderson](#); [Melissa Ridyard](#); [Frank E Marzullo](#); [Blanca E Jara](#); [Irina V Cline](#)
Subject: FOR BOARD APPROVAL - MK Education Invoices Payment Approval
Date: Thursday, May 14, 2020 10:19:44 AM
Attachments: [Invoice VET 001 01 Spring 2020.pdf](#)
[Invoice HCR 001 01 Spring 2020.pdf](#)
[Pharm Tech and Vet Assist Riders Signed.pdf](#)

Thank you,

Frank Marzullo
Vice President of Administrative Services
708 656-8000 ext 2441 rm 225B
frank.marzullo@morton.edu

From: Frank E Marzullo
Sent: Thursday, May 14, 2020 10:16 AM
To: Melissa Ridyard
Subject: FW: BOARD Meeting: MK Education Invoices Payment Approval

Send to board

Thank you,

Frank Marzullo
Vice President of Administrative Services
708 656-8000 ext 2441 rm 225B
frank.marzullo@morton.edu

From: Blanca E Jara <blanca.jara@morton.edu>
Sent: Thursday, May 14, 2020 10:01 AM
To: Frank E Marzullo <frank.marzullo@morton.edu>
Cc: Melissa Ridyard <melissa.ridyard@morton.edu>; Maria Sanchez Anderson <maria.anderson@morton.edu>
Subject: Fwd: BOARD Meeting: MK Education Invoices Payment Approval

Frank,

Please see information attached for Board agenda.

Thank you,

Blanca

MRxl Corporation
920 Curtiss St. #338
Downers Grove, IL 60515
mshah@mkedu.org



BILL TO
Morton College
3801 South Central Avenue
Cicero, IL 60804-4398

INVOICE 926 Spr20 Rx

DATE 04/09/2020 **TERMS** 30 Days From Invoice

DUE DATE 05/08/2020

DATE	ACTIVITY	DESCRIPTION	QTY	RATE	AMOUNT
03/24/2020	Pharm Tech	Spring 2020 Pharmacy Technician with Externship Morton: \$2700, MK Fee \$2400 Class Times: Tuesdays 6 pm to 9:45 pm Class Dates: 3.24.20 to 7.14.20 Instructor: Krystyna Kwak Students: 1 Casandra Aguilar 2 Sally Barrientos 3 Patricia Garcia-salinas 4 Jailene Gomez 5 Bianca Salguero 6 Idalis Vargas Herrera	6	2,400.00	14,400.00
03/24/2020	Instructor Fee	Krystyna Kwak	63.75	-20.00	-1,275.00

TOTAL DUE \$13,125.00

MRxl Corporation
 920 Curtiss St. #338
 Downers Grove, IL 60515
 mshah@mkedu.org



BILL TO
 Morton College
 3801 South Central Avenue
 Cicero, IL 60804-4398

INVOICE 925 Spr20 Vet

DATE 04/09/2020 **TERMS** 30 Days From Invoice

DUE DATE 05/08/2020

DATE	ACTIVITY	DESCRIPTION	QTY	RATE	AMOUNT
03/23/2020	Vet Assist - IL	Spring 2020 NAVTA Veterinary Assistant with Externship Morton: \$2750, MK Fee \$2450 Class Times: Mondays, Wednesdays 6 pm to 9:45 pm Class Dates: 3.23.20 to 8.12.20 (No class on 5/25/20) Instructor: Susan Blackshear Externship open thru 08.26.20 Students: 1 Mya Laureano 2 Kiara Olivares 3 Adriana Robles 4 Rosario Rodriguez 5 Sydney Rubio 6 Virginia Saucedo 7 Toledo Atlai 8 Perla Mariscal 9 Isenia S. Ramirez 10 Jade Ramirez	10	2,450.00	24,500.00
03/23/2020	Instructor Fee	Instructor - Susan Blackshear	150	-35.00	-5,250.00

TOTAL DUE \$19,250.00



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phone 630.541.3600 | fax 630.929.0852 | mkclient.org | mkedu.org

MRxI Corporation and Kushan LLC (MK EDUCATION)

Morton College Licensing Agreement

Date: April 1, 2018 ("Effective Date")

COURSE: Pharmacy Technician - 300 Hour Training Program (Alpha-Full Classroom)

THIS Licensing Agreement ("Agreement") is made effective as of the Effective Date by MRxI Corporation ("MRxI") and Kushan LLC ("Kushan" and together with MRxI, "MK Education") a Illinois Based Business with main office at 5151 Mochel Drive Unit 204 Downers Grove, IL 60515, and Morton College, (Illinois) educational institution. Capitalized terms used and not otherwise defined herein shall have the same meaning as under the Agreement.

1. **Effective Date.** This Agreement will be effective on April 1, 2018.
2. **Term.** The Services to be provided under this Agreement, and the obligations arising under it, will begin with the Fall Semester 2018 ("Start Date") and continue on an "as needed" basis only.
3. **MK Education Licensing and Servicing Fees:** Total Fee Charged is \$2,400 per student
 - a. **Student Recruitment Fee:** The fees are to cover the maximum level (50 hours) of student recruitment activities (broken down in the MK Education marketing campaign checklist).
 - b. **Externship Recruitment and Setup Fee:** The fees are to cover the recruitment, training and management of externship sites and their preceptors. The fees are to cover the recruitment, training, setup, and maintenance of the externship process with students. If the externship management and sites are to be managed by Morton College there is a one-time \$3,500 fee to convert the externship management over to Morton College.
 - c. **Material Licensing Fee.** The fees are to provide the online documents of the MK Education Pharmacy Technician Training Program, the online videos, and online support for questions, and packaged lab supplies for number of students in the course.
 - i. Process:
 1. Client orders licenses for curriculum package through MK Education.
 2. All materials included in the MK Education curriculum package may be downloaded by the College for paid and registered students or require students to access materials directly through the MK Education Learning Management System (LMS).
 3. Course licenses should be ordered at a minimum 2 weeks prior to the start of any course.
4. **Grant of License.** MK Education hereby grants a non-exclusive license to Morton College and its agents and employees, to use the Intellectual Property of MK Education in connection with the Pharmacy Technician Training Course, only for the students enrolled (paid students) in semester during which the Course is offered, and only during the term of this Agreement.
5. **Intellectual Property.** The Courses and the concepts for the Courses involve original intellectual property created by MK Education. The Courses, Course Materials (other than the textbooks), instructor manuals, instructor training procedures, Course promotional materials, MK Education logo, MK Education name, documents, lists, spreadsheets, charts, computer programs and applications, proprietary work, trade secrets, and all related and all ideas of any kind prepared by MK Education, whether outside of, or within the scope of, this Agreement, are the work product of MK Education, and not of College, and are owned solely by MK Education (and not College), as MK Education's own work product and intellectual property ("Intellectual Property").

6. **Confidential Information.** The Parties acknowledge that they will be exposed to each other's unique business information while performing this Agreement, including: Proprietary documents and Course Materials, Student Lists and other customer lists, ideas, concepts, techniques, memos, charts, processes, know-how, technology, processes, know-how, pricing and cost information; needs for services and products; and any non-public, confidential, proprietary or business information ("Confidential Information.")
7. **Refunds:** No Refunds once online code has been issued by MK Education. MK Education will not provide Service Fee or registration fee refunds for Students who drop the Course.
8. **Dispute Resolution:** Mediation before Litigation. Other than a controversy that may reasonably require equitable relief, a controversy, or claim arising out of, or in connection with, this Agreement, or the breach of it, will be first submitted before an impartial mediator, before any lawsuit is filed.
9. Contractor rate fee for any services allocated outside of this contract is at a billable rate of \$350 per hour or determined by MK Education.


Agreed:

MK Education

By:
Mayur Shah, President

Date: March 5, 2018

Morton College

By: 
Name: **TOM PIERCE**
Title: **Dean of Adult & Community Education**

Date: 4/04, 2018



SEEK + DISCOVER + LEARN

phone 630.541.3600 | fax 630.929.0852 | mkclient.org | mkedu.org

MRxl Corporation and Kushan LLC (MK EDUCATION)

Morton College Licensing Agreement

Date: April 1, 2018 ("Effective Date")

COURSE: 250 Hour Veterinary Assistant Training Program (Alpha-Full Classroom)

THIS Licensing Agreement ("Agreement") is made effective as of the Effective Date by MRxl Corporation ("MRxl") and Kushan LLC ("Kushan" and together with MRxl, "MK Education") a Illinois Based Business with main office at 5151 Mochel Drive Unit 204 Downers Grove, IL 60515, and Morton College, (Illinois) educational institution. Capitalized terms used and not otherwise defined herein shall have the same meaning as under the Agreement.

1. **Effective Date.** This Agreement will be effective on April 1, 2018.
2. **Term.** The Services to be provided under this Agreement, and the obligations arising under it, will begin with the Spring Semester 2018 ("Start Date") and continue on an "as needed" basis only.
3. **MK Education Licensing and Servicing Fees:** Total Fee Charged is \$2,450 per student
 - a. **Student Recruitment Fee:** The fees are to cover the maximum level (50 hours) of student recruitment activities (broken down in the MK Education marketing campaign checklist).
 - b. **Externship Recruitment and Setup Fee:** The fees are to cover the recruitment, training and management of externship sites and their preceptors. The fees are to cover the recruitment, training, setup, and maintenance of the externship process with students. If the externship management and sites are to be managed by Morton College there is a one-time \$3,500 fee to convert the externship management over to Morton College.
 - c. **Material Licensing Fee.** The fees are to provide the online documents of the MK Education Veterinary Assistant Training Program, the online videos, and online support for questions, and packaged lab supplies for number of students in the course.
 - i. Process:
 1. Client orders licenses for curriculum package through MK Education.
 2. All materials included in the MK Education curriculum package may be downloaded by the College for paid and registered students or require students to access materials directly through the MK Education Learning Management System (LMS).
 3. Course licenses should be ordered at a minimum 2 weeks prior to the start of any course.
4. **Grant of License.** MK Education hereby grants a non-exclusive license to Morton College and its agents and employees, to use the Intellectual Property of MK Education in connection with the Veterinary Assistant Course, only for the students enrolled (paid students) in semester during which the Course is offered, and only during the term of this Agreement.
5. **Intellectual Property.** The Courses and the concepts for the Courses involve original intellectual property created by MK Education. The Courses, Course Materials (other than the textbooks), instructor manuals, instructor training procedures, Course promotional materials, MK Education logo, MK Education name, documents, lists, spreadsheets, charts, computer programs and applications, proprietary work, trade secrets, and all related and all ideas of any kind prepared by MK Education, whether outside of, or within the scope of, this Agreement, are the work product of MK Education, and not of College, and are owned solely by MK Education (and not College), as MK Education's own work product and intellectual property ("Intellectual Property").

6. **Confidential Information.** The Parties acknowledge that they will be exposed to each other's unique business information while performing this Agreement, including: Proprietary documents and Course Materials, Student Lists and other customer lists, ideas, concepts, techniques, memos, charts, processes, know-how, technology, processes, know-how, pricing and cost information; needs for services and products; and any non-public, confidential, proprietary or business information ("Confidential Information.")
7. **Refunds:** No Refunds once online code has been issued by MK Education. MK Education will not provide Service Fee or registration fee refunds for Students who drop the Course.
8. **Dispute Resolution:** Mediation before Litigation. Other than a controversy that may reasonably require equitable relief, a controversy, or claim arising out of, or in connection with, this Agreement, or the breach of it, will be first submitted before an impartial mediator, before any lawsuit is filed.
9. Contractor rate fee for any services allocated outside of this contract is at a billable rate of \$350 per hour or determined by MK Education.

Agreed:

MK Education

By:

Mayur Shah, President

Date: _____, 2018

Morton College

By:

Name: *Tom Pierce*

Title: *Dean of Adult & Community Education*

Date: *04/04*, 2018

From: [Frank E Marzullo](#)
To: [Board Materials](#)
Cc: [Ana L Valdez](#); [Maria Sanchez Anderson](#); [Frank E Marzullo](#); [Melissa Ridyard](#); [Alison Gehrke](#)
Subject: FOR BOARD APPROVAL - CHICAGO KIDS THERAPY AFFILIATION AGREEMENT
Date: Thursday, May 14, 2020 10:12:54 AM
Attachments: [Resolution Chicago Kids Therapy.pdf](#)
[Chicago Kids Therapy AA Final.pdf](#)

Thank you,

Frank Marzullo
Vice President of Administrative Services
708 656-8000 ext 2441 rm 225B
frank.marzullo@morton.edu

From: Melissa Ridyard
Sent: Thursday, May 14, 2020 10:09 AM
To: Frank E Marzullo
Subject: FOR BOARD APPROVAL - CHICAGO KIDS THERAPY AFFILIATION AGREEMENT

Thank you,

Melissa Ridyard
Executive Assistant
Operations, 224-B
Morton College
3801 S. Central Ave, Cicero, IL 60804-4398
708-656-8000 x.2440 (direct)
melissa.ridyard@morton.edu www.morton.edu

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**A RESOLUTION APPROVING AND ADOPTING AN AFFILIATION AGREEMENT
BETWEEN
MORTON COLLEGE, COMMUNITY COLLEGE DISTRICT NO. 527
AND
CHICAGO KIDS THERAPY, INC.**

WHEREAS, Morton College, Community College District No. 527 (“Morton”) is a public agency of the State of Illinois; and

WHEREAS, Morton is created under the provisions of the laws of the State of Illinois and is now operating under the provisions of the Public Community College Act of the State of Illinois (110 ILCS 805/1-1 et seq.) (the “Act”), as supplemented and amended; and

WHEREAS, Section 10 of Article VI of the Constitution of the State of Illinois provides for the execution of agreements and implementation of cooperative ventures between public agencies of the State of Illinois; and

WHEREAS, the Intergovernmental Cooperation Act (5 ILCS 220/1 *et seq.*, as supplemented and amended), authorizes public agencies to exercise any power or powers, privileges or authority which may be exercised by any such public agency in the State of Illinois; and

WHEREAS, Chicago Kids Therapy, Inc. (“Chicago Kids”) may be a unit of local government and public agency of the State of Illinois; and

WHEREAS, the educational program at Morton for Physical Therapist Assistant (“Program”) has a clinical component; and

WHEREAS, each student enrolled in the Program must complete the clinical component in order to graduate from the Program; and

WHEREAS, Chicago Kids is a provider specializing in Physical Therapy that is able to provide students a clinical setting to satisfy the clinical component of the Program; and

WHEREAS, Morton desires to enter into the affiliation agreement with Chicago Kids to provide Morton students a clinical setting to satisfy the clinical component of the Program (and said Agreement is attached hereto as Exhibit A and is hereinafter referred to as the “Agreement”); and

WHEREAS, Chicago Kids desires to enter into the Agreement with Morton to provide students with a clinical setting so they can satisfy the clinical component of the Program; and

WHEREAS, based on the foregoing, the Board of Trustees of Community College District No. 527 (the “Board”) has determined that it is in the best interests of Morton to enter into the Agreement attached hereto as Exhibit A to allow its students to do required clinical work with Chicago Kids.

NOW, THEREFORE, BE IT RESOLVED by the Board that:

Section 1. Incorporation of Preambles.

The Board hereby finds that all the recitals contained in the preambles to this Resolution are full, true, and correct and do hereby incorporate them into this Resolution by reference.

Section 2. Purpose.

The purpose of this Resolution is to authorize the President or his designee to enter into the Agreement with Chicago Kids, and to further authorize the President or his designee to take all steps necessary to carry out the terms of the Agreement and to ratify any steps taken to effectuate those goals.

Section 3. Authorization.

The Board hereby authorizes and directs the President or his designee to enter into and approve the Agreement in accordance with its terms, or any modification thereof, and to ratify any and all previous action taken to effectuate the intent of this Resolution. The Board authorizes and

directs the President or his designee to execute the applicable Agreement, with such insertions, omissions and changes as shall be approved by the President and the Attorney, and the Board further authorizes the President or his designee to execute any and all additional documentation that may be necessary to carry out the intent of this Resolution. The President or his designee is hereby authorized and directed to execute the Agreement and any and all such other documents as may be necessary to carry out and effectuate the purpose of this Resolution.

Section 4. Headings.

The headings of the articles, sections, paragraphs, and sub-paragraphs of this Resolution are inserted solely for the convenience of reference and form no substantive part of this Resolution nor should they be used in any interpretation or construction of any substantive provision of this Resolution.

Section 5. Severability.

The provisions of this Resolution are hereby declared to be severable and should any provision of this Resolution be determined to be in conflict with any law, statute, or regulation by a court of competent jurisdiction, said provision shall be excluded and deemed inoperative, unenforceable, and as though not provided for herein and all other provisions shall remain unaffected, unimpaired, valid, and in full force and effect.

Section 6. Superseder.

All code provisions, ordinances, resolutions, rules, and orders, or parts thereof, in conflict herewith are, to the extent of such conflict, hereby superseded.

Section 7. Effective Date.

This Resolution shall be effective and in full force April ____, 2020.

Passed by a vote of ____ ayes and ____ nays at a Regular Meeting of the Board of Trustees held this
____ day of April, 2020.

Chair, Board of Trustees
Illinois Community College District No. 527

Attest:

Secretary, Board of Trustees
Illinois Community College District No. 527

EXHIBIT A

Standard Clinical Affiliation Agreement

This agreement is designed for use as a standardized form. Parties should call one another's attention to any specific changes made or proposed to be made to the template, to ensure an accurate, common understanding of their agreement.

AFFILIATION AGREEMENT
BETWEEN
MORTON COLLEGE
AND
CHICAGO KIDS THERAPY, INC.

THIS AGREEMENT (the "Agreement") is entered into this ____th day of_____, by and between Chicago Kids Therapy, Inc. ("the Facility") and Morton Community College District No. 527 ("the School").

WHEREAS, the School desires to utilize various Facility sites (Exhibit A) that may be available for the purpose of providing practical learning and clinical experiences ("Clinical Program") (see Exhibit B for a list of programs and Exhibit C for program-specific requirements) for students of the School; and

WHEREAS, the Facility desires to enter into this cooperative educational agreement with the School for the purpose of providing practical learning and clinical experience for the programs set forth in Exhibit B in connection with students of the School.

NOW, THEREFORE, it is understood and agreed upon by the parties hereto as follows:

A. SCHOOL RESPONSIBILITIES:

1. **Provision of foundational curriculum to students.** The School shall have the total responsibility for planning and determining the adequacy of the educational experience of students in theoretical background, basic skill, professional ethics, attitude and behavior, and will assign to the Facility only those students who have satisfactorily completed the prerequisite didactic portion of the School's curriculum.
2. **Student professional liability insurance.** The School shall require students participating in the practicum to maintain and, the School shall provide proof to the Facility, of professional liability insurance policy of at least One Million Dollars (\$1,000,000.00) per occurrence or claim and Three Million Dollars (\$3,000,000.00) in the aggregate covering the acts of such student while participating in the Clinical Program at the Facility. Certificates of insurance evidencing coverage as specified above must be produced prior to student participation in the Clinical Program.
3. **General Liability.** Subject to applicable state law, neither party to this Agreement shall be legally liable for the consequences, whether bodily injury or property damage, occasioned by an act, omission, or neglect chargeable to the other party. Where Worker's Compensation or other obligation for payment of benefits may arise, this Agreement shall neither enlarge nor diminish such obligation.
4. **Student Health Insurance.** The School shall require students participating in the Clinical Program to maintain comprehensive health insurance.
5. **Designation of liaison to Facility; communications relating to clinical placements.** The School will designate a faculty or other professional staff member to coordinate and act as its liaison to the Facility. The assignments to be undertaken by the students participating in the educational program will be mutually arranged and

a regular exchange of information will be maintained by on-site visits when practical, and by letter or telephone in other instances.

The School shall notify the Facility in writing of any change or proposed change of the person(s) responsible for coordinating clinical placements with the Facility.

6. **Evidence of student certifications, vaccinations, etc.** Where applicable, the School shall provide evidence that each student has met all requirements of CPR certification, hepatitis B vaccination, OSHA compliance for prevention of transmission of blood borne pathogens and TB.
7. **Criminal background check and drug screen compliance.** Where applicable, a criminal background check and drug screen, as specified in Exhibit C, and as required by and acceptable to the Facility, are required of each placed student prior to participation in the clinical rotation. It is the School's responsibility to ensure that the background check and drug screening have been completed and that students with unacceptable results will not participate at sites where students with such results are forbidden by Facility policy.
8. **School notices to students.** The School shall notify each student prior to his/her arrival at the Facility that he/she is required to:
 - (a) Follow the administrative policies, standards, and practices of the Facility.
 - (b) Obtain medical care at his/her own expense for any injuries or illnesses sustained as a direct or indirect result of his/her affiliation with the Facility.
 - (c) Provide his/her own transportation and living arrangements.
 - (d) Report to the Facility on time and follow all established regulations during the regularly scheduled operating hours of the Facility.
 - (e) Conform to the standards and practices established by the School while at the Facility.
 - (f) Obtain prior written approval of the Facility and the School before publishing any material relating to the clinical learning experience.
 - (g) Meet the personal, ethical and professional standards required of employees of the Facility and consistent with the applicable professional Code of Ethics and the applicable standards of relevant accrediting or regulatory bodies.
9. **Interview process.** All Placements are contingent upon a successful interview with the Facility. The Facility cannot guarantee a specific number of placements, as students must first complete the interview process and be accepted by the facility.

B. FACILITY RESPONSIBILITIES:

1. **Provision of facilities for supervised clinical experiences.** Subject to the provisions of Section C.2 of this Agreement, the Facility agrees to make the appropriate facilities available to the School in order to provide supervised clinical experiences to students. Such facilities shall include an environment conducive to the learning process of the students as intended by the terms of this Agreement and conforming to customary

Facility procedures and applicable laws. The Facility shall provide faculty and students with an orientation to the Facility.

2. **Facility rules applicable to students during clinical assignments.** Students are to remain subject to the authority, policies, and regulations imposed by the School and, during periods of clinical assignment, students will be subject to all rules and regulations of the Facility and imposed by the Facility on its employees and agents with regard to following the administrative policies, standards, and practices of the Facility.
3. **Patient care.** While at the Facility, students are not to replace the Facility staff, and are not to render service except as identified for educational value and delineated in the jointly planned educational experiences. Any such direct contact between a student and a patient shall be under the proximate supervision of a member of the staff of the Facility. The Facility shall at all times remain responsible for patient care.
4. **Emergency treatment of students.** Emergency outpatient treatment will be available to students while in the hospital for clinical training in case of accident or illness. In case of emergency at a non-hospital site, standard procedure will be followed. It is the student's responsibility to bear the cost of the emergency treatment.
5. **Designation of liaison to School; communications relating to clinical placements.** The Facility shall designate a liaison responsible for coordinating the clinical placements. That person shall maintain contact with the School's designated liaison person to assure mutual participation in and surveillance of the Clinical Program. The Facility shall notify the School in writing of any change or proposed change of the person(s) responsible for coordinating the clinical placements.
6. **Identity and credentials of Facility supervising personnel.** The Facility shall designate and submit in writing to the School, the name and professional and academic credentials of the individual(s) overseeing student(s) experiences.
7. **School tour of Facility.** The Facility shall, on reasonable request and subject to legal restrictions regarding patient health information, permit a tour of its clinical facilities and services available and other items pertaining to clinical learning experiences, by representatives of the School and agencies charged with responsibility for approval of the facilities or accreditation of the curriculum.
8. **Provision of relevant Facility policies.** The Facility shall provide the student(s) and the School the Facility's administrative policies, standards and practices relevant to the clinical placement.
9. **FERPA compliance.** The Facility shall comply with the applicable provisions of the Family Educational Rights and Privacy Act of 1974, *20 USC 1232 (g)*, otherwise known as FERPA and the Buckley Amendment, and shall take all measures necessary to ensure the confidentiality of any and all information in its possession regarding the School's students who train at the Facility pursuant to this Agreement.

C. OTHER RESPONSIBILITIES:

1. **Compliance with patient privacy laws.** The School agrees to abide by and require that its faculty and students abide by all applicable state and federal laws, rules and regulations regarding patient privacy, including but not limited to, the Standards for

Privacy of Individually Identifiable Health Information as required under the Health Insurance Portability and Accountability Act (HIPAA). Students shall be required to comply with the Facility's policies and procedures regarding the confidentiality of patient information and the use of all such information. The parties will notify one another if there are known breaches of this confidentiality. If during the term of this Agreement, the Department of Health and Human Services, Office of Civil Rights or any other empowered federal or state agency, court or administrative tribunal determines that the School or any other educational institution similar to the School is a Business Associate ("Business Associate"), as described in the federal privacy regulations, the School shall, upon a date mutually agreed to by the parties, abide by the conditions and requirements stated in Exhibit D through the remainder of the term of this Agreement.

2. **Determination of instructional period.** The course of instruction will cover a period of time as arranged between the School and the Facility. The beginning dates and length of experience shall be mutually agreed upon by the School and the Facility.
3. **Determination of number of participating students.** The number of students eligible to participate in the clinical placement will be determined and may be changed by mutual agreement of the parties. Notwithstanding the foregoing, the Facility and the School agree and understand that the availability of clinical placements at the Facility during the term of this Agreement may periodically be affected by a variety of factors. In such event, the Facility may reduce the number of students eligible to participate in the Clinical Program with prior notice to the School and adequate time for the School to reassign the student(s) to another clinical site. The Facility agrees further to accommodate students of the School who are similarly displaced from other clinical affiliates of the School to the extent that clinical space is available at the Facility.
4. **Evaluation of students' clinical experiences.** Evaluation of the clinical learning experiences of the students will be accomplished jointly by the School and the Facility. Appropriate School and Facility staff will communicate on a regular basis for the purpose of reviewing and evaluating current clinical experiences offered to students.
5. **Removal of students.**
 - (a) The School has the right to remove a student from the Clinical Program. The School shall notify the Facility of such removal in writing.
 - (b) The Facility may immediately remove any student participating in the Clinical Program from the Facility's premises for behavior that the Facility deems to be an immediate threat to the health or welfare of its patients, staff members, visitors, or operations. In such event, the Facility shall notify the School in writing of its actions and the reasons for its actions as soon as practicable. If the Facility desires to remove a student for any other reason, it shall notify the School in writing of the reasons for the removal and shall consult with the School before removing the student.

D. TERM OF AGREEMENT:

The term of this Agreement shall be for three (3) years, to commence on _____ and terminate on _____. Either party may terminate this Agreement at any time, with or without cause, upon ninety (90) days prior written notice to the other party. In the event that this Agreement is not renewed for a subsequent term, students of the School who are participating in the clinical learning experiences at the time

of termination shall be allowed to complete such assignment under the terms and conditions set forth herein.

E. ADDITIONAL TERMS:

1. **Stipulations as to liability.** Subject to applicable state law, neither party to this Agreement shall be legally liable for the consequences, whether bodily injury or property damage, occasioned by an act, omission, or neglect chargeable to the other party. Where Worker's Compensation or other obligation for payment of benefits may arise, this Agreement shall neither enlarge nor diminish such obligation.
2. **Additional insurance coverage.** Any additional applicable insurance coverage requirements shall be set out by the parties in Exhibit C to this agreement.
3. **Indemnification.** Each party to the Agreement will indemnify and hold the other harmless from and against all claims, demands, costs, expense, liabilities and losses, including reasonable attorney's fees, that may arise against the other as a consequence of any and all wrongful or negligent acts or omissions by such party, its employees, agents or contractors or any failure of such party to act in performance of its duties and obligations under this Agreement. The provisions of this Section shall survive termination of this Agreement.
4. **Qualifications of School faculty.** The School represents that relevant faculty members are appropriately certified and/or licensed. The School will provide the Faculty with copies of evidence of certifications or licensures upon request.
5. **Assignment of Agreement.** This Agreement may not be assigned without the prior written consent of the other party, which will not be unreasonably withheld.
6. **Excluded Providers.** Each party represents that neither it nor any of its employees and agents is excluded as a provider under Medicare or Medicaid or under any other federal or state health care program.
7. **Entire Agreement.** This Agreement supersedes any and all other agreements, either oral or written, between the parties hereto with respect to the subject matter hereof. No changes or modifications of this Agreement shall be valid unless the same are in writing and signed by the parties. No waiver of any provisions of this Agreement shall be valid unless in writing and signed by the parties.
8. **Severability.** If any provision of this Agreement or the application thereof to any person or situation shall, to any extent, be held invalid or unenforceable, the remainder of this Agreement, and the application of such provision to persons or situations other than those to which it shall have been held invalid or unenforceable, shall not be affected thereby, but shall continue to be valid and enforceable to the fullest extent permitted by law.
9. **Non-Discrimination.** The parties hereto shall abide by the requirements of *Executive Order 11246, 42 U.S.C. Section 2000d* and the regulations thereto, as may be amended from time to time, the Illinois Human Rights Act, and the Rules and Regulations of the Illinois Department of Human Rights. There shall be no unlawful discrimination or treatment because of race, color, religion, sex, national origin, age, order of protection status, marital status, ancestry, military status, unfavorable discharge from military service, sexual orientation or physical or mental disability in the

employment, training, or promotion of students or personnel engaged in the performance of this Agreement.

10. **Employment status.** School students, employees or agents under this Agreement shall not in any way be considered an employee or agent of the Facility nor shall any such student or employee or agent of the School be entitled to any fringe benefits, Worker's Compensation, disability benefits or other rights normally afforded to employees of the Facility.
11. **Notice to Parties.** Any notice, demand or request required or permitted to be given under the provisions of this Agreement shall be in writing and shall be deemed to have been duly given under the earlier of (a) the date actually received by the party in question, by whatever means and however addressed, or (b) the date sent by facsimile (receipt confirmed), or on the date of personal delivery, if delivered by hand, or on the date signed for if sent by an overnight delivery service, to the following addresses, or to such other address as either party may request, in the case of the School, by notifying the Facility, and in the case of the Facility, by notifying the School:

If to the Facility:

Chicago Kids Therapy, Inc.
Attn: Quinn Niego, MBA
1765 N. Elston, Ste. 206
Chicago, IL 60642
Tel: 773.998.8400

With a Copy to:

If to the School:

Office of the President
Morton College
3801 S. Central Avenue
Cicero, IL 60804-4398
Facsimile: (708) 656-0719

and to:

Morton College PTA Program
3801 S. Central Avenue
Cicero, IL 60804-4398
Attention: Dr. Alison Gehrke, PT, DPT
Program Director
Facsimile: (708) 656-8031

With a Copy to:

The School Legal Counsel at:
Del Galdo Law Group, LLC
1441 S. Harlem Avenue
Berwyn, IL 60402
Telephone: 708-656-7000

or to such other addresses as the parties may specify in writing from time to time.

12. **Governing Law.** This Agreement shall be construed and enforced in accordance with the laws of the State of Illinois, without regard to the conflict of laws provisions thereof.
13. **Counterparts.** This Agreement may be executed in one or more counterparts, each of which shall be deemed to be an original, but all of which together shall constitute one and the same instrument.
14. **No Third-Party Beneficiaries.** This Agreement shall inure exclusively to the benefit of and be binding upon the parties hereto and their respective successors, assigns, executors and legal representatives. Nothing in this Agreement, expressed or implied, is intended to confer on any person other than the parties hereto or their respective successors and assigns any rights, remedies, obligations or liabilities under or by reason of this Agreement
15. **Agreement binding on parties successors and assigns.** This Agreement shall be binding upon the School and the Facility, their successors, employees, agents and assigns, during the initial term of this Agreement and any extensions thereof.
16. **Captions for reference only.** The captions contained in this Agreement are for convenience of reference only and do not define, describe, or limit the scope or intent of this Agreement or any of its provisions.

IN WITNESS WHEREOF, the parties have caused this Agreement to be executed in their respective corporate names by duly authorized officers, all on the day and year first set forth above.

Chicago Kids Therapy, Inc

MORTON COLLEGE:

Printed Name: Quinn Niego, MBA

Title: Practice Manager

Date: _____

Printed Name: _____

Title: _____

Date: _____

A.M. Expulsion: reviewing Dr. Rein's
explanation of Menta program; corresp w/ N. Terebessy re same; tcw Dr Rein re same
Physical Therapist Assistant Program:

Printed Name: Alison Gehrke, PT, DPT

Title: Program Director

Date: _____

EXHIBIT A

NAME/LOCATION OF FACILITY SITES:

[FILL IN]

EXHIBIT B

LIST OF PROGRAMS:

Physical Therapist Assistant Program

EXHIBIT C

PROGRAM SPECIFIC REQUIREMENTS

(Each program shall have its own program specific requirement checklist)

Facility: Chicago Kids Therapy, Inc.
School: Morton College
Program: Physical Therapy Assistant

Facility requires:	Yes	No
Please check box to indicate requirements		
1. Proof of student professional and general liability insurance (paragraph A.2)	<input type="checkbox"/>	<input type="checkbox"/>
2. Proof of comprehensive health insurance (paragraph A.2)	<input type="checkbox"/>	<input type="checkbox"/>
3. Verification that students have met requirements for: (paragraph A.4)		
a. Current CPR health care provider card	<input type="checkbox"/>	<input type="checkbox"/>
b. Hepatitis vaccination	<input type="checkbox"/>	<input type="checkbox"/>
c. OSHA compliance for prevention of transmission of blood born pathogens and TB	<input type="checkbox"/>	<input type="checkbox"/>
d. Other: <u>Rubella, Rubeola, Mumps, Varicella (with proof of immunization or titer), and negative annual TB skin test</u>	<input type="checkbox"/>	<input type="checkbox"/>
4. Criminal background check (paragraph A.5) If yes, type of check _____	<input type="checkbox"/>	<input type="checkbox"/>
5. Drug screen (paragraph A.5) If yes, type of screening _____	<input type="checkbox"/>	<input type="checkbox"/>
6. Acceptance of faith-based provision addendum (if included)	<input type="checkbox"/>	<input type="checkbox"/>
7. Evidence of relevant faculties' certifications or licensures (paragraph E.4)	<input type="checkbox"/>	<input type="checkbox"/>
8. Additional insurance coverage (paragraph E.2) If yes, type of insurance and coverage required _____	<input type="checkbox"/>	<input type="checkbox"/>
9. Other _____	<input type="checkbox"/>	<input type="checkbox"/>

School requires:		
1. Copy of relevant Facility policies (paragraph B.8)	X	<input type="checkbox"/>
2. Evidence of academic credentials, certifications and licensures of individual(s) overseeing student(s) experiences (paragraph B.6)	X	<input type="checkbox"/>
3. Other _____	<input type="checkbox"/>	<input type="checkbox"/>

EXHIBIT D

Confidentiality of Protected Health Information

1. Definitions

The following definitions apply only to this Exhibit.

- a. **Business Associate.** "Business Associate" shall mean Morton College ("The School").
- b. **Facility.** "Facility" shall mean _____ ("Facility").
- c. **Individual.** "Individual" shall refer to a patient and have all the same meaning as the term "individual" in *45 CFR §164.501* and shall include a person who qualifies as a personal representative in accordance with *45 CFR §164.502(g)*.
- d. **Privacy Rule.** "Privacy Rule" shall mean the Standards for Privacy of Individually Identifiable Health Information at *45 CFR Part 160 and Part 164, Subparts A and E*.
- e. **Protected Health Information.** Protected Health Information ("PHI") shall have the same meaning as the term "PHI" in *45 CFR §164.501*, limited to the information created or received by Business Associate from or on behalf of Facility.
- f. **Required By Law.** "Required By Law" shall have the same meaning as the term "required by law" in *45 CFR §164.501*.
- g. **Secretary.** "Secretary" shall mean the Secretary of the Department of Health and Human Services or his designee.
- h. **Capital Terms.** All other capital terms referenced herein shall bear the meaning ascribed thereto in the Agreement.

2. Obligations of Business Associate

- a. The Business Associate agrees to not use or disclose PHI other than as permitted or required by the Agreement or as Required by Law.
- b. The Business Associate agrees to use appropriate safeguards to prevent use or disclosure of the PHI other than as provided for by the Agreement.
- c. The Business Associate agrees to mitigate, to the extent practicable, any harmful effect that is known to the Business Associate of a use or disclosure of PHI by the Business Associate in violation of the requirements of the Agreement.
- d. The Business Associate agrees to report to the Facility any use or disclosure of the PHI not provided for by the Agreement of which it becomes aware.
- e. The Business Associate agrees to ensure that any agent, including a subcontractor, to whom it provides PHI received from, or created or received by the Business Associate on behalf of the Facility, agrees to the same restrictions and conditions that apply through this Agreement to the Business Associate with respect to such information.
- f. If the Business Associate obtains PHI in a Designated Record Set, the Business Associate shall provide access, at the request of the Facility, and in the mutually agreed time and manner, to any such PHI in a Designated Record Set, to the Facility or, as directed by the Facility, to an Individual in order to meet the requirements under *45 CFR §164.524*.

- g. If the Business Associate obtains PHI in a Designated Record Set, the Business Associate agrees to make any amendment(s) to PHI in a Designated Record Set that the Facility directs or agrees to pursuant to *45 CFR §164.526* at the request of the Facility or an Individual, and in the mutually agreed time and manner.
 - h. The Business Associate agrees to make internal practices, books, and records, including policies and procedures and PHI, relating to the use and disclosure of PHI received from, or created or received by the Business Associate on behalf of the Facility, available to the Facility or to the Secretary, in a mutually agreed time and manner or as designated by the Secretary, for purposes of the Secretary determining the Facility's compliance with the Privacy Rule.
 - i. The Business Associate agrees to document such disclosures of PHI and information related to such disclosures as would be required for the Facility to respond to a request by an Individual for an accounting of disclosures of PHI in accordance with *45 CFR §164.528*.
 - j. The Business Associate agrees to provide to the Facility or an Individual, in a mutually agreed time and manner, PHI obtained in accordance with this Agreement, to permit the Facility to respond to a request by an Individual for an accounting of disclosures of PHI in accordance with *45 CFR §164.528*.
3. **Permitted Uses and Disclosures by Business Associate.** Except as otherwise limited in the Agreement, the Business Associate may use or disclose PHI to perform functions related to the clinical portion of the Physical Therapist Assistant Program under the Affiliation Agreement, provided that such use or disclosure would not violate the Privacy Rule if done by the Facility or the minimum necessary policies and procedures of the Facility.
4. **Obligations of the Facility and Provisions for the Facility to Inform the Business Associate of Privacy Practices and Restrictions if Relevant to Business Arrangement**
- a. The Facility shall notify the Business Associate of any limitation(s) in its notice of privacy practices of the Facility in accordance with *45 CFR §164.520*, to the extent that such limitation may affect the Business Associate's use or disclosure of PHI.
 - b. The Facility shall notify the Business Associate of any changes in, or revocation of, permission by Individual to use or disclose PHI, to the extent that such changes may affect the Business Associate's use or disclosure of PHI.
 - c. The Facility shall notify the Business Associate of any restriction to the use or disclosure of PHI that the Facility has agreed to in accordance with *45 CFR §164.522*, to the extent that such restriction may affect the Business Associate's use or disclosure of PHI.
5. **Permissible Requests by the Facility.** The Facility shall not request the Business Associate to use or disclose PHI in any manner that would not be permissible under the Privacy Rule if done by the Facility.
6. **Term and Termination**
- a. **Term.** The obligations of this Attachment shall become effective, if at all, in accordance with the provisions set forth in Section C.1. of this Agreement, and shall continue until all PHI provided by the Facility to the Business Associate, or created or received by the Business Associate on behalf of the Facility, is destroyed or returned to the Facility. If it is infeasible to return or destroy PHI, all protections are extended to such PHI, in accordance with the termination provisions in this Section of the Attachment.

- b. **Termination for Cause.** Upon the Facility's knowledge of what it believes to be a material breach of this Attachment by the Business Associate, the Facility shall either:
- (i) Provide an opportunity for the Business Associate to cure the alleged breach or end the alleged violation and terminate the Agreement if the Business Associate does not cure the alleged breach or end the violation within the time specified by and to the satisfaction of the Facility;
 - (ii) Immediately terminate the Agreement if the Business Associate has breached a material term of this Agreement and cure is not possible; or
 - (iii) If neither termination nor cure is feasible, the Facility shall report the violation to the Secretary.
- c. Except as provided in Section 7 of this Attachment, upon termination of the Agreement, for any reason, the Business Associate shall return or destroy all PHI received from the Facility, or created or received by the Business Associate on behalf of the Facility. If the Business Associate destroys all or some of the PHI, the Business Associate shall deliver to the Facility an authorized and executed Affidavit, attesting to the facts of such destruction.. Business Associate shall retain no copies of the PHI. This subsection shall also apply to PHI that is in the possession of subcontractors or agents of the Business Associate
- d. In the event that the Business Associate determines that returning or destroying the PHI is infeasible, the Business Associate shall provide to the Facility notification of the conditions that make return or destruction infeasible. Upon mutual agreement between the Business Associate and the Facility, that return or destruction of PHI is infeasible, the Business Associate shall extend the protections of this Attachment to such PHI and limit further uses and disclosures of such PHI to those purposes that make the return or destruction infeasible, for so long as the Business Associate maintains such PHI.
7. **Interpretation.** Any ambiguity in this Attachment shall be resolved to permit the Facility to comply with the Privacy Rule.

SERVICES AGREEMENT

THIS SERVICES AGREEMENT (this "Agreement") is made and entered into as of the date last signed (the "Effective Date") by and between NETSPEND CORPORATION, a Delaware corporation, ("NetSpend"), and MORTON JUNIOR COLLEGE DISTRICT NUMBER 527 DBA MORTON COLLEGE, an Illinois government entity ("Client") (each of NetSpend and Client, a "Party", collectively, the "Parties").

WHEREAS NetSpend desires to provide certain products and services (each, a "Service" and together, the "Services") to Client as set forth in one or more Statements of Work (each, a "SOW") to be attached hereto and incorporated herein, pursuant to the terms and conditions of this Agreement; and

WHEREAS Client desires to obtain such Services from NetSpend pursuant to the terms and conditions of this Agreement;

NOW, THEREFORE, in consideration of the mutual agreements contained herein and for other good and valuable consideration, the receipt and sufficiency of which are hereby acknowledged, the Parties hereby agree as follows:

1.0 Format of Agreement.

NetSpend shall offer the Services to the Client and potential Users as set forth on each SOW to be attached hereto and incorporated herein, upon the commencement date of such SOW (as "Commencement Date" is defined in each such SOW). Each SOW shall be mutually agreed to in writing by the Parties and shall set forth the specific terms and conditions, including, without limitation, the financial terms, applicable to each Service covered thereby. Any amendments to any SOW shall be made in accordance with Section 13.9 (Entire Agreement and Amendments). Each SOW shall be governed by the terms and conditions set forth in this Agreement and shall be fully incorporated herein. However, in the event of any conflict between the terms of this Agreement and any SOW, the terms of the SOW shall govern to the extent of such conflict with regard to that SOW. Each Party shall perform those obligations set forth herein and in each SOW attached hereto. NetSpend shall be the exclusive provider of the Services and types of services provided hereunder for Client throughout the Term. Client acknowledges and agrees that NetSpend may make such modifications to any Service as NetSpend may deem necessary to comply with Applicable Law or the instructions of any Bank Partner and that NetSpend may, from time to time, offer additional features, functionality and solutions to Client and/or Cardholders. All capitalized terms used herein (and not otherwise defined herein) shall have the meaning set forth in Exhibit A.

2.0 Term.

The initial term of this Agreement shall commence on the Effective Date and shall remain in full force and effect until the termination or expiration of each and every SOW attached hereto and incorporated herein (the "Term"), unless sooner terminated in accordance with the terms hereof.

3.0 Due Diligence.

Client agrees to cooperate fully and otherwise promptly provide to NetSpend or any Bank Partner, as the case may be, any and all relevant information with respect to Client, or any Users or potential Users, as NetSpend or any Bank Partner may deem necessary to comply with Applicable Law, including, without limitation, the information needed to complete any client application for Client (each, a "Client Application"), as such has been provided to Client by NetSpend and hereby incorporated into this Agreement by reference. Client acknowledges and agrees that NetSpend may verify all information provided to NetSpend by Client and screen such information against government databases as required by Applicable Law and at such time or times as NetSpend determines. Client further acknowledges and agrees that in the event the results of any such verification activity are unsatisfactory to NetSpend or any Bank Partner, NetSpend may immediately terminate this Agreement upon written notice to Client. Client represents, warrants and covenants that: (a) all information it has provided or will provide to NetSpend and any Bank Partner, as applicable, regarding Client is and shall be, as applicable, true, complete and accurate in all respects, and (b) all other information it has provided or will provide to NetSpend and any Bank Partner, as applicable, which may include, without limitation, information regarding any of its Affiliates, any Users or potential Users, is and shall be, as applicable and to its knowledge, true, complete and accurate in all respects.

4.0 Compensation.

Client shall pay the fees set forth in each SOW (including all shipping and handling fees) to NetSpend. NetSpend shall provide Client with a statement on a monthly basis which shall include a summary of: (a) the accrued fees payable to NetSpend by Client for the immediately preceding period and (b) any aggregate unpaid amounts payable to NetSpend for previous periods. Notwithstanding anything to the contrary provided herein, NetSpend shall not be responsible for providing a statement for any calendar month in which the amounts for each of (a) and (b) above are zero. All payments shall be made within thirty (30) days after Client's receipt of such monthly statement.

5.0 Materials.

As between the Parties, NetSpend shall be the sole and exclusive owner of all Materials. Unless otherwise expressly provided herein or agreed to in writing by NetSpend, no rights in or to the Materials are created, assigned or otherwise transferred from NetSpend to Client or any Users pursuant to the Agreement, and NetSpend shall retain all rights with respect to the Materials. Client agrees that it shall not challenge the title or any rights of NetSpend in and to the Materials and that during the Term and thereafter Client agrees to execute such documents as NetSpend may from time to time reasonably request to ensure that the right, title and interest in and to the Materials reside with NetSpend. NetSpend hereby grants to Client a non-exclusive, nontransferrable, non-sublicensable, revocable, royalty-free license to use the applicable Materials in accordance with the terms and conditions set forth herein, for the limited purpose of carrying out Client's obligations under this Agreement for the Term, and for no other purpose. Client may not grant any sublicenses in the Materials without the express written consent of NetSpend. No additional rights to the Materials shall be deemed granted by implication, estoppels, course of dealing or otherwise.

6.0 Representations and Warranties.

In addition to the representations and warranties contained elsewhere herein, each Party hereby represents and warrants to the other Party as follows:

6.1 This Agreement is valid, binding, and enforceable against such Party in accordance with its terms.

6.2 Such Party is duly organized, validly existing and in good standing pursuant to applicable state and/or federal laws under which it is organized, and is qualified to do business in all jurisdictions as may be required for the conduct of its business activities hereunder.

6.3 Such Party has full power and lawful authority to (a) own and operate its assets, properties and business; (b) carry on its business as presently conducted and (c) enter into and perform this Agreement. The person executing this Agreement has full authority to bind such Party to the terms and conditions hereof. The provisions of this Agreement and the performance by such Party of its obligations under this Agreement are not in conflict with such Party's organizational documents, bylaws or any other agreement, contract, lease or obligation to which such Party is a party or by which it is bound.

6.4 THIS IS A SERVICES AGREEMENT. EXCEPT AS OTHERWISE EXPRESSLY SET FORTH HEREIN, NO PARTY, NOR THEIR RESPECTIVE AFFILIATES MAKES ANY REPRESENTATIONS OR WARRANTIES, AND HEREBY EXPRESSLY DISCLAIMS ALL WARRANTIES, EXPRESS, IMPLIED, STATUTORY, OR OTHERWISE, RELATING TO OR ARISING OUT OF THIS AGREEMENT, INCLUDING WITHOUT LIMITATION, ANY WARRANTY OF NON-INFRINGEMENT, ANY IMPLIED WARRANTY OF MERCHANTABILITY OR FITNESS FOR A PARTICULAR PURPOSE AND IMPLIED WARRANTIES ARISING FROM COURSE OF DEALING OR COURSE OF PERFORMANCE.

7.0 Indemnification.

7.1 Indemnification Claims. Each Party (the "*Indemnifying Party*") covenants and agrees to indemnify and hold the other Party and its Affiliates, and its or their respective officers, directors, employees, agents and permitted assigns (individually or collectively, the "*Indemnified Party*") harmless against any and all liability, damages, costs, expenses, including reasonable legal fees and expenses, for any third party claim against the Indemnified Party (each, a "*Claim*") arising out of or related to the Indemnifying Party's breach of a representation, warranty, covenant or other obligation under this Agreement (and, for the avoidance of doubt, expressly including any SOW).

7.2 Indemnification Procedure. If any Claim is asserted against any Indemnified Party by any person who is not a party to this Agreement in respect of which the Indemnified Party may be entitled to indemnification under the provisions of subsection 7.1 ("*Indemnification Claims*") above or pursuant to any indemnification provision in any SOW, written notice of such Claim shall promptly be given to the Indemnifying Party from whom indemnification may be sought. The Indemnifying Party shall have the right, by notifying the Indemnified Party within ten (10) Business Days of its receipt of the notice of the Claim, to assume the entire control (subject to the right of the Indemnified Party to participate with counsel of the Indemnified Party's choice all at the Indemnified Party's expense) of the defense, compromise or settlement of the matter, including, at the Indemnifying Party's expense, employment of counsel of the Indemnifying Party's choice. The Indemnifying Party shall not compromise or settle a Claim or consent to the entry of judgment with respect to such Claim against the Indemnified Party without the Indemnified Party's written consent, which shall not be unreasonably withheld or delayed, unless the settlement includes an unconditional release of the Indemnified Party hereunder from all liabilities arising out of such Claim, or such entry of judgment does not involve the admission of any wrongdoing on behalf of any Indemnified Party hereunder.

7.3 All indemnities set forth in any SOW attached hereto shall follow the provisions of this Section 7 (Indemnification).

8.0 Confidential Information.

8.1 Certain Definitions. For purposes of this Agreement, the following definitions apply:

8.1.1 "Confidential Information" means any data or information that is of value to a Party and is not generally known to competitors of such Party. To the extent consistent with the foregoing, Confidential Information includes, but is not limited to the terms of this Agreement, any customer information, financial data and budgetary or proprietary business information, income or sales data or projections, customer lists, business operations, policies, procedures and techniques,

advertising summary or tracking reports or other reports generated in accordance with this Agreement, schematics, ideas, techniques, know how, concepts, development tools and processes, computer printouts, computer programs, design drawings and manuals, and improvements, patents, copyrights, or other intellectual property of any kind or nature, plans for future development and new product concepts, contemplated products, research, development, strategies, marketing techniques, price lists or price policies, and/or contracts with customers or suppliers. In the case of NetSpend, Confidential Information shall include the Materials (other than the Marketing Materials) and any information produced by or on behalf of NetSpend relating to the Users, the Services or any NetSpend program. Confidential Information also includes any information described in this section which a Party obtains from another party and designates as Confidential Information, whether or not owned or developed by that Party.

8.1.2 The term "Confidential Information" shall not include information which: (a) prior to disclosure by the Disclosing Party was already in the Receiving Party's possession; (b) is or becomes generally available to the public through lawful means, other than as the result of a disclosure by the Receiving Party or its representatives; (c) becomes available to the Receiving Party without confidential or proprietary restriction by a third party who rightfully possesses the information without confidential or proprietary restrictions; or (d) the Receiving Party can demonstrate it independently developed.

8.2 Use of Information. Each Party (the "Receiving Party") acknowledges that it may receive or have access to the Confidential Information of the other Party (the "Disclosing Party") pursuant to this Agreement. Each Receiving Party covenants and agrees that it will not use any Confidential Information of the Disclosing Party except as necessary to fulfill its obligations or exercise its rights under this Agreement, and only for the time and to the extent that it is necessary to do so. Except as expressly authorized in this Agreement or otherwise by the Disclosing Party in writing, the Receiving Party shall not use, disclose, or permit any unauthorized person access to, any Confidential Information of the Disclosing Party. Notwithstanding the foregoing, nothing herein shall prevent the Receiving Party from disclosing Confidential Information of the Disclosing Party to its officers, employees, sub-contractors, consultants, advisors (the "Representatives") who have a need to know such Confidential Information in order to perform their duties and who have executed nondisclosure agreements obligating them to keep the Confidential Information of the Disclosing Party confidential, or are otherwise bound by similar confidentiality obligations. Additionally, NetSpend may disclose the Confidential Information of Client to: (a) Bank Partner as required in order for NetSpend and/or Bank Partner to perform its duties related to the Agreement and/or as required by Applicable Law, and (b) to any referral agent that referred Client to NetSpend for purposes of NetSpend providing one or more Services to Client to the extent such referral agent has requested such information related to its obligations to Client. In fulfilling its obligations hereunder, each Receiving Party will take commercially reasonable security precautions, at least as great as the precautions it takes to protect its own Confidential Information and as may be required by Applicable Law, with respect to the Confidential Information of the Disclosing Party. Each Receiving Party shall promptly notify the Disclosing Party upon discovery of any loss or unauthorized disclosure of the Confidential Information of such Disclosing Party.

8.3 Remedies. Each Party acknowledges and agrees that the Disclosing Party, because of the unique nature of Confidential Information, would suffer irreparable harm in the event that the Receiving Party breaches any of its obligations under this section and that monetary damages would be inadequate to compensate the Disclosing Party for breach. Each Party agrees that in such circumstances, the Disclosing Party shall be entitled, in addition to any other remedy available, to injunctive relief as may be necessary to restrain any continuing or further breach by the Receiving Party, without showing or proving any actual damages sustained by the Disclosing Party.

8.4 Required Disclosures. In the event that the Receiving Party is requested or becomes legally compelled to disclose any Confidential Information of the Disclosing Party, it is agreed that such the Receiving Party will provide the Disclosing Party with prompt written notice of such request(s) to enable the Disclosing Party to seek a protective order to protect and preserve the confidential nature of the Confidential Information. In such event, the Receiving Party agrees that it will furnish only that portion of the Confidential Information which is legally required and will exercise commercially reasonable efforts to obtain reliable assurance that confidential treatment will be accorded to that portion of the Confidential Information (and other information) which is being disclosed.

8.5 Return of Confidential Materials. Upon the termination or expiration of this Agreement, or at any time upon the reasonable request of the Disclosing Party, the Receiving Party shall return or destroy all Confidential Information in its possession or in the possession of any of its Representatives; provided, however: (a) that a Receiving Party will not be required to erase or delete electronically stored Confidential Information that has been saved to a back-up file in accordance with the Receiving Party's ordinary back-up or document retention policies so long as the Receiving Party's Representatives do not have general access to such back-up files and that such Confidential Information is maintained in accordance with the confidentiality requirements of this Agreement and Applicable Law; (b) that, if required by Applicable Law, a Receiving Party in possession of tangible property containing the Confidential Information of a Disclosing Party may retain one archived copy of such material, subject to the terms of this Agreement, which may be used solely to comply with Applicable Law and may not be used for any other purpose.

8.6 Cardholder Information. The information that Client provides to NetSpend relating to Cardholders (or potential Cardholders) pursuant to this Agreement, including, without limitation, any Cardholder's (or potential Cardholder's) name, address, date of birth and social security number (collectively, the "Cardholder Information") shall not be considered either Party's Confidential Information hereunder, but shall be subject to Bank Partner's applicable privacy policy pursuant to its terms. To the extent this provision conflicts with any other provision in the Agreement, this provision shall control.

8.7 Publicity. All media releases, public announcements and public disclosures by a Party relating to this Agreement or the subject matter of this Agreement (but not including announcements intended solely for internal distribution) shall be coordinated with and approved by the other Party prior to release. If a Party determines that disclosure is required to meet legal or regulatory requirements it shall promptly inform the other Party and coordinate such disclosure with the other Party and provisions of Section 8.4 shall apply.

8.8 Survival of Obligations. Each Party's obligations under this section with regard to Confidential Information shall survive the termination of this Agreement for a period of three (3) years thereafter, or, with regard to any Confidential Information that is also a trade secret (as defined by the Texas Uniform Trade Secrets Act and the Illinois Trade Secrets Act) until such information is no longer a trade secret, whichever is longer.

8.9 Relation to Other Agreements. This section supersedes and replaces any separate written confidentiality agreement or non-disclosure agreement between the Parties with regard to the subject matter of this Agreement (including, without limitation, discussions in anticipation of this Agreement) and any such prior agreement is hereby terminated.

9.0 Record Keeping.

9.1 General. Each Party will keep all usual and proper records, including financial records, relating to its obligations under this Agreement. If the entity conducting the audit is not a Party, then auditing entity must agree to be bound by the confidentiality provisions of this Agreement. The auditing Party shall bear the full cost and expense of any audits it conducts or otherwise requests.

9.2 Audit of Client. During the Term and for a period of one (1) year thereafter, NetSpend and each Bank Partner may audit and examine, or have a third party designated by NetSpend or such Bank Partner audit and examine, the books and records and operations of Client directly related to the performance of Client's obligations hereunder, provided that any such audit or examination shall occur upon no less than ten (10) Business Days prior written notice and at a mutually agreed upon date and time during Client's normal business hours, and no more frequently than once during any calendar year unless (i) otherwise required by Applicable Law or any Regulatory Authority, or (ii) NetSpend or such Bank Partner has a reasonable belief that Client is not acting in compliance with the terms of this Agreement or Applicable Law. During the Term and for a period of one (1) year thereafter, Client shall furnish to NetSpend and each Bank Partner or their respective designees all such information regarding Client's performance of its obligations hereunder as NetSpend or such Bank Partner may reasonably request.

9.3 Audit of NetSpend. During the Term and for a period of (1) year thereafter, Client may inspect the books and records of NetSpend that are directly related to the obligations of NetSpend hereunder, provided that any such inspection shall occur upon no less than ten (10) Business Days prior written notice and at a mutually agreed upon date and time during NetSpend normal business hours at NetSpend offices, and no more frequently than once during any calendar year unless (i) otherwise required by Applicable Law or any Regulatory Authority, or (ii) Client has a reasonable belief that NetSpend is not acting in compliance with the terms of this Agreement or Applicable Law. During the Term, NetSpend shall furnish to Client or its designee all such information concerning NetSpend's performance of its obligations hereunder as Client may reasonably request.

9.4 Regulatory Audit. Client shall: (a) submit to any examination which may be required by any Regulatory Authority with audit and examination authority over NetSpend, any of its Affiliates, or one of its Bank Partners; and (ii) provide to NetSpend and each applicable Bank Partner any information that may be required by any Regulatory Authority in connection with their audit or review of NetSpend, any of its Affiliates, or such Bank Partner or the subject matter hereof and reasonably cooperate with such Regulatory Authority in connection with such any audit or review.

10.0 Termination.

10.1 Termination of the Agreement. Either Party shall have the right to terminate this Agreement (including all SOWs), by written notice to the other Party upon the occurrence of one or more of the following events:

10.1.1 The other Party makes an assignment for the benefit of creditors, is subject to a bankruptcy proceeding, is subject to the appointment of a receiver, or is unable to pay its debts as they become due; or

10.1.2 Failure by the other Party to observe or perform, in any material respect, that Party's obligations to the other Party set forth in the body of the Agreement, or a breach of any representation or warranty set forth in the body of the Agreement, so long as the failure is not due to the actions or failure to act of the terminating Party, but only if the failure continues for a period of: (a) thirty (30) Business Days after the non-performing Party received written notice from the terminating Party specifying the failure in the case of a failure not involving the payment of money, or (b) ten (10) Business Days after the non-performing Party receives written notice for the terminating Party specifying the failure in the case of a failure to pay any amount then due hereunder. The Parties acknowledge that termination due to any breaches related to a SOW is set forth in Section 10.2.1 (Termination of any SOW).

10.2 Termination of any SOW. Each Party shall have the right to terminate any SOW, by written notice to the other Party upon the occurrence of one or more of the following events, with respect to that SOW to be terminated:

10.2.1 Failure by the other Party to observe or perform, in any material respect, that Party's obligations to the other Party under the SOW to be terminated or a breach of any representation or warranty under the SOW to be terminated, so long as the failure is not due to the actions or failure to act of the terminating Party, but only if the failure continues for a period of: (a) thirty (30) Business Days after the non-performing Party received written notice from the terminating Party specifying the failure in the case of a failure not involving the payment of money, or (b) ten (10) Business Days after the non-performing Party receives written notice for the terminating Party specifying the failure in the case of a failure to pay any amount then due hereunder;

10.2.2 Upon any change to or enactment of any law or regulation which would have a material adverse effect upon the Services to be provided by either Party pursuant to the SOW to be terminated, provided that the Parties cannot find a legally workable solution to the change in law or regulation within a reasonable amount of time;

10.2.3 Violation of any federal or state law or regulation relating to the performance of the SOW to be terminated rendering either of the Parties unable to substantially perform this Agreement, provided that the Parties cannot find a legally workable solution to avoid violating the law or regulation within a reasonable amount of time;

10.2.4 Upon direction from any Regulatory Authority for any Party to cease or materially limit performance of such Party's obligations under the SOW to be terminated; or

10.2.5 If any performance under the SOW to be terminated is postponed or extended for longer than sixty (60) calendar days pursuant to the terms of Section 13.4 (Force Majeure).

10.3 NetSpend may immediately terminate this Agreement upon written notice to Client upon the occurrence of one or more of the following events:

10.3.1 If the results of any verification activity are unsatisfactory as described in Section 3.0 (Due Diligence); or

10.3.2 Upon the direction of any Bank Partner.

10.4 The termination or expiration of this Agreement or any SOW shall not relieve either Party of any obligations due at or before the time of such termination or expiration pursuant to the Agreement or the individual SOW, as applicable. For clarification, upon the termination or expiration of this Agreement, neither Party shall be entitled to any payments from the other Party pursuant to any SOW other than any payments that have accrued, but are unpaid as of the date of such termination or expiration.

10.5 Each Party's right to terminate this Agreement or any SOW shall be in addition to, and not in lieu of, any other remedies that such Party may have by virtue of a breach or default with respect to this Agreement or any SOW and the termination or expiration of this Agreement or any SOW shall not prejudice any claim of either Party.

10.6 Any SOW shall terminate automatically upon the termination of the Agreement.

11.0 Relationship of Parties.

NetSpend and Client agree that they are independent contractors to each other in performing their respective obligations hereunder. Nothing in this Agreement or in the working relationship being established and developed hereunder shall be deemed or is intended to be deemed, nor shall it cause, NetSpend and Client to be treated as partners, joint ventures, or otherwise as joint associates for profit. Neither Party may act on behalf of the other Party except as expressly provided for in this Agreement. Neither Party may bind or execute a release on behalf of the other Party except as authorized in writing by the other Party or as set forth in Section 7.0 (Indemnification) hereunder. Nothing herein shall be construed to limit NetSpend's ability to provide the Services or other services contemplated hereunder to any other party.

12.0 Limitation of Liability.

12.1 Limitation on Types of Damages. NEITHER PARTY, NOR THEIR RESPECTIVE AFFILIATES SHALL BE LIABLE TO THE OTHER PARTY OR ITS RESPECTIVE AFFILIATES, WHETHER IN CONTRACT, TORT, EQUITY OR OTHERWISE, FOR ANY INDIRECT, INCIDENTAL, CONSEQUENTIAL, SPECIAL, PUNITIVE OR EXEMPLARY DAMAGES, INCLUDING LOST PROFITS (EVEN IF SUCH DAMAGES ARE FORESEEABLE, AND WHETHER OR NOT ANY PARTY HAS BEEN ADVISED OF THE POSSIBILITY OF SUCH DAMAGES), ARISING FROM OR RELATING TO THIS AGREEMENT; PROVIDED, HOWEVER, THAT THE FOREGOING SHALL NOT LIMIT A PARTY'S OBLIGATION TO INDEMNIFY THE OTHER PARTY PURSUANT TO SECTION 7 (INDEMNIFICATION) FOR ACTIONS BROUGHT BY THIRD PARTIES EVEN IF SUCH ACTIONS INCLUDE CLAIMS BY THIRD PARTIES FOR INDIRECT, INCIDENTAL, CONSEQUENTIAL, SPECIAL, PUNITIVE, EXEMPLARY OR SIMILAR DAMAGES.

12.2 Limitation on Amount of Damages. NOTWITHSTANDING ANYTHING TO THE CONTRARY SET FORTH HEREIN, NETSPEND'S TOTAL AGGREGATE LIABILITY (WHETHER IN CONTRACT, TORT, NEGLIGENCE, STRICT LIABILITY, BY STATUTE, OR OTHERWISE) TO CLIENT, CLIENT'S AFFILIATES, OR TO ANY THIRD PARTY RELATED TO THIS AGREEMENT (EXPRESSLY INCLUDING ALL STATEMENTS OF WORK) SHALL BE LIMITED TO AN AMOUNT EQUAL TO NETSPEND'S GROSS PROFIT ATTRIBUTABLE TO THIS AGREEMENT (EXPRESSLY INCLUDING ALL STATEMENTS OF WORK) FOR THE TWELVE (12) MONTHS IMMEDIATELY PRIOR TO THE EVENT GIVING RISE TO SUCH ACTION; PROVIDED THAT IF SUCH EVENT OCCURS PRIOR TO THE TWELFTH MONTH ANNIVERSARY OF THE EFFECTIVE DATE, THEN THE PARTIES SHALL ESTIMATE THE LIMITATION BASED UPON AN ANNUALIZATION OF NETSPEND'S GROSS PROFIT FOR THE MONTHS PRECEDING THE EVENT.

12.3 Exceptions to Limitations. THE LIMITATION CONTAINED IN SECTION 12.2 (LIMITATION ON AMOUNT OF DAMAGES) SHALL NOT APPLY TO ANY BREACH BY A PARTY OF ITS OBLIGATION TO PROTECT CONFIDENTIAL INFORMATION OF THE OTHER PARTY UNDER SECTION 8 (CONFIDENTIALITY).

13.0 Miscellaneous.

13.1 Dispute Resolution. The Parties shall first attempt in good faith to resolve any controversy or claim arising between the Parties out of or in connection with the provisions of this Agreement through amicable discussions between appropriate executives of each Party. Each Party's representative(s) shall be granted the authority of such Party to resolve the dispute, and commit and bind their respective organization to any agreement reached by the representatives of each Party. During the course of any such negotiation, each Party shall comply with all reasonable requests made by the other Party for information related to such dispute held by the non-requesting Party.

13.2 Governing Law. This Agreement shall be governed by, construed and enforced in accordance with the laws of the State of Delaware, without regard to that state's conflict of laws principles. The Parties agree to submit to the exclusive jurisdiction of: (a) any state court sitting in Cook County, Illinois or any federal district court for the district in which such county is located with respect to any claim initially brought by NetSpend against Client; and (b) any state court sitting in Travis County, Texas or any federal district court for the district in which such county is located with respect to any claim initially brought by Client against

NetSpend. For the avoidance of doubt, the Parties agree that court with jurisdiction for the initial claim as set forth in the preceding sentence shall also have jurisdiction for any related counterclaim or crossclaim.

13.3 Subcontractors and Agents. NetSpend may engage any third party, including, without limitation, any of its Affiliates, to perform all or a portion of its obligations under this Agreement at any time without the consent of Client; provided however that (a) such action shall not affect NetSpend's obligations to Client hereunder and (b) NetSpend shall be solely liable for the acts and omissions of any such third party. Client shall not engage any third party to perform any of its obligations hereunder without obtaining NetSpend's prior written approval, and will assist NetSpend in obtaining such due diligence materials from, or agreement with, any such proposed third party that NetSpend may deem reasonably necessary or that may otherwise be required by Applicable Law. NetSpend's approval of any such third party shall not in any way relieve Client of any of its duties or obligations under this Agreement. In all cases, as between NetSpend and Client, Client shall be solely liable for: (i) the acts and omissions of any third party performing any activities relating to Client's use of the Services; and (ii) the use of any third party product or services relating to Client's use of the Services.

13.4 Force Majeure. Neither Party shall be liable for any failure or delay on its part to perform, and shall be excused from performing any of its non-monetary obligations hereunder if such failure, delay or non-performance results in whole or in part from any cause beyond the absolute control of the party, including without limitation, any act of God, act of war, riot, actions of terrorists, earthquake, fire, explosion, natural disaster, pandemic, flooding, embargo, sabotage, government law, ordinance, rule, regulation, order or actions. Any Party desiring to rely upon any of the foregoing as an excuse for failure, default or delay in performance shall, when the cause arises, give to the other Party prompt notice in writing of the facts which constitute such cause; and, when the cause ceases to exist, give prompt notice thereof to the other Party. This section shall in no way limit the right of either Party to this Agreement to make any claim against third parties for any damages suffered due to said cause. If any performance under this Agreement is postponed or extended for longer than sixty (60) calendar days either Party may, by written notice to the other Party, terminate this Agreement immediately.

13.5 Survival, Severability and Waiver. All provisions of this Agreement which by their nature extend beyond the expiration or termination of this Agreement, including, without limitation, Sections 4 (Compensation), 5 (Materials), 7 (Indemnification), 8 (Confidential Information), 9 (Record Keeping), 10 (Termination), 12 (Limitation of Liability), and 13 (Miscellaneous) shall survive the conclusion or termination of this Agreement. If any provision of this Agreement (or any portion thereof) is determined to be invalid or unenforceable, the remaining provisions of this Agreement shall not be affected thereby and shall be binding upon the Parties and shall be enforceable, as though said invalid or unenforceable provision (or portion thereof) were not contained in this Agreement. The failure by any Party to insist upon strict performance of any of the provisions contained in this Agreement shall in no way constitute a waiver of its rights as set forth in this Agreement, at law or in equity, or a waiver of any other provisions or subsequent default by the other Party in the performance of or compliance with any of the terms and conditions set forth in this Agreement.

13.6 Successors and Third Parties. This Agreement shall not confer any rights or remedies upon any party other than the Parties and their permitted successors and assigns as set forth in Section 13.7 (Assignments). Without limiting the foregoing, in no case may any Affiliate of Client use any of Services or otherwise receive any benefit from this Agreement unless such use and/or benefit has been approved by NetSpend in writing.

13.7 Assignments. Neither Party may assign or otherwise transfer the Agreement, without the prior written consent of the other Party (which consent shall not be unreasonably withheld, conditioned or delayed), except that either Party may, without the consent of the other Party, but upon no less than ten (10) Business Days advance written notice to such other Party (which notice shall include the completed Client Application for such assignee, in the case of an assignment by Client), assign or otherwise transfer this Agreement: (a) to any Affiliate, or (b) pursuant to a Change of Control. Client hereby expressly acknowledges that as a result of any assignment or transfer (including without limitation one set forth in subsection (a) or (b) above), NetSpend may require diligence information from the proposed successor and Client hereby agrees to use its reasonable efforts to assist NetSpend with obtaining such information promptly. Further, nothing in this section shall in any way diminish NetSpend's ability to terminate this Agreement pursuant to Section 3.0 (Due Diligence) if the results of such verification activity relating to such successor are unsatisfactory to NetSpend or Bank Partner. For purposes of this Agreement, "Change of Control" shall mean the occurrence of any one or more of the following: (x) any merger or consolidation of a Party in which such Party is not the continuing or surviving corporation or pursuant to which shares of such Party's outstanding stock would be converted into cash, securities or other property, other than a merger of such Party in which the holders of such Party's outstanding stock immediately prior to the merger have the same proportionate ownership of stock of the surviving corporation immediately after the merger, (y) any sale, lease, exchange or other transfer (in one transaction or a series of related transactions) of all, or substantially all, of the assets of such Party, or the liquidation or dissolution of Party, or (z) the purchase by any person, group, corporation or other entity, other than the Party itself, of shares of the outstanding stock of such Party for cash, securities or any other consideration provided that, after consummation of the transaction, such person, group, corporation or other entity is the beneficial owner, directly or indirectly, of at least fifty percent (50%) of the outstanding stock of such Party. In all cases of assignment or transfer, the successor shall agree in writing to be bound by the terms hereof, unless the successor and the remaining Party otherwise agree in writing.

13.8 Notices. All notices, requests, and approvals required by this Agreement shall be in writing addressed to a Party at the address set forth on the signature page hereto (or at such other address of which the notifying Party hereafter receives notice in conformity with this section). All such notices, requests, and approvals shall be deemed given: (a) when personally delivered; (b) one (1) day after been sent by a nationally recognized overnight courier; or (c) three (3) Business Days after being sent by registered or certified mail.

13.9 Entire Agreement and Amendments. This Agreement and all Exhibits and SOWs attached hereto constitute the entire agreement between the Parties and supersedes all prior agreements, understandings, and arrangements, oral or written, between the Parties with respect to the subject matter hereof. Neither Party may modify or amend this Agreement without the written consent of the other Party. Notwithstanding anything to the contrary set forth herein, NetSpend may designate a new Bank Partner from time to time without an amendment to this Agreement.

13.10 Headings. The headings, captions, headers, footers and version numbers contained in this Agreement are inserted for convenience only and shall not affect the meaning or interpretation of this Agreement.

13.11 Counterparts. This Agreement (and any SOW) may be executed manually or via electronic signature in any number of counterparts, each of which shall be deemed an original and all of which together shall constitute one and the same agreement.

Further, this Agreement (and any SOW) may be delivered by facsimiles, pdf, electronic mail, or other electronic transmission method. In each case, the Parties may rely on each such document as if the signatures were originals on the same copy.

IN WITNESS WHEREOF, this Agreement is executed by the Parties as of the dates below set forth.

NetSpend Corporation

MORTON JUNIOR COLLEGE DISTRICT NUMBER 527
DBA MORTON COLLEGE

Signature

Signature

Jeffery D. Johnson

Printed Name of Signatory

Printed Name of Signatory

SVP

Title of Signatory

Title of Signatory

Date of Signature

Date of Signature

Business Address for Notice:

Business Address for Notice:

NetSpend Corporation

MORTON JUNIOR COLLEGE DISTRICT NUMBER 527 DBA
MORTON COLLEGE

701 Brazos Street, Suite 1200
Austin, TX 78701
Attention: General Counsel

3801 South Central Avenue
Cicero, IL 60804
Attention: _____

Exhibit A

Definitions

“Account” means an individual sub-account maintained by NetSpend for which the underlying funds are held by a Bank Partner as part of a pooled FDIC-insured account established for the benefit of Cardholders.

“Affiliate” means, with respect to a Party, an entity that directly or indirectly, through one or more intermediaries, controls, is controlled by, or is under common control with such Party. For purposes of this definition, “control” shall mean (a) fifty percent (50%) or more ownership or beneficial interest of income and capital of such entity; (b) ownership of at least fifty percent (50%) of the voting power or voting equity; or (c) the ability to otherwise direct or share management policies of such entity by contract or otherwise.

“Applicable Law” means any and all laws, treaties, rules, regulations, regulatory guidance, determinations of (or agreements with) an arbitrator or governmental authority and mandatory written direction from (or agreements with) any arbitrator or governmental authority, that are applicable to the Agreement, the Services, any NetSpend program provided pursuant to this Agreement, either Party, any Bank Partner, any User (or potential User) (including any Cardholder). Applicable Laws include, without limitation, the Bank Secrecy Act, any and all sanctions or regulations enforced by the United States Department of Treasury’s Office of Foreign Assets Control, any laws or regulations specifically set forth in any Statement of Work to be included as Applicable Law, and any other state or federal statutes or regulations that are applicable to the Services, or otherwise applicable to any of the Parties, any Bank Partner or any User (or potential User) (including any Cardholder). Additionally, a Statement of Work may exclude certain laws and regulations from the definition of Applicable Law for purposes of such Statement of Work.

“Bank Partner” means one or more federally-insured financial institution(s) designated by NetSpend from time to time.

“Business Day” means any day that the NetSpend corporate offices in Austin, Texas are open for business.

“Card” means an access device issued by Bank Partner and tied to the Cardholder’s Account.

“Cardholder” means a User who has established an Account.

“Claim” has the meaning set forth in Section 7 (Indemnification).

“Confidential Information” has the meaning set forth in Section 8 (Confidential Information).

“Indemnified Party” has the meaning set forth in Section 7 (Indemnification).

“Indemnifying Party” has the meaning set forth in Section 7 (Indemnification).

“Marketing Materials” means those NetSpend standard marketing, support and/or enrollment materials developed by NetSpend to facilitate the promotion and offering of the any Service or any NetSpend program provided pursuant to this Agreement to potential Users as may be further defined in any Statement of Work.

“Materials” means any and all (a) intellectual property of NetSpend related to any Service, including but not limited to Marketing Materials, other written or electronic materials, technology, hardware, software, products, methods of providing products, services, patents, trade secrets, copyrights, trademarks, trade dress and service marks, and (b) any enhancements or additions to, or derivative works of, any of the foregoing.

“Regulatory Authority” means each System, NACHA (previously known as the National Automated Clearinghouse Association), the Consumer Financial Protection Bureau, the Federal Deposit Insurance Corporation, the Office of the Comptroller of the Currency, and any other Federal or state agency having jurisdiction over NetSpend (or any of its Affiliates), Client, any User (or potential User), any Bank Partner or any Service.

“SOW” has the meaning set forth in Section 1 (Format of Agreement).

“System” means the electronic payment network operated by Visa, MasterCard, or any other card association selected by NetSpend and a Bank Partner.

“Term” has the meaning set forth in Section 2 (Term).

“User” means an individual who uses a Service pursuant to this Agreement and any Statement of Work and as may be further described and/or limited in any Statement of Work for purposes of that Statement of Work.

Skylight PayOptions™ Program for Employee Wage Disbursement Programs

Statement of Work Number 1

This Statement of Work Number 1 ("SOW 1") is made and entered into as of the date last signed (the "Commencement Date"), by and between NETSPEND CORPORATION, a Delaware corporation ("NetSpend"), and MORTON JUNIOR COLLEGE DISTRICT NUMBER 527 DBA MORTON COLLEGE, an Illinois government entity ("Client") (each of NetSpend and Client, a "Party", collectively, the "Parties"). This SOW 1 is entered into pursuant to and subject to that certain Services Agreement (the "Agreement") dated by the Client on _____, by and between the Parties.

1.0 Scope of Services and Program Setup.

1.1 NetSpend shall, together with a Bank Partner, establish, maintain and offer the SkyLight® PayOptions™ Program (the "Program") to potential Cardholders through Client which shall include the following: (a) for each Cardholder: (i) an Account; (ii) a Card; (iii) access to a supply of SkyLight convenience checks; (iv) to the extent and in a form required by Applicable Law, access to periodic Account statements; and (v) access to a Cardholder support call center maintained by NetSpend or its designee which Cardholders may contact using a toll-free number to receive assistance relating to their Account or other aspects of the Program; and (b) for the Client: (i) web-based administrative tools which permit Client to manage the payment of wages and other compensation to Cardholders through the Program; and (ii) access to a corporate support call center maintained by NetSpend or its designee which Client may contact to receive assistance relating to the Program. Client acknowledges and agrees that Cardholders may receive notices, mailings and other communications from NetSpend from time to time, including, without limitation, offers for additional features, functionality, or upgraded products or services. Further, NetSpend may, at its option, market the Program to Client's employees directly. All Accounts and Cards shall be subject to the pricing schedule (the "Pricing Schedule") set forth in the Cardholder Agreement, which may be modified by NetSpend from time to time, subject to the applicable Cardholder Agreement and Applicable Law, without an amendment to this SOW 1. For informational purposes only, the Pricing Schedule for the Program in effect as of the Commencement Date is set forth in Section 8.2 (Pricing Schedule as of the Commencement Date).

1.2 NetSpend shall provide Client with (a) its standard Marketing Materials in English and Spanish and in pdf form only for use in promoting the Program to potential Cardholders, and (b) a sufficient supply of "SkyLight Instant Issue Packs" for Client to distribute to potential Cardholders, which may be used by a potential Cardholder to establish an Account. Client shall ensure that, prior to any potential Cardholder's election to be paid via the Program, Client provides each potential Cardholder with a complete SkyLight Instant Issue Pack and that such potential Cardholder reviews the materials included therein. Additional or custom Marketing Materials, including translations of Marketing Material into languages other than English and Spanish, may be provided to Client by NetSpend for an additional fee mutually agreed upon by the Parties. Further, if Client requests that NetSpend print any of the Marketing Materials, then additional printing and shipping and handling charges will apply which are payable by Client. Client may not alter any of the documents or materials relating to the Program provided by NetSpend, including, without limitation, the Materials, the Marketing Materials, the Cards, the Cardholder Agreement and any portions of the SkyLight Instant Issue Packs, without NetSpend's prior written approval. In the event Client wishes to include a customized design on the Cards, NetSpend shall provide Client with a statement detailing the additional design, production and implementation charges associated with such customized Card, which must be paid by Client to NetSpend prior to NetSpend commencing any work related to such Cards. NetSpend shall provide Client with a reasonable amount of training related to the Program through conference calls and/or webinars at no additional cost to Client and at such times as mutually agreed upon by the Parties. Further, if requested by Client, NetSpend will provide on-site training and promotion for an additional fee, at times and locations as mutually agreed upon by the Parties.

1.3 Client: (a) shall not promote the Program to potential Cardholders in conflict with any procedures established by NetSpend and Bank Partner, as applicable, (b) may offer each of its employees the opportunity to use the Program and/or establish Accounts for use in receiving all wages paid to such individual by Client to the extent permitted by Applicable Law, and (c) shall follow any guidelines regarding the Program provided by NetSpend, including, without limitation, providing any information requested by NetSpend related to its or Client's obligations to comply with Applicable Law. Client will ensure that good and immediately available funds are transferred into the Accounts in the appropriate amounts and at the appropriate time pursuant to Client's payroll procedures. Client shall not use the Program for anything other than the payment of wages to employees, and if, at any time during the SOW 1 Term, Client desires to use the Program for another purpose, then NetSpend and Client may enter into a separate SOW related thereto. Without limiting the immediately preceding sentence, Client agrees that in no case shall it use the Program for the distribution of any Title IV, HEA program funds. Throughout the SOW1 Term, NetSpend shall be the exclusive provider of any payroll card program for all employees of Client.

1.4 In the event NetSpend or a Bank Partner deems it necessary to modify all or a portion of a SkyLight Instant Issue Pack, issue new materials to be distributed with current SkyLight Instant Issue Packs, or issue new Marketing Materials, NetSpend shall notify Client and Client shall comply with all related instructions it may receive from NetSpend, including, without limitation, refraining from further distributing any SkyLight Instant Issue Packs or utilizing any Marketing Materials it may have in its possession until NetSpend is able to provide Client with a new supply of SkyLight Instant Issue Packs or Marketing Materials, as applicable, which incorporate the changes deemed necessary by NetSpend or Bank Partner. Client acknowledges that all Cards issued to Cardholders are the property of the applicable Bank Partner and are subject to cancellation by such Bank Partner in accordance with the terms of the applicable Cardholder Agreement.

2.0 Program Enrollment.

2.1 Client may request an Account for an employee only after such employee has: (a) first, reviewed the materials contained in a Skylight Instant Issue Pack; and (b) second, elected to be paid via the Program, pursuant to a pay election process facilitated by Client and compliant with Applicable Law, and consented to the provision of his or her identification information being sent to NetSpend for the purpose of opening an Account. Following that, in order to request an Account for an employee, Client must transmit such employee's name, date of birth, social security number, physical address and any other identification information or documentation as designated by NetSpend from time to time to NetSpend through a method approved by NetSpend. Client shall take reasonable steps to determine whether the identification information or documentation provided by each prospective Cardholder is genuine, true and accurate in all respects, and shall notify NetSpend if it reasonably believes, based upon its inspection of the documentation or otherwise, that identity theft has occurred with respect to any such prospective Cardholder (including to the extent Client believes that any such identification documentation appears to be forged, inaccurate or incomplete). Further, Client shall retain a copy of the identification information and any election and consent documentation for its records for the time period required by Applicable Law. With each request for an Account, Client represents and warrants that it has followed the steps set forth in this Section 2.1 with respect to the potential Cardholder for whom an Account is requested and that, without limiting the foregoing, (w) it has the full power and authority to obtain the information referenced herein from Users (and potential Users); (x) it has obtained the consent from each User (and/or potential Users) to transmit such person's information to NetSpend for the purpose of opening an Account; (y) it shall properly safeguard all potential Cardholder Information and (z) it shall only transmit such information through the methods designated by NetSpend from time to time. Client acknowledges that any failure of a Cardholder to comply with the terms and conditions related to an Account or Card may result in the closing of such Account and/or the cancellation of such Card. Client further acknowledges that if either NetSpend and/or Bank Partner are not entirely satisfied with the results of the Cardholder verification process, then NetSpend and/or Bank Partner may close a Cardholder Account or determine that one cannot be opened. Client agrees that it will not offer the Program to any potential User who does not reside in the fifty United States or the District of Columbia.

2.2 Client shall store all Skylight Instant Issue Packs in a secure manner until they are distributed to potential Cardholders.

2.3 Client shall promptly notify NetSpend in the event Client becomes aware (a) of any loss or theft of, or damage to, any Cards, Skylight Instant Issue Packs or portions thereof, or (b) that any Card, Skylight Instant Issue Pack or portion thereof is being used, or is likely to be used, in connection with any fraudulent or other illegal activity. Client acknowledges and agrees that it shall be liable for any loss, theft (including identity theft), destruction, fraudulent use, misuse or misappropriation of undistributed Cards prior to a valid and authorized issuance and/or distribution of such Card to a Cardholder.

3.0 Regulatory Compliance.

3.1 NetSpend's Obligations. NetSpend acknowledges and agrees that it or the applicable Bank Partner shall be responsible for: (a) the escheatment of any unclaimed funds remaining in any Account beyond any applicable dormancy period; (b) fraud monitoring of Accounts; (c) suspicious activity monitoring of Accounts; (d) disputes related to transaction activity in any Account; (e) responding to and investigating the possible garnishment of any Account; (f) any charge-offs in an Account; (g) ensuring that each Account complies with Regulation E, to the extent Regulation E applies to each such Account; and (h) subject to Client's compliance with Section 3.2 (Client's Obligations), ensuring that the fees charged to Cardholders under the Program, the features of the Program and the functionality of the Program complies with Applicable Law in each jurisdiction where the Program is permitted.

3.2 Client's Obligations. Client acknowledges and agrees that it shall be responsible for ensuring that the process by which it offers the Program to its employees and operates the Program as part of its payroll complies with all Applicable Law, which shall include, without limitation, laws relating to: payroll, employee compensation, proper payment of wages and other compensation payable by Client to its employees, wage payment at termination, employee benefits, immigration, tax withholding, timely remittance of all applicable taxes, proper delivery of payment stubs and similar payroll information. Without limiting the foregoing, Client shall be responsible for: (a) ensuring that Client's payment of wages or other compensation through the use of the Accounts and Cards is permissible under Applicable Law, (b) making all required disclosures to pay wages or other compensation through the use of the Accounts and Cards as may be required under Applicable Law, including without limitation, that all disclosures contained within the Skylight Instant Issue Pack are viewed and agreed to by each potential Cardholder prior to his or her election to be paid via the Program, (c) obtaining all authorizations to pay wages or other compensation through the use of the Accounts and Cards as may be required under Applicable Law, including, without limitation, the consent of each potential Cardholder to be paid via the Program to the extent required by and in a manner compliant with Applicable Law, (d) offering all of its employees all wage payment options required by applicable law, including, at a minimum, the option of direct deposit into an account of each such employee's own choice, and (e) the payment of wages to its employees. Further, if Client's failure to comply with this Section 3.2 (Client's Obligations) causes NetSpend's breach of Section 3.1 (NetSpend's Obligations), then NetSpend shall have no liability whatsoever to Client or any third party related thereto and Client shall indemnify NetSpend pursuant to Section 7 of the Agreement (Indemnification).

3.3 Each Party agrees that it shall comply with Applicable Law in the performance of its obligations hereunder, subject to the allocation of compliance obligations set forth in Sections 3.1 and 3.2.

3.4 Client agrees to immediately notify NetSpend of any failure, of which it obtains knowledge, by Client, its employees, subsidiaries, Affiliates, agents or representatives, to comply with Applicable Law related to the Services.

4.0 Services Agreement.

4.1 Upon execution by each Party, this SOW 1 shall become attached to and incorporated as a part of the Agreement and all of the terms and conditions set forth in the Agreement shall apply fully to this SOW 1 as though it is a part of the Agreement, except to the extent any such terms or conditions directly conflict with one another. To the extent of any conflict, the terms of this SOW 1 shall govern as to this SOW 1.

5.0 Definitions.

Capitalized terms used but not defined in this SOW 1 will have the meanings given to them in the Agreement. Additionally, the following terms shall have the meanings attributable to them below:

5.1 For the avoidance of doubt, "Applicable Law" for purposes of this SOW 1 shall include any and all laws, treaties, rules, regulations, regulatory guidance, determinations of (or agreements with) an arbitrator or governmental authority and mandatory written direction from (or agreements with) any arbitrator or governmental authority, that are applicable to the payment of wages by payroll card, the administration and offering of a payroll card program, or the use of such payroll card by a Cardholder, as the same laws may be amended, from time to time, and expressly including any successor laws.

5.2 "Cardholder Agreement" means the agreement between the applicable Bank Partner and the Cardholder which sets forth the terms and conditions (including, without limitation, all fees and other charges) applicable to the Account and use of a Card, and all disclosures associated therewith.

5.3 "User" for purposes of this SOW 1 only, shall be limited to employees of Client who have become Cardholders.

6.0 Term.

6.1 The initial term (the "*Initial Term*") of this SOW 1 shall commence on the Commencement Date and terminate upon the third (3rd) anniversary of the Commencement Date. At the end of the Initial Term, this SOW 1 shall be automatically renewed on the same terms and conditions for successive one (1) year terms (each, a "Renewal Term") (the Initial Term, collectively with any Renewal Terms, the "SOW1 Term") thereafter, unless either Party provides written notice to the other Party of its intent not to renew ninety (90) days prior to the expiration of the Initial Term or any Renewal Term then in effect. The SOW 1 may be terminated pursuant to Section 10 of the Agreement (Termination).

6.2 Following the termination of this SOW 1, NetSpend shall continue to provide services to the Cardholders pursuant to the Cardholder Agreement until the Cardholder's Account has been closed or otherwise terminated.

7.0 Client Pricing.

7.1 Client shall pay NetSpend the fees set forth below for the Program pursuant to the terms of payment set forth in the Agreement.

1. Client Implementation Fee:	\$500.00	WAIVED
2. Skylight Instant Issue Packs:	\$2.50 Per card pack.	WAIVED
3. Shipping and Handling Charges – Standard Shipping:	WAIVED	WAIVED; Client will not be charged any shipping and handling charges with regard to any items shipped via standard shipping to Client pursuant to this SOW 1, including all materials and all Skylight Instant Issue Packs.
4. Shipping and Handling Charges – Expedited Shipping:	As billed by NetSpend	Client is responsible for all shipping and handling charges with regard to any items shipped via expedited shipping to Client pursuant to this SOW 1, including all materials and all Skylight Instant Issue Packs.

8.0 Cardholder Pricing.

8.1 Payment of Fees. The fees set forth below are payable by a Cardholder to NetSpend for the Program based on usage and will be automatically debited from the Cardholder Account. Due to differences in state laws, some of the services listed in the pricing schedule may not be available for all Cardholders and some Cardholders may have certain fees that differ from the ones set forth in Section 8.2. Additionally, if any Cardholder upgrades to a different product or selects additional features or functionality, then different or additional fees may apply. Any fees set forth in Section 8.2 or in the Cardholder Agreement are void where prohibited by Applicable Law. Subject to the applicable Cardholder Agreement and Applicable Law, NetSpend may modify these fees without an amendment to this SOW 1.

8.2 Pricing Schedule for the Program as of the Commencement Date:

550358120

The use of certain features identified below associated with your Card requires full verification of your identity through our Customer Identification Program ("CIP"). If you are not fully CIP verified, you will not have access to these features until you become fully CIP verified as described in the "Opening a Skylight Account; Identity Verification" section of your Cardholder Agreement.		
Details of All Fees		
Monthly Usage		
Monthly Fee	\$0	No fee.
Per Purchase		
Signature Purchase Transaction Fee	\$0	During checkout, select "CREDIT" on the keypad to make a Signature Purchase.
PIN Purchase Transaction Fee	\$0	During checkout, select "DEBIT" and enter your PIN to make a PIN Purchase.
Spend Money		
MoneyGram® Bill Payment Service	Fee varies	Per bill payment. Fee is determined and assessed by MoneyGram. This is a third-party fee and is subject to change. You must be fully CIP verified to have access to this feature.
Automated Clearing House (ACH) Payments	\$0	Provide the biller with the Issuer's routing number and your assigned Skylight Account Number. You must be fully CIP verified to have access to this feature.
Check your Balance		
Customer Service (Automated or Live Agent)	\$0	No fee for calling Customer Service (Automated or Live Agent) for general inquiries, including for balance inquiries. 1-877-814-7679.
ATM Balance Inquiry Fee – Domestic	\$0.75	Per balance inquiry. You may also be charged a fee by the ATM operator.
Balance Inquiry via Online Account Center	\$0	Log in to the Online Account Center at www.skylightpaycard.com .
Balance Inquiry via Anytime Alerts™	\$0	Standard text message or data rates may apply.
Withdraw Cash		
Over-the-Counter ("OTC") Withdrawal Fee at a Financial Institution	\$0	You will not be charged a fee to withdraw cash at a Visa-member bank. A fee may be assessed by a financial institution that is not a Visa-member bank. Any additional fees assessed are third-party fees and are subject to change.
Skylight Checks	\$0	Skylight Checks can be cashed for no fee at all U.S. Bank® locations, at participating Walmart locations, and at participating ACE Cash Express locations. Other check cashers set their own policies regarding check acceptance and may charge you a fee to cash Skylight Checks. These are third-party fees and are subject to change.
OTC Withdrawal Fee at a Netspend Reload Network Location	Up to the greater of 2.75% of the withdrawal amount or \$4.00	Per withdrawal. Fee may be either a flat fee or a percentage of the withdrawal amount. Fee is determined and assessed by operator of Netspend Reload Network location and varies depending on location and amount of cash withdrawn. This is a third-party fee and is subject to change.
ATM Withdrawal Fee – Domestic/ on Allpoint® or MoneyPass ATM Network	\$0	No fee for ATM withdrawals on Allpoint or MoneyPass ATM Network ATMs. ATM Balance Inquiry Fee still applies. See www.skylightpaycard.com for Allpoint or MoneyPass Network ATM locator.
ATM Withdrawal Fee – Domestic/ out of Allpoint or MoneyPass ATM Network	\$1.75	Per withdrawal. You may also be charged a fee by the ATM operator. You can avoid ATM fees by using the Allpoint or MoneyPass ATM Network or if you select "DEBIT" and enter your PIN to get cash back when making purchases at many retailers, such as grocery stores.
MoneyGram Cash Out	\$25.00	Funds can only be sent in the name of the Primary Paycardholder. Feature only available if you do not have an active Card on your Brink's Money Account (i.e., Card lost/stolen and waiting for a replacement Card). You must have a valid state or government-issued ID to pick up funds from a MoneyGram location. Maximum withdrawal amount is the balance of your Brink's Money Account, subject to applicable state law (e.g., the maximum amount that may be withdrawn at a MoneyGram location in Arizona is \$499.00 per day). You must be fully CIP verified to have access to this feature.
Add Money to your Skylight Account		
Direct Deposit (ACH Deposit)	\$0	No fee.

Cash Reload at a Netspend Reload Network Location	Up to \$3.95	Per cash load. Fee determined and assessed by operator of retail location, and may be lower depending on the retail location. This is a third-party fee and is subject to change. See www.loadnetspend.com for cash reload locations. You must be fully CIP verified to load your Card with cash.
Mobile Check Load Fee – Standard	\$0	This is a third-party fee and is subject to change. Standard text message or data rates may apply. You must be fully CIP verified to use the mobile check load service.
Mobile Check Load Fee – Expedited (Government and Payroll Checks with a Pre-printed Signature)	Greater of 2.0% of total check amount or \$5.00	Per check load. Percentage taken of total check amount. Fee discounted from check total prior to loading your Skylight Account. This is a third-party fee and is subject to change. Standard text message or data rates may apply. You must be fully CIP verified to use the mobile check load service.
Mobile Check Load Fee – Expedited (All Other Accepted Check Types)	Greater of 5.0% of total check amount or \$5.00	Per check load. Percentage taken of total check amount. Fee discounted from check total prior to loading your Skylight Account. This is a third-party fee and is subject to change. Standard text message or data rates may apply. You must be fully CIP verified to use the mobile check load service.
Move Money to and from your Skylight Account		
Account-to-Account Transfer Fee via Website	\$0	www.skylightpaycard.com . You must be fully CIP verified to have access to this feature.
Account-to-Account Transfer – CS Agent	\$0	1-877-814-7679. You must be fully CIP verified to have access to this feature.
Using Your Card Outside the U.S.		
Foreign Transaction Surcharge	3.5%	Per foreign transaction. Calculated based on the U.S. dollar amount of the purchase transaction or cash withdrawal, and is charged in addition to any applicable Purchase Transaction Fee or OTC Withdrawal Fee. You must be fully CIP verified to have access to this feature.
ATM Withdrawal Fee – International	\$1.75	Per withdrawal, plus the Foreign Transaction Surcharge. You may also be charged a fee by the ATM operator. You must be fully CIP verified to have access to this feature.
ATM Balance Inquiry Fee – International	\$0.75	Per inquiry. You may also be charged a fee by the ATM operator. You must be fully CIP verified to use your Card outside the U.S.
ATM Transaction Decline Fee – International	\$0.75	Per declined transaction. You may also be charged a fee by the ATM operator. This fee does not apply if you are a resident of Connecticut or Illinois. You must be fully CIP verified to use your Card outside the U.S.
Transaction Declines		
ATM Transaction Decline Fee – Domestic	\$0.75	Per declined transaction. You may also be charged a fee by the ATM operator. This fee does not apply if you are a resident of Connecticut or Illinois.
POS Decline Fee (Signature and PIN)	\$0.75	Per declined transaction. This fee does not apply if you are a resident of Connecticut or Illinois.
ACH/Preauthorized Payment Transaction Decline Fee	\$0	No fee.
Add or Replace a Card		
Additional Card Fee	\$0	No fee.
Replacement Card Fee	\$0	No fee.
Custom Card Fee	\$4.95	Per custom Card. You must be fully CIP verified to have access to this feature.
Card Delivery Fee – 7-10 Business Days	\$0	No fee.
Card Delivery Fee – 3 Business Days	\$20.00	Fee will be assessed when this service is requested for order of additional or replacement Card.
Card Delivery Fee – 1-2 Business Days	\$25.00	Fee will be assessed when this service is requested for order of additional or replacement Card.
Other		
Additional Statement Mailing Fee	\$0	Statements are always available for no fee online at www.skylightpaycard.com . You can also opt in to receive written monthly statements for no fee.
Stop Payment Fee	\$0	Per stop payment request on an ACH Debit/Preauthorized Payment Transaction. Also includes stop payments regarding a return of funds check or Skylight Check.

Check Request Fee	\$0	Per check request. For processing and mailing of a return of funds check at Skylight Account closure. Refund checks are not issued for balances of less than \$1.00. See "Withdraw Cash" above for alternative options to remove the funds from your Skylight Account.
Inactivity Fee	\$2.95	Per month. Fee applies if there are funds in the Skylight Account and the Skylight Account has had no activity, i.e., no purchases; no cash withdrawals; no deposits; and no Balance Inquiry Fee, for one hundred eighty (180) days. This fee does not apply if you are a resident of Minnesota, and does not apply until after twelve (12) months of inactivity if you are a resident of Connecticut, Pennsylvania, or Illinois.

IN WITNESS WHEREOF, this SOW 1 is executed by the Parties as of the dates below set forth.

NetSpend Corporation

MORTON JUNIOR COLLEGE DISTRICT NUMBER 527
DBA MORTON COLLEGE

Signature

Jeffery D. Johnson
Printed Name of Signatory

SVP
Title of Signatory

Date of Signature

Signature

Printed Name of Signatory

Title of Signatory

Date of Signature

Real Time Funding

Statement of Work Number 2

This Statement of Work Number 2 ("SOW 2") is made and entered into as of the date last signed (the "Commencement Date"), by and between NETSPEND CORPORATION, a Delaware corporation ("NetSpend"), and MORTON JUNIOR COLLEGE DISTRICT NUMBER 527 DBA MORTON COLLEGE, an Illinois government entity ("Client") (each of NetSpend and Client, a "Party", collectively, the "Parties"). This SOW 2 is entered into pursuant to and subject to that certain Services Agreement (the "Agreement") dated by the Client on _____, by and between the Parties.

1.0 Term.

1.1 Term. The initial term (the "*Initial Term*") of this SOW 2 shall commence on the Commencement Date and terminate upon the third (3rd) anniversary of the Commencement Date. At the end of the Initial Term, this SOW 2 shall be automatically renewed on the same terms and conditions for successive one (1) year terms (each, a "*Renewal Term*") (the Initial Term, collectively with any Renewal Terms, the "*SOW 2 Term*") thereafter, unless either Party provides written notice to the other Party of its intent not to renew ninety (90) days prior to the expiration of the Initial Term or any Renewal Term then in effect.

1.2 Termination. The SOW 2 may be terminated pursuant to Section 10 of the Agreement (Termination) and shall automatically terminate upon the termination or expiration of that certain Statement of Work 1 between the Parties.

2.0 Scope of and Access to the RTF Services.

2.1 Establishment of the Settlement Account. NetSpend shall establish and maintain for Client an account (the "Settlement Account") with a Bank Partner into which Client will deposit and maintain funds for the purpose of funding the Accounts. Client may deposit funds into the Settlement Account by ACH transaction or wire transfer. NetSpend shall then provide Client with administrative access to the Corporate Portal so Client may transfer funds from the Settlement Account to any individual Cardholder Account in real-time (the "RTF Services"). When Client desires to use the RTF Services in batch, Client shall deliver a file with the relevant payment instructions in a format specified by NetSpend and according to mutually agreed upon security procedures. RTF Services are to be utilized only for funding the Accounts, unless expressly agreed to in writing between the Parties and pursuant to Section 6.10 (Certain Transactions).

2.2 Authorization to Use RTF Services. Client will designate certain of its employees, agents, representatives and/or independent contractors (its "Personnel") to be client administrators (each a "Client Admin") who are authorized to use the RTF Services via the Corporate Portal as determined by its own internal policies. NetSpend will then provide each Client Admin with a username and a system-generated password to access the Corporate Portal. Client will ensure that each Client Admin then change the system-generated password to a password selected by the Client Admin immediately following the first use of such system-generated password. Client understands that each Client Admin may then designate other Personnel who will be able to access the Corporate Portal (each, an "Admin"). Each Client Admin will designate the usernames and passwords for each Admin. Client agrees that it is responsible for the designation of its Client Admins and Admins (and their respective usernames and passwords) and the responsibilities of each on the Corporate Portal. Client understands that anyone with knowledge of the usernames and passwords will be able to access the RTF Services available to Client. Client will be strictly and solely responsible for (a) establishing and maintaining the security procedures to safeguard against any transmissions (i.e. real time funding request that NetSpend receives via FTP or other method pursuant to Section 6.3 (Entry Format and Medium)) that are unauthorized by Client; (b) insuring that none of the Client's Personnel are allowed to initiate transfers or Entries in the absence of proper supervision and safeguards; and (c) for maintaining the confidentiality and security of all passwords and usernames for access to Client's data in the Corporate Portal by any of Client's Personnel; and (d) for complying with and keeping confidential any security procedures, codes, security devices and instructions provided by NetSpend. Client shall be liable for any unauthorized access to the Corporate Portal by any of its Personnel and for any conduct its Personnel with regard to the RTF Services.

2.3 Other Third Party Access. NetSpend will maintain security to prevent unauthorized access to Client's data by a third-party other than any of Client's Personnel.

2.4 Available Funds. No transactions shall be processed and real time funding of the Accounts will not occur unless adequate and available funds are available in the Settlement Account. The Client can fund the settlement account using ACH or wire and be responsible for any costs associated.

2.5 Training and RTF Services Procedures. As communicated by NetSpend in writing, Client will comply with NetSpend's reasonable procedures regarding the use and general promotion of the RTF Services. NetSpend will provide Client training on the use of the RTF Services through conference calls and/or webinars at no additional cost to Client.

3.0 Compensation

3.1 Client shall pay to NetSpend and NetSpend shall be entitled to receive from Client the fees set forth below and pursuant to the terms of payment set forth in the Agreement.

1.	File Fee	\$50.00 per file	WAIVED
2.	Transaction Fee	\$.05 per transaction	WAIVED
3.	Monthly Maintenance Fee	\$40.00	WAIVED

4.0 Relationship to the Agreement.

4.1 This SOW 2 shall be governed by and incorporated into the Agreement. In the event of a conflict between this SOW 2 and the Agreement, the terms of this SOW 2 shall govern.

5.0 Definitions.

5.1 Capitalized terms used but not defined in this SOW 2 will have the meanings given to them in the Agreement.

5.2 Other Definitions.

5.2.1 Corporate Portal shall mean the internet portal through which Client may access the RTF Services.

6.0 Terms of Use of RTF Services.

6.1 General. This section sets forth the terms and conditions under which the Client will use the RTF Services to initiate entries electronically for payments ("Credit Entries") and/or collections ("Debit Entries"). The terms Credit Entries and Debit Entries are collectively referred to as "Entries" (in the plural) and "Entry" (in the singular). Unless otherwise defined herein, capitalized terms used in this section will have the meanings provided to them in the rules of the National Automated Clearing House Association (NACHA) (the "Rules") or in Regulation E of the Board of Governors of the Federal Reserve System ("Regulation E").

6.2 Entry Warranties. Client warrants (which warranties will be deemed reaffirmed by Client with respect to each Entry) that: (a) each Entry initiated and/or submitted is authorized by Client and the applicable Cardholder; (b) each Entry submitted is accurate, in proper form, timely and in compliance with the Rules and federal and state laws and regulations governing electronic funds transfer, including without limitation, Regulation E, and prepared in accordance with instructions set forth by NetSpend; (c) the Cardholder to whom each Entry pertains has authorized and consented to such Entry to the extent contemplated or required under the Rules prior to submission of such Entry to NetSpend and such authorization and consent is in effect at the time of submission of the Entry to NetSpend and will remain so until such Entry is fully processed; (d) Client will provide NetSpend with evidence of such authorization if requested; and (e) Client will maintain written evidence of such authorization in accordance with the requirements of any Applicable Laws and the Rules.

6.3 Entry Format and Medium. All batch Entries initiated by Client will be prepared and submitted in a medium mutually agreed upon by NetSpend and Client, in format specified by NetSpend and conveyed by FTP data transmission (or other method agreed to by NetSpend and Client in writing). NetSpend may reject or refuse to execute files containing Entries not prepared in accordance with the mutually agreed-upon medium and format requirements. NetSpend will maintain all electronic media and related records of the Entries received from Client as required by Applicable Law.

6.4 Information Relating to and Contained in the Entries. In submitting any Entry, Client is responsible for providing all information required by NetSpend as set forth in the Agreement, the Rules, as requested on the Corporate Portal, as amended from time to time, and any other information that NetSpend may request that Client provide from time to time. Client bears sole and exclusive responsibility to verify that the information set forth in Entries submitted to NetSpend is authentic, valid, accurate, complete, correct, and conforms to the Rules. The RTF Services hereunder are only designed to respond to and are dependent upon the information provided by Client. Accordingly, any inaccuracy in any information provided by Client may result in unintended processing by NetSpend. NetSpend bears no responsibility for detecting or reporting any error in data supplied by Client and will not be liable to Client or any third party (including the Cardholders) for any information provided by Client with respect to an Entry, which is inauthentic, invalid, inaccurate, incomplete or otherwise incorrect in anyway.

6.5 Unauthorized Access. If Client suspects that any information or instructions relating to the RTF Services provided under this SOW 2 have become known or otherwise accessed by unauthorized persons, Client will notify NetSpend immediately and follow up such notice with written confirmation. The occurrence of unauthorized access will not affect any transfers made in good faith by NetSpend before NetSpend has received such notification and had a reasonable time to act to prevent any unauthorized transfers. Further, NetSpend accepts no responsibility for files submitted by terminated employees, or Personnel whose authorization has been revoked by Client.

6.6 Use of Data Processing Vendor. Client may convey Entries to NetSpend directly or through a data processing vendor. If Client uses a data processing vendor, (a) Client will be deemed to have authorized NetSpend to follow the instructions of such vendor to the same extent and under the same conditions as would apply if the instructions came directly from Client, and (b) Client will be responsible for insuring that such vendor fully complies with the Rules, Applicable Law, the Agreement and this SOW 2 and that sufficient records of any Entries submitted by such vendor on Client's behalf are maintained so as to permit the resolution of any questions concerning possible errors or discrepancies relating to Entries.

6.7 Sufficient Funds Requirement. Client will maintain immediately available funds in the Settlement Account in an amount sufficient to cover all Credit Entries initiated by Client, no later than the opening of business on the Settlement Date. Funds will be credited or debited to the Settlement Account as of the Settlement Date. Client may designate the Settlement Date in the file so long as the Settlement Date is at least one Business Day following the date the file is submitted to NetSpend. The "Settlement Date" is the date an exchange of funds with respect to an Entry is reflected on the books of NetSpend for an entry to be deposited to the Cardholder. Files submitted to NetSpend will be posted only if sufficient funds are available in the Settlement Account on the Settlement Date.

6.8 Processing of Entries.

6.8.1 Authority. Client hereby authorizes NetSpend to receive and process each Entry it submits for the RTF Services. Client hereby acknowledges and agrees that NetSpend shall have no liability whatsoever if the Personnel submitting such Entry to NetSpend was not properly authorized by the Client to do so.

6.8.2 Order of Entries. NetSpend may process Entries which it receives from different clients (including the Client) in any order convenient to NetSpend and may select such means and routes for the transfer of funds as NetSpend considers appropriate under the circumstances.

6.8.3 Rejection of an Entry. NetSpend has the right to reject any Entry that: (a) does not meet a requirement of this SOW 2; (b) does not meet the criteria for processing as set forth in the Rules; or (c) does not meet processing criteria set forth by NetSpend from time to time. If an Entry is rejected, NetSpend will notify Client via the Corporate Portal or by email (as designated on the Corporate Portal) and such notice will include the reasons for such rejection. NetSpend assumes no other responsibility with respect to such rejected Entry and Client is responsible for remaking and resubmitting such Entry or otherwise handling the payments or charges with the third party (including, without limitation, the Cardholder). NetSpend may remake and resubmit any rejected Entry but has no obligation to do so.

6.8.4 Cancellation of an Entry. Client will have no right to cancel any Entry after its receipt by NetSpend. NetSpend will, however, use reasonable efforts to act on a request by Client for cancellation of an Entry prior to debiting/crediting a Cardholder's Account provided such request complies with the Rules, Applicable Law, NetSpend's security procedures and Client's security procedures of which NetSpend is aware. NetSpend will have no liability if such cancellation is not affected. Client will reimburse NetSpend for any expenses, losses or damages NetSpend may incur in effecting or attempting to effect Client's request for the cancellation of any Entry.

6.8.5 Delay by Client. In the event that NetSpend misses a deadline for submission of Entries to any Account, or Card, due to delay by Client, NetSpend will not be liable for such delay, but will use good faith efforts to meet the next succeeding deadline.

6.8.6 Following Termination. If an Entry is received from Client after termination of this SOW 2, NetSpend may, at its option, choose to reject or accept such Entry. If NetSpend chooses to accept such Entry, this SOW 2 will govern.

6.8.7 Debit Entries. Debit entries will only be originated by Client and processed in the case of reversing correction files or file settlement entries, if applicable, and will be credited to Client's Settlement Account on the effective date of the Entry. Client or NetSpend may initiate reversing Entries as permitted by the Rules and Regulation E in the event that previously Entry is erroneous or duplicated. In no case may a Cardholder Account be made negative with a debit Entry.

6.9 Statements. Entries processed by NetSpend will be reflected on the information available to Client on the Corporate Portal with respect to the Settlement Account. Client will notify NetSpend promptly of any discrepancy between Client's records and the information shown on the Corporate Portal. If Client fails to notify NetSpend of any such discrepancy within 14 calendar days following the transaction date of the applicable Entry, then, Client will be precluded from asserting such discrepancy against NetSpend.

6.10 Certain Transactions. From time to time, Client may desire to use the Settlement Account for transactions outside of the ordinary course of business ("Certain Transactions"), including, but not limited to: (a) initiating withdrawals from the Settlement Account to credit a bank account other than the Account of a Cardholder; or (b) allowing the Settlement Account to go into a not sufficient funds status. The following listed personnel (and their replacements who Client may designate in writing at any time to NetSpend) (the "Key Personnel") are duly authorized by Client to direct, negotiate, conduct and execute Certain Transactions on behalf of Client and Client hereby agrees that NetSpend may fully rely on the authorization here given. Notwithstanding the foregoing, NetSpend may decline to process a Certain Transaction at any time. The Key Personnel are:

Name: _____ Title: _____ Phone: _____

Name: _____ Title: _____ Phone: _____

Name: _____ Title: _____ Phone: _____

If no Key Personnel are listed, then Client may not use the Settlement Account for Certain Transactions.

Signatures on following page.

IN WITNESS WHEREOF, this SOW 2 is executed by the Parties as of the dates below set forth.

NetSpend Corporation

MORTON JUNIOR COLLEGE DISTRICT NUMBER 527
DBA MORTON COLLEGE

Signature

Signature

Jeffery D. Johnson
Printed Name of Signatory

Printed Name of Signatory

SVP
Title of Signatory

Title of Signatory

Date of Signature

Date of Signature



COMMERCIAL PREPAID CLIENT APPLICATION

This form must be completed by the person opening a new account or maintaining business relationships on behalf of a **publicly-traded or government legal entity.*

Please select a product: ☒ Paycard ☐ 1099 ☐ TIPS Network ☐ Disbursement/Incentive

SECTION 1: CLIENT INFORMATION

1. Legal Name: Morton Junior College District Number 527

2. DBA/Assumed Name (if applicable): Morton College

3. Incorporation/ Organization:

STATE: IL YEAR: _____

TYPE: ☐ Corporation ☐ Limited Liability Company ☐ Partnership ☒ Other Government Entity

Business Description (i.e.,
products or services provided) _____

The Incorporation/ Organization is: ☒ Government Owned ☐ Publicly Owned Stock Symbol (For Publicly
Owned Companies Only) _____

4. Federal Tax Identification Number: 36-2615274

5. Principal Place of Business:

Address: 3801 South Central Avenue City: Cicero

State: IL ZIP Code: 60804 Phone: _____ Fax: _____

If principal place of business has changed within the last three (3) years, please provide the previous address:

Address: _____ City: _____

State: _____ ZIP Code: _____ Phone: _____ Fax: _____

6. Website address: _____

SECTION 2: OWNERSHIP STRUCTURE & OFFICER INFORMATION

7. Attach a chart showing ownership structure or provide a list showing all subsidiaries and affiliates of your company at which the product(s) will be made available to cardholders. The chart should include the location, legal name, tax id, and state of incorporation of each subsidiary and affiliate, and if a list, must contain a detailed description of how each subsidiary and affiliate is related to the Client.



8. Please provide the full legal name and title of each Officer of Client acting as a controlling person. *For purposes of this Application, an "officer" of Client means its president, any vice president of a principal business unit, division or function (such as sales, administration or finance) of Client or any other employee who performs a policy making function.*

Name: _____	Title: _____
Name: _____	Title: _____
Name: _____	Title: _____
Name: _____	Title: _____

Add an additional page to this Application as necessary.

SECTION 3: PAYMENT PROCESS

9. Tell us how many individuals are employed by Client as of the date of this Application: _____

Tell us about your Pay Cycle(s) (check all that are applicable):

☐ Weekly ☐ Monthly ☐ Biweekly ☐ Semi-Monthly ☐ Other: _____

Payment Range Amount: Payment Amount
(High to Low by Individual): \$ _____ \$ _____

Average Payment Amount
(All Individuals): \$ _____

SECTION 4: ADDITIONAL INFORMATION

10. Do you anticipate any other entity/party having access to Netspend systems on your behalf? ☐ Yes ☐ No

If yes, please describe what level of access is anticipated and provide the other entity/party's information below.

Legal Name: _____

DBA/Assumed Name (if applicable): _____

FEIN: _____

Physical Address of Business: _____

State of Incorporation/Organization: _____



SECTION 5: CLIENT CONTACT INFORMATION

Primary Contact:

Name: _____

Title: _____

Phone: _____

Fax: _____

E-Mail: _____

Secondary Contact:

Name: _____

Title: _____

Phone: _____

Fax: _____

E-Mail: _____

☐ This person serves as contact for all other roles.

Accounting Contact (i.e. a person the Client designates to administer ACH debits, etc.):

Name: _____

Title: _____

Phone: _____

Fax: _____

E-Mail: _____

Compliance Contact:

Name: _____

Title: _____

Phone: _____

Fax: _____

E-Mail: _____

OFFICER'S CERTIFICATE

By signing this Application, I certify I am duly authorized to complete this Application on behalf of the aforementioned Client and that the information contained herein is accurate and complete to the best of my knowledge as of the date hereof. Client agrees to update this Application, including the documents and information provided in connection herewith, from time to time as necessary to cause this Application to remain accurate and complete. Client understands and acknowledges that Netspend may conduct annual or more frequent reviews of Client for the purpose of updating this Application, which may include, at Netspend's sole discretion, validation of the Client's information and that Client agrees to cooperate with Netspend's efforts with respect thereto.

Signature: _____

Printed Name: _____

Title: _____

Date: _____

Submit by E-mail

Print Form

Reset Form

From: [Frank E Marzullo](#)
To: [Board Materials](#)
Cc: [Ana L Valdez](#); [Maria Sanchez Anderson](#); [Frank E Marzullo](#); [Melissa Ridyard](#); [Blanca E Jara](#); [Irina V Cline](#)
Subject: INFORMATION ONLY - Toastmasters Youth Programming Letter of Intent
Date: Thursday, May 14, 2020 11:39:06 AM
Attachments: [YOUTH LEADERSHIP PROGRAM Letter of Intent Morton College v3.pdf](#)

Thank you,

Frank Marzullo
Vice President of Administrative Services
708 656-8000 ext 2441 rm 225B
frank.marzullo@morton.edu

From: Blanca E Jara
Sent: Thursday, May 14, 2020 10:01 AM
To: Frank E Marzullo
Cc: Melissa Ridyard; Maria Sanchez Anderson
Subject: Fwd: Toastmasters Youth Programming Letter of Intent for Review

Frank,

Please see information attached regarding Toastmasters for the Board agenda.

Thank you,

Blanca Jara
Executive Director of Institutional Advancement/FOIA Officer
Morton College
3801 S. Central Ave.
Cicero, IL 60804
Office (708) 656-8000, Ext 2216
www.Morton.edu

Begin forwarded message:

From: Irina V Cline <irina.cline@morton.edu>
Subject: Toastmasters Youth Programming Letter of Intent for Review
Date: April 29, 2020 at 1:40:13 PM CDT
To: Blanca E Jara <blanca.jara@morton.edu>



WHERE LEADERS ARE MADE

DISTRICT 103



MORTON COLLEGE

LETTER OF INTENT

April 25, 2020

This is a Letter of Intent of collaboration between District 103 Toastmasters Chicago and Morton College for the delivery of the Toastmasters International Youth Leadership Program (YLP).

The Toastmasters International Youth Leadership Program (YLP) is a workshop consisting of eight one- to two-hour sessions that enable participants to develop communication and leadership skills through practical experience. The program is presented during or after school, or on weekends. Participants learn to:

- Evaluate present speaking ability
- Organize and give speeches
- Give impromptu talks
- Control voice, vocabulary, and gestures
- Give constructive feedback and more

Whereas District 103 Toastmasters and Morton College are educational organizations in the city of Chicago which emphasizes the development of public speaking, communication, and leadership skills,

It is resolved that:

1. District 103 Toastmasters will serve as the sponsoring organization for the Toastmasters International Youth Leadership Program (YLP). Traditionally conducted face-to-face, District 103 will conduct the YLP as a virtual program in July 2020 for Morton College.
2. Morton College will promote access to the virtual YLP to high school students within its community between the ages of 13-17.

3. District 103 Toastmasters will provide a Coordinator and/or Assistant Coordinator who will attend each virtual meeting; lead the presentations; and counsel participants in the YLP. In addition, a background check form will be completed by the Coordinator and/or Assistant Coordinator and returned to Morton College.
4. Morton College will select and secure no more than 20 high school students to participate in this virtual YLP. Each student must have the ability to attend the virtual YLP online and/or phone via WebEx and/or Zoom. In addition, each student must have a workable e-mail address for receipt of session agendas and handouts.
5. As sponsoring organization, District 103 Toastmasters will cover all costs associated with program materials (i.e. workbook, Coordinator Guide) to conduct the virtual YLP for Morton College.
6. Morton College will solicit agreement from all high school students to actively participate in the virtual YLP where they will experience meeting formats similar to a Toastmasters club meeting, including an announced agenda, practice in parliamentary procedure, and the selection of presiding officers.
7. District 103 Toastmasters will provide the WebEx and/or Zoom link for participants.
8. Both organizations agree to conduct the virtual YLP in four (4) sessions over the course of two (2) weeks with the specific dates being Tuesday, July 7, 2020; Thursday, July 9, 2020; Tuesday, July 14, 2020; and Thursday, July 16, 2020. Each session will run from 10 a.m. – 12 p.m.
9. Additional workshops will be offered as needed in virtual and/or in-person format.

Ivory Gwin, DTM
District Director
District 103 Toastmasters

Date: _____

Irina Cline, M.A.
Director of Community and Continuing Education
Morton College

Date: _____

From: [Keith McLaughlin](#)
To: [Board Materials](#)
Subject: Fwd: May Board Item - Curriculum Changes 5-5-20
Date: Thursday, May 14, 2020 8:42:52 PM
Attachments: [PROPOSED ACTION Curriculum Changes 5-5-2020.docx](#)
[ATT00001.htm](#)
[May 05 2020 - Disposition Sheet.pdf](#)
[ATT00002.htm](#)

I approve these curriculum changes for action at the May BOT meeting.

Begin forwarded message:

From: Liliana Raygoza <Liliana.Raygoza@morton.edu>
Date: May 14, 2020 at 8:01:01 PM CDT
To: Keith McLaughlin <Keith.McLaughlin@morton.edu>
Cc: Board Materials <board.materials@morton.edu>
Subject: May Board Item - Curriculum Changes 5-5-20

Keith,
Attached are the curriculum changes that need approval for the May Board Meeting.
Thank you.

Liliana Raygoza
Executive Assistant – Associate Provost
Morton College
708.656.8000 Ext. 2330

The information contained in this e-mail and any accompanying documents is intended for the sole use of the recipient to whom it is addressed, and may contain information that is privileged, confidential, and prohibited from disclosure under applicable law. If you are not the intended recipient, or authorized to receive this on behalf of the recipient, you are hereby notified that any review, use, disclosure, copying, or distribution is prohibited. If you are not the intended recipient(s), please contact the sender by e-mail and destroy all copies of the original message. Thank you.

**MORTON COLLEGE BOARD OF TRUSTEES
REQUEST FOR BOARD ACTION**

PROPOSED ACTION: THAT THE BOARD APPROVE CHANGES IN CURRICULUM AS SUBMITTED

RATIONALE: [Required by Board Policy 7.1 and Chapter 110, Act 805, Section 2-12 of the *Illinois Community College Act*]

As a result of curriculum review, we are recommending the withdraw of courses, withdraw of TPM curriculum, new certificate, and partial change to prerequisite to one NUR course. This recommendation is based upon input from faculty Dean of Adult and Career Technical Education, Dean of Nursing and Health Science, Curriculum Committee, and the Provost.

COST ANALYSIS: N/A

ATTACHMENTS: Disposition Sheet – May 05, 2020

Curriculum Committee Disposition Sheet

For: May 5, 2020 Meeting

Item#	Agenda Item	No Action Necessary	Approved as Presented	Details or Approved w/Modification	Vetoed	Tabled	Effective Date
III. c.	CTE - changes to withdraw old Welding courses (100,105,110,115)		X				Fall 20
a.	Cannabis Dispensary Technician		X	New certificate			Fall 21
b.	Changes to student learning outcomes, course descriptions, corequisites/prerequisites to CIS 180 & 181			<u>Approved</u> pending degree audit			Fall 21
b.	Changes to student learning outcomes, course descriptions, corequisites/prerequisites to CIS 132, 133, 165, & 233			Degree audit		X	Fall 21
IV. a.	Partial change to prerequisite due to changes in English placement scores		X				Fall 20
b.	Nursing - withdraw courses as presented		X				Fall 20
c.	TPM - withdraw curriculum (certificate and AAS degree)		X				Fall 20



Morton College

Job Description

Job Title: Academic Advisor

Range: Range V

Grant-Funded: NA

Reports to and Evaluated by: Associate Dean Student Services

Required Qualifications: Bachelor's degree in Education, Psychology or another Human Services discipline and two years' experience in academic advising, teaching or in a related field. Demonstrated word processing and database management ability. A valid driver's license and the ability to work some evening and weekend hours is expected.

Must be able to demonstrate the Morton College core values of compassion, fairness, respect, responsibility, tolerance and truth.

Desirable Qualifications: Master's degree in Higher Education Admin, Psychology or a related discipline and previous experience in a community college setting. Prior experience with academic advising or student development initiatives in a higher education setting. Prior experience developing dual enrollment, summer bridge programs, STEM-related programs a plus. Detail-oriented, sound judgment, initiative, flexibility, and excellent organizational skills. A helpful and caring demeanor, excellent communication and interpersonal skills, and the ability to work with diverse populations in a multicultural environment. Bilingual (English/Spanish).

Job Summary: To assist students in selecting and registering for courses appropriate to their educational objectives. To advise students about academic choices and help students develop an educational plan. To assist with various research and retention projects. To assist students with course articulation for transfer to another college or university. To compile information and develop reports pertaining to student services. To develop success strategies for students who are encountering academic difficulty. To complete graduation audits and assist with various special programs or activities.

Essential Job Functions

- To assist students in selecting and registering for courses appropriate to their educational objectives
- To advise students about academic choices and provide assistance with developing an educational plan
- To assist with various research and retention projects
- To assist students with course articulation for transfer to another college or university
- To compile information and develop reports pertaining to student services
- To develop success strategies for students who are encountering academic difficulty
- To complete graduation audits
- To follow through and track students' progress in a case management style
- To collaborate with other institutional resources when a student requires intervention from other departments (i.e. Academic Affairs, Career Planning, etc...)
- Consult regularly with Academic Affairs in order to have up-to-date information

Other Duties:

- Design and execute workshops and other student success initiatives
- To perform other duties as assigned by the supervisor

Work Environment:

Work is generally performed within an office environment, with standard office equipment available.

Physical Demands:

Prolonged sitting. Some lifting up to 20 lbs. Some standing, stooping and bending.

Position Unit:

- ☐ Administration - Exempt
- ☐ Professional Staff - Exempt
- ☐ Faculty, Local 1600, A.F.T.
- ☐ Adjunct Faculty, IEA-NEA
- ☐ Classified Staff - Excluded
- ☒ Classified Staff, Local 1600, A.F.T.
- ☐ Classified Staff - Campus Safety, Local 73, SEIU, AFL-CIO
- ☐ Classified Staff - Service Employees, Local 73, SEIU, AFL-CIO
- ☐ Classified Staff - Part-Time, Local 1600, A.F.T
- ☐ Classified Staff - Part-Time, Non-Union

Employee signature below verifies that the employee has received and read the requirement, essential functions, duties of the position, and the conditions of employment for grant-funded positions.

Employee_____ **Date**_____

From: [Keith McLaughlin](#)
To: [Board Materials](#)
Subject: Fwd: May Board Item - Adjunct Consultation Report SP2020
Date: Thursday, May 14, 2020 8:43:57 PM
Attachments: [Adjunct Faculty Consultation Hours SP2020.pdf](#)
[ATT00001.htm](#)
[PROPOSED ACTION Adjunct Faculty Consultation Hours SP2020.docx](#)
[ATT00002.htm](#)

I approve this for action at the May BOT Meeting.

Begin forwarded message:

From: Liliana Raygoza <Liliana.Raygoza@morton.edu>
Date: May 14, 2020 at 7:02:22 PM CDT
To: Keith McLaughlin <Keith.McLaughlin@morton.edu>
Cc: Board Materials <board.materials@morton.edu>
Subject: May Board Item - Adjunct Consultation Report SP2020

Hi Keith,

Attached is the adjunct consultation hours report that needs approval for the May Board Meeting.

Thank you,

Liliana Raygoza
Executive Assistant – Associate Provost
Morton College
708.656.8000 Ext. 2330

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**MORTON COLLEGE BOARD OF TRUSTEES
REQUEST FOR BOARD ACTION**

PROPOSED ACTION: THAT THE BOARD APPROVE THE ADJUNCT FACULTY CONSULTATION HOURS REPORT FOR THE SPRING 2020 SEMESTER IN THE AMOUNT OF \$14,224.77 AS SUBMITTED.

RATIONALE: [Required by Board Policy 2.3, the Board-Union Agreement, and Chapter 110, Act 805, Section 3-26 of the *Illinois Compiled Statutes*]

COST ANALYSIS: \$14,224.77 – Per Board-Union Agreement, Section 4.5, Adjunct Faculty Members who teach a minimum of three (3) credit hours shall be paid one half-hour (30 minutes) total (not per course) for each week of the semester in which they teach.

ATTACHMENTS: Adjunct Faculty Consultation Hours – Spring 2020

Faculty ID	Adjuncts Full Name	Course Section	Section Title	Credits	Stipend Amount	Rate	Consultation Stipend	Section Start Date	Section End Date	Instructional Method
0202729	Alexander, Anthony	SOC-101-22	The Family	3	\$2,647.26	\$882.42	\$211.78	1/15/2020	5/13/2020	LEC
0003069	Alexandru, Vica	MAT-080-8B	Mathematics Fundamentals	3	\$3,033.57	\$1011.19	\$212.35	2/1/2020	5/9/2020	LEC
0156009	Arias, Olga	ENG-088-7E	Basic Composition	3	\$2,886.42	\$962.14	\$221.29	1/21/2020	5/14/2020	LEC
0003075	Behling, William	BUS-111-2D	Introduction to Business	3	\$3,033.57	\$1011.19	\$242.69	1/13/2020	5/11/2020	LEC
0003082	Bondlow, Fred	BUS-203-12	Intermediate Accounting II	3	\$3,033.57	\$1011.19	\$242.69	1/16/2020	5/14/2020	LEC
0000915	Bulat, Cheryl	ECE-100-NR	Early Child Growth & Developme	3	\$3,000.00	\$1000.00	\$240.00	1/13/2020	5/14/2020	LEC
0191822	Buzruk, Anupama	BUS-101-12	Financial Accounting	3	\$2,757.63	\$919.21	\$220.61	1/14/2020	5/12/2020	LEC
0156441	Campbell, Dana	PHS-103-32	Physical Science I	4	\$4,810.70	\$962.14	\$230.91	1/14/2020	5/14/2020	LEC/LAB
0003098	Campos, Veronica	CAD-100-1B	Autocad Fundamentals	3	\$4,871.95	\$974.39	\$233.85	1/14/2020	5/14/2020	LEC/LAB
0003193	Chang, Stephen	MAT-080-42	Mathematics Fundamentals	3	\$2,958.57	\$986.19	\$236.69	1/14/2020	5/14/2020	LEC
0003192	Cisneros, Sharon	BUS-111-NR	Introduction to Business	3	\$3,033.57	\$1011.19	\$242.69	1/13/2020	5/14/2020	LEC
0007800	Corral, Iris	ECE-110-NR	Intro to Early Childhood Ed	3	\$3,033.57	\$1011.19	\$242.69	1/13/2020	5/14/2020	LEC
0003191	Corte, Anthony	CPS-111-H2	Business Computer Systems	3	\$5,055.95	\$1011.19	\$242.69	1/14/2020	5/14/2020	LEC/LAB
0003183	Dukes, Jackie	LAW-101-2D	Intro to Law Enforcement	3	\$3,033.57	\$1011.19	\$242.69	1/14/2020	5/14/2020	LEC
0003181	Dutt, Eric	ENG-102-72	Rhetoric II	3	\$3,033.57	\$1011.19	\$242.69	1/14/2020	5/12/2020	LEC
0203102	Erickson, Christian	SOC-100-2F	Intro to Sociology	3	\$2,781.27	\$927.09	\$222.50	1/14/2020	5/13/2020	LEC
0003179	Eshafi, Nouri	ECE-120-21	Language Arts for Children	3	\$3,109.38	\$1036.46	\$248.75	1/15/2020	5/13/2020	LEC
0003210	Farina, Peter	BIO-203-3E	Anatomy & Physiology I	4	\$3,033.57	\$1011.19	\$242.69	1/13/2020	5/13/2020	LEC
0024667	Festa, John	BUS-230-1E	Business Law and Contracts	3	\$2,897.25	\$965.75	\$231.78	1/14/2020	5/12/2020	LEC
0162452	Foltz, Chris	FIR-112-11	Fire Prevention	3	\$2,886.42	\$962.14	\$230.91	1/14/2020	5/12/2020	LEC
0160558	Fortier, Jr, George	ATM-206-1C	Steering and Suspension	3	\$4,626.75	\$925.35	\$222.08	1/13/2020	5/13/2020	LEC/LAB
0000938	Gan, Xiaoling	CPS-200-NR	C++ Programming	3	\$4,810.70	\$962.14	\$221.29	1/21/2020	5/15/2020	LEC
0202735	Griggs, Michael	PHT-123-1B	Sys & Interventions I: Ortho	3	\$4,635.45	\$927.09	\$222.50	1/16/2020	5/14/2020	LEC/LAB
0003110	Halm, James	SOC-100-1G	Intro to Sociology	3	\$3,187.11	\$1062.37	\$254.97	1/13/2020	5/13/2020	LEC
0003136	Jenkins, Anthony	BIO-102-7J	Introduction to Biology	4	\$6,374.22	\$1062.37	\$254.97	1/13/2020	5/13/2020	LEC/LAB
0200721	Kilheeneey, Heather	CHM-100-4F	Fundamentals of Chemistry	4	\$5,294.52	\$882.42	\$211.78	1/13/2020	5/13/2020	LEC/LAB
0158400	Knickerbocker, Sharon	MUS-100-2E	Music Appreciation	3	\$2,886.42	\$962.14	\$230.91	1/13/2020	5/13/2020	LEC
0003094	Lopez, Noe	MAT-102-8B	General Education Mathematics	4	\$4,044.76	\$1011.19	\$242.69	1/18/2020	5/9/2020	LEC
0002037	LoPresti, Joseph	ART-103-32	Drawing I	3	\$6,374.22	\$1062.37	\$223.10	1/28/2020	5/14/2020	LAB
0027824	Lorgus, Richard	BUS-106-1F	Principles of Finance	3	\$2,886.42	\$962.14	\$230.91	1/14/2020	5/12/2020	LEC
0003100	Lyons, Kenneth	LAW-101-1B	Intro to Law Enforcement	3	\$3,033.57	\$1011.19	\$242.69	1/14/2020	5/14/2020	LEC
0173996	Mallett, Klaudia	PSY-215-52	Life Span: Survey of Human Dev	3	\$2,886.42	\$962.14	\$230.91	1/15/2020	5/13/2020	LEC
0167581	Martinez Jr, Salvador	ENG-086-6E	Reading & Writing III	3	\$2,886.42	\$962.14	\$230.91	1/13/2020	5/13/2020	LEC
0003106	Matthews, Kay	ECE-100-1F	Early Child Growth & Developme	3	\$3,033.57	\$1011.19	\$242.69	1/15/2020	5/13/2020	LEC
0016851	Medina, Gabriel	CAD-237-8B	Revit BIM Management	3	\$4,412.10	\$882.42	\$211.78	1/18/2020	5/9/2020	LEC/LAB
0002885	Miculinic, Bonnie	HUM-154-1F	Latin American Culture	3	\$3,000.00	\$1000.00	\$240.00	1/14/2020	5/14/2020	LEC
0155712	Moreno, Benjamin	LAW-101-NR	Intro to Law Enforcement	3	\$3,032.55	\$1010.85	\$242.60	1/13/2020	5/14/2020	LEC
0076708	Moreno, Berta	BUS-242-H1	Business Communications	3	\$2,757.63	\$919.21	\$220.61	1/16/2020	5/14/2020	LEC
0081992	O'Halloran, Denis	FIR-150-11	Intro to Fire & Emergency Serv	3	\$2,757.63	\$919.21	\$220.61	1/15/2020	5/13/2020	LEC
0003160	Perusich, James	ENG-086-4L	Reading & Writing III	3	\$3,033.57	\$1011.19	\$232.57	1/21/2020	5/14/2020	LEC
0003168	Reynard, Michael	MAT-080-6C	Mathematics Fundamentals	3	\$3,109.38	\$1036.46	\$248.75	1/14/2020	5/14/2020	LEC
0003172	Ritz, Jim	LAW-210-1B	Cold Case Investigation	3	\$3,033.57	\$1011.19	\$242.69	1/14/2020	5/14/2020	LEC
0000797	Ruiz, Ruben	OMT-216-11	Fundament	1	\$1,011.19	\$1011.19	\$111.23	1/28/2020	3/10/2020	LEC
0000797	Ruiz, Ruben	OMT-219-NR	Database Software Advanced	2	\$2,022.38	\$1011.19	\$121.34	3/24/2020	5/12/2020	LEC
0003018	Sandoval, Jamie	CIS-181-12	Computer Diagnosis & Svc II	3	\$4,626.75	\$925.35	\$222.08	1/14/2020	5/14/2020	LEC/LAB
0003149	Sassetti, James	LAW-104-21	Police Ops and Procedures I	3	\$3,033.57	\$1011.19	\$242.69	1/13/2020	5/11/2020	LEC
0003134	Schmidt, Joseph	CIS-136-12	Server Configuration & Admin	4	\$5,846.34	\$974.39	\$233.85	1/13/2020	5/13/2020	LEC/LAB
0160546	Schrey, Courtney	CHM-100-3B	Fundamentals of Chemistry	4	\$5,772.84	\$962.14	\$230.91	1/13/2020	5/13/2020	LEC/LAB
0003165	Smith-Irowa, Pamela	ENG-101-1B	Rhetoric I	3	\$3,187.11	\$1062.37	\$254.97	1/14/2020	5/14/2020	LEC
0003170	Smith, Duane	ATM-105-1C	Automatic Transmissions	4	\$7,795.12	\$974.39	\$233.85	1/14/2020	5/14/2020	LEC/LAB
0181260	Smith, Jeanine	HCP-130-13	Medical Terminology	3	\$2,757.63	\$919.21	\$220.61	1/14/2020	5/12/2020	LEC
0184165	Stefanski, Eric	HUM-150-42	Humanities Through the Arts	3	\$2,757.63	\$919.21	\$220.61	1/16/2020	5/14/2020	LEC
0003137	Stewart, Constance	MAT-093-3K	Intensive Elementary Algebra	4	\$4,044.76	\$1011.19	\$242.69	1/13/2020	5/13/2020	LEC
0003130	Sun, Yizhong	POL-201-12	US Natl Government	3	\$3,187.11	\$1062.37	\$254.97	1/13/2020	5/11/2020	LEC
0189488	Swint, Ashley	BUS-107-1C	Principles of Marketing	3	\$2,757.63	\$919.21	\$220.61	1/13/2020	5/13/2020	LEC
0159232	Thelemaque, Cristina	BIO-203-6B	Anatomy & Physiology I	4	\$3,032.55	\$1010.85	\$242.60	1/13/2020	5/13/2020	LEC
0005802	Thompson, Juhelia	PSY-101-8B	Intro to Psychology	3	\$2,647.26	\$882.42	\$211.78	1/18/2020	5/9/2020	LEC
0160493	Traver, David	PHI-125-1E	Wrld Religions in Global Conte	3	\$2,886.42	\$962.14	\$230.91	1/14/2020	5/14/2020	LEC
0003107	Vacek, Sarah	ECE-160-11	Curriculum Planning for Childr	3	\$3,033.57	\$1011.19	\$242.69	1/13/2020	5/11/2020	LEC
0152888	Voight, William	LAW-105-21	Administration of Justice	3	\$2,886.42	\$962.14	\$230.91	1/16/2020	5/14/2020	LEC
0190102	Windham, Brandie	MAT-102-1B	General Education Mathematics	4	\$3,660.00	\$915.00	\$219.60	1/13/2020	5/14/2020	LEC
0133829	Yaghoubi, Poupak	MAT-080-1B	Mathematics Fundamentals	3	\$2,886.42	\$962.14	\$230.91	1/14/2020	5/14/2020	LEC
						Total	\$14,224.77			

From: [Keith McLaughlin](#)
To: [Board Materials](#)
Subject: Fwd: May Board Item - Addendum Faculty Overload
Date: Thursday, May 14, 2020 8:49:12 PM
Attachments: [Addendum 2020SP Faculty ECH Overload.pdf](#)
[ATT00001.htm](#)
[PROPOSED ACTION ADDENDUM OVERLOAD SP20.docx](#)
[ATT00002.htm](#)

I approve this for action at the May BOT Meeting.

Begin forwarded message:

From: Liliana Raygoza <Liliana.Raygoza@morton.edu>
Date: May 14, 2020 at 6:58:51 PM CDT
To: Derek C Shouba <derek.shouba@morton.edu>
Cc: Mireya Perez <mireya.perez@morton.edu>, Keith McLaughlin <Keith.McLaughlin@morton.edu>
Subject: May Board Item - Addendum Faculty Overload

Good Evening,

I've attached the addendum for Spring 2020 Faculty Overload, can you please review before I send to Board Materials.

The \$116,616.30 is the Special Projects/Dept. and Program Chairs amount that didn't get submitted in February and the \$26,048.40 is for the adjustment. Thank you.

Liliana Raygoza

Executive Assistant – Associate Provost

Morton College

708.656.8000 Ext. 2330

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**MORTON COLLEGE BOARD OF TRUSTEES
REQUEST FOR BOAD ACTION**

PROPOSED ACTION: Approval of the Addendum-Faculty Overload Report for Spring 2020 Semester in the amount of \$380,103.65 as submitted, pending additional class cancellations and/or additions.

RATIONALE: [Required by Board Policy 2.3, the Board-Union Agreement, and Chapter 110, Act 805, Section 3-26 of the Illinois Compiled Statutes]
Includes full-time faculty – additional assignments and special projects, per section 9.14 Released Time and section 9.17.1 Department Chairs and Program Chairs.

COST ANALYSIS:	\$237,438.95	Overload Classes Approved at the February Board Meeting
	\$116,616.30	Special Projects/Dept. & Program Chairs
	<u>\$26,048.40</u>	Overload adjustment
	\$380,103.65	Total Overall Overload Spring 2020

Spring 2020 Overall ECH + OVL

Faculty ID	Person Full Name	Section Name	Section Title	Faculty Assignment Load	Overload	Additional Overload	Stipend Amount	Assignment Instructional Method	Section Minimum Credits	Section Start Date	Section End Date	Enrollment
0000770	Abrahamson, Maura	CSS-100-1D	College Study Seminar	3				LEC	3	1/13/2020	5/13/2020	30
0000770	Abrahamson, Maura	CSS-100-3E	College Study Seminar		3		\$ 3,135.00	LEC	3	1/27/2020	5/13/2020	7
0000770	Abrahamson, Maura	GEG-105-1C	World Regional Geography	3				LEC	3	1/13/2020	5/13/2020	31
0000770	Abrahamson, Maura	GEG-105-NR	World Regional Geography	3				LEC	3	1/13/2020	5/14/2020	31
0000770	Abrahamson, Maura	PHI-125-3A	Wrld Religions in Global Conte	3				LEC	3	1/13/2020	5/13/2020	8
0000770	Abrahamson, Maura	PHI-125-4E	Wrld Religions in Global Conte	3				LEC	3	1/13/2020	5/13/2020	28
0000770	Abrahamson, Maura	PHI-125-NR	Wrld Religions in Global Conte		3		\$ 3,135.00	LEC/OVL	3	1/13/2020	5/14/2020	25
0000770	Abrahamson, Maura		Dept Chair			3	\$ 3,135.00	OVL		1/16/2020	6/15/2020	
0000770	Abrahamson, Maura		Special Project			2	\$ 2,090.00	OVL		1/16/2020	6/15/2020	
2	Abrahamson, Maura		Special Project			1	\$ 1,045.00	OVL		1/16/2020	6/15/2020	
0000770	Abrahamson, Maura		Special Project			3	\$ 3,135.00	OVL		5/1/2020	6/15/2020	
				15	6	6	\$ 15,675.00					
0192221	Andrade, Jorge	BIO-102-8B	Introduction to Biology	3				LAB	4	1/18/2020	5/9/2020	20
0192221	Andrade, Jorge	BIO-102-8B	Introduction to Biology	3				LEC	4	1/18/2020	5/9/2020	20
0192221	Andrade, Jorge	BIO-102-91	Introduction to Biology	3				LAB	4	1/13/2020	5/13/2020	20
0192221	Andrade, Jorge	BIO-102-91	Introduction to Biology	3				LEC	4	1/13/2020	5/13/2020	20
0192221	Andrade, Jorge	BIO-204-34	Anatomy & Physiology II	3				LEC	4	1/14/2020	5/14/2020	20
0192221	Andrade, Jorge	BIO-212-H3	Microbiology		3		\$ 2,745.00	LAB	4	1/14/2020	5/14/2020	18
				15	3		\$ 2,745.00					
0200290	Ashraf, Asiyya	BIO-203-5K	Anatomy & Physiology I	3				LEC	4	1/14/2020	5/14/2020	23
0200290	Ashraf, Asiyya	BIO-212-1F	Microbiology	3				LAB	4	1/14/2020	5/14/2020	17
0200290	Ashraf, Asiyya	BIO-212-1F	Microbiology	3				LEC	4	1/14/2020	5/14/2020	17
0200290	Ashraf, Asiyya	BIO-212-42	Microbiology	3				LAB	4	1/13/2020	5/13/2020	11
0200290	Ashraf, Asiyya	BIO-212-42	Microbiology	3				LEC	4	1/13/2020	5/13/2020	11
0200290	Ashraf, Asiyya		Lab Prep			2	\$ 1,830.00	OVL		1/16/2020	5/15/2020	
0200290	Ashraf, Asiyya		BIO Instructor Open Lab			4.4	\$ 4,026.00	OVL		1/16/2020	5/15/2020	
				15	0	6.4	\$ 5,856.00					
0043535	Avila, Malisa	NUR-116-A1	Mental Health Nursing	0.5				LEC	3	1/14/2020	2/13/2020	8
0043535	Avila, Malisa	NUR-116-A1	Mental Health Nursing	3				CLN	3	1/15/2020	2/12/2020	8
0043535	Avila, Malisa	NUR-116-A2	Mental Health Nursing	0.5				LEC	3	1/14/2020	2/13/2020	8
0043535	Avila, Malisa	NUR-116-A2	Mental Health Nursing	3				CLN	3	1/17/2020	2/14/2020	8
0043535	Avila, Malisa	NUR-116-A3	Mental Health Nursing	0.5				LEC	3	1/14/2020	2/13/2020	7
0043535	Avila, Malisa	NUR-116-A4	Mental Health Nursing	0.5				LEC	3	1/13/2020	2/13/2020	5
0043535	Avila, Malisa	NUR-116-B1	Mental Health Nursing	0.5				LEC	3	2/25/2020	4/7/2020	8
0043535	Avila, Malisa	NUR-116-B1	Mental Health Nursing	3				CLN	3	2/26/2020	4/1/2020	8
0043535	Avila, Malisa	NUR-116-B2	Mental Health Nursing	0.5				LEC	3	2/25/2020	4/7/2020	8
0043535	Avila, Malisa	NUR-116-B2	Mental Health Nursing		3		\$ 2,880.00	CLN/OVL	3	2/28/2020	4/3/2020	8
0043535	Avila, Malisa	NUR-116-B3	Mental Health Nursing	0.5				LEC	3	2/25/2020	4/7/2020	7
0043535	Avila, Malisa	NUR-116-B4	Mental Health Nursing	0.5				LEC	3	2/25/2020	4/7/2020	5
0043535	Avila, Malisa	NUR-116-C1	Mental Health Nursing	0.5				LEC	3	4/14/2020	5/14/2020	8
0043535	Avila, Malisa	NUR-116-C1	Mental Health Nursing		3		\$ 2,880.00	CLN/OVL	3	4/14/2020	5/14/2020	8
0043535	Avila, Malisa	NUR-116-C2	Mental Health Nursing	0.5				LEC	3	4/14/2020	5/14/2020	8
0043535	Avila, Malisa	NUR-116-C3	Mental Health Nursing	0.5				LEC	3	4/14/2020	5/14/2020	8
0043535	Avila, Malisa	NUR-116-C4	Mental Health Nursing	0.5				LEC	3	4/14/2020	5/14/2020	5
0043535	Avila, Malisa		NUR Lead Instructor			1.79	\$ 1,718.40	OVL		3/16/2020	5/15/2020	
				15	6		\$ 7,478.40					
0000873	Baffa, John	ENG-084-1C	Reading & Writing II	3				LEC	3	1/13/2020	5/13/2020	10
0000873	Baffa, John	ENG-088-CR3	Basic Composition	3	1			LEC	3	1/14/2020	5/14/2020	10

Spring 2020 Overall ECH + OVL

0000873	Baffa, John	ENG-101-CR3	Rhetoric I	3				LEC	3	1/14/2020	5/14/2020	20
0000873	Baffa, John	ENG-088-6B	Basic Composition	3				LEC	3	1/13/2020	5/13/2020	23
				12								
0197414	Balek, Ludwig	CIS-165-1H	Network Security I	3				LEC/LAB	3	1/21/2020	5/14/2020	16
0197414	Balek, Ludwig	CIS-165-H1	Intro to Network Security	3				LEC/LAB	3	1/17/2020	5/8/2020	16
0197414	Balek, Ludwig	CIS-233-8B	Interconnect Network Device II	5				LEC/LAB	3	1/18/2020	5/9/2020	8
0197414	Balek, Ludwig	CIS-265-8B	Network Security III	4	2		\$ 1,830.00	LEC/LAB/OVL	4	1/18/2020	5/9/2020	8
				15	2		\$ 1,830.00					
0000845	Bluemer, Judy	BIO-100-NR	Introducing Biology	3				LEC	3	1/13/2020	5/14/2020	26
0000845	Bluemer, Judy	BIO-102-1C	Introduction to Biology	3				LEC	4	1/13/2020	5/14/2020	23
0000845	Bluemer, Judy	BIO-102-2C	Introduction to Biology	0				LEC/DIFF	4	1/14/2020	5/14/2020	23
0000845	Bluemer, Judy	BIO-102-3C	Introduction to Biology	0				LEC/DIFF	4	1/14/2020	5/14/2020	24
0000845	Bluemer, Judy	BIO-102-4C	Introduction to Biology	0				LEC/DIFF	4	1/14/2020	5/14/2020	23
0000845	Bluemer, Judy	BIO-111-H1	Biology: a Systems Approach	2	1		\$ 1,000.00	LAB/OVL	5	1/14/2020	5/14/2020	15
0000845	Bluemer, Judy	BIO-111-H1	Biology: a Systems Approach	4				LEC	5	1/14/2020	5/14/2020	15
0000845	Bluemer, Judy	BIO-150-NR	Heredity & Society	3				LEC	3	1/13/2020	5/14/2020	21
0000845	Bluemer, Judy	BIO-160-NR	Plants & Society		3		\$ 3,000.00	LEC/OVL	5	1/13/2020	5/14/2020	21
0000845	Bluemer, Judy	BIO-202-NR	Environmental Biology		3		\$ 3,000.00	LEC/OVL	3	1/13/2020	5/14/2020	21
0000845	Bluemer, Judy		Lab Prep			2	\$ 2,000.00	OVL		1/16/2020	5/15/2020	
				15	7	2	\$ 9,000.00					
0166671	Bonick, Cara	PHT-115-1B	Fundamentals of Kinesiology II	3				LAB	4	1/13/2020	5/11/2020	13
0166671	Bonick, Cara	PHT-115-1B	Fundamentals of Kinesiology II	1.5				LEC	4	1/13/2020	5/11/2020	13
0166671	Bonick, Cara	PHT-115-2B	Fundamentals of Kinesiology II	3				LAB	4	1/13/2020	5/14/2020	13
0166671	Bonick, Cara	PHT-115-2B	Fundamentals of Kinesiology II	1.5				LEC	4	1/13/2020	5/14/2020	13
0166671	Bonick, Cara	PHT-117-1B	Patient Mgt Ii: Tests & Measrm	3				LAB	2	1/14/2020	5/12/2020	13
0166671	Bonick, Cara	PHT-117-1B	Patient Mgt Ii: Tests & Measrm	1				LEC	2	1/14/2020	5/12/2020	13
0166671	Bonick, Cara	PHT-117-2B	Patient Mgt Ii: Tests & Measrm		4		\$ 3,660.00	LEC/LAB/OVL	2	1/16/2020	5/14/2020	13
0166671	Bonick, Cara	PHT-224-H1	PO2: Professional Issues in P	2				LEC	2	1/13/2020	5/13/2020	18
				15	4		\$ 3,660.00					
0194871	Callon, Michael	ENG-086-72	Reading & Writing III	3				LEC	3	1/13/2020	5/13/2020	24
0194871	Callon, Michael	ENG-088-4E	Basic Composition	3				LEC	3	1/13/2020	5/13/2020	24
0194871	Callon, Michael	ENG-102-3C	Rhetoric II	3				LEC	3	1/14/2020	5/14/2020	24
0194871	Callon, Michael	ENG-102-5E	Rhetoric II	3				LEC	3	1/14/2020	5/14/2020	24
				12								
0200240	Cardona, Alicia	NUR-216-A1	Adult Health Nursing	7.5				CLN	6	1/16/2020	4/9/2020	5
0200240	Cardona, Alicia	NUR-216-C1	Adult Health Nursing	1.5				LEC	6	1/15/2020	4/15/2020	7
0200240	Cardona, Alicia	NUR-216-C2	Adult Health Nursing		1.5		\$ 1,440.00	LEC/OVL	6	1/15/2020	4/15/2020	8
0200240	Cardona, Alicia	NUR-216-C3	Adult Health Nursing		1.5		\$ 1,440.00	LEC/OVL	6	1/15/2020	4/15/2020	6
0200240	Cardona, Alicia	NUR-216-C4	Adult Health Nursing		1.5		\$ 1,440.00	LEC/OVL	6	1/15/2020	4/15/2020	6
0200240	Cardona, Alicia	NUR-218-C1	Nursing Synthesis	3				LEC	3	1/15/2020	5/13/2020	24
0200240	Cardona, Alicia	NUR-117-B1	NUR of the Childbearing Fam	3				CLN	3	4/14/2020	5/12/2020	8
				15	4.5		\$ 4,320.00					
0200455	Caruso, Lauren	NUR-116-B4	Mental Health Nursing		3		\$ 2,880.00	CLN/OVL	3	2/28/2020	4/3/2020	6
0200455	Caruso, Lauren	NUR-116-C4	Mental Health Nursing		3		\$ 2,880.00	CLN/OVL	3	4/17/2020	5/15/2020	5
0200455	Caruso, Lauren	NUR-216-A3	Adult Health Nursing	7.5				CLN	6	1/15/2020	4/8/2020	5
0200455	Caruso, Lauren	NUR-216-C3	Adult Health Nursing	7.5				CLN	6	1/14/2020	4/7/2020	6
				15	6		\$ 5,760.00					
0000924	Casey, Craig	PHS-101-1C	Astronomy	3				LEC	3	1/14/2020	5/14/2020	28
0000924	Casey, Craig	PHS-101-6B	Astronomy		3		\$ 3,000.00	LEC/OVL	3	1/14/2020	5/14/2020	17
0000924	Casey, Craig	PHS-103-1E	Physical Science I		2		\$ 2,000.00	LAB/OVL	4	1/14/2020	5/14/2020	23
0000924	Casey, Craig	PHS-103-1E	Physical Science I		2		\$ 3,000.00	LEC/OVL	4	1/14/2020	5/14/2020	23

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0000924	Casey, Craig	PHS-103-2F	Physical Science I	2				LAB	4	1/13/2020	5/13/2020	16
0000924	Casey, Craig	PHS-103-2F	Physical Science I	3				LEC	4	1/13/2020	5/13/2020	16
0000924	Casey, Craig	PHY-205-1B	Physics II	3				LAB	5	1/13/2020	5/13/2020	17
0000924	Casey, Craig	PHY-205-1B	Physics II	4				LEC	5	1/13/2020	5/13/2020	17
0000924	Casey, Craig		Lab Prep			2	\$ 2,000.00	OVL		1/16/2020	5/15/2020	
0000924	Casey, Craig		Dept Chair			3	\$ 3,000.00	OVL		1/16/2020	5/15/2020	
				15	8	5	\$ 13,000.00					
0000829	Casey, Robert	MAT-105-5K	College Algebra	4				LEC	4	1/13/2020	5/13/2020	29
0000829	Casey, Robert	MAT-201-2H	Calculus I	5				LEC	5	1/13/2020	5/13/2020	30
0000829	Casey, Robert	MAT-202-1F	Calculus II	5				LEC	5	1/14/2020	5/14/2020	21
0000829	Casey, Robert	MAT-203-1F	Calculus III	1	3		\$ 3,000.00	LEC	4	1/13/2020	5/13/2020	23
0000829	Casey, Robert	MAT-215-1D	Differ Equations		3		\$ 3,000.00	LEC	3	1/14/2020	5/14/2020	16
				15	6		\$ 6,000.00					
0085548	Chapp, Geanabelle	NUR-118-A1	NUR Care of Child & Family		3		\$ 2,880.00	CLN	3	4/15/2020	5/13/2020	8
0085548	Chapp, Geanabelle	NUR-118-A2	NUR Care of Child & Family	3				CLN	3	4/17/2020	5/15/2020	8
0085548	Chapp, Geanabelle	NUR-118-B1	NUR Care of Child & Family	3				CLN	3	1/15/2020	2/12/2020	8
0085548	Chapp, Geanabelle	NUR-118-B2	NUR Care of Child & Family	3				CLN	3	1/17/2020	2/14/2020	8
0085548	Chapp, Geanabelle	NUR-118-C1	NUR Care of Child & Family	3				CLN	3	2/25/2020	4/1/2020	8
0085548	Chapp, Geanabelle	NUR-118-C2	NUR Care of Child & Family	3				CLN	3	2/28/2020	4/3/2020	8
0085548	Chapp, Geanabelle		Clinical Liaison			3	\$ 2,880.00	OVL		4/16/2020	5/15/2020	
				15	3		\$ 5,760.00					
0000794	Crockett, Janet	CHM-100-1F	Fundamentals of Chemistry	3				LAB	4	1/14/2020	5/14/2020	24
0000794	Crockett, Janet	CHM-100-1F	Fundamentals of Chemistry	3				LEC	4	1/14/2020	5/14/2020	24
0000794	Crockett, Janet	CHM-206-1E	Organic Chemistry II	6				LAB	5	1/14/2020	5/14/2020	11
0000794	Crockett, Janet	CHM-206-1E	Organic Chemistry II	3				LEC	5	1/14/2020	5/14/2020	11
0000794	Crockett, Janet		Lab Prep			2	\$ 2,000.00	OVL		1/15/2020	5/15/2020	
				15		2	\$ 2,000.00					
0000917	Dominguez, Carlos	MAT-100-NR	Occupational Math	3				LEC	3	1/13/2020	5/14/2020	11
0000917	Dominguez, Carlos	MAT-102-NR	General Education Mathematics	4				LEC	4	1/13/2020	5/14/2020	16
0000917	Dominguez, Carlos	MAT-141-NR	Statistics	4				LEC	4	1/13/2020	5/14/2020	44
0000917	Dominguez, Carlos	MAT-181-1L	Discrete Mathematics	3				LEC	3	1/14/2020	5/14/2020	16
0000917	Dominguez, Carlos	SCM-203-NR	Inventory Control			0.33		CBA	3	1/13/2020	5/13/2020	1
				14	Added Diff							
0202678	Dharwadkar, Mihir	MAT-102-2K	General Education Mathematics	4				LEC	3	1/13/2020	5/13/2020	10
0202678	Dharwadkar, Mihir	MAT-102-32	General Education Mathematics	4				LEC	3	1/13/2020	5/13/2020	8
0202678	Dharwadkar, Mihir	MAT-102-6F	General Education Mathematics	4				LEC	3	1/13/2020	5/14/2020	30
0202678	Dharwadkar, Mihir	MAT-105-42	College Algebra	3	1		\$ 915.00	LEC/OVL	3	1/14/2020	5/13/2020	19
0202678	Dharwadkar, Mihir	MAT-121-1F	Math/Elem School Teacher		4		\$ 3,660.00	LEC/OVL	3	1/14/2020	5/14/2020	9
				15	5		\$ 4,575.00					
0195025	Edgar, Jason	SPE-101-2F	Principles of Public Speaking	3				LEC	3	1/14/2020	5/14/2020	23
0195025	Edgar, Jason	SPE-101-3H	Principles of Public Speaking	3				LEC	3	1/14/2020	5/14/2020	23
0195025	Edgar, Jason	SPE-101-8B	Principles of Public Speaking		3		\$ 2,880.00	LEC/OVL	3	1/18/2020	5/9/2020	16
0195025	Edgar, Jason	SPE-101-I2	Principles of Public Speaking	3				LEC	3	1/13/2020	5/11/2020	23
0195025	Edgar, Jason	SPE-101-K2	Principles of Public Speaking	3				LEC	3	1/16/2020	5/14/2020	19
0195025	Edgar, Jason	SPE-101-LE	Principles of Public Speaking	3				LEC	3	1/14/2020	5/14/2020	23
0195025	Edgar, Jason	IND-199-02	SPCH 101-Principles of Publ					IND	1	1/13/2020	5/13/2020	3
				15	3		\$ 2,880.00					
0000828	Fabiyi, Edith	ECE-130-13	Educational Technology	1				LEC	1	1/14/2020	5/12/2020	6
0000828	Fabiyi, Edith	OMT-102-NR	Keyboarding & Doc Formatting	3				LEC/LAB	2	1/21/2020	5/11/2020	10
0000828	Fabiyi, Edith	OMT-127-11	Electronic Recordkeeping	3				LEC	3	1/27/2020	5/11/2020	12
0000828	Fabiyi, Edith	OMT-129-H1	The Digital Workplace	3	3			LEC	3	1/25/2020	3/14/2020	12

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0000828	Fabiyi, Edith	OMT-140-H1	Office Orientation	3				LEC	3	3/28/2020	5/9/2020	12
0000828	Fabiyi, Edith	OMT-215-11	Medical Office Practices	2	1		\$ 1,000.00	LEC/OVL	3	1/29/2020	5/13/2020	4
0000828	Fabiyi, Edith	OMT-214-H1	Office Supervision					CBA	3	1/16/2020	5/14/2020	3
0000828	Fabiyi, Edith	OMT-250-NR	Integrated Office Simulation					CBA	3	1/21/2020	5/14/2020	1
				15	1		\$ 1,000.00					
0000935	Gatya, Kenton	HIS-104-NR	Modern Western Civilization	3				LEC	3	1/13/2020	5/14/2020	28
0000935	Gatya, Kenton	HIS-105-12	American History to 1865	3				LEC	3	1/16/2020	5/14/2020	26
0000935	Gatya, Kenton	HIS-106-1F	American History From 1865	3				LEC	3	1/14/2020	5/14/2020	31
0000935	Gatya, Kenton	HIS-106-2E	American History From 1865	3				LEC	3	1/14/2020	5/14/2020	32
0000935	Gatya, Kenton	PHI-201-NR	Philosophy		3		\$ 3,135.00	LEC/OVL	3	1/13/2020	5/14/2020	24
0000935	Gatya, Kenton	POL-201-NR	US Natl Government	3				LEC	3	1/13/2020	5/14/2020	25
				15	3		\$ 3,135.00					
0202831	Gidwani, Tarun	CIS-132-1F	Introduction to Networki	3				LEC	3	1/14/2020	5/14/2020	16
0202831	Gidwani, Tarun	CIS-161-2L	Intro to Operating Systems	3				LEC	3	1/14/2020	5/14/2020	10
0202831	Gidwani, Tarun	CIS-170-H1	Introduction to Java	3				LAB	3	1/13/2020	5/11/2020	16
0202831	Gidwani, Tarun	CIS-170-H1	Introduction to Java	2				LEC	3	1/13/2020	5/11/2020	16
0202831	Gidwani, Tarun		Special Project	4					3	2/3/2020	5/15/2020	
				15								
0000724	Gilligan, Brian	BUS-101-2D	Financial Accounting	3				LEC	3	1/13/2020	5/11/2020	30
0000724	Gilligan, Brian	BUS-101-3F	Financial Accounting	3				LEC	3	1/14/2020	5/12/2020	30
0000724	Gilligan, Brian	BUS-102-1F	Managerial Accounting	3				LEC	3	1/14/2020	5/12/2020	17
0000724	Gilligan, Brian	BUS-102-3E	Managerial Accounting	3				LEC	3	1/13/2020	5/13/2020	20
0000724	Gilligan, Brian	BUS-208-1F	Prin of Management	3				LEC	3	1/13/2020	5/11/2020	22
0000724	Gilligan, Brian		Dept Chair			3	\$ 3,000.00	OVL		1/16/2020	6/15/2020	
				15		3	\$ 3,000.00					
0000896	Ginley, Steven	SPE-101-4B	Principles of Public Speaking	3				LEC	3	1/13/2020	5/13/2020	19
0000896	Ginley, Steven	SPE-101-5C	Principles of Public Speaking	3				LEC	3	1/13/2020	5/13/2020	23
0000896	Ginley, Steven	SPE-101-6D	Principles of Public Speaking	3				LEC	3	1/13/2020	5/13/2020	23
0000896	Ginley, Steven	SPE-101-7E	Principles of Public Speaking	3				LEC	3	1/13/2020	5/13/2020	21
0000896	Ginley, Steven	SPE-101-GF	Principles of Public Speaking	3				LEC	3	1/13/2020	5/13/2020	24
0000896	Ginley, Steven	SPE-101-H1	Principles of Public Speaking		3		\$ 3,000.00	LEC/OVL	3	1/15/2020	5/13/2020	14
				15	3		\$ 3,000.00					
0189759	Green, Amy	NUR-117-A1	NUR of the Childbearing Famil	0.5				LEC	3	2/24/2020	4/6/2020	8
0189759	Green, Amy	NUR-117-A2	NUR of the Childbearing Famil	0.5				LEC	3	2/24/2020	4/6/2020	8
0189759	Green, Amy	NUR-117-A2	NUR of the Childbearing Famil		3		\$ 2,880.00	CLN/OVL	3	2/27/2020	4/9/2020	8
0189759	Green, Amy	NUR-117-A3	NUR of the Childbearing Famil	0.5				LEC	3	2/24/2020	4/6/2020	8
0189759	Green, Amy	NUR-117-A4	NUR of the Childbearing Famil	0.5				LEC	3	2/24/2020	4/6/2020	5
0189759	Green, Amy	NUR-117-B1	NUR of the Childbearing Famil	0.5				LEC	3	4/13/2020	5/13/2020	8
0189759	Green, Amy	NUR-117-B2	NUR of the Childbearing Famil	0.5				LEC	3	4/13/2020	5/13/2020	8
0189759	Green, Amy	NUR-117-B2	NUR of the Childbearing Famil		3		\$ 2,880.00	CLN/OVL	3	4/16/2020	5/14/2020	8
0189759	Green, Amy	NUR-117-B3	NUR of the Childbearing Famil	0.5				LEC	3	4/13/2020	5/13/2020	7
0189759	Green, Amy	NUR-117-B4	NUR of the Childbearing Famil	0.5				LEC	3	4/13/2020	5/15/2020	5
0189759	Green, Amy	NUR-117-C1	NUR of the Childbearing Famil	0.5				LEC	3	1/13/2020	2/12/2020	8
0189759	Green, Amy	NUR-117-C1	NUR of the Childbearing Famil	3				CLN	3	1/14/2020	2/11/2020	8
0189759	Green, Amy	NUR-117-C2	NUR of the Childbearing Famil	0.5				LEC	3	1/13/2020	2/12/2020	8
0189759	Green, Amy	NUR-117-C2	NUR of the Childbearing Famil	3				CLN	3	1/16/2020	2/13/2020	8
0189759	Green, Amy	NUR-117-C3	NUR of the Childbearing Famil	0.5				LEC	3	1/13/2020	2/12/2020	8
0189759	Green, Amy	NUR-117-C4	NUR of the Childbearing Famil	0.5				LEC	3	1/13/2020	2/12/2020	5
0189759	Green, Amy	NUR-117-C4	NUR of the Childbearing Famil	3				CLN	3	1/14/2020	2/11/2020	5
0189759	Green, Amy		NUR Lead Instructor			1.42	\$ 1,363.20	OVL		1/16/2020	5/15/2020	
				15	4	1.42	\$ 7,123.20					

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0000892	Grice, James	BIO-203-2B	Anatomy & Physiology I	3				LEC	4	1/13/2020	5/13/2020	25
0000892	Grice, James	BIO-204-1B	Anatomy & Physiology II	3				LEC	4	1/14/2020	5/14/2020	8
0000892	Grice, James	BIO-212-2E	Microbiology	3				LAB	4	1/13/2020	5/13/2020	18
0000892	Grice, James	BIO-212-2E	Microbiology	3				LEC	4	1/13/2020	5/13/2020	18
0000892	Grice, James	BIO-212-3E	Microbiology		6		\$ 6,270.00	LEC/LAB/OVL	4	1/13/2020	5/13/2020	14
0000892	Grice, James	BIO-212-H1	Microbiology	3				LAB	4	1/14/2020	5/14/2020	12
0000892	Grice, James		Lab Prep			2	\$ 2,090.00	OVL		1/16/2020	5/15/2020	
0000892	Grice, James		BIO Instructor Open Lab			4.4	\$ 4,598.00	OVL				
				15	6	6.4	\$ 12,958.00					
0000805	Halmon, Jamie	PEC-171-G4	Physical Fitness	1	1		\$ 960.00	LAB/OVL	1	1/13/2020	5/14/2020	25
0000805	Halmon, Jamie	PEC-172-G4	Advanced Physical Fitness		2		\$ 1,920.00	LAB/OVL	1	1/13/2020	5/14/2020	11
0000805	Halmon, Jamie	PEH-101-1C	Personal & Community Health	2				LEC	2	1/13/2020	5/13/2020	10
0000805	Halmon, Jamie	PEH-101-2D	Personal & Community Health	2				LEC	2	1/13/2020	5/13/2020	10
0000805	Halmon, Jamie	PEH-102-2G	First Aid	2				LEC	2	1/14/2020	5/14/2020	24
0000805	Halmon, Jamie	PEH-102-4E	First Aid	2				LEC	2	1/14/2020	5/14/2020	24
0000805	Halmon, Jamie	PEH-103-2F	Nutrition	2				LEC	2	1/14/2020	5/14/2020	23
0000805	Halmon, Jamie	PEH-103-5F	Nutrition	2				LEC	2	1/13/2020	5/13/2020	23
0000805	Halmon, Jamie	PEH-103-6E	Nutrition	2				LEC	2	1/13/2020	5/13/2020	20
				15	3		\$ 2,880.00					
0165694	Helmus, Sara	CHM-105-2F	General Chemistry I	3				LAB	5	1/14/2020	5/14/2020	24
0165694	Helmus, Sara	CHM-105-2F	General Chemistry I	4				LEC	5	1/14/2020	5/14/2020	24
0165694	Helmus, Sara	CHM-106-21	General Chemistry II	3				LAB	5	1/14/2020	5/14/2020	20
0165694	Helmus, Sara	CHM-106-21	General Chemistry II	4				LEC	5	1/14/2020	5/14/2020	20
0165694	Helmus, Sara		Lab Prep	1		1	\$ 1,000.00	OVL		1/16/2020	5/15/2020	
0165694	Helmus, Sara		Special Project			9	\$ 9,000.00	OVL		1/16/2020	5/15/2020	
				15		10	\$ 10,000.00					
0159384	Herrmann, Julianne	NUR-216-B1	Adult Health Nursing	1.5				LEC	6	1/14/2020	4/21/2020	7
0159384	Herrmann, Julianne	NUR-216-B1	Adult Health Nursing	7.5				CLN	6	1/17/2020	4/17/2020	7
0159384	Herrmann, Julianne	NUR-216-B2	Adult Health Nursing	1.5				LEC	6	1/14/2020	4/21/2020	6
0159384	Herrmann, Julianne	NUR-216-B3	Adult Health Nursing	1.5				LEC	6	1/14/2020	4/21/2020	6
0159384	Herrmann, Julianne	NUR-216-B4	Adult Health Nursing		1.5		\$ 1,440.00	LEC/OVL	6	1/14/2020	4/21/2020	6
0159384	Herrmann, Julianne	NUR-218-B1	Nursing Synthesis	3				LEC	3	1/14/2020	5/14/2020	25
0159384	Herrmann, Julianne		NUR Lead Instructor			2.29	\$ 2,198.40	OVL		2/3/2020	5/15/2020	
				15	1.5	2.29	\$ 3,638.40					
0002912	Imburgia, Joseph	PSY-101-1B	Intro to Psychology	3				LEC	3	1/14/2020	5/14/2020	32
0002912	Imburgia, Joseph	PSY-101-2C	Intro to Psychology	3				LEC	3	1/14/2020	5/14/2020	32
0002912	Imburgia, Joseph	PSY-210-1B	Child Growth & Development	3				LEC	3	1/13/2020	5/13/2020	24
0002912	Imburgia, Joseph	PSY-211-1F	Adolescent Psychology	3				LEC	3	1/14/2020	5/14/2020	22
0002912	Imburgia, Joseph	PSY-215-42	Life Span: Survey of Human Dev	3				LEC	3	1/14/2020	5/12/2020	27
				15								
0060105	Jonas, David	HVA-103-11	Intermed Refrigeration	1				LAB	3	1/13/2020	5/11/2020	12
0060105	Jonas, David	HVA-103-11	Intermed Refrigeration	3				LEC	3	1/13/2020	5/11/2020	12
0060105	Jonas, David	HVA-104-11	Intermediate Heating and A/C	1				LAB	3	1/14/2020	5/12/2020	13
0060105	Jonas, David	HVA-104-11	Intermediate Heating and A/C	3				LEC	3	1/14/2020	5/12/2020	13
0060105	Jonas, David	HVA-120-11	Basic Sheet Metal Fabrication		4		\$ 3,840.00	LEC/LAB/OVL	3	1/16/2020	5/14/2020	6
0060105	Jonas, David	HVA-204-11	Hydronic Comfort Systems	2				LAB	3	1/15/2020	5/13/2020	16
0060105	Jonas, David	HVA-204-11	Hydronic Comfort Systems	2				LEC	3	1/15/2020	5/13/2020	16
0060105	Jonas, David	HVA-206-11	Refrigerant Hand/EPA Review	3	1		\$ 960.00	LAB/OVL	3	1/17/2020	5/8/2020	14
0060105	Jonas, David		Program Coordinator			1	\$ 960.00	OVL		1/16/2020	5/15/2020	
0060105	Jonas, David	HVA-203-01	Commercial AC & Refrig					CBA	3	1/13/2020	5/14/2020	2
				15	5	1	\$ 5,760.00					

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0000870	Kasprowicz, Michael	ANT-101-1J	Intro to Anthropology	3				LEC	3	1/16/2020	5/14/2020	12
0000870	Kasprowicz, Michael	ANT-102-12	Intro to Cul Anthro	3				LEC	3	1/14/2020	5/12/2020	13
0000870	Kasprowicz, Michael	ANT-102-2G	Intro to Cul Anthro	3				LEC	3	1/13/2020	5/13/2020	26
0000870	Kasprowicz, Michael	HIS-103-1D	Early Western Civilization	3				LEC	3	1/13/2020	5/13/2020	28
0000870	Kasprowicz, Michael	HIS-104-1F	Modern Western Civilization	3				LEC	3	1/13/2020	5/13/2020	20
0000870	Kasprowicz, Michael	PHI-126-1C	Introduction to Ethics		3		\$ 3,135.00	LEC/OVL	3	1/13/2020	5/13/2020	26
0000870	Kasprowicz, Michael	PHI-126-22	Introduction to Ethics		3		\$ 3,135.00	LEC/OVL	3	1/16/2020	5/14/2020	20
0000870	Kasprowicz, Michael		Special Project			2	\$ 2,090.00	OVL		1/16/2020	6/15/2020	
0000870	Kasprowicz, Michael		Special Project			3	\$ 3,135.00	OVL		5/1/2020	6/15/2020	
				15	6	2	\$ 11,495.00					
0003157	Kelikian, Toul	NUR-118-A1	NUR Care of Child & Family	0.5				LEC	3	4/14/2020	5/14/2020	8
0003157	Kelikian, Toul	NUR-118-A2	NUR Care of Child & Family	0.5				LEC	3	4/14/2020	5/14/2020	8
0003157	Kelikian, Toul	NUR-118-A3	NUR Care of Child & Family	0.5				LEC	3	4/14/2020	5/14/2020	7
0003157	Kelikian, Toul	NUR-118-A4	NUR Care of Child & Family	0.5				LEC	3	4/14/2020	5/14/2020	5
0003157	Kelikian, Toul	NUR-118-A4	NUR Care of Child & Family	3				CLN	3	4/15/2020	5/6/2020	8
0003157	Kelikian, Toul	NUR-118-B1	NUR Care of Child & Family	0.5				LEC	3	1/14/2020	2/13/2020	8
0003157	Kelikian, Toul	NUR-118-B2	NUR Care of Child & Family	0.5				LEC	3	1/14/2020	2/13/2020	8
0003157	Kelikian, Toul	NUR-118-B3	NUR Care of Child & Family	0.5				LEC	3	1/14/2020	2/13/2020	7
0003157	Kelikian, Toul	NUR-118-B3	NUR Care of Child & Family		3		\$ 3,000.00	CLN/OVL	3	1/17/2020	2/14/2020	7
0003157	Kelikian, Toul	NUR-118-B4	NUR Care of Child & Family	0.5				LEC	3	1/14/2020	2/13/2020	5
0003157	Kelikian, Toul	NUR-118-B4	NUR Care of Child & Family	3				CLN	3	1/15/2020	2/5/2020	8
0003157	Kelikian, Toul	NUR-118-C1	NUR Care of Child & Family	0.5				LEC	3	2/25/2020	4/7/2020	8
0003157	Kelikian, Toul	NUR-118-C2	NUR Care of Child & Family	0.5				LEC	3	2/25/2020	4/7/2020	8
0003157	Kelikian, Toul	NUR-118-C3	NUR Care of Child & Family	0.5				LEC	3	2/25/2020	4/7/2020	8
0003157	Kelikian, Toul	NUR-118-C3	NUR Care of Child & Family		3		\$ 3,000.00	CLN/OVL	3	2/28/2020	4/3/2020	8
0003157	Kelikian, Toul	NUR-118-C4	NUR Care of Child & Family	0.5				LEC	3	2/25/2020	4/7/2020	5
0003157	Kelikian, Toul	NUR-118-C4	NUR Care of Child & Family	3				CLN	3	2/26/2020	4/1/2020	5
				15	6		\$ 6,000.00					
0000811	Lind, Carmen	ENG-075-A1	Intensive Adv Grammar & Editin	4				LEC	4	1/13/2020	5/14/2020	16
0000811	Lind, Carmen	ENG-076-A1	Intensive Adv Reading & Writin	4				LEC	4	1/13/2020	5/13/2020	16
0000811	Lind, Carmen	ENG-077-A1	Intensive Adv Listening & Spea	4				LEC	4	1/14/2020	5/14/2020	16
0000811	Lind, Carmen	ENG-102-8B	Rhetoric II	3				LEC	3	1/18/2020	5/9/2020	24
				15								
0000833	Litwicki, Mark	ENG-088-H1	Basic Composition	3				LEC	3	1/13/2020	5/13/2020	24
0000833	Litwicki, Mark	ENG-088-H2	Basic Composition	3				LEC	3	1/13/2020	5/13/2020	24
0000833	Litwicki, Mark	ENG-101-H2	Rhetoric I		3		\$ 3,135.00	LEC/OVL	3	1/13/2020	5/13/2020	9
0000833	Litwicki, Mark	ENG-101-NR	Rhetoric I	3				LEC	3	1/13/2020	5/14/2020	16
0000833	Litwicki, Mark	ENG-218-H1	US Latino/Hispanic Literature	3				LEC	3	1/13/2020	5/13/2020	11
0000833	Litwicki, Mark		Special Project			3	\$ 3,135.00	OVL		1/16/2020	5/15/2020	
				12	3	3	\$ 6,270.00					
0194869	Manning, Bryant	ENG-088-CR5	Basic Composition	3				LEC	3	1/14/2020	5/14/2020	10
0194869	Manning, Bryant	ENG-101-7G	Rhetoric I	3				LEC	3	1/13/2020	5/13/2020	24
0194869	Manning, Bryant	ENG-101-CR5	Rhetoric I	3				LEC	3	1/14/2020	5/14/2020	13
0194869	Manning, Bryant	ENG-102-ME	Rhetoric II	3				LEC	3	1/13/2020	5/13/2020	24
0194869	Manning, Bryant	IND-199-07	TPM 116 - Research in Massa					IND	3	2/13/2020	5/15/2020	1
				12								
0183993	Martino, Shannon	ART-120-1E	Art Appreciation	3				LEC	3	1/14/2020	5/14/2020	32
0183993	Martino, Shannon	ART-120-22	Art Appreciation	3				LEC	3	1/13/2020	5/11/2020	18
0183993	Martino, Shannon	ART-125-1J	Art History I Prehistoric/Goth	3				LEC	3	1/13/2020	5/13/2020	17
0183993	Martino, Shannon	ART-126-1G	Art History II Renaissance & B	3				LEC	3	1/13/2020	5/13/2020	14
0183993	Martino, Shannon	HUM-150-2C	Humanities Through the A	3	6			LEC	3	1/14/2020	5/14/2020	31

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				15								
0000769	Mohr, Michele	ENG-088-5E	Basic Composition	3				LEC	3	1/13/2020	5/13/2020	20
0000769	Mohr, Michele	ENG-088-CR1	Basic Composition	3				LEC	3	1/13/2020	5/13/2020	10
0000769	Mohr, Michele	ENG-101-4B	Rhetoric I	3				LEC	3	1/13/2020	5/13/2020	24
0000769	Mohr, Michele	ENG-101-CR1	Rhetoric I	3				LEC	3	1/13/2020	5/13/2020	24
0000769	Mohr, Michele	ENG-102-4C	Rhetoric II		3		\$ 3,000.00	LEC/OVL	3	1/21/2020	5/14/2020	24
0000769	Mohr, Michele	ENG-102-6E	Rhetoric II		3		\$ 3,000.00	LEC/OVL	3	1/14/2020	5/14/2020	24
0000769	Mohr, Michele		Dept Chair			3	\$ 3,000.00	OVL		1/16/2020	5/15/2020	
				12	6	3	\$ 9,000.00					
0192112	Mulvey, Irene	NUR-105-A1	Basic Nursing Assistant Traini	4.88				LEC	7	1/14/2020	5/5/2020	13
0192112	Mulvey, Irene	NUR-105-A1	Basic Nursing Assistant Traini	2.87				LAB	7	1/16/2020	3/26/2020	13
0192112	Mulvey, Irene	NUR-105-A1	Basic Nursing Assistant Traini	3				CLN	7	4/2/2020	4/30/2020	13
0192112	Mulvey, Irene	NUR-105-EC	Basic Nursing Assistant Traini	4.25	0.63		\$ 576.45	LEC/OVL	7	1/16/2020	5/7/2020	40
0192112	Mulvey, Irene		Program Coordinator			1	\$ 915.00	OVL		1/16/2020	5/29/1901	
				15	0.63	1	\$ 1,491.45					
0000815	Nedza, Michael	HUM-150-1B	Humanities Through the Arts	3				LEC	3	1/14/2020	5/14/2020	32
0000815	Nedza, Michael	HUM-150-3G	Humanities Through the Arts	3				LEC	3	1/13/2020	5/13/2020	30
0000815	Nedza, Michael	HUM-150-5B	Humanities Through the Arts		3		\$ 3,135.00	LEC/OVL	3	1/17/2020	5/8/2020	13
0000815	Nedza, Michael	SPE-101-1C	Principles of Public Speaking	3				LEC	3	1/14/2020	5/14/2020	23
0000815	Nedza, Michael	SPE-101-9E	Principles of Public Speaking	3				LEC	3	1/13/2020	5/13/2020	18
0000815	Nedza, Michael	THR-110-1F	Introduction to Theatre	3				LEC	3	1/13/2020	5/13/2020	16
0000815	Nedza, Michael		Dept Chair			3	\$ 3,135.00	OVL		1/16/2020	6/15/2020	
				15	3	3	\$ 6,270.00					
0195021	Ostojic, Gordana	PHS-101-4E	Astronomy	3				LEC	3	1/13/2020	5/13/2020	28
0195021	Ostojic, Gordana	PHS-101-5G	Astronomy	3				LEC	3	1/13/2020	5/13/2020	22
0195021	Ostojic, Gordana	PHY-100-1G	Fundamentals of Physics	3				LAB	3	1/14/2020	5/14/2020	24
0195021	Ostojic, Gordana	PHY-100-1G	Fundamentals of Physics	2				LEC	3	1/14/2020	5/14/2020	24
0195021	Ostojic, Gordana	PHY-102-1B	General Physics II		3		\$ 3,000.00	LAB/OVL	5	1/13/2020	5/13/2020	7
0195021	Ostojic, Gordana	PHY-102-1B	General Physics II	4				LEC	5	1/13/2020	5/13/2020	7
				15	3		\$ 3,000.00					
0000747	Paez, Elizabeth	MAT-093-2D	Intensive Elementary Algebra	4				LEC	4	1/13/2020	5/14/2020	30
0000747	Paez, Elizabeth	MAT-105-1C	College Algebra	4				LEC	4	1/13/2020	5/14/2020	17
0000747	Paez, Elizabeth	MAT-105-2D	College Algebra	4				LEC	4	1/13/2020	5/14/2020	10
0000747	Paez, Elizabeth	MAT-105-3G	College Algebra		4		\$ 3,840.00	LEC/OVL	4	1/13/2020	5/14/2020	11
0000747	Paez, Elizabeth	MAT-110-1L	College Trig	3				LEC	3	1/13/2020	5/13/2020	23
0000747	Paez, Elizabeth		Special Project			3	\$ 2,880.00	OVL		2/18/2020	5/15/2020	
				15	4	3	\$ 6,720.00					
0002913	Pearson, Dennis	BIO-152-1C	Anatomy & Physiology (therapie	2	1		\$ 1,000.00	LAB/OVL	5	1/13/2020	5/13/2020	18
0002913	Pearson, Dennis	BIO-152-1C	Anatomy & Physiology (therapie	4				LEC	5	1/13/2020	5/13/2020	18
0002913	Pearson, Dennis	BIO-203-1B	Anatomy & Physiology I	3				LEC	4	1/14/2020	5/14/2020	25
0002913	Pearson, Dennis	BIO-204-2F	Anatomy & Physiology II	3				LEC	4	1/14/2020	5/14/2020	20
0002913	Pearson, Dennis	BIO-204-4L	Anatomy & Physiology II	3				LEC	4	1/13/2020	5/13/2020	15
0002913	Pearson, Dennis		Lab Prep			2	\$ 2,000.00	OVL		1/16/2020	6/15/2020	
0002913	Pearson, Dennis		BIO Instructor Open Lab			7.7	\$ 7,700.00	OVL		1/16/2020	6/15/2020	
				15	1	9.7	\$ 10,700.00					
0000820	Pencheva, Tsonka	ECE-101-1F	Observ & Assessment / Children	3				LEC	3	1/14/2020	5/14/2020	23
0000820	Pencheva, Tsonka	ECE-105-1C	Health & Nutrition for Child	3				LEC	3	1/13/2020	5/11/2020	16
0000820	Pencheva, Tsonka	ECE-110-1J	Intro to Early Childhood Ed	3				LEC	3	1/13/2020	5/11/2020	17
0000820	Pencheva, Tsonka	ECE-115-2C	Family, School & Community	3				LEC	3	1/14/2020	5/14/2020	23
0000820	Pencheva, Tsonka	ECE-125-1E	The Exceptional Child	3				LEC	3	1/14/2020	5/14/2020	15
0000820	Pencheva, Tsonka	ECE-260-H1	ECE Internship		7		\$ 2,880.00	LEC/LAB/OVL	3	1/14/2020	5/12/2020	9

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0000820	Pencheva, Tsonka	ECE-260-H2	Ece Internship		3		\$ 2,880.00	LEC/LAB/OVL	3	1/13/2020	5/11/2020	7
0000820	Pencheva, Tsonka	ECE-125-NR	The Exceptional Child		3		\$ 2,880.00	LEC/OVL	3	1/13/2020	5/14/2020	8
0000820	Pencheva, Tsonka		Program Coordinator			1	\$ 960.00	OVL		1/16/2020	5/15/2020	
0000820	Pencheva, Tsonka		Special Project			12.87	\$ 12,355.20	OVL		1/16/2020	6/15/2020	
0000820	Pencheva, Tsonka	ECE-261-NR	Ece Administrative Internship					CBA	2	1/13/2020	5/14/2020	3
				15	9	13.87	\$ 21,955.20					
0177526	Pierce, Tom	ENG-084-2F	Reading & Writing II	3				LEC	3	1/13/2020	5/13/2020	21
0177526	Pierce, Tom	ENG-084-3F	Reading & Writing II	3				LEC	3	1/14/2020	5/14/2020	22
0177526	Pierce, Tom	ENG-086-1B	Reading & Writing III	3				LEC	3	1/14/2020	5/14/2020	24
0177526	Pierce, Tom	ENG-086-5B	Reading & Writing III	3				LEC	3	1/13/2020	5/13/2020	24
0177526	Pierce, Tom	ENG-088-1C	Basic Composition		3		\$ 3,000.00	LEC/OVL	3	1/14/2020	5/14/2020	24
0177526	Pierce, Tom	ENG-088-2E	Basic Composition		3		\$ 3,000.00	LEC/OVL	3	1/13/2020	5/13/2020	20
0177526	Pierce, Tom	ENG-088-3C	Basic Composition		3		\$ 3,000.00	LEC/OVL	3	1/13/2020	5/13/2020	24
				12	9		\$ 9,000.00					
0194866	Ploszaj, Randi	ENG-088-CR4	Basic Composition	3				LEC	3	1/14/2020	5/14/2020	10
0194866	Ploszaj, Randi	ENG-101-3C	Rhetoric I	3				LEC	3	1/14/2020	5/14/2020	24
0194866	Ploszaj, Randi	ENG-101-CR4	Rhetoric I	3				LEC	3	1/14/2020	5/14/2020	24
0194866	Ploszaj, Randi		Special Project	3						1/15/2020	5/15/2020	
				12								
0160605	Primm, Rebecca	ART-102-1F	3-D Fundamentals	6				LAB	3	1/14/2020	5/14/2020	15
0160605	Primm, Rebecca	ART-113-1C	Ceramics I	6				LAB	3	1/14/2020	5/14/2020	15
0160605	Primm, Rebecca	ART-117-1J	Digital Photography		6		\$ 5,760.00	LAB/OVL	3	1/13/2020	5/13/2020	7
0160605	Primm, Rebecca	ART-130-1D	Introduction to Digital Art	3	3		\$ 2,880.00	LEC/OVL	3	1/13/2020	5/13/2020	12
0160605	Primm, Rebecca	ART-213-1C	Ceramics II	0				X-listed	3	1/14/2020	5/14/2020	15
0160605	Primm, Rebecca	IND-199-06	ART 213-Technique Developme					IND	1	1/13/2020	5/14/2020	1
				15	9		\$ 8,640.00					
0195558	Pulaski, Andrew	LAW-202-1F	Juvenile Delinquency	3				LEC	3	1/14/2020	5/14/2020	15
0195558	Pulaski, Andrew	LAW-204-1F	Criminal Law	3				LEC	3	1/13/2020	5/13/2020	20
0195558	Pulaski, Andrew	LAW-204-31	Criminal Law	3				LEC	3	1/14/2020	5/13/2020	12
0195558	Pulaski, Andrew	LAW-205-1H	Criminal Law II	3				LEC	3	1/13/2020	5/13/2020	22
0195558	Pulaski, Andrew	LAW-207-11	Court Procedures and Evidence	3				LEC	3	1/15/2020	5/13/2020	19
0195558	Pulaski, Andrew		Dept Chair			3	\$ 3,000.00	OVL		1/16/2020	5/15/2020	
0195558	Pulaski, Andrew		Special Project			2.5	\$ 2,500.00	OVL		2/3/2020	5/15/2020	
				15		5.5	\$ 5,500.00					
0000726	Reft, Jennifer	PHT-101-NR	Medical Terminology/Clinicians		2		\$ 2,090.00	LEC/OVL	2	1/13/2020	5/14/2020	8
0000726	Reft, Jennifer	PHT-122-1B	Therapeutic Exercise	3				LAB	2	1/15/2020	5/13/2020	13
0000726	Reft, Jennifer	PHT-122-1B	Therapeutic Exercise	0.5				LEC	2	1/15/2020	5/13/2020	13
0000726	Reft, Jennifer	PHT-122-2B	Therapeutic Exercise	0.5				LEC	2	1/15/2020	5/13/2020	13
0000726	Reft, Jennifer	PHT-124-1G	Introduction to Clinical Ed	1				LAB	2	1/13/2020	5/11/2020	28
0000726	Reft, Jennifer	PHT-124-1G	Introduction to Clinical Ed		1.5		\$ 1,567.50	LEC/OVL	2	1/13/2020	5/11/2020	28
0000726	Reft, Jennifer	PHT-220-H1	Adv. Physical Therapy Techniqu	3				LEC	3	1/14/2020	5/14/2020	18
0000726	Reft, Jennifer	PHT-222-H1	Seminar in Health Career Lit.	2				LEC	2	1/17/2020	5/8/2020	18
0000726	Reft, Jennifer	PHT-225-H1	Clinical Affiliations II		1		\$ 1,045.00	LAB/OVL	5	1/13/2020	5/14/2020	18
0000726	Reft, Jennifer	PHT-225-H1	Clinical Affiliations II	5				LAB	5	1/13/2020	5/14/2020	18
0000726	Reft, Jennifer		Special Project			5	\$ 5,225.00	OVL		2/3/2020	5/15/2020	
				15	4.5	5	\$ 9,927.50					
0056628	Roman, Daniel	ART-103-2C	Drawing I	6				LAB	3	1/14/2020	5/14/2020	10
0056628	Roman, Daniel	ART-104-1C	Drawing II	0				X-listed	3	1/14/2020	5/14/2020	6
0056628	Roman, Daniel	ART-105-1F	Painting I	6				LAB	3	1/13/2020	5/13/2020	10
0056628	Roman, Daniel	ART-205-1F	Painting II	0				X-listed	3	1/13/2020	5/13/2020	3
0056628	Roman, Daniel	ART-203-1C	Figure Drawing I	3	8		\$ 3,000.00	LAB/OVL	3	1/13/2020	5/13/2020	9

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0056628	Roman, Daniel	IND-199-03	ART 205 - Painting II					IND	1	1/13/2020	5/14/2020	1
0056628	Roman, Daniel	IND-199-04	ART 203 - Figure Drawing I					IND	1	1/13/2020	5/14/2020	1
0056628	Roman, Daniel	IND-199-05	ART 105 - Painting I					IND	1	1/13/2020	5/14/2020	1
				15	3		\$ 3,000.00					
0165693	Romero Yuste, Maria	SPN-101-1G	Beginning Spanish I	4				LEC	4	1/13/2020	5/13/2020	12
0165693	Romero Yuste, Maria	SPN-102-1C	Beginning Spanish II	4				LEC	4	1/14/2020	5/14/2020	9
0165693	Romero Yuste, Maria	SPN-130-1E	Spanish for Heritage Speakers	4				LEC	4	1/13/2020	5/13/2020	8
0165693	Romero Yuste, Maria	SPN-202-1C	Intermediate Spanish II	3	1		\$ 1,045.00	LEC/OVL	4	1/13/2020	5/13/2020	17
				15	1		\$ 1,045.00					
0197705	Russo Neri, Trisha	MAT-097-CR3	Intermediate Algebra Support	3				LEC	3	1/13/2020	5/14/2020	22
0197705	Russo Neri, Trisha	MAT-097-CR4	Intermediate Algebra Support		3		\$ 2,745.00	LEC/OVL	3	1/14/2020	5/14/2020	9
0197705	Russo Neri, Trisha	MAT-097-CR5	Intermediate Algebra Support		3		\$ 2,745.00	LEC/OVL	3	1/14/2020	5/14/2020	15
0197705	Russo Neri, Trisha	MAT-105-CR3	College Algebra	4				LEC	4	1/13/2020	5/14/2020	20
0197705	Russo Neri, Trisha	MAT-105-CR4	College Algebra	4				LEC	4	1/14/2020	5/14/2020	10
0197705	Russo Neri, Trisha	MAT-105-CR5	College Algebra	4				LEC	4	1/14/2020	5/14/2020	15
				15	6		\$ 5,490.00					
0197693	Sanchez, Alejandro	MAT-096-CR2	General Education Math Support	2				LEC	2	1/14/2020	5/14/2020	29
0197693	Sanchez, Alejandro	MAT-096-CR4	General Education Math Support	2				LEC	2	1/13/2020	5/13/2020	12
0197693	Sanchez, Alejandro	MAT-096-CR5	General Education Math Support	2				LEC	2	1/13/2020	5/13/2020	16
0197693	Sanchez, Alejandro	MAT-102-CR2	General Education Mathematics	4				LEC	4	1/13/2020	5/14/2020	29
0197693	Sanchez, Alejandro	MAT-102-CR4	General Education Mathematics	4				LEC	4	1/13/2020	5/13/2020	13
0197693	Sanchez, Alejandro	MAT-102-CR5	General Education Mathematics	1	3		\$ 2,745.00	LEC/OVL	4	1/13/2020	5/13/2020	16
0197693	Sanchez, Alejandro	MAT-215-EC	Differ Equations		3		\$ 2,745.00	LEC/OVL	3	1/13/2020	5/13/2020	5
				15	6		\$ 5,490.00					
0000907	Sanchez, Luis	CAD-100-EC	Autocad Fundamentals	5				LEC/LAB	3	1/14/2020	5/14/2020	19
0000907	Sanchez, Luis	CAD-101-1D	Fundamentals of Drafting		5		\$ 5,000.00	LEC/LAB/OVL	3	1/14/2020	5/14/2020	7
0000907	Sanchez, Luis	CAD-102-1G	Descriptive Geometry		5		\$ 5,000.00	LEC/LAB/OVL	3	1/14/2020	5/14/2020	5
0000907	Sanchez, Luis	EGR-110-1G	Engineering Graphics I	0				X-listed	3	1/14/2020	5/14/2020	4
0000907	Sanchez, Luis	CAD-104-1L	Assembly Drawings		5		\$ 5,000.00	LEC/LAB/OVL	3	1/13/2020	5/13/2020	10
0000907	Sanchez, Luis	EGR-111-1L	Engineer Graphics II	0				X-listed	3	1/13/2020	5/13/2020	1
0000907	Sanchez, Luis	CAD-203-15	Electronics Drafting	5				LEC/LAB	3	1/13/2020	5/13/2020	20
0000907	Sanchez, Luis	CAD-220-1L	Autodesk Inventor	5				LEC/LAB	3	1/17/2020	5/8/2020	9
0000907	Sanchez, Luis		Program Coordinator			1	\$ 1,000.00	OVL		1/16/2020	6/15/2020	
				15	15	1	\$ 16,000.00					
0000898	Schmitt, Robert	PSY-101-4H	Intro to Psychology	3				LEC	3	1/14/2020	5/14/2020	24
0000898	Schmitt, Robert	PSY-101-6E	Intro to Psychology	3				LEC	3	1/13/2020	5/13/2020	32
0000898	Schmitt, Robert	PSY-101-7G	Intro to Psychology	3				LEC	3	1/13/2020	5/13/2020	28
0000898	Schmitt, Robert	PSY-101-9H	Intro to Psychology	3				LEC	3	1/13/2020	5/13/2020	32
0000898	Schmitt, Robert	PSY-201-1C	Social Psychology	3				LEC	3	1/14/2020	5/14/2020	28
0000898	Schmitt, Robert	PSY-215-1D	Life Span: Survey of Human Dev		3		\$ 3,000.00	LEC/OVL	3	1/13/2020	5/13/2020	24
0000898	Schmitt, Robert	PSY-215-3E	Life Span: Survey of Human Dev		3		\$ 3,000.00	LEC/OVL	3	1/14/2020	5/14/2020	24
				15	6		\$ 6,000.00					
0002668	Sedaie, Behrooz	ECO-101-1E	Principles of Economics I	3				LEC	3	1/13/2020	5/13/2020	19
0002668	Sedaie, Behrooz	ECO-101-2E	Principles of Economics I	3				LEC	3	1/13/2020	5/13/2020	22
0002668	Sedaie, Behrooz	ECO-101-3F	Principles of Economics I	3				LEC	3	1/13/2020	5/13/2020	14
0002668	Sedaie, Behrooz	ECO-101-42	Principles of Economics I	3				LEC	3	1/14/2020	5/12/2020	18
0002668	Sedaie, Behrooz	ECO-102-1C	Principles of Economics II	3				LEC	3	1/14/2020	5/14/2020	30
				15								
0000731	Seo, Kymberly	BIO-203-H1	Anatomy & Physiology I	3				LEC	4	1/14/2020	5/12/2020	25
0000731	Seo, Kymberly	BIO-204-NR	Anatomy & Physiology II	3				LEC	4	1/13/2020	5/14/2020	17
0000731	Seo, Kymberly	BIO-212-H1	Microbiology	3	9			LEC	4	1/14/2020	5/14/2020	11

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0000731	Seo, Kymberly	BIO-212-H3	Microbiology	3				LEC	4	1/14/2020	5/14/2020	18
0000731	Seo, Kymberly		BIO Instructor Open Lab	3		6.9	\$ 7,210.50	OVL		1/16/2020	6/15/2020	
0000731	Seo, Kymberly		Lab Prep			2	\$ 2,090.00	OVL		1/16/2020	6/15/2020	
				15		8.9	\$ 9,300.50					
0197678	Skurski, Katherine	NUR-216-A1	Adult Health Nursing	1.5				LEC	6	1/14/2020	4/14/2020	5
0197678	Skurski, Katherine	NUR-216-A2	Adult Health Nursing	1.5				LEC	6	1/14/2020	4/14/2020	5
0197678	Skurski, Katherine	NUR-216-A3	Adult Health Nursing	1.5				LEC	6	1/14/2020	4/14/2020	6
0197678	Skurski, Katherine	NUR-216-A4	Adult Health Nursing		1.5		\$ 1,440.00	LEC/OVL	6	1/14/2020	4/14/2020	7
0197678	Skurski, Katherine	NUR-216-B2	Adult Health Nursing	7.5				CLN	6	1/15/2020	4/8/2020	6
0197678	Skurski, Katherine	NUR-218-A1	Nursing Synthesis	3				LEC	3	1/14/2020	5/12/2020	23
				15	1.5		\$ 1,440.00					
0003089	Sleeth, Bradley	GEL-101-1B	Physical Geology	4				LAB	4	1/14/2020	5/14/2020	32
0003089	Sleeth, Bradley	GEL-101-1B	Physical Geology	2				LEC	4	1/14/2020	5/14/2020	32
0003089	Sleeth, Bradley	GEL-101-2J	Physical Geology	3				LAB	4	1/13/2020	5/13/2020	21
0003089	Sleeth, Bradley	GEL-101-2J	Physical Geology	3				LEC	4	1/13/2020	5/13/2020	21
0003089	Sleeth, Bradley	PHS-101-2E	Astronomy	3				LEC	3	1/14/2020	5/14/2020	27
0003089	Sleeth, Bradley	PHS-101-3F	Astronomy		3		\$ 2,880.00	LEC/OVL	3	1/14/2020	5/14/2020	28
0003089	Sleeth, Bradley		Lab Prep			2	\$ 1,920.00	OVL		1/16/2020	5/15/2020	
					3	2	\$ 4,800.00					
0000939	Sonnier, Celeste	ENG-088-CR2	Basic Composition	3				LEC	3	1/13/2020	5/13/2020	10
0000939	Sonnier, Celeste	ENG-101-CR2	Rhetoric I	3				LEC	3	1/13/2020	5/13/2020	18
0000939	Sonnier, Celeste	ENG-101-N2	Rhetoric I	3				LEC	3	1/15/2020	5/13/2020	12
0000939	Sonnier, Celeste	ENG-102-OF	Rhetoric II	3				LEC	3	1/13/2020	5/13/2020	24
				12								
0000943	Spaniol, Scott	MAT-097-CR1	Intermediate Algebra Support	3				LEC	3	1/13/2020	5/14/2020	30
0000943	Spaniol, Scott	MAT-105-CR1	College Algebra	4				LEC	4	1/13/2020	5/14/2020	30
0000943	Spaniol, Scott	MAT-105-NR	College Algebra		4		\$ 4,000.00	LEC/OVL	4	1/13/2020	5/14/2020	11
0000943	Spaniol, Scott	MAT-141-1F	Statistics	4				LEC	4	1/13/2020	5/14/2020	35
0000943	Spaniol, Scott	MAT-201-1E	Calculus I	4	1		\$ 1,000.00	LEC/OVL	5	1/13/2020	5/14/2020	15
0000943	Spaniol, Scott		Dept Chair			3	\$ 3,000.00	OVL		1/16/2020	5/15/2020	
0000943	Spaniol, Scott		Special Project			7.5	\$ 7,500.00	OVL		2/18/2020	5/15/2020	
				15	5	10.5	\$ 15,500.00					
0160304	Stanukinas, Melissa	BIO-102-3C	Introduction to Biology	3				LAB	4	1/14/2020	5/14/2020	24
0160304	Stanukinas, Melissa	BIO-102-4C	Introduction to Biology		3		\$ 2,745.00	LAB/OVL	4	1/14/2020	5/14/2020	24
0160304	Stanukinas, Melissa	BIO-102-5F	Introduction to Biology	3				LAB	4	1/13/2020	5/13/2020	20
0160304	Stanukinas, Melissa	BIO-102-5F	Introduction to Biology	3				LEC	4	1/13/2020	5/13/2020	20
0160304	Stanukinas, Melissa	BIO-102-6B	Introduction to Biology	3				LAB	4	1/13/2020	5/14/2020	20
0160304	Stanukinas, Melissa	BIO-102-6B	Introduction to Biology	3				LEC	4	1/13/2020	5/14/2020	20
				15	3		\$ 2,745.00					
0000761	Styer, Audrey	CIS-102-1E	Career Essentials for CIS		3		\$ 3,135.00	LEC/OVL	3	1/14/2020	5/14/2020	15
0000761	Styer, Audrey	CIS-102-2L	Career Essentials for CIS		3		\$ 3,135.00	LEC/OVL	3	1/14/2020	5/14/2020	8
0000761	Styer, Audrey	CPS-111-H3	Business Computer Systems	3				LAB	3	1/14/2020	5/14/2020	13
0000761	Styer, Audrey	CPS-111-H3	Business Computer Systems	2				LEC	3	1/14/2020	5/14/2020	13
0000761	Styer, Audrey	CPS-111-NR	Business Computer Systems	3				LAB	3	1/13/2020	5/14/2020	20
0000761	Styer, Audrey	CPS-111-NR	Business Computer Systems	2				LEC	3	1/13/2020	5/14/2020	20
0000761	Styer, Audrey	CPS-111-NR2	Business Computer Systems	5				LEC/LAB	3	2/10/2020	5/14/2020	8
				15	6		\$ 6,270.00					
0000897	Sykora, Donald	ATM-122-1C	Automotive Air Conditioning	3				LAB	3	1/14/2020	5/14/2020	16
0000897	Sykora, Donald	ATM-122-1C	Automotive Air Conditioning	2				LEC	3	1/14/2020	5/14/2020	16
0000897	Sykora, Donald	ATM-204-1C	Advanced Elec Syst & Accessori	3				LAB	3	1/13/2020	5/13/2020	6
0000897	Sykora, Donald	ATM-204-1C	Advanced Elec Syst & Accessori	2	10			LEC	3	1/13/2020	5/13/2020	6

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0000897	Sykora, Donald	ATM-208-1C	Automotive Computer Systems	3				LAB	3	1/13/2020	5/13/2020	16
0000897	Sykora, Donald	ATM-208-1C	Automotive Computer Systems	2				LEC	3	1/13/2020	5/13/2020	16
0000897	Sykora, Donald	ATM-221-1C	Automotive Service II		9		\$ 9,000.00	LEC/LAB/OVL	3	1/17/2020	5/8/2020	6
0000897	Sykora, Donald		Special Project			3	\$ 3,000.00	OVL		2/3/2020	6/15/2020	
				15	9	3	\$ 12,000.00					
0194864	Tomchek, Ryan	MAT-093-1C	Intensive Elementary Algebra	4				LEC	4	1/13/2020	5/14/2020	23
0194864	Tomchek, Ryan	MAT-096-CR3	General Education Math Support		2		\$ 1,830.00	LEC/OVL	2	1/14/2020	5/14/2020	30
0194864	Tomchek, Ryan	MAT-097-CR2	Intermediate Algebra Support		3		\$ 2,745.00	LEC/OVL	3	1/13/2020	5/14/2020	30
0194864	Tomchek, Ryan	MAT-102-CR3	General Education Mathematics	4				LEC	4	1/13/2020	5/14/2020	30
0194864	Tomchek, Ryan	MAT-105-CR2	College Algebra	4				LEC	4	1/13/2020	5/14/2020	30
0194864	Tomchek, Ryan	MAT-110-2J	College Trig	3				LEC	3	1/13/2020	5/13/2020	30
				15	5		\$ 4,575.00					
0000868	Walley, Cynthia	ATM-253-1G	Successful Career & Life Stra	0				LEC	2	1/15/2020	5/13/2020	0
0000868	Walley, Cynthia	BUS-253-1G	Successful Career & Life Stra	2				LEC	2	1/15/2020	5/13/2020	13
0000868	Walley, Cynthia	CAD-253-1G	Successful Career & Life Stra	0				LEC	2	1/15/2020	5/13/2020	0
0000868	Walley, Cynthia	CIS-253-1G	Successful Career & Life Stra	0				LEC	2	1/15/2020	5/13/2020	7
0000868	Walley, Cynthia	HVA-253-1G	Successful Career & Life Stra	0				LEC	2	1/15/2020	5/13/2020	0
0000868	Walley, Cynthia	OMT-253-1G	Successful Career & Life Stra	0				LEC	2	1/15/2020	5/13/2020	0
0000868	Walley, Cynthia	ATM-253-2L	Successful Career & Life Stra	0				LEC	2	1/13/2020	5/11/2020	2
0000868	Walley, Cynthia	BUS-253-2L	Successful Career & Life Stra	2				LEC	2	1/13/2020	5/11/2020	5
0000868	Walley, Cynthia	CAD-253-2L	Successful Career & Life Stra	0				LEC	2	1/13/2020	5/11/2020	5
0000868	Walley, Cynthia	CIS-253-2L	Successful Career & Life Stra	0				LEC	2	1/13/2020	5/11/2020	4
0000868	Walley, Cynthia	HVA-253-2L	Successful Career & Life Stra	0				LEC	2	1/13/2020	5/11/2020	0
0000868	Walley, Cynthia	OMT-253-2L	Successful Career & Life Stra	0				LEC	2	1/13/2020	5/11/2020	2
0000868	Walley, Cynthia	CIS-116-H1	Intro to HTML Coding	3				LAB	3	1/15/2020	5/13/2020	13
0000868	Walley, Cynthia	CIS-116-H1	Intro to HTML Coding	3				LEC	3	1/15/2020	5/13/2020	13
0000868	Walley, Cynthia	CIS-121-NR	Data Base Management		5		\$ 5,000.00	LEC/LAB/OVL	3	1/13/2020	5/14/2020	10
0000868	Walley, Cynthia	CPS-101-NR	Informational Technology		2		\$ 2,000.00	LEC/OVL	2	1/13/2020	5/14/2020	20
0000868	Walley, Cynthia	CPS-111-H4	Business Computer Systems	3				LAB	3	1/13/2020	5/13/2020	19
0000868	Walley, Cynthia	CPS-111-H4	Business Computer Systems	2				LEC	3	1/13/2020	5/13/2020	19
				15	7		\$ 7,000.00					
0013245	Warren, John	MUS-100-4B	Music Appreciation	3				LEC	3	1/14/2020	5/14/2020	23
0013245	Warren, John	MUS-100-5C	Music Appreciation	3				LEC	3	1/14/2020	5/14/2020	25
0013245	Warren, John	MUS-100-NR	Music Appreciation	3				LEC	3	1/13/2020	5/14/2020	26
0013245	Warren, John	MUS-106-NR	Trends Modern American Music	3				LEC	3	1/13/2020	5/14/2020	25
0013245	Warren, John	MUS-108-NR	World Music Survey	3				LEC	3	1/13/2020	5/14/2020	25
0013245	Warren, John		Special Project			2	\$ 1,920.00	OVL		2/18/2020	6/15/2020	
				15		2	\$ 1,920.00					
0000736	Wood, Robert	PSY-101-3E	Intro to Psychology	3				LEC	3	1/14/2020	5/14/2020	32
0000736	Wood, Robert	PSY-101-5D	Intro to Psychology	3				LEC	3	1/13/2020	5/13/2020	32
0000736	Wood, Robert	PSY-202-1F	Abnormal Psychology	3				LEC	3	1/13/2020	5/13/2020	32
0000736	Wood, Robert	PSY-215-2H	Life Span: Survey of Human Dev	3				LEC	3	1/13/2020	5/13/2020	32
0000736	Wood, Robert		Special Project	3		6	\$ 6,000.00	OVL		2/3/2020	5/15/2020	
				15		6	\$ 6,000.00					
0170839	Young, Cynthia	NUR-216-A4	Adult Health Nursing	3	3.25		\$ 3,120.00	CLN/OVL	3	1/15/2020	4/8/2020	7
0170839	Young, Cynthia	NUR-117-C4	NUR of the Childbearing Famil	2.25				LEC	3	1/14/2020	2/11/2020	5
0170839	Young, Cynthia	NUR-117-A1	NUR of the Childbearing Famil	2.25				LEC	3	2/25/2020	3/31/2020	8
0170839	Young, Cynthia	NUR-117-B4	NUR of the Childbearing Famil	2.25				LEC	3	4/17/2020	5/15/2020	5
0170839	Young, Cynthia	NUR-117-B3	NUR of the Childbearing Famil	2.25				LEC	3	4/14/2020	5/15/2020	8
0170839	Young, Cynthia	NUR-216-A4	Adult Health Nursing	3				SIM	3	2/3/2020	4/14/2020	7
				15	32.5		\$ 3,120.00					

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0000813	Zukauskas, Karolis	HUM-153-1H	Survey of Film History		3		\$ 3,135.00	LEC/OVL	3	1/14/2020	5/14/2020	21
0000813	Zukauskas, Karolis	ENG-086-2E	Reading & Writing III	3				LEC	3	1/14/2020	5/14/2020	24
0000813	Zukauskas, Karolis	ENG-086-3F	Reading & Writing III	3				LEC	3	1/14/2020	5/14/2020	24
0000813	Zukauskas, Karolis	ENG-101-6E	Rhetoric I	3				LEC	3	1/13/2020	5/13/2020	24
0000813	Zukauskas, Karolis	ENG-102-KC	Rhetoric II	3				LEC	3	1/13/2020	5/13/2020	21
0000813	Zukauskas, Karolis	ENG-102-LD	Rhetoric II		3		\$ 3,135.00	LEC/OVL	3	1/13/2020	5/13/2020	12
0000813	Zukauskas, Karolis	ENG-102-NR	Rhetoric II		3		\$ 3,135.00	LEC/OVL	3	1/13/2020	5/14/2020	24
				12	9		\$ 9,405.00					
					244.88	127.98	\$ 380,103.65	Total				

From: [Keith McLaughlin](#)
To: [Board Materials](#)
Cc: [Erika P Tejada](#)
Subject: Fwd: Action Item for May BOT Meeting
Date: Friday, May 15, 2020 12:10:06 PM
Attachments: [Adult Education SPRING 20 Consultation Hours Report.xlsx](#)
[ATT00001.htm](#)
[PROPOSED ACTION Adult Ed Consultation Hours SPRING 2020.docx](#)
[ATT00002.htm](#)

I approve this for action at the May BOT meeting.

Begin forwarded message:

From: Erika P Tejada <erika.tejada@morton.edu>
Date: May 15, 2020 at 10:44:39 AM CDT
To: Keith McLaughlin <Keith.McLaughlin@morton.edu>
Cc: Ana L Valdez <ana.valdez@morton.edu>
Subject: Action Item for May BOT Meeting

Dear Dr. McLaughlin,

Attached you'll find the Adult Education Consultation Hours Report for Spring 20 semester for your review and approval.

Feel free to contact me if you have any further questions.

Sincerely,

Erika Tejada
Director of Grants and Compliance,
Adult Education, Community Programming & Outreach
Morton College
3801 S. Central Ave.
Cicero, IL 60804

erika.tejada@morton.edu

708.656.8000 ext. 2356

The information contained in this e-mail and any accompanying documents is intended for the sole use of the recipient to whom it is addressed, and may contain

PROPOSED ACTION: THAT THE BOARD APPROVE THE ADJUNCT FACULTY CONSULTATION HOURS REPORT FOR SPRING SEMESTER 2020 IN THE AMOUNT OF \$AS SUBMITTED.

RATIONALE: [Required by Board Policy 2.3, the Board-Union Agreement, and Chapter 110, Act 805, Section 3-26 of the *Illinois Compiled Statutes*]

COST ANALYSIS: \$7,063.75 – Per Board-Union Agreement, Section 4.5, Adjunct Faculty Members who teach a minimum of three (3) credit hours shall be paid one half-hour (30 minutes) total (not per course) for each week of the semester in which they teach.

ATTACHMENTS: Consultation Hours Report for Adjunct Faculty Members – SPRING 2020

Adult Education

SPRING-20 Consultation Hours Report

Name	Course Code	Consultation Stipend
Abate, Nannette	ABE 030 4M	\$ 116.93
Abate, Nannette	ABE 005/030 5M	\$ 116.93
Abdel-Jaber, Nellie	ESL 010/020 4C	\$ 116.93
Abdel-Jaber, Nellie	ESL 035 5M	\$ 116.93
Abdel-Jaber, Nellie	ESL 035 4M	\$ 116.93
Bridges, Maureen	ESL 012 /022 5C	\$ 124.38
Chin, Dixon	ESL 040 4S	\$ 124.38
Chin, Dixon	ESL 042 5S	\$ 124.38
Cisco Jr., Taylor	MAT 012 4M	\$ 110.31
Cisco Jr., Taylor	MAT 012 5M	\$ 110.31
Enstrom, Elena	ESL 040 4N	\$ 116.93
Enstrom, Elena	ESL 042 5N	\$ 116.93
Erkins, Mary	ESL 010/020 4P	\$ 116.93
Erkins, Mary	ESL 012/022 5P	\$ 116.93
Fram, Harriet	ESL 090/092 5S	\$ 124.38
Fram, Harriet	ESL 090/092 4S	\$ 124.38
Gonzalez, Sotero	ESL 090 4K	\$ 110.31
Gonzalez, Sotero	ESL 092 5K	\$ 110.31
Halsey, Meg	ESL 040 4C	\$ 121.34
Halsey, Meg	ESL 042/52 51	\$ 121.34
Huff, Cheryl	ABE 030 4N	\$ 116.93
Huff, Cheryl	ABE 030 5N	\$ 116.93
Jundt, Gene	GED 012 4N	\$ 127.48
Kamien, Linda	ABM 040 4N	\$ 121.34
Kamien, Linda	ABM 042 5N	\$ 121.34
Lantz, Catherine	ABM 030 4N	\$ 115.46
Lopez, Flora	ESL 010/020 4Z	\$ 116.93
Lopez, Flora	ESL 012/022 5Z	\$ 116.93
Lubeck, Sarah	ESL 092 48	\$ 124.38
Martinez, Pearl	ESL 060 4Z	\$ 115.89
McManmon. Zoe	ESL 092 4J	\$ 127.48
McManmon. Zoe	ESL 042/052 5Z	\$ 127.48
Miral, Luis	ESL 020 4N	\$ 121.34
Miral, Luis	ESL 012/022 5N	\$ 121.34
Perez, Margarita	ESL 050 4N	\$ 121.34
Perez, Margarita	ESL 052 5N	\$ 121.34
Pettus, Exodus	ABM 030 4M	\$ 116.93
Pettus, Exodus	ABM 030/042 5M	\$ 116.93
Ramirez, Elaine	ESL 030 4S	\$ 116.93
Ramirez, Elaine	ESL 032 5S	\$ 116.93

Rein, Jack	ABE 005 4N	\$	121.30
Rein, Jack	ABE 005 5N	\$	121.30
Rohl, Michael	MAT 012 4N	\$	124.38
Roland, Joyce	ESL 092 4k	\$	124.38
Roland, Joyce	ESL 090 5k	\$	124.38
Sanchez, Pedro	ESL 030 4N	\$	124.38
Sanchez, Pedro	ESL 032 5N	\$	124.38
Taylor, Kimberly	GED 012 4M	\$	115.46
Taylor, Kimberly	GED 012 5M	\$	115.46
Tito, Frank	ESL 030 4Z	\$	124.38
Tito, Frank	ESL 032 5Z	\$	124.38
Trevino, Linda	ABM 020 4N	\$	121.34
Trevino, Linda	ABM 020 5N	\$	121.34
Valeriano, JoAnn	ESL 090 5M	\$	121.34
Valeriano, JoAnn	ESL 090/092 4M	\$	121.34
Westlove, Michael	ABM 040 4M	\$	115.89
Westlove, Michael	ABM 030 5N	\$	115.89
Winningham, Susan	ESL 050 4J	\$	121.34
Winningham, Susan	ESL 062 5N	\$	121.34
		\$	7,063.75

From: [Melissa Ridyard](#)
To: [Board Materials](#)
Cc: [Ana L. Valdez](#); [Maria Sanchez Anderson](#); [Frank E. Marzullo](#); [Melissa Ridyard](#); [Ronald A. Lullo](#); [Wendy Vega-Huezo](#)
Subject: FOR BOARD APPROVAL - Membership for College and University Professional Association for Human Resources (CUPA-HR) for BOT Meeting May 27th
Date: Friday, May 15, 2020 10:02:57 AM
Attachments: [MembershipDuesInvoice.pdf](#)

Proposed Action: That the Board approve a membership with College and University Professional Association for Human Resources (CUPA-HR) for \$1,265.00 effective July 1, 2020 – June 30, 2021, as submitted.

Rationale: [Required by Board Policy #2.9].

Cost Analysis: \$1,265.00

Attached: Invoice

Thank you,

Melissa Ridyard
Executive Assistant
Operations, 224-B
Morton College
3801 S. Central Ave, Cicero, IL 60804-4398
708-656-8000 x.2440 (direct)
melissa.ridyard@morton.edu www.morton.edu

From: Ronald A Lullo
Sent: Thursday, May 14, 2020 6:54 PM
To: Melissa Ridyard
Cc: Wendy Vega-Huezo
Subject: Re: Membership for College and University Professional Association for Human Resources (CUPA-HR) for BOT Meeting May 27th

Proposed Action: That the Board approve a membership with College and University Professional Association for Human Resources (CUPA-HR) for \$1,265.00 effective July 1, 2020 – June 30, 2021, as submitted.

Rationale: [Required by Board Policy #2.9].

Cost Analysis: \$1,265.00

Attached: Invoice



**College and University Professional
Association for Human Resources**

INVOICE

For Annual Membership
July 1, 2020 - June 30, 2021

Wendy Vega-Huezo
Associate Director of Human Resources
Morton College
3801 South Central Avenue
Cicero, IL 60804-4398

Invoice: 46835-2021
Invoice Date: 5/14/2020
Due Date: 06/30/2020

The person above is the membership contact and is responsible for ensuring membership dues are paid. Learn more or change the contact person at www.cupahr.org/membershipcontact.

Description	Amount Due
Membership Dues for Morton College	\$1,265.00

To pay online, visit www.cupahr.org/paydues and sign in using the dues payment username and password listed below.

Dues Payment Username: 46835
Dues Payment Password: CUPADues46835 (case sensitive)

To pay by check, make check payable to **CUPA-HR** and mail to:
CUPA-HR
P.O. Box 306257
Nashville, TN 37230-6257

This membership currently serves 9 people on the membership roster; however, the roster can have an unlimited number of people.

You can manage the membership roster for Morton College anytime using the sign-in information above.

Questions? Contact CUPA-HR at **877-287-2474** or memberservice@cupahr.org.

*CUPA-HR membership dues are not deductible for federal income tax purposes but may be deductible as a general business expense. CUPA-HR's **W-9** Form can be found online at www.cupahr.org/W9.*

CUPA-HR FEIN: 59-0976133

**MORTON COLLEGE INDEPENDENT CONSULTANT AGREEMENT
FOR (Place Department name and position here)**

This Agreement outlines the arrangement between Richard Waszak, an Independent Consultant, heretofore referred to as IC, and Morton College, heretofore referred to as CLIENT. IC and CLIENT are the only parties to this Agreement.

The CLIENT's principal place of business is located at 3801 S. Central Ave, Cicero, Illinois 60804.

The IC's principal place of business is located at 3801 S. Central Ave, Cicero, IL 60848.

CLIENT desires to engage IC to perform consulting services. In consideration of the foregoing representations, CLIENT and IC have agreed upon the term and conditions as stated in this Agreement as follows:

1. TERM OF THE AGREEMENT

The term of this shall commence on the 1st day of June 2020 and end on the 30th day of September 2020, unless terminated earlier upon seven (7) days written notice by CLIENT. All provisions of this Agreement shall apply to all services and all periods of time in which IC renders services for or on behalf of CLIENT, regardless of the date on which the Agreement is actually executed. This contract will auto renew upon its expiration date unless terminated by either side prior to that date.

2. INDEPENDENT CONTRACTOR STATUS

The express intention of the parties is that IC is an independent contractor and not an employee, agent, or partner of CLIENT. Nothing in this Agreement shall be interpreted or construed as creating or establishing the relationship of employee and employer between IC and CLIENT or any employee or agent of IC. Both parties acknowledge the IC is not an employee for state or federal tax purposes.

IC declares that IC is self-employed and engaged in the independent business of instructing.

3. LICENSING REQUIREMENTS

IC declares that IC has complied with all federal, state, and local business permits and licensing requirements necessary to conduct business.

4. TAX RESPONSIBILITIES

IC must submit to CLIENT an Internal Revenue Service ("IRS") W-9 form and will receive from CLIENT a 1099-MISC IRS form for tax reporting purposes.

IC declares that IC has complied with all necessary federal, state, and local self-employment tax requirements and that IC shall file all of the necessary tax returns and pay all of the necessary self-employment taxes. CLIENT shall not assist with any federal or state income tax withholdings or make any tax contributions on behalf of IC.

5. INSURANCE

IC declares that IC has obtained professional liability insurance for IC and that IC shall make all applicable premium payments, deductibles, and renewal payments for such insurance policies of IC. IC agrees to hold harmless and indemnify CLIENT for any and all claims arising out of any injury, disability, or death of IC. IC understands that CLIENT shall not obtain or pay for any insurance on behalf of IC.

6. PERFORMANCE OF SERVICES

The parties agree that IC will perform the consulting services to the Campus Police Department. IC reserves the sole right to control or direct the manner in which services are to be performed. IC shall retain the right to perform similar services for other entities during the term of this Agreement. IC reserves the right to refuse to perform services outside the scope of this Agreement. Subject to the foregoing, CLIENT reserves the right to inspect, stop work, prescribe alterations, and generally to supervise the work to ensure its conformity with that specified in this Agreement.

7. TIME AND LOCATION OF WORK

ICs all perform the services required by this Agreement at the Morton College campus 3801 S. Central Avenue; as needed.

8. TERMS OF PAYMENT

In consideration for the services to be performed by IC, IC shall be paid a total fee of \$35.00 per hour (not to exceed 20 hours per week unless with prior authorization) for the entire natural term of this Agreement. Said fee shall be payable in 2 monthly pay checks.

9. PAYROLL AND EMPLOYMENT TAXES

No payroll or employment taxes of any kind shall be withheld or paid by CLIENT on behalf of IC, including without limitation, FICA, FUTA, federal personal income tax, state personal income tax, state disability insurance tax, workers' compensation, and state unemployment tax. CLIENT's understanding is that IC is taking care of all of these items.

10. EXPENSES

IC shall be responsible for all costs and expenses incidental to the performance of services for CLIENT, including without limitation, all costs of supplies, fees, fines, licenses, or taxes required of or imposed against IC and all other of IC's costs of doing business. CLIENT shall not be responsible for expenses incurred by IC in performing services for CLIENT.

11. INDEMNIFICATION

To the extent permitted by law, IC will indemnify protect, defend and hold the College, its trustees, individually and collectively and its affiliates, officers, agents and employees (the "Indemnified Parties") free and harmless for any and all liabilities, claims, demands, actions, costs, suits or matters arising out of or related to the performance of the work under this Agreement, whether based upon or claimed to be based upon statutory, contractual, tort or other liability of any indemnity hereunder, provided that no party shall be indemnified for claims arising from such party's own negligence. The provisions of this Article shall not be construed to require IC to indemnify any party for or against such party's own negligence. The obligations of IC pursuant to this Article are not to be construed to negate or reduce any other right or obligation of indemnification which would otherwise exist as to any party or person described in this Article. IC's obligation to indemnify the CLIENT shall survive the termination of this Agreement.

12. CONFIDENTIALITY

So long as this Agreement remains in effect, IC may have access to and become acquainted with various trade secrets, consisting of management, financial, and operational materials, and methods and processes, and compilations of information, and records and specifications of the CLIENT, which are owned by the CLIENT and which are regularly used in the operation of the CLIENT's business. IC acknowledges such information is secret and confidential (except as prohibited by law) and that the CLIENT disclosed the same to IC so it could undertake the work per this Agreement. IC shall not disclose any such secrets, directly or indirectly, or use them in any other way either during the term of this Agreement or at any time thereafter, except as required in the course of its performance in accordance with Agreement or otherwise as required by law. The CLIENT acknowledges that IC may develop for itself or for others, problem solving approaches, frameworks or other tools or information similar to the materials and processes developed in performing the work per this Agreement and any additional services it provides to the CLIENT, and nothing contained herein precludes IC from developing or disclosing such materials and information provided that the same do not contain or reflect confidential information belonging to the CLIENT.

All files, records, documents, drawings, specifications, equipment and similar items relating to business at the CLIENT, whether prepared by IC or those acting on behalf of IC, shall remain the property of the CLIENT.

At any time upon the CLIENT's request and/or upon termination of the Agreement, IC shall immediately deliver to the CLIENT all personal property owned by, belonging to or concerning any part of the CLIENT's activities or concerning any part of IC's activities relating to the Project (collectively, the "Property"). The Property is acknowledged by IC to be the CLIENT's property, which is only entrusted to IC on a temporary basis in its capacity as a provider of services to the CLIENT.

13. SUBSIDIARY OR AFFILIATE OF CONTRACTOR

By signing this contract, IC agrees that the work shall be in the name of IC. IC may not enter into a contract with the CLIENT in the name of any affiliate, subsidiary, parent, brother or sister company or related entity of IC. IC may not subcontract the work of the agreement. Subcontracting will be deemed to be in substantial compliance with the contract and will be deemed to be non-responsive to the CLIENT's contractual terms.

IC has no authority to contract with third parties. IC may recommend vendors to the President. In the event the CLIENT secures a vendor to provide professional service to the CLIENT and such costs are directly or indirectly passed on to the CLIENT for payment, the party providing the primary professional service shall not 'mark-up' the costs to the CLIENT and that the CLIENT shall only be responsible for any actual costs incurred and paid for by the contractor providing professional services directly to the CLIENT.

IC must disclose all financial gains resulting from vendor contracts, or for service procured by third party vendors.

14. NOTICES

All notices and demands required hereunder shall be deemed given upon: (a) actual receipt if personally delivered and the sender received written confirmation of personal delivery; (b) receipt as indicated by the written or electronic verification of delivery when delivered by a reputable overnight delivery carrier ; or (c) three (3) business days after the sender posts with the United States Post Office via registered or certified mail (return receipt requested) with postage prepaid and properly addressed as follows or to such other addresses either party may specify in writing.

If to the CLIENT: Morton College
3801 South Central Ave.
Cicero, IL 60804
Attn.: Office of the President
Tele. 708-656-8000
Fax 708-656- 3 186
Email frank.marzullo@morton.edu

If to IC: Richard Waszak

15. MISCELLANEOUS

A. Construction and Governing Law

Construction and interpretation of this Agreement shall at all times and in all respects be governed by the laws of the State of Illinois, without regard to its conflicts of laws principles. The parties acknowledge that they have had an opportunity to negotiate, review and revise this Agreement and have it reviewed by legal counsel, if desired. Further, the parties acknowledge that they have been given reasonable time to consider and sign this Agreement and agree that this consideration period has been reasonable and adequate. Therefore, the normal rules of construction, to the extent that any ambiguities are to be resolved against the drafting party, shall not be employed in the interpretation of this Agreement.

B. Headings

The headings used herein form no substantive part of this Agreement, are for the convenience of the parties only, and shall not be used to define, enlarge or limit any term of this Agreement.

C. Facsimile Transmission

A signature affixed to this Agreement and transmitted by facsimile shall have the same effect as an original signature

D. Non Assignment

This Agreement is personal in character and neither the CLIENT nor IC shall assign its respective interest in this Agreement without the prior written consent of the other. No assignment, even if consented to, shall in any way reduce or eliminate the liability of the assignee for obligations accrued prior to such assignment.

16. TERMINATION

The natural term of this Agreement is from the 1st day of June 2020 to the 30th day of September 2020. However, CLIENT may terminate this Agreement earlier with or without cause upon **seven (7) days' written notice to IC.**

17. PARTIAL INVALIDITY

Each provision of this Agreement shall be valid and enforceable to the fullest extent permitted by law. If any provision of this Agreement or the application of such provision, to any extent, is found to be invalid or unenforceable, the remainder of this Agreement or the application of such provisions shall remain in full force and effect without impairment or invalidation.

18. MODIFICATION IN WRITING

No provision of this Agreement may be modified, waived or discharged unless such waiver, modification or discharge is agreed to in writing and signed by authorized representatives of each party. No waiver by either party regarding any breach of a condition or provision of this Agreement shall be deemed a waiver of similar or dissimilar provisions or conditions of this Agreement. No agreement or representations, oral or otherwise, express or implied, with respect to the subject matter hereof have been made by either party which are not expressly set forth in this Agreement.

19. ENTIRE AGREEMENT

This Agreement contains the entire Agreement between the parties to this Agreement with respect to the subject matter of this Agreement and supersedes all prior understandings, agreements, representations, and warranties, if any, with respect to such subject matter.

Executed on the date and year first above written, by:

Independent Consultant Signature

Print

Date

Client Signature

Print

Date

**MORTON COLLEGE INDEPENDENT CONSULTANT AGREEMENT
FOR (Place Department name and position here)**

This Agreement outlines the arrangement between Derek Dominick, an Independent Consultant, heretofore referred to as IC, and Morton College, heretofore referred to as CLIENT. IC and CLIENT are the only parties to this Agreement. The CLIENT's principal place of business is located at 3801 S. Central Ave, Cicero, Illinois 60804.

The IC's principal place of business is located at 3801 S. Central Ave, Cicero, IL 60848.

CLIENT desires to engage IC to perform consulting services. In consideration of the foregoing representations, CLIENT and IC have agreed upon the term and conditions as stated in this Agreement as follows:

1. TERM OF THE AGREEMENT

The term of this agreement shall commence on the 1st day of June 2020 and end on the 30th day of September 2020, unless terminated earlier upon seven (7) days written notice by CLIENT. All provisions of this Agreement shall apply to all services and all periods of time in which IC renders services for or On behalf of CLIENT, regardless of the date on which the Agreement is actually executed.

2. INDEPENDENT CONTRACTOR STATUS

The express intention of the parties is that IC is an independent contractor and not an employee, agent, or partner of CLIENT. Nothing in this Agreement shall be interpreted or construed as creating or establishing the relationship of employee and employer between IC and CLIENT or any employee or agent of IC. Both parties acknowledge the IC is not an employee for state or federal tax purposes.

IC declares that IC is self-employed and engaged in the independent business of instructing.

3. LICENSING REQUIREMENTS

IC declares that IC has complied with all federal, state, and local business permits and licensing requirements necessary to conduct business.

4. TAX RESPONSIBILITIES

IC must submit to CLIENT an Internal Revenue Service ("IRS") W-9 form and will receive from CLIENT a 1099-MISC IRS form for tax reporting purposes.

IC declares that IC has complied with all necessary federal, state, and local self-employment tax requirements and that IC shall file all of the necessary tax returns and pay all of the necessary self-employment taxes. CLIENT shall not assist with any federal or state income tax withholdings or make any tax contributions on behalf of IC.

5. INSURANCE

IC declares that IC has obtained professional liability insurance for IC and that IC shall make all applicable premium payments, deductibles, and renewal payments for such insurance policies of IC. IC agrees to hold harmless and indemnify CLIENT for any and all claims arising out of any injury, disability, or death of IC. IC understands that CLIENT shall not obtain or pay for any insurance on behalf of IC.

6. PERFORMANCE OF SERVICES

The parties agree that IC will perform the consulting services for Morton College's Facilities / Maintenance Department. IC reserves the sole right to control or direct the manner in which services are to be performed. IC shall retain the right to perform similar services for other entities during the term of this Agreement. IC reserves the right to refuse to perform services outside the scope of this Agreement. Subject to the foregoing, CLIENT reserves the right to inspect, stop work, prescribe alterations, and generally to supervise the work to ensure its conformity with that specified in this Agreement.

7. TIME AND LOCATION OF WORK

ICs all perform the services required by this Agreement at the Morton College campus 3801 S. Central Avenue; as needed.

8. TERMS OF PAYMENT

In consideration for the services to be performed by IC, IC shall be paid a total fee of \$35.00 per hour (not to exceed 20 hours per week unless with prior authorization) for the entire natural term of this Agreement. Said fee shall be payable in 2 monthly pay checks.

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11. INDEMNIFICATION

To the extent permitted by law, IC will indemnify, protect, defend and hold the College, its trustees, individually and collectively and its affiliates, officers, agents and employees (the "Indemnified Parties") free and harmless for any and all liabilities, claims, demands, actions, costs, suits or matters arising out of or related to the performance of the work under this Agreement, whether based upon or claimed to be based upon statutory, contractual, tort or other liability of any indemnity hereunder, provided that no party shall be indemnified for claims arising from such party's own negligence. The provisions of this Article shall not be construed to require IC to indemnify any party for or against such party's own negligence. The obligations of IC pursuant to this Article are not to be construed to negate or reduce any other right or obligation of indemnification which would otherwise exist as to any party or person described in this Article. IC's obligation to indemnify the CLIENT shall survive the termination of this Agreement.

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At any time upon the CLIENT's request and/or upon termination of the Agreement, IC shall immediately deliver to the CLIENT all personal property owned by, belonging to or concerning any part of the CLIENT's activities or concerning any part of IC's activities relating to the Project (collectively, the "Property"). The Property is acknowledged by IC to be the CLIENT's property, which is only entrusted to IC on a temporary basis in its capacity as a provider of services to the CLIENT.

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14. NOTICES

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If to the CLIENT: Morton College
3801 South Central Ave. Cicero,
IL 60804
Attn.: Office of the President
Tele. 708-656-8000
Fax 708-656- 3 186
Email frank.marzullo@morton.edu

If to IC: Derek Dominick

15. MISCELLANEOUS

A. Construction and Governing Law

Construction and interpretation of this Agreement shall at all times and in all respects be governed by the laws of the State of Illinois, without regard to its conflicts of laws principles. The parties acknowledge that they have had an opportunity to negotiate, review and revise this Agreement and have it reviewed by legal counsel, if desired. Further, the parties acknowledge that they have been given reasonable time to consider and sign this Agreement and agree that this consideration period has been reasonable and adequate. Therefore, the normal rules of construction, to the extent that any ambiguities are to be resolved against the drafting party, shall not be employed in the interpretation of this Agreement.

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A signature affixed to this Agreement and transmitted by facsimile shall have the same effect as an original signature

D. Non Assignment

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16. TERMINATION

The natural term of this Agreement is from the 1st day of June, 2020 to the 30th day of September, 2020. However, CLIENT may terminate this Agreement earlier with or without cause upon **seven (7) days' written notice to IC.**

17. PARTIAL INVALIDITY

Each provision of this Agreement shall be valid and enforceable to the fullest extent permitted by law. If any provision of this Agreement or the application of such provision, to any extent, is found to be invalid or unenforceable, the remainder of this Agreement or the application of such provisions shall remain in full force and effect without impairment or invalidation.

18. MODIFICATION IN WRITING

No provision of this Agreement may be modified, waived or discharged unless such waiver, modification or discharge is agreed to in writing and signed by authorized representatives of each party. No waiver by either party regarding any breach of a condition or provision of this Agreement shall be deemed a waiver of similar or dissimilar provisions or conditions of this Agreement. No agreement or representations, oral or otherwise, express or implied, with respect to the subject matter hereof have been made by either party which are not expressly set forth in this Agreement.

19. ENTIRE AGREEMENT

This Agreement contains the entire Agreement between the parties to this Agreement with respect to the subject matter of this Agreement and supersedes all prior understandings, agreements, representations, and warranties, if any, with respect to such subject matter.

Executed on the date and year first above written, by:

Independent Consultant Signature

Print

Date

Client Signature

Print

Date



Morton College

Job Description

Job Title: Developmental Education Success and Retention Specialist

Range: Classified Staff- Excluded

Reports to and Evaluated by: Associate Dean of Arts and Sciences

Required Qualifications: Bachelor's degree with coursework or related experience in education, academic advising, counseling and/or social work. Experience teaching, training or tutoring in English or Math. Familiarity with the needs of developmental education students. Ability to maintain confidentiality.

Must be able to demonstrate the Morton College core values of compassion, fairness, respect, responsibility, tolerance and truth.

Desirable Qualifications: Master's Degree in related discipline (Education, Counseling, Social Work, English, or Math). Experience working with disadvantaged adults; experience tutoring; familiarity with retention initiatives.

Job Summary: Under the direction of the Associate Dean of Arts and Sciences, the Retention Specialist is responsible for increasing retention for developmental education and transfer students. The Retention Specialist will conduct data analysis to develop retention initiatives. Retention Specialist is dedicated to conducting activities in a manner that promotes student success and lifelong learning. Works closely with the Morton College Arts and Sciences faculty to assure that learning needs are met for the students. Counsels and advises developmental education and transfer students about academic programs; supports students as they progress through the transfer program.

Essential Job Functions

- Introduce students to the services provided by the Retention Specialist.
- Analyze data involving retention and level gain rates by program, program level, and section.
- Develop success and retention initiatives based on data.
- Collaborate with the Testing, Tutoring, Student Success, College Study Skills, and Developmental Education units to

plan and implement a student transition process that includes opportunities for all students to learn about transfer pathway programs.

- Counsel students as needed to assist them in overcoming barriers in their lives.
- Academic coaching and tutoring as needed.
- Attend required meetings and training sessions.
- Submit student attendance records and other paperwork as required.

Other Duties:

- Introduce students to software programs that meet their educational needs.
- Present workshops on various topics as requested.
- Perform other duties and special projects as assigned.

Work Environment:

Regular office and work schedule within an office environment, with standard office equipment available. May need to work various work hours as defined by the needs of the department.

Physical Demands:

Prolonged sitting. Some lifting up to 20 lbs. Some standing, stooping, and bending.

Position Unit:

- ☐ Administration - Exempt
- ☐ Professional Staff - Exempt
- ☐ Faculty, Local 1600, A.F.T.
- ☐ Adjunct Faculty, IEA-NEA
- ☒ Classified Staff - Excluded
- ☐ Classified Staff, Local 1600, A.F.T.
- ☐ Classified Staff - Campus Safety, Local 73, SEIU, AFL-CIO
- ☐ Classified Staff - Service Employees, Local 73, SEIU, AFL-CIO
- ☐ Classified Staff - Part-Time, Local 1600, A.F.T
- ☐ Classified Staff - Part-Time, Non-Union

Employee signature below verifies that the employee has received and read the requirement, essential functions, duties of the position, and the conditions of employment for grant-funded positions.

Employee _____ **Date** _____



Morton College

Job Description

Job Title:	Lab Assistant/Tutor - Physical Therapist Assistant (PTA) Program
Range:	Classified Staff – Excluded
Grant-Funded:	NA
Reports to and Evaluated by:	Director of PTA Program
Required Qualifications:	<p>The successful candidate will possess at a minimum an Associate's degree in PTA, although if a PT, the candidate will hold at a minimum a Bachelor's degree. The candidate will be licensed, or licensure eligible, in the State of Illinois as a PT or PTA commensurate with his/her earned degree from an accredited PT or PTA program. The candidate will have clinical experience beyond entry-level, preferably a minimum of five years of experience. The candidate will be able to teach all laboratory-based skills completed by a PTA and will have working knowledge of the PT/PTA relationship. The candidate will have excellent organizational, analytical, interpersonal, and communications skills (written and verbal), as well as basic computer literacy. The candidate will have a positive attitude and ability to focus on students, student learning, and student success. The candidate will have the ability to problem solve, think critically, balance multiple tasks simultaneously, and pay attention to detail and accuracy. The candidate will have the ability to perform in teamwork environments as well as the ability to self-initiate and work independently. The candidate will exercise good judgement and maintain confidentiality. The candidate will demonstrate excellent interpersonal, education, and coaching skills. The candidate will be available to work some evenings and weekends.</p> <p>Must be able to demonstrate the Morton College core values of compassion, fairness, respect, responsibility, tolerance and truth.</p>
Desirable Qualifications:	Bachelor's and/or Master's degree in education or health care related field. A minimum of five years of clinical experience beyond entry-level. Experience as a clinical instructor with preference to candidates with credentialed clinical instructor recognition. Specializations in the field of PTA/PT. Academic preparation and teaching experience in PTA/PT education and/or healthcare related fields. Experience with healthcare fields,

bridge programs and program implementation. Experience working with culturally diverse students. Ability to use technology to enhance teaching and learning; knowledge of word and excel. Bilingual skills English/Spanish.

Job Summary: Under the direct supervision of the Director of PTA Program and with the direction/collaboration of the Director of Retention, the PTA lab assistant/tutor is responsible for healthcare contextualized student learning/retention. The individual is responsible for laboratory assistance, tutoring, student support, student learning/retention. He/she will provide 1:1 tutoring/support sessions and supplemental sessions to promote student learning/retention. The individual will provide oversight and instruction to PTA students during open lab hours and will assist faculty during lab sessions of coursework, including assistance on practical examinations, skill checks, and remediation activities. He/she will assist the ACCE, as needed, in preparing students for clinical education with review and analysis of case studies and role play activities that simulate potential clinical situations. The assistant will also maintain a clean, safe, and up-to-date laboratory environment. He/she must demonstrate knowledge of legislative, regulatory, legal and practice issues affecting education of the physical therapist assistant student, and the profession of physical therapy as a whole. The individual is dedicated to learning college concepts and demonstrates this dedication by conducting activities in a manner that promotes student success and lifelong learning. He/she works closely with the Morton College PTA Program Faculty to assure that learning needs are met. The individual will provide services to a diverse student population in support of the program faculty and staff.

Essential Job Functions

- Works with the Director of PTA Program, Director of Retention, faculty, and staff to provide supplementation to the lesson plans of the department and college.
- Collaborates with other faculty and staff to coordinate learning needs of students.
- Works with Director of PTA Program and Director of Retention to organize and facilitate student assessments and tutoring.
- Develops plans aligned with curriculum scope and sequence for use in tutoring and remediation needs.
- Assists in developing and implementing supplemental instructional sessions/programs.

- Assists Director of PTA Program and Director of Retention with special projects as assigned by the department.
- Assists Director of PTA Program and Director of Retention with the collection and interpretation of data for student success monitoring and for reporting on program evaluation needs.
- In collaboration with the Director of PTA Program, Director of Retention, staff, and faculty, the individual reviews textbooks, software, and technology tools to determine most appropriate materials for curriculum and classes.
- Participate in Advisory Board meeting, when requested by Director of PTA Program.
- Assists in collaboration with the Director of Retention and other departments to facilitate and maintain robust tutoring and student learning/retention plans.
- Academic coaching and tutoring.
- Assists with bootcamp and orientation.
- Provide technical guidance, observation and documentation of student performance on tasks assigned by PTA faculty, including completion of course observation check-lists.
- Organize and manage open lab schedules for PTA students.
- Assist students during open lab sessions providing safety oversight and instruction as needed.
- Provide students with constructive feedback on performance during open lab sessions.
- Create learning resources for student use outside the classroom.
- Provide individual guidance in psychomotor skills previously taught in class if requested by the student or instructor.
- Develop and manage a schedule for individual or small group guidance sessions.
- Assist faculty teach lab sessions as requested by faculty or the Director of PTA Program.
- Assist faculty during practical examinations and serve as a patient if needed.
- Assist faculty with student remediation activities.
- Assist the ACCE, as needed, in preparing students for clinical education with review and analysis of case studies and role play activities that simulate potential clinical situations.
- Follow required safety procedures, including, but not limited to electrical equipment safety, PPE, and soiled linens.

- Complete a monthly check of all laboratory equipment to determine the presence of any safety issues.
- Schedule formal safety checks at least every 12 months and equipment repair visits as needed.
- Maintain records of safety checks and repair orders for proper accountability of equipment.
- Maintain laundry for all labs.
- Maintain cleanliness of labs.
- Maintain inventory of laboratory equipment and supplies and notify the Director of PTA Program when purchases need to be considered.
- Enforce all rules and regulations that govern student practices in the PTA program at Morton College.
- Ensure safety practices are followed by all lab participants.
- Adhere to the policies of the PTA program and Morton College.
- Adhere to the values of core documents of the American Physical Therapy Association.

Other Duties:

- Perform other duties as assigned by the respective instructor, Director of Retention and/or Director of PTA Program.

Work Environment:

Classroom and an office environment

Physical Demands:

Stand, walk, sit, squat, twist, lift up to 20 lbs. , reach overhead, push, pull, and/or bend.

Position Unit:

- ☐ Administration - Exempt
- ☐ Professional Staff - Exempt
- ☐ Faculty, Local 1600, A.F.T.
- ☐ Adjunct Faculty, IEA-NEA
- ☒ Classified Staff - Excluded
- ☐ Classified Staff, Local 1600, A.F.T.
- ☐ Classified Staff - Campus Safety, Local 73, SEIU, AFL-CIO
- ☐ Classified Staff - Service Employees, Local 73, SEIU, AFL-CIO
- ☐ Classified Staff - Part-Time, Local 1600, A.F.T
- ☐ Classified Staff - Part-Time, Non-Union

Employee signature below verifies that the employee has received and read the requirement, essential functions, duties of the position, and the conditions of employment for grant-funded positions.

Employee_____ Date_____



Morton College

Job Description

Job Title:	Instructional Technologist
Range:	Range V
Grant-Funded:	NA
Reports to and Evaluated by:	Associate Dean – Learning Resource Center
Required Qualifications:	<p>The candidate must be a skilled educator with two years' experience in an academic environment and have a Master's degree in an academic discipline or technology-related field. The candidate must have experience in designing and developing web-based courses and in creating materials that effectively use technology in the classroom. The candidate must have strong leadership and communication skills. The candidate must be able to accommodate a flexible work schedule to adapt to faculty and student class schedules.</p> <p>Must be able to demonstrate the Morton College core values of compassion, fairness, respect, responsibility, tolerance and truth.</p>
Desirable Qualifications:	Desired at least two years teaching experience in a college/university environment, a Master's degree in instructional design and working knowledge of the current trends in distance learning.
Job Summary:	<p>The Instructional Technologist will support faculty in the effective use of technology in teaching and learning. Duties include conducting training workshops for faculty and students, and providing small group and one-on-one consultations with faculty seeking to incorporate educational technology into the curriculum. The Instructional Technologist will assist faculty in detecting and eliminating electronic plagiarism as well as incorporating online information literacy resources into instruction. Additionally, the Instructional Technologist will manage the Faculty Resource Room, and assist faculty in selecting appropriate hardware and software. The Instructional Technologist will work collaboratively with all academic areas, and serve as a liaison between academic areas and the Management Information Service area of the College. The Instructional Technologist must stay abreast of ongoing developments, trends, and issues in educational</p>

technology. The responsibilities and duties of the Instructional Technologist may change as academic technology and the needs of the College evolve.

Essential Job Functions

- Support faculty in the effective use of technology in teaching and learning.
- Conduct training workshops for faculty and students.
- Provide small group and one-on-one consultations with faculty
- Support faculty in the development and maintenance of online courses, hybrid courses, web-enhanced courses and multi-media presentations.
- Advise faculty on the incorporation of online information literacy resources into instruction.
- Manage the Faculty Resource Room.
- Assist faculty in research and selection of hardware and software.
- Work collaboratively with all academic areas.
- Serve as liaison to the College's Management Information Systems area.
- Serve as a member of the College's Teaching, Learning and Technology Roundtable.
- Develop and maintain an instructional resource library.
- Stay abreast of ongoing developments, trends, and issues in educational technology.

Other Duties:

- Perform other duties and special projects as assigned

Work Environment:

Typical office environment

Physical Demands:

Prolonged sitting. Some lifting up to 20 lbs. Some standing, stooping and bending.

Position Unit:

- ☐ Administration - Exempt
- ☐ Professional Staff - Exempt
- ☐ Faculty, Local 1600, A.F.T.
- ☐ Adjunct Faculty, IEA-NEA
- ☐ Classified Staff - Excluded
- ☒ Classified Staff, Local 1600, A.F.T.
- ☐ Classified Staff - Campus Safety, Local 73, SEIU, AFL-CIO
- ☐ Classified Staff - Service Employees, Local 73, SEIU, AFL-CIO
- ☐ Classified Staff - Part-Time, Local 1600, A.F.T
- ☐ Classified Staff - Part-Time, Non-Union

Employee signature below verifies that the employee has received and read the requirement, essential functions, duties of the position, and the conditions of employment for grant-funded positions.

Employee_____ **Date**_____



Morton College

Job Description

Job Title:	<u>Senior</u> Associate Director of Human Resources, <u>Training and Development</u>
Range:	Administrator
Grant-Funded:	N/A
Reports to and Evaluated by:	Director of Human Resources
Required Qualifications:	<p>Bachelor's degree in human resources, industrial relations, business administration, PHR, <u>SHRM – CP</u>, or a related field with <u>five-seven</u> (<u>75</u>) years experience; or equivalent combination of education and experience sufficient to successfully perform the essential tasks of the job. Knowledge and ability to assist with the administration of all aspects of union environments, including word processing and all data entry including budget, scheduling, special projects, spreadsheets and other computer applications. Knowledge of legal procedures required for an equal opportunity process. Knowledge of federal, state, and local laws as they relate to employment and employee issues. Demonstrated experience in conflict resolution. Good oral and written skills.</p> <p>Must be able to demonstrate the Morton College core values of compassion, fairness, respect, responsibility, tolerance and truth.</p>
Desirable Qualifications:	<p>Master's degree, SPHR, <u>SHRM-SCP</u> and experience in related field. Experience with union environment. Ability to use the Ellucian or other administrative software. Experience in the Illinois higher education system. Be well-organized, detail-oriented, self-motivated and be able to work independently with little or no supervision. Demonstrate good judgement and the ability to work well with others in a multicultural environment.</p>
Job Summary:	<p>To Coordinate all general office functions including assistance with recruitment, employment evaluation, compensation, benefits administration, data, collective analysis and reports. <u>Oversee and manage training, learning, and development programs including mandatory compliance training initiatives.</u> To manage the effective use of Ellucian Human Resource program applications within the department. To aAssist with the contract <u>negotiations and</u></p>

administration ~~for of~~ five (5) collective bargaining agreements. To participate in situations of a highly confidential nature. ~~To~~ Develop and submit reports to various state and federal educational agencies, including ICCB reports.

Essential Job Functions

- Coordinate and assign mandatory training across the institution. In collaboration with administration, identify training needs based on human resources initiatives, legal and regulatory changes, and career development needs.
- Support policies, programs and practices which enhance the College's development and retention needs and student success; ~~develop and maintain the training platform~~
- Conduct recruitment effort for all employees; create/update job descriptions to reflect current organizational chart; ~~write and place advertisements~~,
- ~~C~~onduct new employee orientations and exit interviews
- Manage performance evaluation process
- Develop and maintain online social media recruitment; maintain HR webpages
- Assist in responding to employee relation issues such as employee complaints, harassment allegations and civil rights complaints as well as investigating such complaints
- Prepare and enter data or information from source documents, rough draft copy or general instructions into routine and technical materials including forms, statistical reports and correspondence
- Assist with all general office procedures which include Ellucian or other HR systems, completing correspondence, reports and related material
- Maintain personnel and payroll information used for Ellucian or other database records
- Assist in all collective bargaining negotiations with five labor unions and assist with contract administration
- Assist with the design, develop, and modify comprehensive relational Ellucian or other databases for faculty and staff
- ~~Maintain and c~~oordinate employee recognition events and CommUNITY events
- ~~Provide administrative assistance with the duties including purchasing, records control, projects and budget~~
- Assist with strategic planning, purchasing, records control, projects and budget
- ~~Creates simple word processing templates, form letters, database tables and spreadsheets and m~~Maintain web pages

- Assist with managing online open enrollment benefit information
- Maintains organizational chart and employee directory
- Assist with all special events hosted by the office of Human Resources
- Attend conferences, seminars, and webinars to stay current in HR topics.
- Serves as acting HR director in that person's absence

Other Duties: • Perform other duties and special projects as assigned

Work Environment: Standard office environment with use of standard office equipment.

Physical Demands: Prolonged sitting. Some lifting up to 20lbs. Occasional, standing, stooping and bending.

Position Unit:

- ☒ Administration - Exempt
- ☐ Professional Staff - Exempt
- ☐ Faculty, Local 1600, A.F.T.
- ☐ Adjunct Faculty, IEA-NEA
- ☐ Classified Staff - Excluded
- ☐ Classified Staff, Local 1600, A.F.T.
- ☐ Classified Staff - Campus Safety, Local 73, SEIU, AFL-CIO
- ☐ Classified Staff - Service Employees, Local 73, SEIU, AFL-CIO
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Employee_____ **Date**_____



Morton College

Job Description

Job Title: Nursing Lab Support Assistant

Range: Classified Excluded

Grant-Funded: NA

Reports to and Evaluated by: Dean of Nursing and Health Science

Required Qualifications: Associate Bachelor's degree and experience in computer engineering, IT, nursing, healthcare or similar. Motivated self-starter who can be a team player. Excellent organizational, interpersonal, and communications skills (written and verbal). Positive optimistic attitude and ability to follow the vision for the nursing lab. Focus on students, student learning, and student success. Ability to problem solve, think critically and balance multiple tasks simultaneously. Attention to detail and accuracy. Ability to perform in a teamwork environment. Ability to work some evenings and weekends. Ability to work independently and exercise good judgment. This position requires evenings and weekends.

Must be able to demonstrate the Morton College core values of compassion, fairness, respect, responsibility, tolerance and truth.

Desirable Qualifications: Knowledgeable about nursing program. Ability to gather and monitor information. Flexibility and adaptability. Knowledgeable in word and excel. Ability to maintain confidentiality.

Job Summary: The Nursing Lab Support Assistant position involves assisting with operational responsibilities for the nursing skills lab, simulation labs and computer lab used for nursing program instruction. The employee will promote and coordinate the teaching-learning activities conducted by the faculty and students while in the Labs. The Nursing Lab Support Assistant will assist Simulation Coordinator in the simulated learning experiences for students and operate the manikins.

Essential Job Functions

- Facilitates lab resources, including human patient simulation equipment and supplies.
- Prepares and maintains labs and simulated patient care environments with equipment, supplies, computers, and materials needed to replicate the Healthcare setting.
- Assist SIM Lab Coordinator and faculty to ensure preparation of lab supplies and equipment based on faculty requests and course schedule.
- Operates and maintains computerized simulation equipment.
- Collaborates on maintaining the Inventory of all lab supplies and equipment to assist in maintaining a clean, fully equipped nursing lab.
- Facilitates simulation equipment care and maintenance, including troubleshooting and repair as required.
- Assist in recruitment and community activities related to the Nursing Lab such as tours and presentations.
- Serve as an alternate contact for lab function
- Familiarity with the Standards of Best Practice: Simulation, which advances the science of simulation, shares best practices, and provides evidence, based guidelines for implementation and training. Specific familiarity with Simulation-enhanced inter-professional education (Sim-IPE).
- Available to assist students with supplies needed for open lab.
- Organize and manage med carts for simulation
- Manage linen for labs
- Update of bulletin boards in lab area
- Manage computer room and serenity room
- Assist with sim lab schedule
- Assist Sim Lab Coordinator as needed
- Assist PTA with simulations set ups as needed
- Assist with apple one to one initiative
- Assist with special events

Other Duties:

- Perform other duties as assigned

Work Environment:

Classroom and an office environment

**Physical
Demands:**

Bending, stooping, lifting 20lbs

Position Unit:

- ☐ Administration - Exempt
- ☐ Professional Staff - Exempt
- ☐ Faculty, Local 1600, A.F.T.
- ☐ Adjunct Faculty, IEA-NEA
- ☒ Classified Staff - Excluded
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