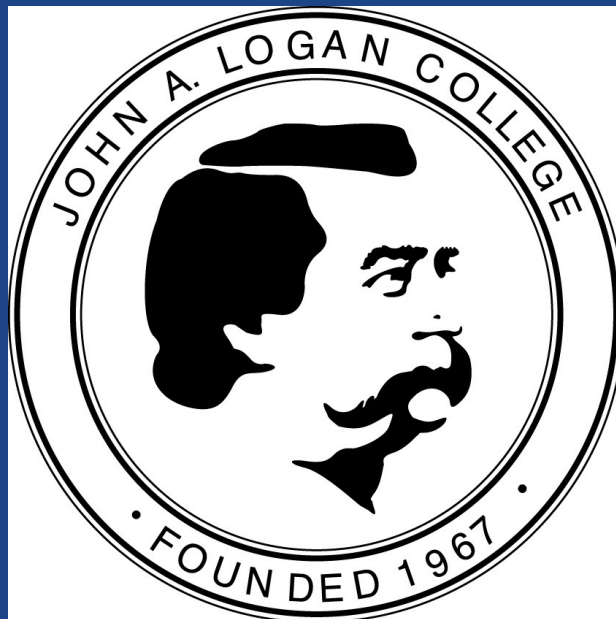


John A. Logan College Board of Trustees

Board Packet for July 16, 2025





JOHN A. LOGAN COLLEGE

Board of Trustees

NOTICE AND AGENDA

The regular meeting of the Board of Trustees of Community College District #530, Counties of Williamson, Jackson, Franklin, Perry, and Randolph, State of Illinois, will be held on **Tuesday, July 16, 2025, at 6:00 p.m.** in the Board Room in the Administration Building on the College's Carterville Campus.

The meeting will be streamed live on the College's YouTube Channel

[Click Here to View the Meeting](#)

BOARD OF TRUSTEES

Regular Meeting

Wednesday, July 16, 2025

6:00 p.m.

Administrative Board Room

1. CALL TO ORDER

PLEDGE OF ALLEGIANCE

2. OPPORTUNITY FOR PUBLIC COMMENTS/QUESTIONS

3. PRESENTATIONS

4. BOARD OF TRUSTEES REPORTS

- A. Chairman's Report – Aaron Smith
- B. Football Exploratory Committee – Aaron R. Smith/Brent Clark
- C. Athletics Advisory Committee – Brent Clark/Bill Kilquist
- D. Building, Grounds, and Safety Committee – Jake Rendleman/Bill Kilquist
- E. Board Policy Committee – Becky Borgsmiller/Aaron Smith
- F. Budget and Finance Committee - Brent Clark/Glenn Poshard
- G. Enrollment Committee – Aaron Smith/Becky Borgsmiller
- H. Integrated Technology Committee – Mandy Little
- I. Illinois Community College Trustees Association (ICCTA) – Mandy Little
- J. John A. Logan College Foundation – Jake Rendleman
- K. Student Trustee – Zoren Anako Mohamad Ali

5. ASSOCIATION REPORTS

6. EXECUTIVE LEADERSHIP REPORTS

- A. President – Dr. Kirk Overstreet
- B. Provost – Dr. Stephanie Chaney Hartford
- C. Vice-President for Business Services & CFO – Dr. Susan LaPanne
- D. President's Cabinet



JOHN A. LOGAN COLLEGE

Board of Trustees

7. INFORMATIONAL ITEMS (No Action)

- A. Personnel

8. CONSENT AGENDA (Roll Call Vote)

- A. Scissor Lift & Light Kit for Auto Services Technology Program
- B. Commercial Outdoor Tent Rental for Hunting & Fishing Days
- C. Cosmetology Materials & Supplies
- D. Paint Booth Removal Project
- E. CTC Economic Development Administration (EDA) Project
- F. CDW-G Quest KACE Renewal
- G. CDW-G Nutanix/Security Camera Renewal
- H. CDW-G Microsoft Agreement
- I. A-1 Lock, Inc. – Electrified Door Hardware and Installation
- J. Darktrace
- K. PMA Contract
- L. Semi-Annual Review of Closed Session Minutes
- M. Personnel Action Items
- N. Expenditure Report for the period ending June 30, 2025
- O. Treasurer's and Financial Report for the period ending May 31, 2025
- P. Minutes of the June 17, 2025, Public Hearing
- Q. Minutes of the June 17, 2025, Regular Meeting

9. OLD BUSINESS (Roll Call Vote)

- A. Board Policy Revisions for Final Action

10. NEW BUSINESS

- A. Board Policy Revisions for First Reading (**No Action**)
- B. Resolution calling a public hearing concerning the intent of the Board of Trustees of Community College District No. 530, Counties of Williamson, Jackson, Franklin, Perry and Randolph and State of Illinois, to sell \$7,300,000 Working Cash Fund Bonds for the purpose of increasing the working cash fund of said Community College District. (**Roll Call Vote**)

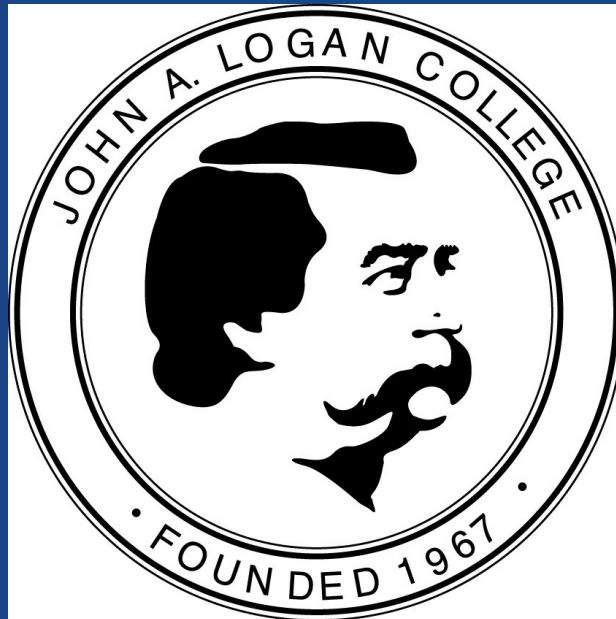
11. EXECUTIVE SESSION

12. ANNOUNCEMENTS

13. ADJOURNMENT

Informational Item 7.A

Personnel Informational Items



**JOHN A. LOGAN COLLEGE
INFORMATIONAL ITEM**

7.A – Personnel

1. RETIREMENTS

- a. Julia Bedar, Specialist I, Admissions, effective April 30, 2025

2. RESIGNATIONS

- a. Kanon Cantrell, Grant Accountant, effective June 13, 2025

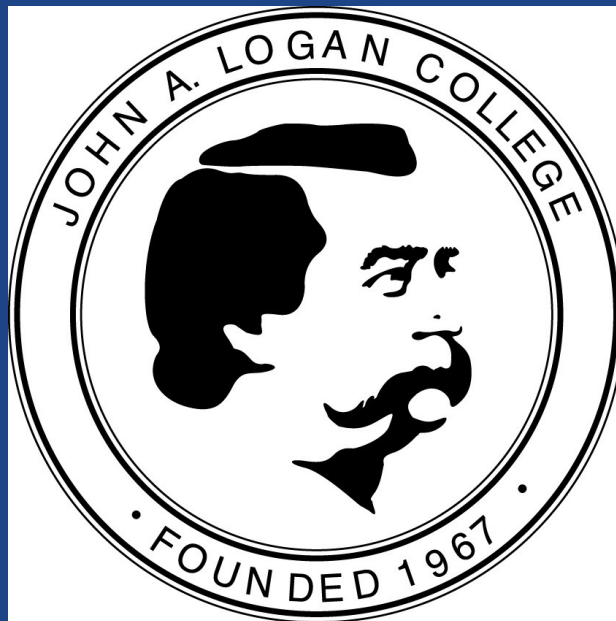
3. OTHER

- a. Nina Wargel, CCR&R Manager of Quality Services, effective June 5, 2025

Staff Contact: President Kirk Overstreet

Consent Agenda Item 8.A

Scissor Lift & Light Kit for Auto Services Technology Program



**JOHN A. LOGAN COLLEGE
CONSENT AGENDA ITEM FOR BOARD APPROVAL**

8.A – Scissor Lift and Light Kit for Auto Services Technology Program

1. REASON FOR CONSIDERATION

Approval is requested to purchase one scissor lift and a light kit. The scissor lift and light kit will be used in our Auto Services Technology(AST) program. The scissor lift will be used in a lab setting and will allow students to utilize equipment that is current in the industry. The grand total purchase from Mohawk Lifts is \$44,795.00.

2. BACKGROUND INFORMATION

The capital outlay item will be purchased with funds from the FY26 Perkins Grant.

3. RECOMMENDATION

That the Board of Trustees approve the purchase of one scissor lift and light kit from Mohawk Lifts to be funded through the FY26 Perkins Grant.

Staff Contact:

Scott Wernsman
Dean of Career and Technical Education and Workforce Training



Vendor: **MOHAWK LIFTS LLC**
PO Box 110, Amsterdam, NY 12010
HUNTER@MOHAWKLIFTS.COM
Adrienne 518-842-1431 x 7777



For purchase of Hunter equipment using:
SW - NEW Contract #
121223-MRL
Valid: 02/07/2024 - 02/12/2029

All quoted equipment has been Competitively Bid and Competitively Awarded on SW - NEW Contract # 121223-MRL, and is Guaranteed Best government pricing. Freight, Installation, Training & Training Certificates Included @ No Charge.

CUSTOMER	QUOTE NUMBER	QUOTE DATE
Joe Roach John A. Logan College 700 Logan College Drive Carterville IL 62918 (618)985-3741 ext. 8445 joeroach@jalc.edu	JohnLoganCollege.RX12KIS2.070225	7/2/2025
	Freight Terms:	FOB Destination, Prepaid
	Payment Terms:	Net 30
	Lead Time:	up to 90 Business Days ARO
	Good Through:	July 31st, 2025

PART #	DESCRIPTION	QTY	LIST PRICE	CONTRACT PRICE	TOTAL
RX12KIS	Scissor Lift, FIA (Standard wireless connectivity), Inflation Station, PowerSlide, 12,000lb capacity, 179" 2WA WB, (2) 6,000lb Swing Jacks, PowerSlide turnplates.	1	\$ 55,690.30	\$ 43,490.40	\$ 43,490.40
20-3438-1	RX light kit for K model racks.	1	\$ 1,671.33	\$ 1,305.20	\$ 1,305.20

NOTES:	Click here for Mohawk Lifts LLC Form W9: mohawklifts.com/w9	Subtotal	\$ 44,795.60
		Sales Tax (if applicable)	\$ -
		TOTAL	\$ 44,795.60

TERMS AND CONDITIONS

- 1) This order is subject to the standard terms and conditions of the above named contract and the corresponding master agreement, which are hereby incorporated by reference and accessible at www.govlifts.com.
- 2) The quoted prices have been competitively bid and awarded and are guaranteed to be the lowest government prices.
- 3) Electrical and compressed air connections to equipment are not included on this quotation. Any required concrete or electrical work is to be supplied by an outside contractor or the buyer and is not included in this quote.
- 4) All software pre-installed on, or subsequently released by Hunter for, Hunter equipment is licensed pursuant to the Hunter Engineering Company End User License Agreement ("EULA") accompanying such software. By placing an order for, purchasing, or using Hunter equipment, you acknowledge and agree to be legally bound by the EULA, which is hereby incorporated by reference.
- 5) Each party will agree to defend, hold harmless, and indemnify the other from any cost, loss, or damages of any type, including attorney fees, to the extent that they arise from the breach of the Agreement and/or willful misconduct or negligence.
- 6) The buyer is responsible for inspecting all products at the time of delivery and before signing the delivery receipt, freight bill, or bill of lading. Should the buyer determine at the time of delivery that any items are damaged or missing the buyer must note the item, discrepancy, or condition on the delivery receipt, freight bill, or bill of lading. Mohawk is not responsible for missing or damaged products when the buyer has signed the delivery receipt, freight bill, or bill of lading in good condition.
- 7) A fork truck must be supplied at the offload site to unload the equipment from the freight carriers and, if applicable, for installation.
- 8) Price does not include sales tax (unless applicable), duties, brokerage, or any other fees.
- 9) Any and all permits, licenses, fees, etc. are the buyers responsibility

DUNS: 117797939 / CAGE CODE: 8VDK6 / UEI: F9QME4G11RT5 / FEIN: 85-3221959 / SMALL BUSINESS SAM REGISTERED

STL

JohnLoganCollege.RX12KIS2.070225

v6.25

To place your order using this quotation, please fill in the following required information:

☐ Same as
Billing

BILLING INFORMATION

SHIPPING INFORMATION

Name: _____

Name: _____

Address: _____

Address: _____

Contact: _____

Contact: _____

Phone: _____

Phone: _____

Email: _____

Email: _____

Delivery Hours/Instructions: _____

Acknowledged and Accepted by:

Authorized Buyers Name (PRINT)

Authorized Buyers Signature

Title

Date

Phone

Email

Remit orders to:

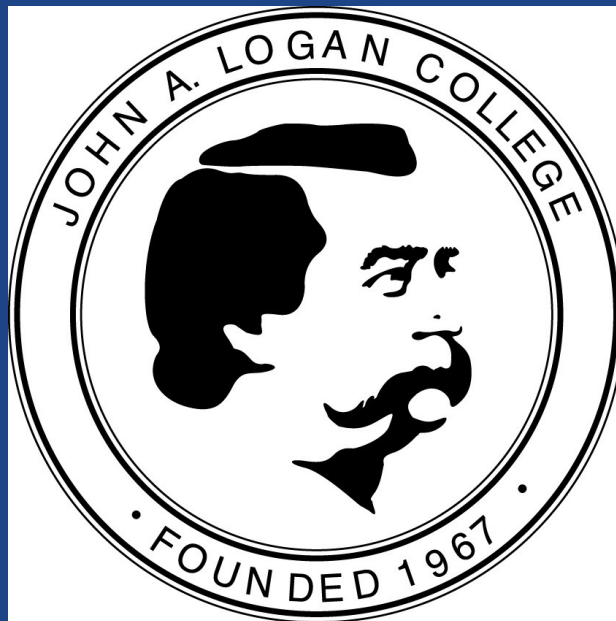
MOHAWK LIFTS LLC

PO Box 110, Amsterdam, NY 12010

HUNTER@MOHAWKLIFTS.COM

Consent Agenda Item 8.B

Commercial Outdoor Tent Rental for Hunting and Fishing Days



**JOHN A. LOGAN COLLEGE
CONSENT AGENDA ITEM FOR BOARD APPROVAL**

8.B – Commercial Outdoor Tent Rental for Hunting and Fishing Days

1. REASON FOR CONSIDERATION

The Hunting and Fishing Days event is held on campus each year, and we have a consistent need to rent tents for the event. Due to their size, it is also necessary for the supplying vendor to perform the setup and tear down of these items, as well as any repairs necessary in the parking lot.

2. BACKGROUND INFORMATION

In April, the College presented the Board with a recommendation to award a formal bid process conducted for commercial tent rentals for the Hunting & Fishing Days event to Herriott's Tents Rents Events. That was approved at that meeting. Due to the annual need for this service, and considering the State's aspirational goals regarding budget spend with Business Enterprise Program (BEP) certified vendors, the College wishes to issue the contract for this year's event to include a multi-year renewal option, pending a quotation due by a date to be determined within the contract, to Herriott's Tents Rent Events as the low bidder for the last two years and a certified Woman Owned Business with the State of Illinois' Commission on Equity and Inclusion. Securing this vendor for the annual event helps the College improve our overall spend with BEP vendors and allows for better planning for the College and the vendor.

3. RECOMMENDATION

That the Board of Trustees approves the College entering into a multi-year agreement with Herriott's Tents Rents Events, a qualified responsive and responsible bidder, for tent rental and associated services to be quoted annually, brought forth for board approval at that time, and funded from the Hunting & Fishing Days account in Fund 05.

STAFF CONTACT: Dr. Susan LaPanne, Vice President of Business Services & CFO
Chris Naegele, Director of Facility Events

CONTRACT AND NOTICE TO PROCEED

Date: 06/30/2025
RFB#/Title: JALC0325-06 – Commercial Tent Rental for Hunting & Fishing Days
Location: John A. Logan College, Main Campus, Cartersville, IL.
JALC Contact: Chris Naegele, Director of Facility Services
Awarded Contractor: Herriott's Tents Rents Events
Contract Amount: \$30,445.00

Dear Ms. Lehman,

Pursuant to your proposal dated 03/24/2025, quote# 388904-5, submitted in response to John A. Logan College's Request for Bid (RFB) JALC0325-06, and pending receipt of required performance bond and certificate of insurance, Herriot's Tents Rents Events is hereby notified to proceed with the work as listed in the Scope of Work provided in the project bid document, also listed below.

Scope of Work

Contractor will provide tents with sizes as listed below, or similar in size and ability, and include side walls for a full enclosure for each tent as quoted in quote# 338904-5.

- 30ft x 50ft – Courtyard – Grassy Surface
- 30ft x 120ft – Waterfowl Tent – Asphalt Surface
- 60ft x 150ft – Vendor A Tent – Asphalt Surface
- 60ft x 120ft – Vendor B Tent – Asphalt Surface
- 40ft x 80ft – Food/Entertainment - Asphalt Surface
- 20ft x 30ft – Deer Tent – Asphalt Surface

Contractor will set up each tent prior to the event and teardown and remove the tents after the event. Each tent shall be properly secured to either the asphalt in parking lots or grassy areas in the specified courtyard. Any holes created in asphalt must be plugged as part of the teardown process.

Setup may begin as early as September 21, 2025, at 7:30am, and must be completed by 8:00am on September 24, 2025, to allow incoming vendors setup time inside the tents ahead of the event date. Teardown and asphalt plugging must be complete by September 30, 2025.

Performance Bond

The Contractor named above must furnish a performance bond and a labor and material payment bond made out to John A. Logan College, 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 performance bond is an amount equal to one hundred percent (100%) of the contract sum. Such bonds shall be in force from the date of contract signing until one year after the issuing of final certificate of payment.

Designation of Subcontractors

If subcontractors or contract labor is used, the awarded vendor shall be considered the “employer” corporation and shall be solely responsible for the payment of all federal, state, and local taxes arising of or in connection with performance under this contract. The contractor agrees to identify all subcontractors used, including all monies paid relating to this project, as part of the final payment request. This will allow the College to identify firms that worked on this project which may qualify toward the College’s BEP spend requirements as dictated by the State of Illinois Commission on Equity and Inclusion’s (CIE) Business Enterprise Program (BEP). Identifying certifications for each subcontractor reported shall be the responsibility of the College.

Prevailing Wage Rate

The Contractor must not pay 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. Contractor is responsible for reporting all wages on project to Illinois Department of Labor for prevailing wage requirement.

Laws and Ordinances

In execution of the work, the Contractor agrees to comply with applicable state and local laws, ordinances and regulation, the rules and regulations of the Board of Fire Underwriters, and OSHA standards including but not limited to those listed on Appendix A: Compliance Requirements with Illinois and Federal Statutes.

Protection of Work and Property

The Contractor shall be responsible for all damages to persons or property that occur as a result of his/her fault or negligence in connection with the execution of this contract and shall be responsible for the proper care and protection of College property and all materials provided. All work shall be performed solely at the Contractor's risk. Contractor shall take all necessary precautions for safety of all personnel on the work site and shall comply with all applicable safety laws and codes to prevent accidents or injury to persons on or about the premises where work is being performed.

Contract Period and Renewals

This agreement shall commence on the date of signing with the initial period of one (1) year covering the Hunting & Fishing Days event, scheduled in September 2025. The event shall be held annually at the end of September, with specific event dates to be announced no later than February 15th each year. The College shall extend this agreement annually, via amendment, with pertinent dates, deadlines, scope of work revisions, and pursuant to an updated quotation from the contractor, with the approval of the John A Logan College Board of Trustees. If a renewal agreement cannot be reached between the contractor and the College by February 28th of the renewal year, this agreement may be terminated. and a formal bid process shall commence at that time.

Contract Termination

This agreement may be terminated by either party with, or without, cause, with a written notice at least 6 months prior to the event date given the industry scheduling requirements. At any time, the College may terminate the agreement immediately if quality of work does not meet expected standards, funding is discontinued, or change in scope of College programs and/or policies.

Invoicing and Payments

The Contractor shall submit invoices for services rendered to the College and must reference the RFB number as shown at the top of this document. The College's payment terms and terms of this contract, are NET 30 days after receipt of invoice.

Indemnification

The Contractor agrees to indemnify, defend and hold harmless John A. Logan College, its officers, agents and employees from any claims, damages and actions of any kind or nature, whether at law or in equity, arising from or caused by the use of any materials, goods, or equipment of any kind or nature furnished by the Vendor/any services of any kind or nature furnished by the Vendor, provided that such liability is not attributable to the sole negligence of the using agency or to failure of the using agency to use the materials, goods, or equipment in the manner already and permanently described by the Vendor on the materials, goods or equipment delivered.

Acceptance of Contract and Notice to Proceed:

Herriott's Tents Rents Events

Prime Contractor

John A. Logan College

Project Owner

Authorized Signature

Authorized Signature

Printed Name

Printed Name

Title

Title

Date

Date

APPENDIX A

JOHN A. LOGAN COLLEGE

COMPLIANCE REQUIREMENTS WITH ILLINOIS AND FEDERAL STATUTES

In the performance of all contracts with John A. Logan College, contractors must conform to all applicable Illinois and statutory requirements, as well as any rules or regulations promulgated thereunder as it relates to labor, including but not necessarily limited to the following:

A. Rules and Regulations Prescribed Through the Illinois Human Rights Act.

In the event of the contractor's noncompliance with the provisions of this Equal Employment Opportunity Clause, the Illinois Human Rights Act or the applicable Rules and Regulations of the Illinois Department of Human Rights ("Department"), the contractor may be declared ineligible for future contracts or subcontracts with the State of Illinois or any of its political subdivisions or municipal corporations, and the contract may be canceled or voided in whole or in part, and such other sanctions or penalties may be imposed or remedies invoked as provided by statute or regulations.

During the performance of this contract, the contractor agrees as follows:

1. That it will not discriminate against any employee or applicant for employment because of race, color, religion, sex, marital status, national origin or ancestry, age, disability, including physical or mental disabilities unrelated to ability, or an unfavorable discharge from military service; and further that it will examine all job classifications to determine if minority persons or women are underutilized and will take appropriate affirmative action to rectify any such underutilization.
2. That, if it hires additional employees in order to perform this contract or any portion hereof, it will determine the availability (in accordance with the Department's Rules and Regulations) of minorities and women in the area(s) from which it may reasonably recruit and it will hire for each job classification for which employees are hired in such a way that minorities and women are not underutilized.
3. That, in all solicitations or advertisements for employees placed by it or on its behalf, it will state that all applicants will be afforded equal opportunity without discrimination because of race, color, religion, sex, marital status, national origin or ancestry, age, physical or mental disabilities unrelated to ability, or an unfavorable discharge from military service.
4. That it will send to each labor organization or representative of workers with which it has or is bound by a collective bargaining or other agreement or understanding, a notice advising such labor organization or representative of the contractor's obligations under the Illinois Human Rights Act and the Department's Rules and Regulations. If any such labor organization or representative fails or refuses to cooperate with the contractor in its efforts to comply with such Act and Rules and Regulations, the contractor will promptly so notify the Department and the contracting agency and will recruit employees from other sources when necessary to fulfill its obligations thereunder.
5. That it will submit reports as required by the Department's Rules and Regulations, furnish all relevant information as may from time to time be requested by the Department or the contracting agency, and in all respects comply with the Illinois Human Rights Act and the Department's Rules and Regulations.

6. That it will permit access to all relevant books, records, accounts and work sites by personnel of the contracting agency and the Department for purposes of investigation to ascertain compliance with the Illinois Human Rights Act and the Department's Rules and Regulations.

7. That it will include verbatim or by reference the provisions of this clause in every subcontract it awards under which any portion of the contract obligations are undertaken or assumed, so that such provisions will be binding upon such subcontractor. In the same manner as with other provisions of this contract, the subcontractor will be liable for compliance with applicable provisions of this clause by such subcontractors; and further it will promptly notify the contracting agency and the Department in the event any subcontractor fails or refuse to comply therewith. In addition, the contractor will not utilize any subcontractor declared by the Illinois Human Rights Commission to be ineligible for contracts or subcontracts with the State of Illinois or any of its political subdivisions or municipal corporations.

B. An Act Regulating the Wages of Laborers, Mechanics and Other Workers Employed in Public Works.

The Illinois Compiled Statutes, Chapter 820, Section 130-1 et seq. (Prevailing Wage Act), provides, in part, that the contractor, subcontractor, etc., shall pay to all laborers, workers and mechanics engaged in the construction of public works, under this contract, not less than the prevailing rate of wages for work of a similar character in the locality of this project.

C. An Act Prohibiting Unwelcome Sexual Advances, Requests for Sexual Favors, and Other Verbal or Physical Conduct of a Sexual Nature Explicitly or Implicitly as a Term or Condition of an Individual's Employment

Title VII, Section 703 of the Civil Rights Act of 1964 and the 1972 Amendment, in part, states that an employer is responsible for its acts and those of its supervisors and employees with respect to sexual harassment, and employers should take all steps necessary to prevent sexual harassment from occurring; e.g., expressing strong disapproval by adopting a policy stating that the contractor does not tolerate it from its employees in any form, and persons who commit the same shall be subject to corrective action, including disciplinary measures up to and including dismissal.

NOTE: All contractors are responsible for knowing and complying with all applicable federal or state laws whether they are contained in this document or not.

APPENDIX B

Parking Lot Map & Proposal Specifics

Quote# 388904-5.pdf



1420 N. Neil St. Champaign, IL 61820
Phone: 217-356-9713
Web: www.herriotts.com

QUOTE: #388904-5

Page 1 of 2

EVENT DESC: Hunting & Fishing Days
EVENT DAY: Saturday
EVENT DATE: 09/27/2025
EVENT TIME:
DELIVERY: SUN 09/21/2025 Done by 9/23/25
DELIVERY WINDOW: 7:30 AM to 9:00 PM
PICKUP: MON 09/29/2025 Done by 9/30/2025
PICK-UP WINDOW: 7:30 AM to 9:00 PM
SALES PERSON: EML PO #:
ORDER DATE: 03/14/2025 TERMS:

Delivery and Pickup dates are subject to change.

BILL TO:

John Logan College
700 Logan College Dr

Carterville IL 62918
TEL: FAX:

SHIP TO:

Chris Naegele
JAL - Carterville Campus
700 Logan College Dr
Carterville IL 62918

QTY	ITEM DESCRIPTION	PRICE	TOTAL
1	30' x 60' White Frame Tent HP (10')	1,750.00	1,750.00
1	40' X 120' White Pole Tent HP 22' (Anc) priced for a 30' x 120'	2,550.00	2,550.00
1	60' X 150' White Pole Tent HP	8,100.00	8,100.00
1	60' X 120' White Pole Tent HP (10')	6,700.00	6,700.00
1	40' X 80' White Pole Tent HP 22' (Anc)	3,100.00	3,100.00
1	20' x 30' White Frame Tent HP (Matrix)	590.00	590.00
1	Tentox/Trailer Fee	450.00	450.00

THIS IS A QUOTE ONLY

Availability not guaranteed

SPECIAL INSTRUCTIONS:

Set up Sept 21,22,23 NO LIGHTS

Tear down before Oct 1

Chris 618-985-2828 x8624 Rose 2nd618-985-2828 x8343

Need tax exempt certificate for file if bid is won

SUB TOTAL: 28,965.00

0.00

SALES TAX: 0.00

DELIVERY: 1,480.00

DAMAGE WAIVER: 0.00

TOTAL: 30,445.00

Please remit payment to Herriott's Rents, Tents, & Events, 1420 N. Neil St., Champaign, IL 61820

50% nonrefundable deposit is required to book your order.

Deposits are non-refundable or transferrable unless otherwise specified.

Sub-rental of equipment to others without authorization is prohibited.

Customer Acceptance Signature

5/2/2025

Date



1420 N. Neil St. Champaign, IL 61820
Phone: 217-356-9713
Web: www.herriotts.com

QUOTE: #388904-5

Page 2 of 2

EVENT DESC: Hunting & Fishing Days
EVENT DAY: Saturday
EVENT DATE: 09/27/2025
EVENT TIME:
DELIVERY: SUN 09/21/2025 Done by 9/23/25
DELIVERY WINDOW: 7:30 AM to 9:00 PM
PICKUP: MON 09/29/2025 Done by 9/30/2025
PICK-UP WINDOW: 7:30 AM to 9:00 PM
SALES PERSON: EML PO #:
ORDER DATE: 03/14/2025 TERMS:

Delivery and Pickup dates are subject to change.

BILL TO:

John Logan College
700 Logan College Dr

Carterville IL 62918
TEL: FAX:

SHIP TO:

Chris Naegele
JAL - Carterville Campus
700 Logan College Dr
Carterville IL 62918

QTY	ITEM DESCRIPTION	PRICE	TOTAL
1,620	Sidewall Solid (ft)	2.00	3,240.00
1	Asphalt Fill	775.00	775.00
1	Bond Fee	960.00	960.00
1	Per Diem	750.00	750.00

THIS IS A QUOTE ONLY
Availability not guaranteed

SPECIAL INSTRUCTIONS:

Set up Sept 21,22,23 NO LIGHTS

Tear down before Oct 1

Chris 618-985-2828 x8624 Rose 2nd618-985-2828 x8343

Need tax exempt certificate for file if bid is won

SUB TOTAL: 28,965.00
0.00
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DAMAGE WAIVER: 0.00
TOTAL: 30,445.00

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50% nonrefundable deposit is required to book your order.

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Customer Acceptance Signature

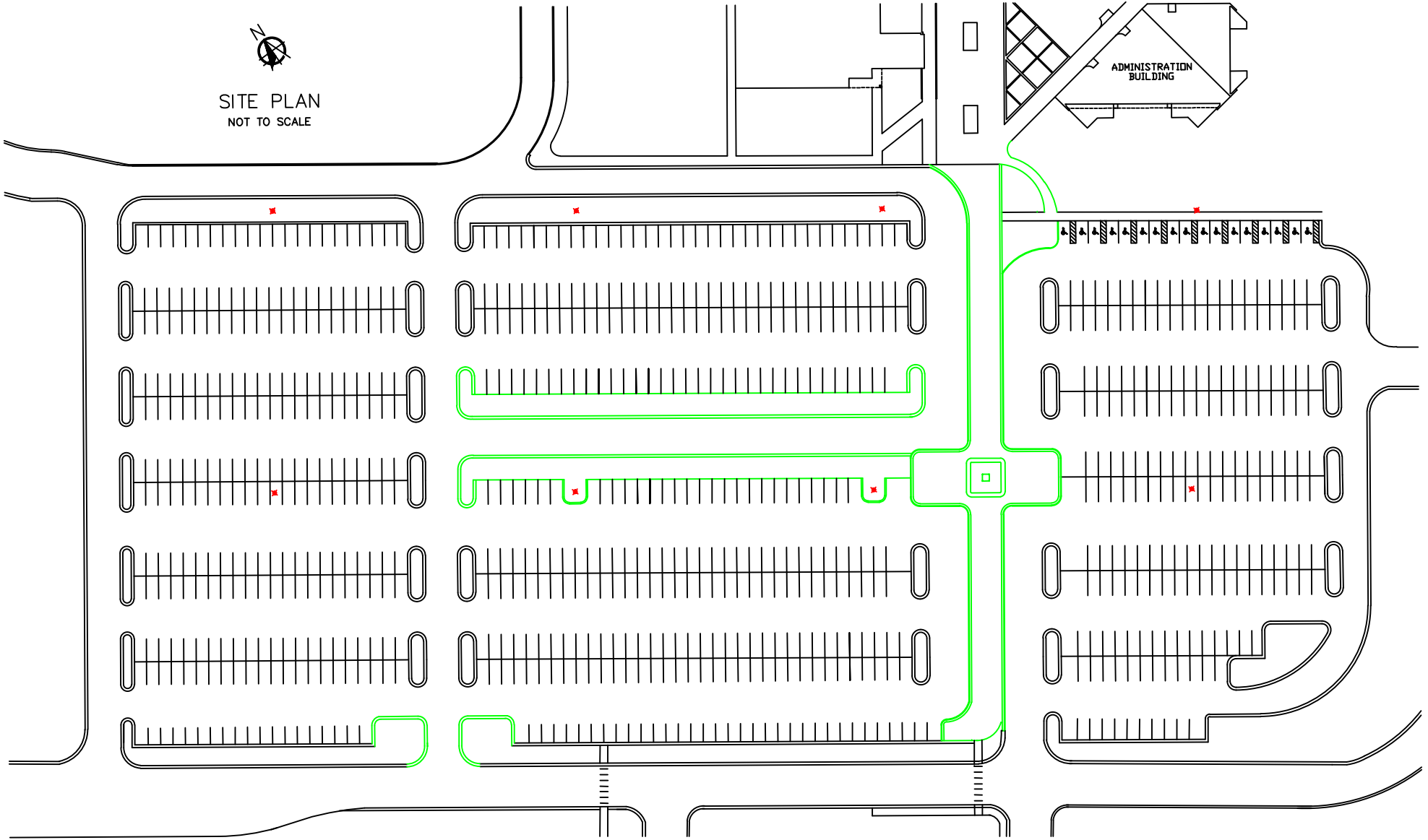
Date

JOHN A. LOGAN COLLEGE PARKING LOT A PEDESTRIAN PATH WALKWAY LAYOUT

EXISTING "A" LOT — ★
LIGHT POST LOCATIONS



SITE PLAN
NOT TO SCALE

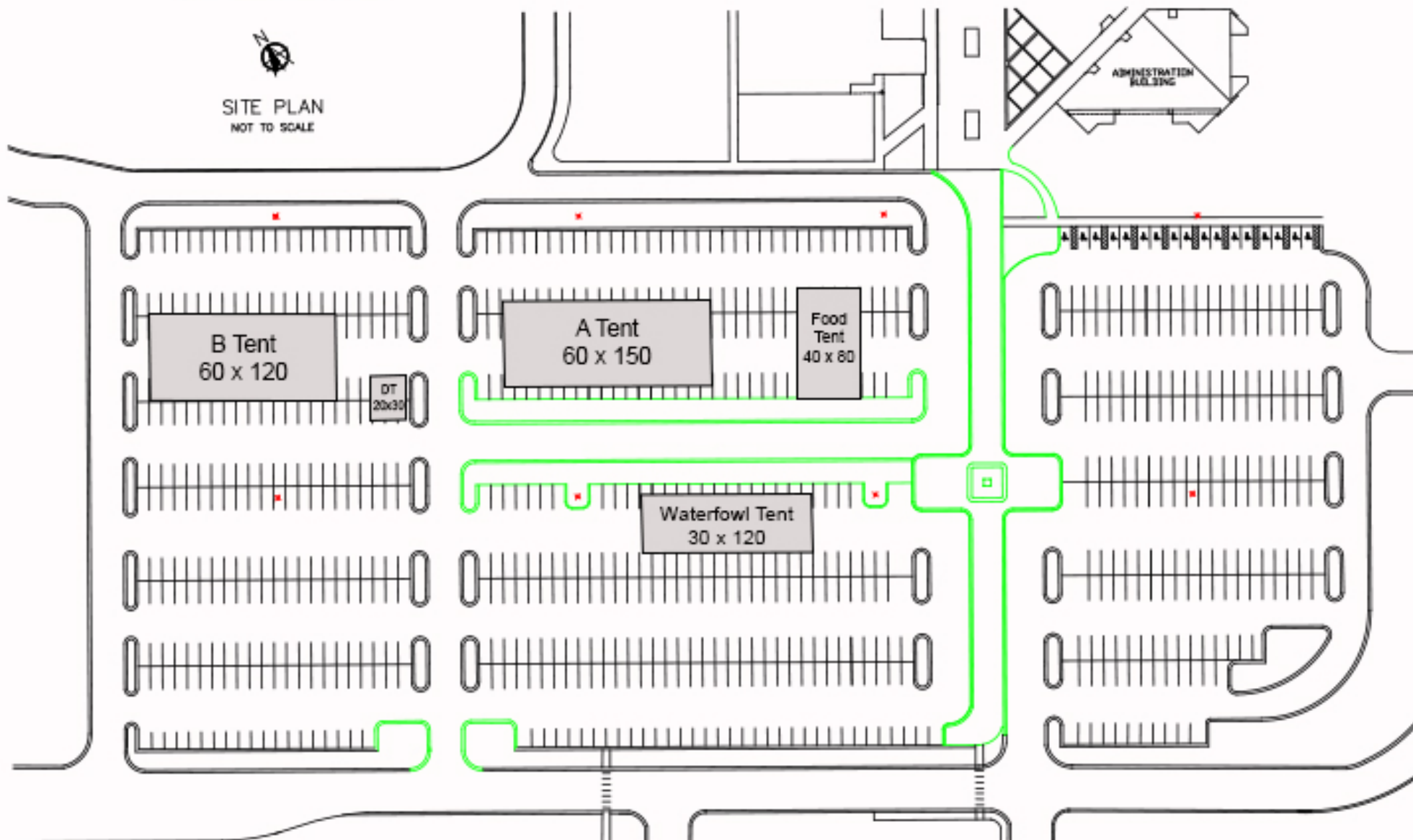


PROJECT NUMBER	REVISIONS		DATE		REVISIONS		TS		CONSULTING ENGINEERS	ARCHITECTS	JOHN A. LOGAN COLLEGE 700 LOGAN COLLEGE ROAD CARTERVILLE, ILLINOIS 62918	SITE PLAN	PARKING LOT "A" LIGHT POLE LAYOUT	DATE: 03/02/23
	NUMBER													
SHEET NUMBER														
										</				

EXISTING 'A' LOT —
LIGHT POST LOCATIONS



SITE PLAN
NOT TO SCALE



JOHN A. LOGAN COLLEGE PARKING LOT A PEDESTRIAN PATH WALKWAY LAYOUT

2023

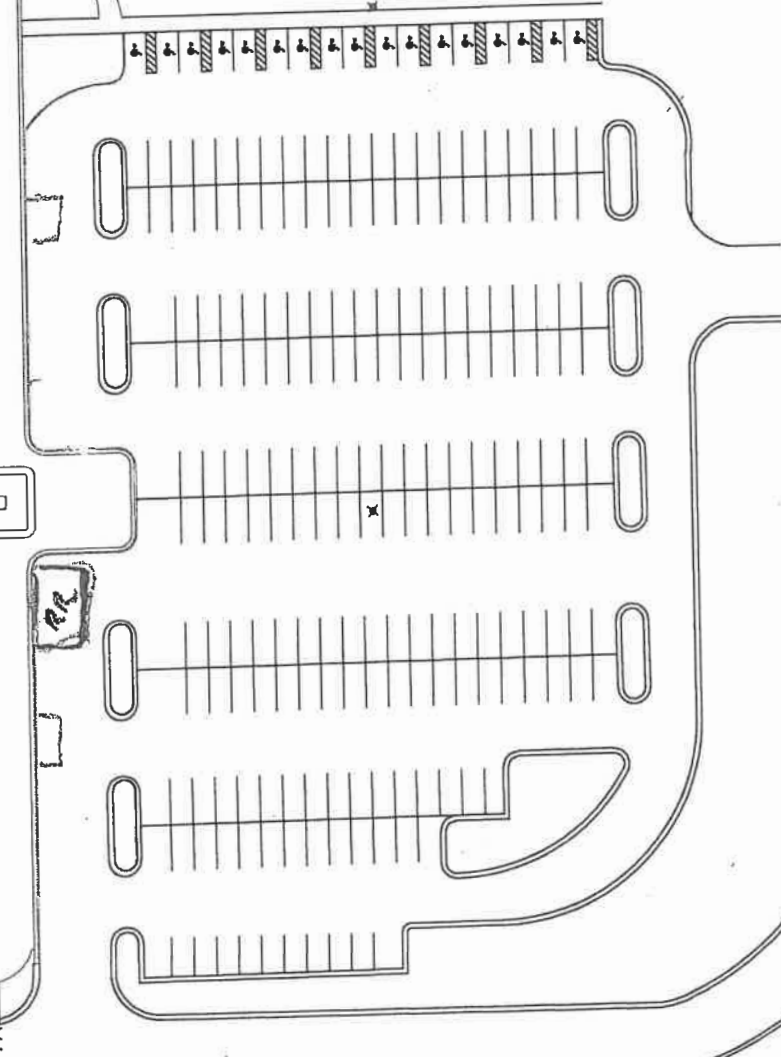
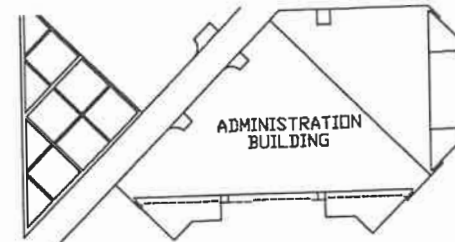
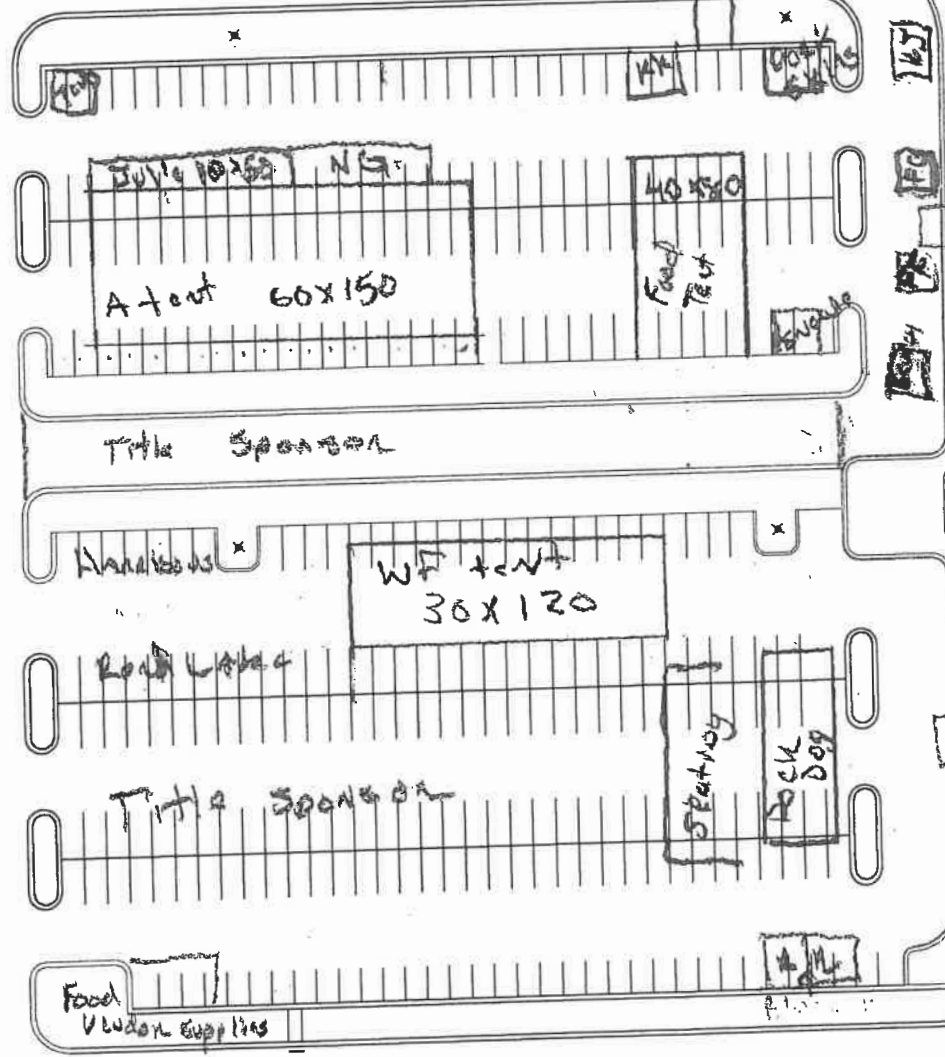
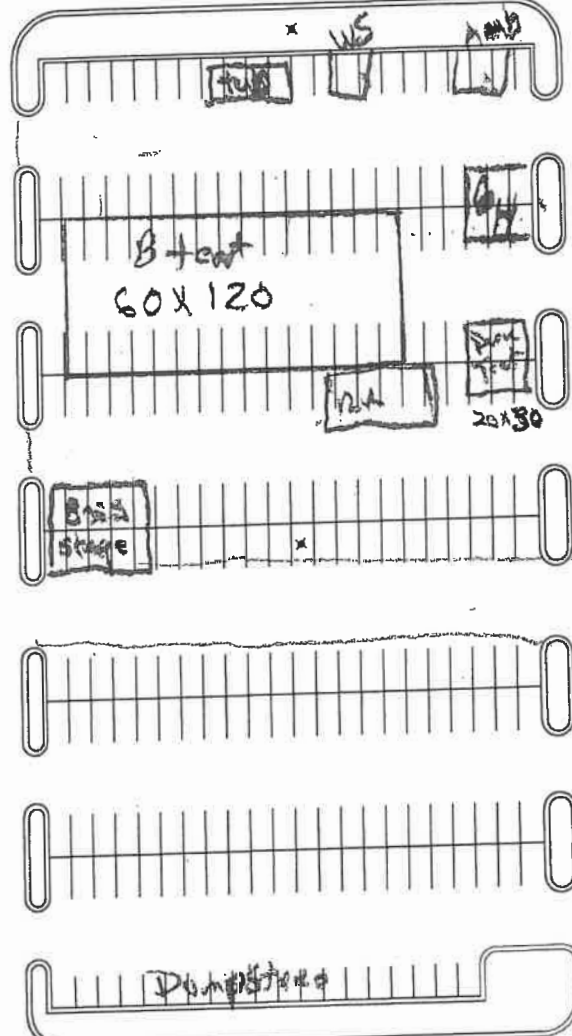
EXISTING "A" LOT — ★
LIGHT POST LOCATIONS



SITE PLAN
NOT TO SCALE



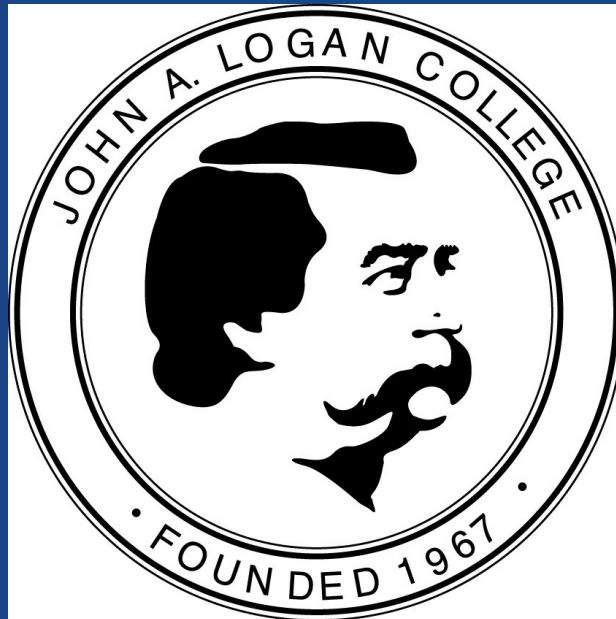
ADMINISTRATION
BUILDING



PROJECT NUMBER(S)		REVISIONS		DATE		REMARKS		DRAWN		CONSULTANT ENGINEERS		ARCHITECTS		JOHN A. LOGAN COLLEGE 700 LOGAN COLLEGE ROAD CARTERVILLE, ILLINOIS 62918		SITING PLAN PARKING LOT "A" LIGHT POLE LAYOUT		DATE: 03/02/23	

Consent Agenda Item 8.C

Cosmetology Materials & Supplies



**JOHN A. LOGAN COLLEGE
CONSENT AGENDA ITEM FOR BOARD APPROVAL**

8.C – Cosmetology Materials & Supplies

1. REASON FOR CONSIDERATION

In preparation for the upcoming Fall semester, College faculty and administrative leaders have reflected on the rising costs of supplies necessary for student's successful completion of various courses and the concerns of continued financial needs of our students. The Cosmetology Program is one of a handful of programs, for which students are required to have the necessary tools to complete the program which are a costly initial out-of-pocket expense for many students. This year, some of our vendors who either reside outside of the U.S., or source globally, are assessing "Tariff Surcharges" to our orders further inflating costs. At least one of the cosmetology vendors is an international company who is adding this charge to orders.

This fall, the College plans to utilize The General Store to acquire and distribute various materials and supplies to students with the intention of reducing expenses to the students, allowing them to charge these costs to their bursar account to use available financial aid, and/or arrange a payment plan. Despite tariff surcharges, we expect to save each student \$562.00.

2. BACKGROUND INFORMATION

Approval is requested, as required by Board Policy 7154, to purchase the supplies needed for the forty-eight (48) enrolled cosmetology students from two of the industry's leading educational suppliers: Marianna Industries, Inc. (\$36,911.64) and Pivot-Point International, Inc. (\$37,371.63) as the quotes received for these purchases exceed \$25,000. The General Store will purchase these supplies using budgeted funds available in Fund 05. These are sole-source purchases.

3. RECOMMENDATION

That the Board of Trustees approves the cosmetology supply purchases from Marianna Industries, Inc. (\$36,911.64) and Pivot-Point International, Inc. (\$37,371.63) for a total cost of \$74,283.27 with funding budgeted in Fund 05.

Staff Contact: Shannon Newman, Director of Purchasing & Auxiliary Services
 Dr. Susan LaPanne, VP of Business Services & CFO



Pivot Point International Inc
8725 West Higgins Road, Suite 700
Chicago IL 60631
United States

Bill To
Accounts Payable
John A. Logan College
700 Logan College Rd
Carterville IL 62918
United States

Ship To
The Genaral Store
John A. Logan College
700 Logan College Dr
Carterville IL 62918
United States

Quote

Date	3/11/2025
Estimate #	PPUS-25-EST-10483
Customer #	14223
PO #	ESTIMATE
Terms	N30
Sales Rep	Michelle Petersen
Ship Via	UPS REG GROUND
Memo to Customer	
Shipping Code (2)	
SO Created	No

Item	Item Name	Quantity	Your Price	Total
JOHNALOGAN-KIT-C	2025 - John A. Logan College Hair Kit 654.15	50	654.15	32,707.50
Note	Kit consists of the following items:			
MMMSCDML	Viola - Original Series	150		
MMSUIDLD-TC	Amber - Original Series	50		
MPMGIDML-8BR5C	Ian - Original Series	50		
MPMUIDMD-8BR5C	Elijah - Original Series	50		
165N	Metal Adjustable Holder	50		
Subtotal				
1.5205				
End of Group				
** Note **	*** Tariff Adjustment ***			
Tariff Surcharge	This surcharge reflects additional costs incurred due to government-imposed tariffs on imported goods. It is calculated as a percentage of the value of Hair and Tools items on your order.	1	2,453.06	2,453.06

	Subtotal	35,160.56
Shipping is estimated	Shipping Cost (UPS REG GROUND)	2,211.07
	Total	\$37,371.63



11222 I Street
Omaha, NE 68137
Phone • 402.593.0211
Email • ar@coherebeauty.com
Toll Free • 800.228.9060

Date	Account	Order No.	P.O. Number	Account Terms
6/10/2025	13056	20181	FALL KITS - QUOTE	NET 30 DAYS
Phone Number	Ship Date		Placed By	
(618) 985-3741	SHIP BY 6/13/2025		EMAIL	

Bill To:

JOHN A LOGAN COLLEGE
700 LOGAN COLLEGE ROAD

CARTERVILLE IL 62918 2500

Ship to:

JOHN A LOGAN COLLEGE
700 LOGAN COLLEGE ROAD

CARTERVILLE IL 62918

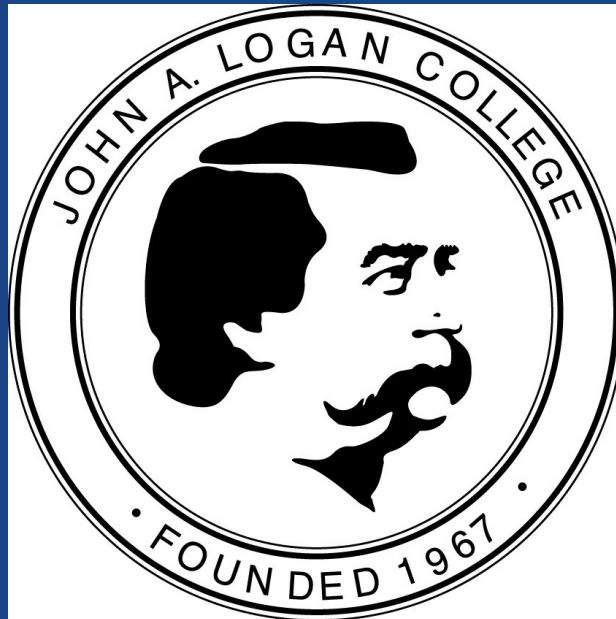
QTY	ITEM NUMBER	DESCRIPTION	PRICE	EXT PRICE
48 EA	219731	MANI & PEDI KIT JOHN A LOGAN	61.70	2,961.60
44 EA	218846	COSMETOLOGY KIT JOHN A LOGAN	652.61	28,714.84
8 EA	219730	COSMETOLOGY KIT (LEFTY) JOHN A LOGAN	654.40	5,235.20

Order Confirmation
This is not an invoice.

Subtotal:	36,911.64
Quoted Freight:	.00
Order Total:	36,911.64

Consent Agenda Item 8.D

Paint Booth Removal



**JOHN A. LOGAN COLLEGE
CONSENT AGENDA ITEM FOR BOARD APPROVAL**

8.D – Paint Booth Removal Project

1. REASON FOR CONSIDERATION

In preparation for the upcoming renovations in the Vocational Building as part of the Career and Technical Center construction project, in collaboration with the U.S. Economic Development Administration, the Automotive Collision Technology and Automotive Services Technology programs must relocate. This project is to remove and dispose of joined automotive paint booth and mixing booth equipment along with an overhead prep booth which is necessary to proceed with construction renovations in its current location while preserving existing sprinkler lines to be utilized in the planned renovations.

2. BACKGROUND INFORMATION

The project documents were distributed to eleven (11) potential contractors with a request for quotation. Two (2) competitive quotes were received. Samron Midwest Contracting, Inc. has provided the lower of the two quotes received at \$30,250.00. Funding for the project is budgeted in Fund 02.

3. RECOMMENDATION

That the Board of Trustees approves the Paint Booth Removal project and award the contract to Samron Midwest Contracting, Inc. for a total cost of \$30,250.00 budgeted from Fund 02.

Staff Contact: Jeremy Sargent, Assistant VP of Construction, Planning, & Facilities Management
 Jeremy Mueller, Director of Buildings and Grounds

JOHN A. LOGAN COLLEGE

700 Logan College Drive
Carterville, Illinois 62918

QUOTE TABULATION**Date:** 6/30/2025**Bid No:** JALC0625-16 – Paint Booth Removal

Bidder Name & Address	DBE?	Bid Amount
Fager-McGee Commercial Construction, Inc	N	Base: \$33,576.00
Samron Midwest Contracting, Inc	N	Base: \$30,250.00
		Base:
		Base:
		Base:
		Base:
		Base:
		Base:
		Base:

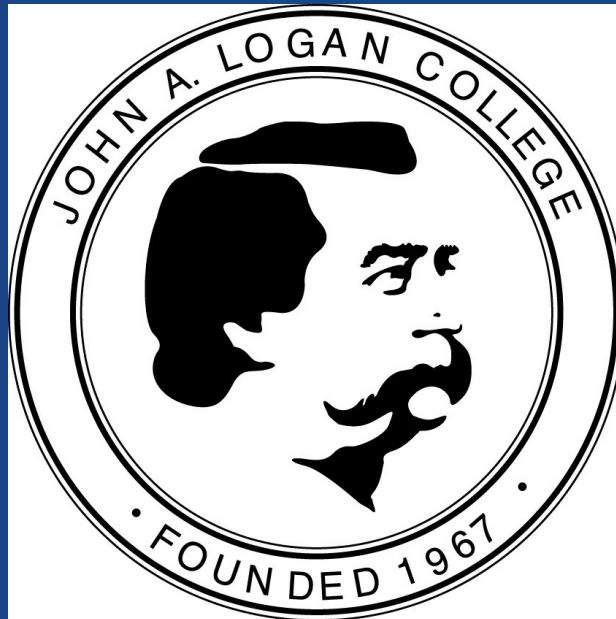
The above bids were received by the office of the Director of Purchasing on or before 10:00 A.M, Monday, June 30, 2025, at which time they were opened and read publicly.



Shannon Newman, Director of Purchasing and Auxiliary Services

Consent Agenda Item 8.E

CTC Economic Development Administration (EDA) Project



**JOHN A. LOGAN COLLEGE
CONSENT AGENDA ITEM FOR BOARD APPROVAL**

8.E – CTC EDA Project

1. REASON FOR CONSIDERATION

It is well known that John A. Logan College has been awarded a grant from the Economic Development Administration (EDA) to provide funding for the Career and Technical Center project which includes the construction of a new building and renovations to specific portions of the H Building and Vocational Building for the CTE programs that are housed, or plan to be housed, within those buildings. This is a much-needed facelift for the College in these locations, and a better space to be utilized by future JALC students in the respective CTE programs.

2. BACKGROUND INFORMATION

All components of the project have been designed by BHDG Architects in collaboration with Farmer Environmental Services, LLC, Henneman Engineering, Inc., BFW Engineers, PSC Civil Engineering, along with JALC administrators, faculty, and staff. The project consisted of a base bid funded by the EDA and JALC and an alternate bid for a recommended replacement, which is outside of the EDA project scope of work to be funded solely by the College.

Base Bid to include:

- Construction of a 10,190 sq ft building to house Welding and CNC programs.
- Renovation of approximately 10,000 sq ft of H Building to relocate the HVAC Program and renovation of the adjacent space in the Vocational Building for the Auto Collision Technology program.
- Renovation of approximately 13,600 sq ft of the current HVAC program space and adjacent space in the Vocational Building for the Auto Collision Technology program.
- Construction of a 2,200 Sq ft addition as well as renovation of approximately 11,000 sq ft of the existing Automotive Services Technology program space in the Vocational building.

Alternate Bid to include:

- The replacement of the entire roof of the Vocational Building with a retrofit standing seam metal roof and installation system.

BHDG Architects, Inc. initiated a bid process and received five (5) bids for the project. H.E. Mitchell Construction, Inc. has provided the lowest base bid of \$12,060,000. Their alternate bid was \$1,929,500 for a total cost of \$13,989,500. BHDG's recommendation is to award the project to H.E. Mitchell to include the alternate option. Funding for the project is budgeted from EDA grant funds combined with JALC's current and future bond funding.

3. RECOMMENDATION

That the Board of Trustees approve the CTC EDA project and award the work to H.E. Mitchell Construction, Inc., for a total cost of \$13,989,500.

Staff Contact: Jeremy Sargent, Assistant VP of Construction, Planning, & Facilities Management

July 2, 2025

Mr. Jeremy Sargent, NCARB, AIA
Assistant Vice-President of Construction, Planning, & Facilities Management
John A. Logan College
700 Logan College Drive
Carterville, IL 62918

RE: Career and Technical Center – Bid Award Recommendation
BHDG Project No. 22035
EDA Grant No. 06-01-06399

Dear Jeremy,

On Tuesday, July 1, 2025, bids were opened for the above referenced project. The project was advertised publicly, and five bids were received. The low bid was submitted by H.E. Mitchell Construction, Inc. in the amount of \$13,989,500. This total included a base bid amount of \$12,060,000 and an alternate bid (G-1) amount of \$1,929,500.

The base bid included construction and renovation as outlined by the EDA grant documents and summarized as follows:

- Construction of a 10,190 SF Welding Building to house the Welding and CNC Departments
- Approximately 10,000 SF renovation of the north side of H Building for relocation of the HVAC Department
- Renovation of approximately 13,600 SF of the current HVAC and adjacent space in the Vocational Building for the Autobody Department
- Construction of a 2,200 SF addition plus 11,000 SF renovation of the existing Auto Tech area in the Vocational Building for the Auto Tech Department

The alternate bid (G-1) includes the replacement of the entire Vocational Building Roof with a retrofit standing seam metal roof and insulation system.

We conducted an evaluation of the contractor's bid package and believe their bid to be responsive and complete. All addenda have been acknowledged, all alternates applicable to the project have been included in the bid, a bid bond and bidder's certification form was included, and the bid package included no qualifications.

Additionally, we contacted H.E. Mitchell Construction, Inc. to discuss their bid for the work. During that conversation, the contractor indicated that they felt confident they could complete the work in the identified timeline and had the capacity to do so.

Based upon our review of the bid package and subsequent conversation with the contractor, it is our opinion that H.E. Mitchell Construction, Inc. is qualified to complete the project. It is our recommendation that the base and alternate bid be awarded to H.E. Mitchell Construction, Inc. for the total amount of \$13,989,500.00.

The information contained herein and in the attached bid tabulation is provided to you for reference and use in your decision to award the contractor. As always, we appreciate the opportunity to continue working with John A. Logan College and look forward to the successful completion of this project.

Respectfully Submitted,



Hayley K. Grimes, AIA, NCARB, RID

BHDG Architects, Inc.

cc. file

Attachments: Bid Tabulation Sheet



BHDG Architects, Inc.
2008 W. Main St., Suite B
Marion, Illinois 62959
Phone: 618-998-8015
Fax: 618-998-8032

BID TABULATION SHEET
PROJECT: Career & Technical Center
OWNER: John A. Logan College
BHDG PROJECT NO: 22035
EDA GRANT NO.: 06-01-06399
DATE: July 1, 2025
TRADE: **General Contract (all trades)**

CONTRACTOR	BID BOND	ADDENDA No. (1 & 2)	BASE BID	ALT. BID G-1
HE Mitchell Construction	5%	1 & 2	\$12,060,000	\$1,929,500
Korte & Luitjohan Contractors	5%	1 & 2	\$13,375,607	\$1,981,924
Johannes Construction	5%	1 & 2	\$12,943,000	\$1,867,000
Holland Construction Services	5%	1 & 2	\$12,650,000	\$1,843,500
Fager-McGee Commercial Construction	5%	1 & 2	\$12,384,000	\$1,765,000

Base Bid: Construct 10,190 SF new Welding Building; Renovate approximately 10,000 SF of the north side of H Building for relocation of the HVAC Department; Renovate approximately 13,600 SF of the current HVAC and adjacent space in the Vocational Building for the Autobody Department; Renovate approximately 11,000 SF of existing AutoTech area and add construct approximately 2200 SF addition to house the new AutoTech area.

Alternate Bid G-1: Vocational Building Roof Replacement



BHDG Architects, Inc.
2008 W. Main St., Suite B
Marion, Illinois 62959
Phone: 618-998-8015
Fax: 618-998-8032

BID TABULATION SHEET
PROJECT: Career & Technical Center
OWNER: John A. Logan College
BHDG PROJECT NO: 22035
EDA GRANT NO.: 06-01-06399
DATE: July 1, 2025
TRADE: **General Contract (all trades)**

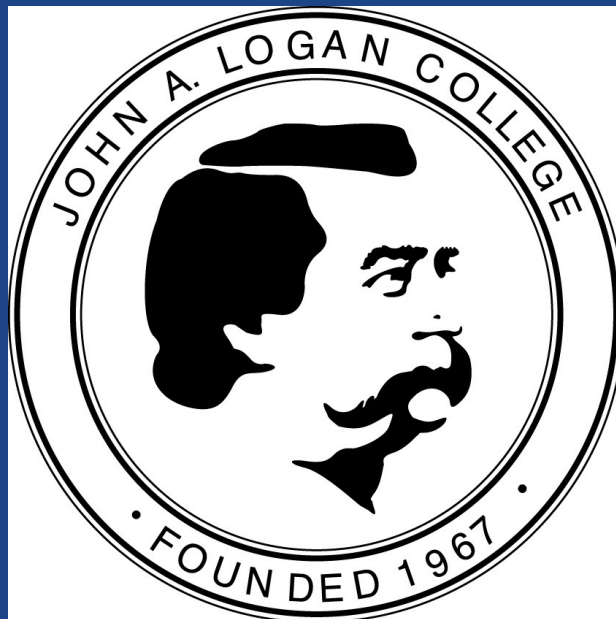
CONTRACTOR	BID BOND	ADDENDA No. (1 & 2)	BASE BID	ALT. BID G-1
HE Mitchell Construction	5%	1 & 2	\$12,060,000	\$1,929,500
Korte & Luitjohan Contractors	5%	1 & 2	\$13,375,607	\$1,981,924
Johannes Construction	5%	1 & 2	\$12,943,000	\$1,867,000
Holland Construction Services	5%	1 & 2	\$12,650,000	\$1,843,500
Fager-McGee Commercial Construction	5%	1 & 2	\$12,384,000	\$1,765,000

Base Bid: Construct 10,190 SF new Welding Building; Renovate approximately 10,000 SF of the north side of H Building for relocation of the HVAC Department; Renovate approximately 13,600 SF of the current HVAC and adjacent space in the Vocational Building for the Autobody Department; Renovate approximately 11,000 SF of existing AutoTech area and add construct approximately 2200 SF addition to house the new AutoTech area.

Alternate Bid G-1: Vocational Building Roof Replacement

Consent Agenda Item 8.F

CDW-G Quest KASE Renewal



**JOHN A. LOGAN COLLEGE
CONSENT AGENDA ITEM FOR BOARD APPROVAL**

8.F – CDW-G Quest KACE Renewal

1. REASON FOR CONSIDERATION

John A. Logan College utilizes Quest KACE products for endpoint asset tracking, ticketing, patching, and imaging. The maintenance agreement allows us to continue to use these products along with rights to update/upgrade when new versions are available. Included is 24/7 support from Quest Software.

2. BACKGROUND INFORMATION

John A. Logan College has many IT systems to manage. Usage of the Quest KACE Systems Management Appliance and Systems Deployment Appliance gives the college's IT department the tools they need to keep track of assets, create and manage help desk tickets, deployment of PC images, as well as security patching automation to ensure the security of our endpoints.

3. RECOMMENDATION

That the Board of Trustees approve the purchase of the 1-year (September 30, 2025, through September 30, 2026) Quest KACE maintenance agreement for \$27,517.10 as described in the quote form CDW-G. According to the Illinois Public Community College Act, 110 ILCS 805/3-27 and Board Policy 7154, Purchasing, data processing, and telecommunication equipment are exempt from bidding. This amount is in the FY26 budget.

Staff Contact:

Travis Geske, Senior Director of Network Infrastructure
Scott Elliott, Assistant Vice President of Integrated Technology



Thank you for choosing CDW. We have received your quote.

Hardware

Software

Services

IT Solutions

Brands

Research Hub

QUOTE CONFIRMATION

TRAVIS GESKE,

Thank you for considering CDW•G for your technology needs. The details of your quote are below. **If you are an eProcurement or single sign on customer, please log into your system to access the CDW site.** You can search for your quote to retrieve and transfer back into your system for processing.

For all other customers, click below to convert your quote to an order.

Convert Quote to Order

QUOTE #	QUOTE DATE	QUOTE REFERENCE	CUSTOMER #	GRAND TOTAL
PLKM418	5/23/2025	PLKM418	0614264	\$27,517.10

QUOTE DETAILS				
ITEM	QTY	CDW#	UNIT PRICE	EXT. PRICE
QUEST KACE SYS MGMT EDU MNT RNW Mfg. Part#: LLD-KCE-PS Electronic distribution - NO MEDIA Contract: MARKET	1	4840318	\$387.54	\$387.54
Quest Maintenance - technical support (renewal) - for KACE Systems Mfg. Part#: EEB-KCE-PS UNSPSC: 81112201 Electronic distribution - NO MEDIA Contract: MARKET	1400	4369830	\$11.17	\$15,638.00
Quest Maintenance - technical support (renewal) - for KACE Systems Mfg. Part#: FFB-KCE-PS UNSPSC: 81112201 Electronic distribution - NO MEDIA Contract: MARKET	1400	4391050	\$4.68	\$6,552.00
Quest Maintenance - technical support (renewal) - for KACE Systems Mfg. Part#: LLA-KCE-PS Electronic distribution - NO MEDIA Contract: MARKET	1	4483659	\$3,317.19	\$3,317.19
Quest Maintenance - technical support (renewal) - for KACE Systems Mfg. Part#: MMA-KCE-PS Electronic distribution - NO MEDIA Contract: MARKET	1	4529908	\$1,622.37	\$1,622.37

SUBTOTAL	\$27,517.10
SHIPPING	\$0.00
SALES TAX	\$0.00
GRAND TOTAL	\$27,517.10

PURCHASER BILLING INFO	DELIVER TO
Billing Address: JOHN A. LOGAN COLLEGE ACCTS PAYABLE 700 LOGAN COLLEGE DR CARTERVILLE, IL 62918-2500 Phone: (618) 985-3741 Payment Terms: NET 30 Days-Govt/Ed	Shipping Address: JOHN A. LOGAN COLLEGE TRAVIS GESKE 700 LOGAN COLLEGE DR CARTERVILLE, IL 62918-2500 Phone: (618) 985-3741 Shipping Method: ELECTRONIC DISTRIBUTION
	Please remit payments to: CDW Government 75 Remittance Drive Suite 1515 Chicago, IL 60675-1515



Sales Contact Info

Eric Cheng | (866) 723-3279 | ericche@cdwg.com

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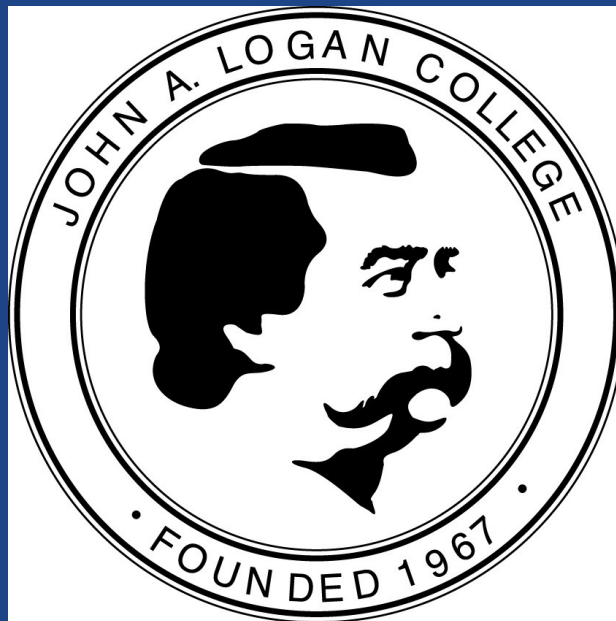
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Consent Agenda Item 8.G

CDW-G - Nutanix/Security Camera Renewal



**JOHN A. LOGAN COLLEGE
CONSENT AGENDA ITEM FOR BOARD APPROVAL**

8.G – CDW-G – Nutanix/Security Camera Renewal

1. REASON FOR CONSIDERATION

The renewal of Nutanix maintenance for our Milestone VMS is essential to ensure the continued high availability and support of our security camera systems. By maintaining this renewal, we are provided with customer support, critical hardware/software updates, and the latest technological improvements with this system.

2. BACKGROUND INFORMATION

John A. Logan College has utilized Nutanix Hyperconverged systems for many years with excellent results. The Milestone Systems VMS requires a robust server backend to maintain data throughout the security camera infrastructure, which Nutanix provides.

3. RECOMMENDATION

That the Board approve the purchase of a 3-year (September 21, 2025, through September 20, 2028) Subscription/Maintenance agreement for \$36,290.05. The purchase is made through CDWG using the IPHEC purchasing agreement. This purchase is in the FY26 approved budget.

Staff Contact:

Travis Geske, Senior Director of Network Infrastructure
Scott Elliott, Assistant Vice President of Integrated Technology



Thank you for choosing CDW. We have received your quote.

Hardware

Software

Services

IT Solutions

Brands

Research Hub

QUOTE CONFIRMATION

TRAVIS GESKE,

Thank you for considering CDW•G for your technology needs. The details of your quote are below. **If you are an eProcurement or single sign on customer, please log into your system to access the CDW site.** You can search for your quote to retrieve and transfer back into your system for processing.

For all other customers, click below to convert your quote to an order.

This quote is subject to CDW's Third Party Cloud Services Order Form Terms and Conditions set forth at <https://www.cdwg.com/content/cdwg/en/terms-conditions/third-party-cloud-services-order-form-terms-and-conditions-.html>

Convert Quote to Order

QUOTE #	QUOTE DATE	QUOTE REFERENCE	CUSTOMER #	GRAND TOTAL
PKLT894	4/22/2025	PKLT894	0614264	\$36,290.05

QUOTE DETAILS				
ITEM	QTY	CDW#	UNIT PRICE	EXT. PRICE
Nutanix Unified Storage Pro - subscription license renewal + Production Sup Mfg. Part#: RSW-NUS-PRO-PR Electronic distribution - NO MEDIA Contract: IPHEC IPHEC2011 Computer Components - Catalog (IPHEC2011)	25	7321042	\$1,118.54	\$27,963.50
NUTANIX UNIFIED STOR NUS SEC Mfg. Part#: RSWA-NUS-SEC-PR Electronic distribution - NO MEDIA Contract: IPHEC IPHEC2011 Computer Components - Catalog (IPHEC2011)	25	7770456	\$142.19	\$3,554.75
NUTANIX PROD HW SUP RNW Mfg. Part#: RS-HW-PRD-MY Electronic distribution - NO MEDIA Contract: IPHEC IPHEC2011 Computer Components - Catalog (IPHEC2011)	3	6149547	\$1,590.60	\$4,771.80

These services are considered Third Party Services, and this purchase is subject to CDW's [Third Party Cloud Services Terms and Conditions](#), unless you have a written agreement with CDW covering your purchase of products and services, in which case this purchase is subject to such other written agreement.

The third-party Service Provider will provide these services directly to you pursuant to the Service Provider's standard terms and conditions or such other terms as agreed upon directly between you and the Service Provider. The Service Provider, not CDW, will be responsible to you for delivery and performance of these services. Except as otherwise set forth in the Service Provider's agreement, these services are non-cancellable, and all fees are non-refundable.

SUBTOTAL	\$36,290.05
SHIPPING	\$0.00
SALES TAX	\$0.00
GRAND TOTAL	\$36,290.05

PURCHASER BILLING INFO	DELIVER TO
Billing Address: JOHN A. LOGAN COLLEGE ACCTS PAYABLE 700 LOGAN COLLEGE DR CARTERVILLE, IL 62918-2500 Phone: (618) 985-3741 Payment Terms: NET 30 Days-Govt/Ed	Shipping Address: JOHN A. LOGAN COLLEGE TRAVIS GESKE 700 LOGAN COLLEGE DR CARTERVILLE, IL 62918-2500 Phone: (618) 985-3741 Shipping Method: ELECTRONIC DISTRIBUTION
	Please remit payments to: CDW Government 75 Remittance Drive Suite 1515 Chicago, IL 60675-1515



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Eric Cheng | (866) 723-3279 | ericche@cdwg.com

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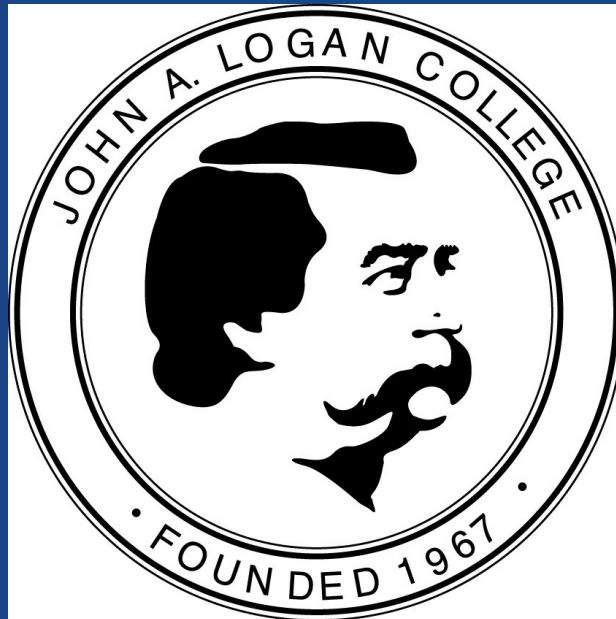
This order is subject to CDW's Terms and Conditions of Sales and Service Projects at
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Consent Agenda Item 8.H

CDW-G - Microsoft Agreement



**JOHN A. LOGAN COLLEGE
CONSENT AGENDA ITEM FOR BOARD APPROVAL**

8.H – CDW-G Microsoft Agreement

1. REASON FOR CONSIDERATION

John A. Logan College uses Microsoft Software products for servers, desktops, and laptops. This one-year renewal of our agreement allows us to continue using Microsoft 365 products. In addition to Microsoft Windows and Office, this will include server licensing for Office 365, SQL Server, Exchange, Windows Data Center, and System Center Configuration Manager (SCCM).

2. BACKGROUND INFORMATION

John A. Logan College utilizes Microsoft products to enhance educational experiences for students and faculty. By providing access to Microsoft Office 365, the college ensures that everyone can use essential tools, such as Word, Excel, and PowerPoint, for free on multiple devices. Additionally, the integration of OneDrive offers easy-to-use cloud storage, which provides file sharing and collaboration. These resources support the college's mission to enrich lives through learning and community engagement by making powerful, user-friendly technology accessible to our Faculty, Staff, and Students.

3. RECOMMENDATION

That the Board of Trustees approve the purchase of licensing from September 1, 2025, through August 31, 2026, as described in the quote from CDWG for \$60,535.77 using IPHEC and E&I purchasing contracts. The amount is within the FY26 approved budget for this item.

Staff Contact:

Travis Geske, Senior Director of Network Infrastructure
Scott Elliott, Assistant Vice President of Integrated Technology



Thank you for choosing CDW. We have received your quote.

Hardware Software Services IT Solutions Brands Research Hub

QUOTE CONFIRMATION

TRAVIS GESKE,

Thank you for considering CDW•G for your technology needs. The details of your quote are below. **If you are an eProcurement or single sign on customer, please log into your system to access the CDW site.** You can search for your quote to retrieve and transfer back into your system for processing.

For all other customers, click below to convert your quote to an order.

Convert Quote to Order

QUOTE #	QUOTE DATE	QUOTE REFERENCE	CUSTOMER #	GRAND TOTAL
PMDD705	6/19/2025	PMDD705	0614264	\$60,535.77

QUOTE DETAILS				
ITEM	QTY	CDW#	UNIT PRICE	EXT. PRICE
Microsoft Windows Remote Desktop Services - license & software assurance - Mfg. Part#: 6VC-01251-12MO UNSPSC: 43232901 Electronic distribution - NO MEDIA Contract: IPHEC IPHEC2011 Computer Components - Catalog (IPHEC2011)	100	2382909	\$10.38	\$1,038.00
Microsoft SQL Server Standard Core Edition License & Software Assurance Mfg. Part#: 7NQ-00302 UNSPSC: 43232304 Electronic distribution - NO MEDIA Contract: IPHEC IPHEC2011 Computer Components - Catalog (IPHEC2011)	30	2670099	\$314.17	\$9,425.10
Microsoft Windows Server Standard Edition - license & software assurance - Mfg. Part#: 9EM-00562-12MO UNSPSC: 43233004 Electronic distribution - NO MEDIA Contract: IPHEC IPHEC2011 Computer Components - Catalog (IPHEC2011)	22	4296268	\$6.60	\$145.20
Microsoft Core Infrastructure Server Suite Datacenter - license & software Mfg. Part#: 9GS-00495 UNSPSC: 43233004 Electronic distribution - NO MEDIA Contract: IPHEC IPHEC2011 Computer Components - Catalog (IPHEC2011)	54	4325216	\$64.08	\$3,460.32
Microsoft Exchange Online Plan 1 for Alumni - subscription license (1 month) Mfg. Part#: 5RS-00002-12MO UNSPSC: 43233501 Electronic distribution - NO MEDIA Contract: IPHEC RM071017 Software Microsoft (RM071017)	15000	2727355	\$0.00	\$0.00

QUOTE DETAILS (CONT.)

<u>Microsoft 365 A3 - subscription license - 1 user</u>	25000	5419375	\$0.00	\$0.00
Mfg. Part#: AAD-38397-A-12mo UNSPSC: 43231513 Electronic distribution - NO MEDIA Contract: IPHEC RM071017 Software Microsoft (RM071017)				
<u>Microsoft 365 A3 - subscription license - 1 user</u>	625	5419407	\$62.37	\$38,981.25
Mfg. Part#: AAD-38391-12mo UNSPSC: 43231513 Electronic distribution - NO MEDIA Contract: IPHEC IPHEC2011 Computer Components - Catalog (IPHEC2011)				
<u>Microsoft 365 A5 - subscription license - 1 user</u>	30	5419414	\$128.16	\$3,844.80
Mfg. Part#: AAD-38400-12mo UNSPSC: 43231513 Electronic distribution - NO MEDIA Contract: E&I CNR01439 Cloud Storage & Prod - Adobe & MS (CNR01439)				
<u>Power BI Pro - subscription license (12 months) - 1 user</u>	30	3926608	\$25.37	\$761.10
Mfg. Part#: NK5-00001-12MO UNSPSC: 43232314 Electronic distribution - NO MEDIA Contract: IPHEC IPHEC2011 Computer Components - Catalog (IPHEC2011)				
<u>MS EES M365 COPILOT EDU SUB AO P U</u>	8	7762441	\$360.00	\$2,880.00
Mfg. Part#: EP2-00538-12MO Electronic distribution - NO MEDIA Contract: IPHEC IPHEC2011 Computer Components - Catalog (IPHEC2011)				

SUBTOTAL	\$60,535.77
SHIPPING	\$0.00
SALES TAX	\$0.00
GRAND TOTAL	\$60,535.77

PURCHASER BILLING INFO	DELIVER TO
Billing Address: JOHN A. LOGAN COLLEGE ACCTS PAYABLE 700 LOGAN COLLEGE DR CARTERVILLE, IL 62918-2500 Phone: (618) 985-3741 Payment Terms: NET 30 Days-Govt/Ed	Shipping Address: JOHN A. LOGAN COLLEGE TRAVIS GESKE 700 LOGAN COLLEGE DR CARTERVILLE, IL 62918-2501 Phone: (618) 985-3741 Shipping Method: ELECTRONIC DISTRIBUTION
Please remit payments to:	
CDW Government 75 Remittance Drive Suite 1515 Chicago, IL 60675-1515	



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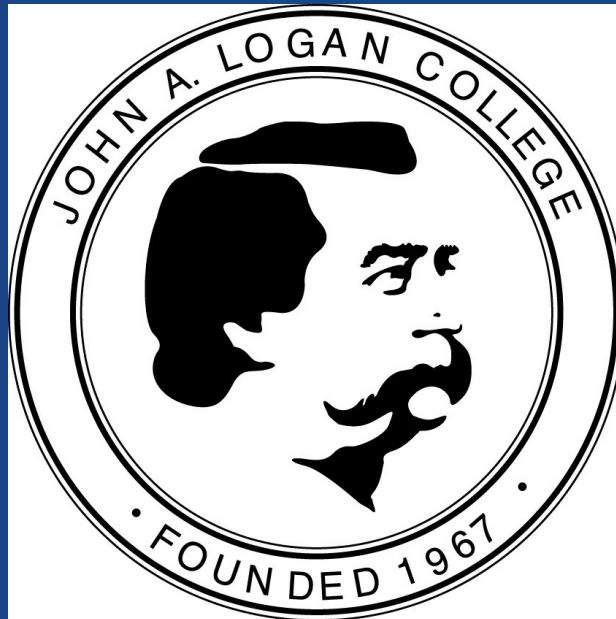
This order is subject to CDW's Terms and Conditions of Sales and Service Projects at
<http://www.cdwg.com/content/terms-conditions/product-sales.aspx>

For more information, contact a CDW account manager.

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Consent Agenda Item 8.I

A-1 Lock, Inc. Electrified Door Hardware & Installation



**JOHN A. LOGAN COLLEGE
CONSENT AGENDA ITEM FOR BOARD APPROVAL**

8.I – A-1 Lock, Inc. – Electrified Door Hardware and Installation

1. REASON FOR CONSIDERATION

The purchase of a door access control system at John A. Logan College is essential to enhance the security and management of the institution's facilities. The current door security systems are varied and lack a centralized control mechanism. Implementing a modern, centralized Door Access Control System with electrified door hardware will provide higher quality control, near-instant lockdown capabilities, real-time logging of door usage, and alerts for doors being propped open. This system will also improve ingress and egress through door schedules, ensuring a safer and more efficient environment for students, staff, and visitors.

2. BACKGROUND INFORMATION

John A. Logan College IT has conducted a thorough review of more than ten different door control systems to identify the most suitable solution. The selected system is web-based, allowing for near-instant lockdown and providing near real-time logging of door usage. It also includes features such as alerts for doors being propped open and improved ingress/egress through door schedules. The project will cover exterior doors and some interior doors on the Main Campus. The purchase is being made using the State of Illinois Contract 21-416CMS-BOPM4-P-25705 (JPMC Hirsch Components Accessories), ensuring compliance with State of Illinois and John A. Logan College procurement guidelines

3. RECOMMENDATION

That the Board approve the purchase from A-1 Lock, Inc. of Electrified Door Hardware, Component Accessories, and Installation not to exceed \$115,000.00 through the State of Illinois JPMC Contract. The amount is within the FY26 approved budget for this project.

Staff Contact:

Travis Geske, Senior Director of Network Infrastructure
Scott Elliott, Assistant Vice President of Integrated Technology

STATE OF ILLINOIS CONTRACT

Central Management Services
JPMC HIRSCH COMPONENTS ACCESSORIES
21-416CMS-BOPM4-P-25705

The Parties to this contract are the State of Illinois acting through the undersigned Agency (collectively the State) and the Vendor. This contract, consisting of the signature page and numbered sections listed below and any attachments referenced in this contract, constitute the entire contract between the Parties concerning the subject matter of the contract, and in signing the contract, the Vendor affirms that the Certifications and Financial Disclosures and Conflicts of Interest attached hereto are true and accurate as of the date of the Vendor's execution of the contract. This contract supersedes all prior proposals, contracts and understandings between the Parties concerning the subject matter of the contract. This contract can be signed in multiple counterparts upon agreement of the Parties.

Contract includes BidBuy Purchase Order? (The Agency answers this question prior to contract filing.)

☐ Yes

☒ No

Contract uses Illinois Procurement Gateway Certifications and Disclosures?

☒ Yes (IPG Certifications and Disclosures including FORMS B)

☐ No

1. **DESCRIPTION OF SUPPLIES AND SERVICES**
2. **PRICING**
3. **TERM AND TERMINATION**
4. **STANDARD BUSINESS TERMS AND CONDITIONS**
5. **STATE SUPPLEMENTAL PROVISIONS**
6. **STANDARD CERTIFICATIONS**
7. **FINANCIAL DISCLOSURES AND CONFLICTS OF INTEREST**
8. **CONTRACT SPECIFIC CERTIFICATIONS AND DISCLOSURES – "FORMS B" (IF APPLICABLE)**
9. **PURCHASE ORDER FROM BIDBUY (IF APPLICABLE)**

In consideration of the mutual covenants and agreements contained in this contract, and for other good and valuable consideration, the receipt and sufficiency of which are hereby acknowledged, the Parties agree to the terms and conditions set forth herein and have caused this contract to be executed by their duly authorized representatives on the dates shown on the following CONTRACT SIGNATURES page

STATE OF ILLINOIS CONTRACT

Central Management Services
JPMC HIRSCH COMPONENTS ACCESSORIES
21-416CMS-BOPM4-P-20705

VENDOR

Vendor Name: A-1 Lock Inc	Address: 101 N 4 th Street, Springfield, IL 62701
Signature: _____	Phone: 217-744-7575
Printed Name: Joseph White	Fax: 217-744-7662
Title: President/ Owner	Email: admin@a-1lock.com
Date: 4/1/2021	

STATE OF ILLINOIS

Procuring Agency: Central Management Services	Phone: 866-455-2897
Street Address: 1000 E Converse St	
City, State ZIP: Springfield, IL 62702	
Official Signature: _____	Date: <u>5/28/21</u>
Printed Name: _____	
Official's Title: Janel L. Forde, Director by Krysti Rinaldi, Agency Purchasing Officer	
Legal Signature _____	Date: _____
Legal Printed Name: _____	
Legal's Title: _____	
Fiscal Signature: _____	Date: _____
Fiscal's Printed Name: _____	
Fiscal's Title: _____	

AGENCY USE ONLY**NOT PART OF CONTRACTUAL PROVISIONS**

- Agency Reference #: 21-416CMS-BOPM4-B-20074
- Project Title: JPMC Hirsch Components Accessories
- Contract #: 21-416CMS-BOPM4-P-25705
- Procurement Method (IFB, RFP, Small Purchase, etc.):IFB
- BidBuy Reference #: 21-416CMS-BOPM4-B-20074
- BidBuy Publication Date: 03/15/21
- Award Code: A
- Subcontractor Utilization? ☐ Yes ☒ No Subcontractor Disclosure? ☐ Yes ☐ No
- Funding Source:
- Obligation #:
- Small Business Set-Aside? ☒ Yes ☐ No Percentage:
- Minority Owned Business? ☐ Yes ☒ No Percentage:
- Women Owned Business? ☐ Yes ☒ No Percentage:
- Persons with Disabilities Owned Business? ☐ Yes ☒ No Percentage:
- Veteran Owned Small Business? ☐ Yes ☒ No Percentage:
- Other Preferences?

1. DESCRIPTION OF SUPPLIES AND SERVICES

1.1. GOAL: To establish a joint purchase master contract for all governmental units and qualified not-for-profit agencies to purchase Hirsch Security Systems, their compatible components and accessories, and receive installation and repair maintenance on existing Hirsch Security Systems, on an as-needed basis during the contract period in the identified regions.

1.2. SUPPLIES AND/OR SERVICES REQUIRED:

1.2.1. Services Section – Installation, Repair, and Maintenance (Line Items 1-50)

- A) The Vendor shall, if required, furnish satisfactory evidence as to the kind and quality of materials.
- B) Vendor shall not use any end-user's property such as tools, equipment, ladders, extension cords, mops, buckets, cleaning material, etc. Contractor shall supply all necessary items needed for each job. The end-user shall provide electricity, hot and cold water. The end-user will not be responsible to provide storage for the contractor's material, tools, equipment, etc. or be liable for same. Job site shall be kept clean of all unwanted residue, debris, material, empty cans and boxes, tools and equipment, etc. at the end of each working day.
- C) Vendor shall report the existence of any defective equipment, controls, instruments and/or accessories which may require replacement or repairing. This information shall be given to Agency authority or designee in writing and include the following information:
 - Defective Item
 - Location of defective item
 - Nature of defect and impact on building operation
 - Detailed breakdown of material and labor cost for replacing
- D) Incidental parts and other materials required during inspection or maintenance, shall be sold at cost. The end-user may request Vendor to provide copies of material suppliers' invoices to verify cost. The end-user may, at their discretion, require waivers of lien for materials prior to payment for goods and/or services.
- E) Vendor shall, as necessary, instruct end-user personnel in the use and maintenance of equipment and systems installed pursuant to this Contract.
- F) End user may request a written estimate and/or proposal on any repairs, replacements and/or work exceeding \$500.00. If said work is authorized by

end-user, then work shall be performed on a time and material basis, not to exceed the estimate or proposal.

- G) Estimates and proposals will be in writing with description of work to be performed and detailed breakdown of material, labor and other cost and priced as per contract agreement.
- H) State Agencies: A separate work/purchase order/ticket will be written for each individual job or service performed and will require the following information to be listed as follows:
 - Facility name and/or job location, date order received, start and completion date, with time in and out.
 - Agency work authorization and/or purchase order number.
 - Detailed description of work performed.
 - Breakdown and individual listing of all materials and quantity used.
 - Listing of each employee, date and hours worked.
 - Other charges listed.
 - Labor hours (straight and overtime). There will be no lumping of hours or materials
- I) End-user shall have access to the work at all times, wherever it is in preparation or progress and the Vendor shall provide for such access and inspection.

1.2.2. Supplies Section: Components and Accessories to be purchased based upon a percent discount from the Manufacturer's Retail Price Listing (Line Items 51-60)

- A) Specifications and hardware for the Hirsch proprietary system may include:
 - Comptroller
 - Scramble pad
 - Panel Kits
 - Retrofit Kits
 - Surface mounting box
 - Card reader
 - Interface board
 - Line module
 - Software updates
 - Annual Identiv/Hirsch software licensing
 - Hardware will include the most recent models and parts support for products currently in use.

- B) Intercom components must be compatible with the Hirsch system:
- Intercom door station audio/video
 - Hands free master station
 - Intercom exchange unit
 - Mounting boxes
- C) Surveillance Cameras will be AXIS brand or equivalent and must be compatible with the Hirsch system and may include, but not be limited to:
- Indoor cameras
 - Outdoor cameras
 - Video encoders
 - Outdoor high power over ethernet (POE) housing
 - Varifocal lens
 - Pendant kit
 - User licenses
 - On-Net surveillance system software upgrade
 - On-Net maintenance on an annual basis
 - Camera options will be the newest version
 - Camera options will include M series, P series and Q series
- D) Accessibility components will be compatible with the Hirsch system and may include, but not be limited to:
- Identification camera kit
 - Lanyards
 - Vinyl badge holders
 - Identification card strap clip
 - Identification card reel
 - Enrollment station
 - PVC cards
 - Color printer
 - Color panel ribbons for printers
- E) Accessory equipment must be compatible with Hirsch system and AXIS products, and may include but not be limited to:
- Indoor exit motion sensors
 - Power supply 24 V-DC 4 amp and 2 amp
 - Recessed magnetic contacts for steel doors
 - Wireless transceiver with/without antenna
 - Ethernet over coax adapters

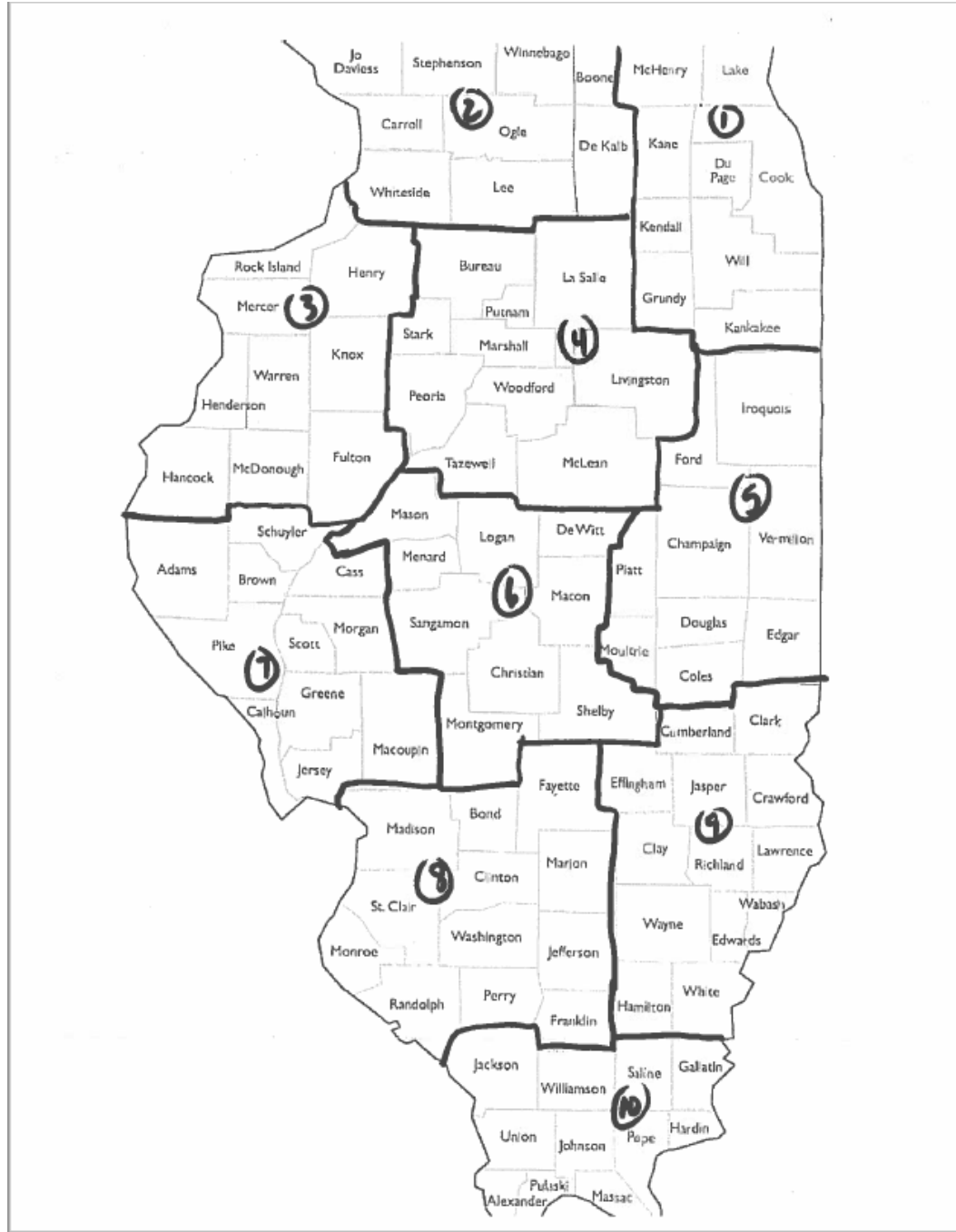
- Midspan for powering power-over-ethernet (POE)-enabled network
- High POE midspan
- Outdoor CAT6 ethernet cable

1.2.3. The Regions are defined as follows:

REGION 1	REGION 2	REGION 3	REGION 4	REGION 5
COOK	BOONE	FULTON	BUREAU	CHAMPAIGN
DUPAGE	CARROLL	HANCOCK	LA SALLE	COLES
GRUNDY	DE KALB	HENDERSON	LIVINGSTON	DOUGLAS
KANE	JO DAVIESS	HENRY	MARSHALL	EDGAR
KANKAKEE	LEE	KNOX	MCLEAN	FORD
KENDALL	OGLE	MCDONOUGH	PEORIA	IROQUOIS
LAKE	STEPHENSON	MERCER	PUTNAM	MOULTRIE
MCHENRY	WHITESIDE	ROCK ISLAND	STARK	PIATT
WILL	WINNEBAGO	WARREN	TAZEWELL	VERMILION
			WOODFORD	

REGION 6	REGION 7	REGION 8	REGION 9	REGION 10
CHRISTIAN	ADAMS	BOND	CLARK	ALEXANDER
DE WITT	BROWN	CLINTON	CLAY	GALLATIN
LOGAN	CALHOUN	FAYETTE	CRAWFORD	HARDIN
MACON	CASS	FRANKLIN	CUMBERLAND	JACKSON
MASON	GREENE	JEFFERSON	EDWARDS	JONHSON
MENARD	JERSEY	MADISON	EFFINGHAM	MASSAC
MONTGOMERY	MACOUPIN	MARION	HAMILTON	POPE
SANGAMON	MORGAN	MONROE	JASPER	PULASKI
SHELBY	PIKE	PERRY	LAWRENCE	SALINE
	SCOTT	RANDOLPH	RICHLAND	UNION
	SCHUYLER	ST. CLAIR	WABASH	WILLIAMSON
		WASHINGTON	WAYNE	
			WHITE	

1.2.4. Map



For procurements conducted in BidBuy, the State may include in this contract the BidBuy Purchase Order as it contains the agreed Supplies and/or Services.

1.3. MILESTONES AND DELIVERABLES:

- 1.3.1. Design Component: Vendor shall submit drawings and schematics showing in detail the placement of components and wiring. These documents must be approved by the end-user prior to the commencement of work.
- 1.3.2. Prevailing wage must be paid to all employees. (30 ILCS 500/25-60). Information on prevailing wage may be obtained at:
<http://www.state.il.us/agency/idol/rates/rates.HTM>.
- 1.3.3. Vendor's per hour labor rate shall include the prevailing basic wage rate, fringe benefits (Health and Welfare, pension or others), and also shall include all employer expenses for FICA, Workmen's Compensation, Liability Insurance, Unemployment Insurance and any other city, State or federal requirements regarding employees. Per hour labor rate shall also include all cost and expenses for trucks and/or vehicles, tools and equipment associated with trade, travel, pick-up and delivery of materials, estimating, call-backs, supervision, administrative, overhead and profit.
- 1.3.4. Vendor shall be required to perform said services with his/her own employees and maintain, or have the source to obtain, adequate personnel to fulfill the contract requirements. There will be no subcontracting of labor.
- 1.3.5. Response time for routine work repairs and service will be within (8) eight hours after receipt of call from end-user. All work shall be completed during normal working hours or as may be determined and/or scheduled by the end-user. This requirement may be waived upon written agreement between Vendor and end-user.
- 1.3.6. Emergency service response time will be within (2) hours after call from the end-user.
- 1.3.7. Vendor shall promptly remove from the premises all material condemned by the end-user as failing to conform to the contract and the Vendor shall promptly replace and re-execute their work in accordance with the contract and without expense to the end-user. The end-user will not pay for "call-backs" to re-do the original job, repair and/or service.
- 1.3.8. The Vendor will report to the Department of Central Management Services Bureau of Strategic Sourcing (BOSS) an annual Contract Usage Report. This report shall be in a tab-delimited text file or an Excel spreadsheet that references the BidBuy Purchase Order (PO) number, time period being reported, and must include the following:

Service Component: PO Number, End-User, Maintenance Hours/Supplies and the repairs completed.

Supply Component: PO Line Number, Quantity, Unit of Measure, and Delivery Address.

Design Component: PO Number, End-User, Number of Design Hours and the location address for the design.

The report will be sent to the following email address:

CMS.BOSS.Sourcing@illinois.gov.

- 1.3.9. Vendor will provide the Manufacturer's Suggested Retail Price (MSRP) listing as a document, or established link to MSRP.

Insert link here, if applicable: See Identiv Product Catalog provided

- 1.3.10. Vendor will provide detailed information concerning warranties of commercially acceptable quality function performance services parts and any other warranties offered .

1.4. VENDOR / STAFF SPECIFICATIONS:

- 1.4.1. Vendor shall be responsible for providing no cost technical support for all items purchased under this contract to the end-users.

- 1.4.2. Vendor and his/her employees shall report to and sign in and out with the Agency Authority of the end-user, indicating times of arrival and departure with a brief description of the services rendered, work order number and/or location in the facility. Sign in and out times shall be indicated on Vendor's job invoice and/or ticket.

- 1.4.3. State Agencies: Vendor shall not commence any work under this contract until he has obtained the approval and been issued a work authorization order and/or purchase order number from the Agency. This number must appear on all of the Vendor's job invoices and/or tickets, and billings.

Non-State Agencies: Purchase order number requirements will be between the Vendor and the non-state agency.

- 1.4.4. Vendor shall report completion of each job to the Agency Authority of the end-user, to receive a signature on the work/purchase order. Vendor shall leave a signed copy with the Agency Authority of the end-user.

- 1.4.5. Vendor must be a licensed Hirsch Dealer or manufacturer during the life of the contract and provide an authorized certification from Hirsch if requested. Should the Vendor cease to be a licensed Hirsch Dealer at any time during the contract,

The State of Illinois reserves the right to terminate this agreement immediately and without further notice. Non-State Agencies have the right to continue work, upon mutual agreement between end-user and Vendor.

- 1.4.6. Vendor must be an authorized distributor of AXIS or equivalent brand on this contract and maintain that status throughout the life of the contract.
- 1.4.7. Vendor shall maintain current applicable municipal, county, state and/or federal license(s) that are required for their business and the Vendor's employees shall maintain and have current all municipal, county, State and/or federal license(s) that are applicable and required for their trade.
- 1.4.8. The end-user may conduct criminal and driver history background checks of Vendor's officers, employees or agents who would directly supervise or physically perform any of the Contract requirements. If check is conducted any Vendor's officer, employee or agent must be cleared through the background check before entering the premises to commence work. Any officer, employee or agent deemed unsuitable by the end-user must be replaced immediately.
- 1.4.9. Vendor and their employees shall comply with all instructions issued by the end-user and with all building security procedures as required.
- 1.4.10. Vendor and their employees are prohibited from disturbing papers on desks, opening desk drawers or cabinets, use of telephones and/or office equipment, or anything provided for official State of Illinois use.
- 1.4.11. HAZARDS: Vendors and their employees are advised and acknowledge that:
 - A) They are fully aware that asbestos-contained materials and or suspected asbestos contained materials may be present in the facilities.
 - B) They are fully aware of the health hazards associated with asbestos exposure
 - C) They are cautioned not to disturb, remove, or damage any material which may contain asbestos in performing required service, which may create a potential hazard.
 - D) If there is an accidental disturbance or damage to asbestos contained materials by the Vendor or Vendor's employees, said disturbance shall be immediately reported to the Agency authority.

1.5. TRANSPORTATION AND DELIVERY:

- 1.5.1. Delivery will be made F.O.B. Destination to any location within the State of Illinois. The minimum order is \$1,000 for F.O.B. Destination. For any order less than the minimum of \$1,000, the additional freight charge will be added to the invoice as a separate line item and a copy of the freight bill will be submitted with the invoice for payment.
- 1.5.2. Deliveries made to State Agencies will be delivered between 9:00 AM and 3:00 PM (Monday through Friday), excluding State holidays, unless pre-approved by the ordering agency.
- 1.5.3. Deliveries made to non-State Agencies will be arranged between the ordering entity and the Vendor.
- 1.5.4. Shipments must be packaged in such a manner to prevent damage in transit. Shipments containing damaged components may be rejected upon receipt.
- 1.5.5. Any parts opened within 30 days of receipt and found to be defective, will be replaced by the Vendor at no cost to the end-user.
- 1.5.6. All shipments must be accompanied by a packing slip.
- 1.5.7. Delivery of order shall be made within 14 calendar days After Receipt of Order (ARO)

1.6. SUBCONTRACTING

Subcontractors are not allowed.

If at any time during the term of the Contract, Vendor adds or changes any subcontractors, Vendor is required to promptly notify, in writing, the State Purchasing Officer or the Chief Procurement Officer of the names and addresses and the expected amount of money that each new or replaced subcontractor will receive pursuant to this Contract. Any subcontracts entered into prior to award of this Contract are done at the sole risk of the Vendor and subcontractor(s).

1.7. SUCCESSOR VENDOR

☐ Yes ☒ No This contract is for services subject to 30 ILCS 500/25-80. Heating and air conditioning service contracts, plumbing service contracts, and electrical service contracts are not subject to this requirement. Non-service contracts, construction contracts, qualification-based selection contracts, and professional and artistic services contracts are not subject to this requirement.

If yes is checked, then the Vendor certifies:

- (i) that it shall offer to assume the collective bargaining obligations of the prior employer, including any existing collective bargaining agreement with the bargaining representative of any existing collective bargaining unit or units performing substantially similar work to the services covered by the contract subject to its bid or offer; and
- (ii) that it shall offer employment to all employees currently employed in any existing bargaining unit who perform substantially similar work to the work that will be performed pursuant to this contract.

1.8. WHERE SERVICES ARE TO BE PERFORMED: Unless otherwise disclosed in this section all services shall be performed in the United States. If the Vendor performs the services purchased hereunder in another country in violation of this provision, such action may be deemed by the State as a breach of the contract by Vendor.

Vendor shall disclose the locations where the services required shall be performed and the known or anticipated value of the services to be performed at each location. If the Vendor received additional consideration in the evaluation based on work being performed in the United States, it shall be a breach of contract if the Vendor shifts any such work outside the United States.

- Location where services will be performed: **State of Illinois**
- Value of services performed at this location: **\$14,695,692.26**
- Location where services will be performed:
- Value of services performed at this location:

4.30.21

2. PRICING

2.1 FORMAT OF PRICING:

2.1.1 Vendor shall submit pricing in the format shown below, based on the terms and conditions set forth in section 1 of this Contract.

2.1.2 Pricing shall be submitted in the following format: Enter per unit of measurement on the line items in BidBuy. .

2.2 **TYPE OF PRICING:** The Illinois Office of the Comptroller requires the State to indicate whether the contract price is firm or estimated at the time it is submitted for obligation. The total price of this contract is estimated.

2.3 **EXPENSES ALLOWED:** Expenses are not allowed.

2.4 **DISCOUNT:** The State may receive a 0 % discount for payment within 0 days of receipt of correct invoice. This discount will not be a factor in making the award.

2.5 **VENDOR'S PRICING:** Attach additional pages if necessary or if the format of pricing specified above in Section 2.1 requires additional pages.

2.5.1. Vendor's Price for the Initial Term: \$14,695,692.26

2.5.2. Economic Adjustment:

9.30.21

Line Items 51-60

The discount percentage in this Contract must remain firm for the entire life of the contract. Thereafter, a new MSRP list may be submitted once during any given twelve (12) month period.

All adjustment requests shall be made in writing. Vendor shall not be entitled to apply an upward price adjustment without first obtaining approval of such request from the Department of Central Management Services Bureau of Strategic Sourcing (BOSS).

In all cases, the contractor must file a claim in writing for such adjustment prior to the delivery of goods. In any event, the claim for such adjustment will not apply to release orders provided prior to the date the BOSS approved the economic adjustment request.

If the contractor has unresolved complaints filed against it for non-delivery of or poor-quality service, its request may be denied until such time as all past complaints are resolved to the satisfaction of the State.

Once approved, contract pricing will be adjusted without a formal amendment.

Line Items 62-75

The prices in this Contract must remain firm for the first year after the execution date of the Contract. Thereafter, one upward price adjustment may be applied no more frequently than once during any given twelve (12) month period.

All adjustment requests shall be made in writing. Vendor shall not be entitled to apply an upward price adjustment without first obtaining approval of such request from the Department of Central Management Services Bureau of Strategic Sourcing (BOSS).

In the event a downward adjustment is warranted, the State reserves the right to adjust once during any given twelve (12) month period for this decrease. It will be the responsibility of the vendor to notify BOSS of any such decrease.

Maximum allowable adjustments shall be governed by the U.S. Bureau of Labor Statistics Producer Price Index (PPI) item number:

072B01	Rubber and Plastic products: All other consumer, institutional, And commercial products (line items 63-66, 71-74)
115405	Machinery and equipment: Computer peripheral equipment parts, attachments & accessories (line 75)
116509	Machinery and equipment: Other printing machinery/equip (line items 62, 67-70)

The base PPI published index will be determined by the month of the bid opening date. If the bid opening date occurs in May, then the base PPI will be May's published index.

The published PPI Index at the time of requested adjustment will be determined by the month and day the adjustment was submitted to BOSS regardless of whether it is a preliminary or final index publication.

No further adjustments will be made once the maximum allowable adjustment has been calculated for the given 12 months.

The maximum allowable adjustment shall be calculated as follows:

$$\text{Maximum Allowable Price} = A / B * C$$

A = Bid Price

B = Base PPI index (defined by time of bid opening)

C = Published PPI index at time of requested adjustment

The U.S. Bureau of Labor Statistics web site can be located at [HTTP://WWW.BLS.GOV/PPI](http://www.bls.gov/ppi).

Should the referenced producer price index (PPI) become discontinued during the contract, it will be replaced by an appropriate alternative PPI chosen by CMS and

all adjustments will be calculated based on the same methodology as outlined above, but with data from the new replacement index.

Requested adjustments shall include the contract number, item number, line number, bid price and requested price adjustment.

In all cases, the contractor must file a claim in writing for such adjustment prior to the delivery of goods. In any event, the claim for such adjustment will not apply to release orders provided prior to the date the BOSS approved the economic adjustment request.

If the contractor has unresolved complaints filed against it for non-delivery of or poor-quality service, its request may be denied until such time as all past complaints are resolved to the satisfaction of the State.

Once approved, contract pricing will be adjusted without a formal amendment.

For procurements conducted in BidBuy, the State may include in this contract the BidBuy Purchase Order as it contains the agreed pricing.

☐ If checked, see the attached BidBuy Purchase Order for the Vendor's Price for the Initial Term.

- 2.6** **MAXIMUM AMOUNT:** The total payments under this contract are not applicable as this is an indefinite quantity master contract.

3. TERM AND TERMINATION

- 3.1 TERM OF THIS CONTRACT:** This contract has an initial term of five (5) years. If a start date is not identified, the term shall commence upon the last dated signature of the Parties.

For procurements conducted in BidBuy, the State may include in this contract the BidBuy Purchase Order as it contains the agreed term.

3.1.1 In no event will the total term of the contract, including the initial term, any renewal terms, and any extensions, exceed ten (10) years. 30 ILCS 500/20-60

3.1.2 Vendor shall not commence billable work in furtherance of the contract prior to final execution of the contract except when permitted pursuant to 30 ILCS 500/20-80.

- 3.2 RENEWAL:** None

- 3.3 TERMINATION FOR CAUSE:** The State may terminate this contract, in whole or in part, immediately upon notice to the Vendor if: (a) the State determines that the actions or inactions of the Vendor, its agents, employees or subcontractors have caused, or reasonably could cause, jeopardy to health, safety, or property, or (b) the Vendor has notified the State that it is unable or unwilling to perform the contract.

If Vendor fails to perform to the State's satisfaction any material requirement of this contract, is in violation of a material provision of this contract, or the State determines that the Vendor lacks the financial resources to perform the contract, the State shall provide written notice to the Vendor to cure the problem identified within the period of time specified in the State's written notice. If not cured by that date the State may either: (a) immediately terminate the contract without additional written notice or (b) enforce the terms and conditions of the contract.

For termination due to any of the causes contained in this Section, the State retains its rights to seek any available legal or equitable remedies and damages.

- 3.4 TERMINATION FOR CONVENIENCE:** The State may, for its convenience and with thirty (30) days prior written notice to Vendor, terminate this contract in whole or in part and without payment of any penalty or incurring any further obligation to the Vendor.

Upon submission of invoices and proof of claim, the Vendor shall be entitled to compensation for supplies and services provided in compliance with this contract up to and including the date of termination.

- 3.5 AVAILABILITY OF APPROPRIATION:** This contract is contingent upon and subject to the availability of funds. The State, at its sole option, may terminate or suspend this contract,

in whole or in part, without penalty or further payment being required, if (1) the Illinois General Assembly or the federal funding source fails to make an appropriation sufficient to pay such obligation, or if funds needed are insufficient for any reason (30 ILCS 500/20-60), (2) the Governor decreases the Agency's funding by reserving some or all of the Agency's appropriation(s) pursuant to power delegated to the Governor by the Illinois General Assembly, or (3) the Agency determines, in its sole discretion or as directed by the Office of the Governor, that a reduction is necessary or advisable based upon actual or projected budgetary considerations. Contractor will be notified in writing of the failure of appropriation or of a reduction or decrease.

4. STANDARD BUSINESS TERMS AND CONDITIONS

4.1 PAYMENT TERMS AND CONDITIONS:

- 4.1.1 Late Payment: Payments, including late payment charges, will be paid in accordance with the State Prompt Payment Act and rules when applicable. 30 ILCS 540; 74 Ill. Adm. Code 900. This shall be Vendor's sole remedy for late payments by the State. Payment terms contained in Vendor's invoices shall have no force or effect.
- 4.1.2 Minority Contractor Initiative: Any Vendor awarded a contract of \$1,000 or more under Section 20-10, 20-15, 20-25 or 20-30 of the Illinois Procurement Code (30 ILCS 500) is required to pay a fee of \$15. The Comptroller shall deduct the fee from the first check issued to the Vendor under the contract and deposit the fee in the Comptroller's Administrative Fund. 15 ILCS 405/23.9.
- 4.1.3 Expenses: The State will not pay for supplies provided or services rendered, including related expenses, incurred prior to the execution of this contract by the Parties even if the effective date of the contract is prior to execution.
- 4.1.4 Prevailing Wage: As a condition of receiving payment Vendor must (i) be in compliance with the contract, (ii) pay its employees prevailing wages when required by law, (iii) pay its suppliers and subcontractors according to the terms of their respective contracts, and (iv) provide lien waivers to the State upon request. Examples of prevailing wage categories include public works, printing, janitorial, window washing, building and grounds services, site technician services, natural resource services, security guard and food services. The prevailing wages are revised by the Illinois Department of Labor (DOL) and are available on DOL's official website, which shall be deemed proper notification of any rate changes under this subsection. Vendor is responsible for contacting DOL at 217-782-6206 or (<http://www.state.il.us/agency/idol/index.htm>) to ensure understanding of prevailing wage requirements.
- 4.1.5 Federal Funding: This contract may be partially or totally funded with Federal funds. If Federal funds are expected to be used, then the percentage of the good/service paid using Federal funds and the total Federal funds expected to be used will be provided to the awarded Vendor in the notice of intent to award.
- 4.1.6 Invoicing: By submitting an invoice, Vendor certifies that the supplies or services provided meet all requirements of this contract, and the amount billed and expenses incurred, are as allowed in this contract. Invoices for supplies purchased, services performed, and expenses incurred through June 30 of any year must be submitted to the State no later than July 31 of that year; otherwise Vendor may have to seek payment through the Illinois Court of Claims. 30 ILCS 105/25. All invoices are subject to statutory offset. 30 ILCS 210.
 - 4.1.6.1 Vendor shall not bill for any taxes unless accompanied by proof that the State is subject to the tax. If necessary, Vendor may request the

applicable Agency's Illinois tax exemption number and Federal tax exemption information.

- 4.1.6.2 Vendor shall invoice at this completion of the contract unless invoicing is tied in this contract to milestones, deliverables, or other invoicing requirements agreed to in the contract.

Send invoices to:

Agency:	Requesting Agency/Entity
Attn:	Requesting Agency/Entity
Address:	Requesting Agency/Entity
City, State Zip	Requesting Agency/Entity

For procurements conducted in BidBuy, the Agency may include in this contract the BidBuy Purchase Order as it contains the Bill To address.

- 4.2 ASSIGNMENT:** This contract may not be assigned or transferred in whole or in part by Vendor without the prior written consent of the State.
- 4.3 SUBCONTRACTING:** For purposes of this section, subcontractors are those specifically hired to perform all, or part of the work covered by this contract. Vendor must receive prior written approval before use of any subcontractors in the performance of this contract. Vendor shall describe, in an attachment if not already provided, the names and addresses of all authorized subcontractors to be utilized by Vendor in the performance of this contract, together with a description of the work to be performed by the subcontractor and the anticipated amount of money that each subcontractor is expected to receive pursuant to this contract. If required, Vendor shall provide a copy of any subcontracts within fifteen (15) days after execution of this contract. All subcontracts must include the same certifications that Vendor must make as a condition of this contract. Vendor shall include in each subcontract the subcontractor certifications as shown on the Standard Certification form available from the State. If at any time during the term of the Contract, Vendor adds or changes any subcontractors, then Vendor must promptly notify, by written amendment to the Contract, the State Purchasing Officer or the Chief Procurement Officer of the names and addresses and the expected amount of money that each new or replaced subcontractor will receive pursuant to the Contract. 30 ILCS 500/20-120.
- 4.4 AUDIT/RETENTION OF RECORDS:** Vendor and its subcontractors shall maintain books and records relating to the performance of this contract and any subcontract necessary to support amounts charged to the State pursuant this contract or subcontract. Books and records, including information stored in databases or other computer systems, shall be maintained by the Vendor for a period of three (3) years from the later of the date of final payment under the contract or completion of the contract, and by the subcontractor for a period of three (3) years from the later of final payment under the term or

completion of the subcontract. If Federal funds are used to pay contract costs, the Vendor and its subcontractors must retain their respective records for five (5) years. Books and records required to be maintained under this section shall be available for review or audit by representatives of: the procuring Agency, the Auditor General, the Executive Inspector General, the Chief Procurement Officer, State of Illinois internal auditors or other governmental entities with monitoring authority, upon reasonable notice and during normal business hours. Vendor and its subcontractors shall cooperate fully with any such audit and with any investigation conducted by any of these entities. Failure to maintain books and records required by this section shall establish a presumption in favor of the State for the recovery of any funds paid by the State under this contract or any subcontract for which adequate books and records are not available to support the purported disbursement. The Vendor or subcontractors shall not impose a charge for audit or examination of the Vendor's or subcontractor's books and records. 30 ILCS 500/20-65.

- 4.5 TIME IS OF THE ESSENCE:** Time is of the essence with respect to Vendor's performance of this contract. Vendor shall continue to perform its obligations while any dispute concerning this contract is being resolved unless otherwise directed by the State.
- 4.6 NO WAIVER OF RIGHTS:** Except as specifically waived in writing, failure by a Party to exercise or enforce a right does not waive that Party's right to exercise or enforce that or other rights in the future.
- 4.7 FORCE MAJEURE:** Failure by either Party to perform its duties and obligations will be excused by unforeseeable circumstances beyond its reasonable control and not due to its negligence, including acts of nature, acts of terrorism, riots, labor disputes, fire, flood, explosion, and governmental prohibition. The non-declaring Party may cancel this contract without penalty if performance does not resume within thirty (30) days of the declaration.
- 4.8 CONFIDENTIAL INFORMATION:** Each Party to this contract, including its agents and subcontractors, may have or gain access to confidential data or information owned or maintained by the other Party in the course of carrying out its responsibilities under this contract. Vendor shall presume all information received from the State or to which it gains access pursuant to this contract is confidential. Vendor information, unless clearly marked as confidential and exempt from disclosure under the Illinois Freedom of Information Act, shall be considered public. No confidential data collected, maintained, or used in the course of performance of this contract shall be disseminated except as authorized by law and with the written consent of the disclosing Party, either during the period of this contract or thereafter. The receiving Party must return any and all data collected, maintained, created or used in the course of the performance of this contract, in whatever form it is maintained, promptly at the end of this contract, or earlier at the request of the disclosing Party, or notify the disclosing Party in writing of its destruction. The foregoing obligations shall not apply to confidential data or information lawfully in the receiving Party's possession prior to its acquisition from the disclosing Party; received

in good faith from a third Party not subject to any confidentiality obligation to the disclosing Party; now is or later becomes publicly known through no breach of confidentiality obligation by the receiving Party; or that is independently developed by the receiving Party without the use or benefit of the disclosing Party's confidential information.

4.9 USE AND OWNERSHIP: All work performed or supplies created by Vendor under this contract, whether written documents or data, goods or deliverables of any kind, shall be deemed work for hire under copyright law and all intellectual property and other laws, and the State of Illinois is granted sole and exclusive ownership to all such work, unless otherwise agreed in writing. Vendor hereby assigns to the State all right, title, and interest in and to such work including any related intellectual property rights, and/or waives any and all claims that Vendor may have to such work including any so-called "moral rights" in connection with the work. Vendor acknowledges the State may use the work product for any purpose. Confidential data or information contained in such work shall be subject to the confidentiality provisions of this contract.

4.10 INDEMNIFICATION AND LIABILITY: The Vendor shall indemnify and hold harmless the State of Illinois, its agencies, officers, employees, agents and volunteers from any and all costs, demands, expenses, losses, claims, damages, liabilities, settlements and judgments, including in-house and contracted attorneys' fees and expenses, arising out of: (a) any breach or violation by Vendor of any of its certifications, representations, warranties, covenants or agreements; (b) any actual or alleged death or injury to any person, damage to any real or personal property, or any other damage or loss claimed to result in whole or in part from Vendor's negligent performance; (c) any act, activity or omission of Vendor or any of its employees, representatives, subcontractors or agents; or (d) any actual or alleged claim that the services or goods provided under this contract infringe, misappropriate, or otherwise violate any intellectual property (patent, copyright, trade secret, or trademark) rights of a third party. In accordance with Article VIII, Section 1(a),(b) of the Constitution of the State of Illinois, the State may not indemnify private parties absent express statutory authority permitting the indemnification. Neither Party shall be liable for incidental, special, consequential, or punitive damages.

4.11 INSURANCE: Vendor shall, at all times during the term of this contract and any renewals or extensions, maintain and provide a Certificate of Insurance naming the State as an additionally insured for all required bonds and insurance. Certificates may not be modified or canceled until at least thirty (30) days' notice has been provided to the State. Vendor shall provide: (a) General Commercial Liability insurance in the amount of \$1,000,000 per occurrence (Combined Single Limit Bodily Injury and Property Damage) and \$2,000,000 Annual Aggregate; (b) Auto Liability, including Hired Auto and Non-owned Auto (Combined Single Limit Bodily Injury and Property Damage), in amount of \$1,000,000 per occurrence; and (c) Worker's Compensation Insurance in the amount

required by law. Insurance shall not limit Vendor's obligation to indemnify, defend, or settle any claims.

- 4.12 INDEPENDENT CONTRACTOR:** Vendor shall act as an independent contractor and not an agent or employee of, or joint venturer with the State. All payments by the State shall be made on that basis.
- 4.13 SOLICITATION AND EMPLOYMENT:** Vendor shall not employ any person employed by the State during the term of this contract to perform any work under this contract. Vendor shall give notice immediately to the Agency's director if Vendor solicits or intends to solicit State employees to perform any work under this contract.
- 4.14 COMPLIANCE WITH THE LAW:** The Vendor, its employees, agents, and subcontractors shall comply with all applicable Federal, State, and local laws, rules, ordinances, regulations, orders, Federal circulars and all license and permit requirements in the performance of this contract. Vendor shall be in compliance with applicable tax requirements and shall be current in payment of such taxes. Vendor shall obtain at its own expense, all licenses and permissions necessary for the performance of this contract.
- 4.15 BACKGROUND CHECK:** Whenever the State deems it reasonably necessary for security reasons, the State may conduct, at its expense, criminal and driver history background checks of Vendor's and subcontractor's officers, employees, or agents. Vendor or subcontractor shall immediately reassign any individual who, in the opinion of the State, does not pass the background check.
- 4.16 APPLICABLE LAW:**
- 4.16.1 **PREVAILING LAW:** This contract shall be construed in accordance with and is subject to the laws and rules of the State of Illinois.
- 4.16.2 **EQUAL OPPORTUNITY:** The Department of Human Rights' Equal Opportunity requirements are incorporated by reference. 44 Ill. Adm. Code 750.
- 4.16.3 **COURT OF CLAIMS; ARBITRATION; SOVEREIGN IMMUNITY:** Any claim against the State arising out of this contract must be filed exclusively with the Illinois Court of Claims. 705 ILCS 505/1. The State shall not enter into binding arbitration to resolve any dispute arising out of this contract. The State of Illinois does not waive sovereign immunity by entering into this contract.
- 4.16.4 **OFFICIAL TEXT:** The official text of the statutes cited herein is incorporated by reference. An unofficial version can be viewed at (www.ilga.gov/legislation/ilcs/ilcs.asp).
- 4.17 ANTI-TRUST ASSIGNMENT:** If Vendor does not pursue any claim or cause of action it has arising under Federal or State antitrust laws relating to the subject matter of this contract,

then upon request of the Illinois Attorney General, Vendor shall assign to the State all of Vendor's rights, title and interest to the claim or cause of action.

- 4.18 CONTRACTUAL AUTHORITY:** The Agency that signs this contract on behalf of the State of Illinois shall be the only State entity responsible for performance and payment under this contract. When the Chief Procurement Officer or authorized designee or State Purchasing Officer signs in addition to an Agency, he/she does so as approving officer and shall have no liability to Vendor. When the Chief Procurement Officer or authorized designee or State Purchasing Officer signs a master contract on behalf of State agencies, only the Agency that places an order or orders with the Vendor shall have any liability to the Vendor for that order or orders.
- 4.19 EXPATRIATED ENTITIES:** Except in limited circumstances, no business or member of a unitary business group, as defined in the Illinois Income Tax Act, shall submit a bid for or enter into a contract with a State agency if that business or any member of the unitary business group is an expatriated entity.
- 4.20 NOTICES:** Notices and other communications provided for herein shall be given in writing via electronic mail whenever possible. If transmission via electronic mail is not possible, then notices and other communications shall be given in writing via registered or certified mail with return receipt requested, via receipted hand delivery, via courier (UPS, Federal Express or other similar and reliable carrier), or via facsimile showing the date and time of successful receipt. Notices shall be sent to the individuals who signed this contract using the contact information following the signatures. Each such notice shall be deemed to have been provided at the time it is actually received. By giving notice, either Party may change its contact information.
- 4.21 MODIFICATIONS AND SURVIVAL:** Amendments, modifications and waivers must be in writing and signed by authorized representatives of the Parties. Any provision of this contract officially declared void, unenforceable, or against public policy, shall be ignored and the remaining provisions shall be interpreted, as far as possible, to give effect to the Parties' intent. All provisions that by their nature would be expected to survive, shall survive termination. In the event of a conflict between the State's and the Vendor's terms, conditions and attachments, the State's terms, conditions, and attachments shall prevail.
- 4.22 PERFORMANCE RECORD / SUSPENSION:** Upon request of the State, Vendor shall meet to discuss performance or provide contract performance updates to help ensure proper performance of this contract. The State may consider Vendor's performance under this contract and compliance with law and rule to determine whether to continue this contract, suspend Vendor from doing future business with the State for a specified period of time, or whether Vendor can be considered responsible on specific future contract opportunities.

4.23 FREEDOM OF INFORMATION ACT: This contract and all related public records maintained by, provided to, or required to be provided to the State are subject to the Illinois Freedom of Information Act (FOIA) notwithstanding any provision to the contrary that may be found in this contract. 5 ILCS 140.

4.24 SCHEDULE OF WORK: Any work performed on State premises shall be performed during the hours designated by the State and performed in a manner that does not interfere with the State and its personnel.

4.25 WARRANTIES FOR SUPPLIES AND SERVICES:

4.25.1. Vendor warrants that the supplies furnished under this contract will: (a) conform to the standards, specifications, drawing, samples or descriptions furnished by the State or furnished by the Vendor and agreed to by the State, including but not limited to all specifications attached as exhibits hereto; (b) be merchantable, of good quality and workmanship, and free from defects for a period of twelve months or longer if so specified in writing, and fit and sufficient for the intended use; (c) comply with all federal and state laws, regulations and ordinances pertaining to the manufacturing, packing, labeling, sale and delivery of the supplies; (d) be of good title and be free and clear of all liens and encumbrances and; (e) not infringe any patent, copyright or other intellectual property rights of any third party. Vendor agrees to reimburse the State for any losses, costs, damages, or expenses, including without limitations, reasonable attorney's fees and expenses, arising from failure of the supplies to meet such warranties.

4.25.2. Vendor shall ensure that all manufacturers' warranties are transferred to the State and shall provide to the State copies of such warranties. These warranties shall be in addition to all other warranties, express, implied, or statutory, and shall survive the State's payment, acceptance, inspection, or failure to inspect the supplies.

4.25.3. Vendor warrants that all services will be performed to meet the requirements of this contract in an efficient and effective manner by trained and competent personnel. Vendor shall monitor performances of each individual and shall immediately reassign any individual who does not perform in accordance with this contract, who is disruptive or not respectful of others in the workplace, or who in any way violates the contract or State policies.

4.26 REPORTING, STATUS AND MONITORING SPECIFICATIONS: Vendor shall immediately notify the State of any event that may have a material impact on Vendor's ability to perform this contract.

4.27 EMPLOYMENT TAX CREDIT: Vendors who hire qualified veterans and certain ex-offenders may be eligible for tax credits. 35 ILCS 5/216, 5/217. Please contact the Illinois Department of Revenue (telephone #: 217-524-4772) for information about tax credits.

The Vendor will be required to report to Central Management Services – Bureau of Strategic Sourcing (BOSS) an annual report on the hiring of Veterans and Ex-Offenders, this report must be sent by September 30th of every year. The report shall be attached and sent to the following email address: cms.boss.sourcing@illinois.gov.

5. STATE SUPPLEMENTAL PROVISIONS

☒ Agency Definitions

5.1. "Chief Procurement Officer" means the chief procurement officer appointed pursuant to 30 ILCS 500/10-20(a)(4).

5.2. "Governmental unit" means State of Illinois, any State agency as defined in Section 1-15.100 of the Illinois Procurement Code, officers of the State of Illinois, any public authority which has the power to tax, or any other public entity created by statute.

5.3. "Qualified not-for-profit agency" means any not-for-profit agency that qualifies under Section 45-35 of the Illinois Procurement code and that either (1) acts pursuant to a board established by or controlled by a unit of local government or (2) receives grant funds from the State or from a unit of local government.

☐ Required Federal Clauses, Certifications and Assurances

☐ Public Works Requirements (construction and maintenance of a public work) 820 ILCS 130/4.

☐ Prevailing Wage (janitorial cleaning, window cleaning, building and grounds, site technician, natural resources, food services, security services, and printing, if valued at more than \$200 per month or \$2,000 per year) 30 ILCS 500/25-60.

☒ Agency Specific Terms and Conditions

5.4. The Chief Procurement Officer for General Services makes this contract available to all governmental units and qualified not-for-profit agencies.

5.5. Vendor agrees to extend all terms and conditions, specifications, and pricing or discounts specified in this contract for the items in this contract to all governmental units and qualified not-for-profit agencies.

5.6. The supplies or services subject to this Contract shall be distributed or rendered directly to each governmental unit or qualified not-for-profit agency.

5.7. Vendor shall bill each governmental unit or qualified not-for-profit agency separately for its actual share of the costs of the supplies or services purchased.

5.8. The credit or liability of each governmental unit or qualified not-for-profit agency shall remain separate and distinct.

5.9. Disputes between vendors and governmental units or qualified not-for-profit agencies shall be resolved between the affected parties.

5.10. All terms and conditions in this Contract apply with full force and effect to all purchase orders.

☐ Other (describe)



CHIEF PROCUREMENT OFFICE

Ellen H. Daley, General Services

Authorization for Joint Purchasing

JPMC Hirsch Components Accessories

21-416CMS-BOPM4-P-25705

Pursuant to 30 ILCS 525/2(a-5), 30 ILCS 525/3, and 30 ILCS 525/4.2, I hereby authorize the attached Joint Purchase between the Central Management Services and governmental units and/or qualified not-for-profit agencies. A copy of this authorization shall be kept in each individual State agency's procurement file as authorization of the Joint Purchase.

The governmental units and/or qualified not-for-profit agencies subject to this Joint Purchase have agreed each governmental unit and/or qualified not-for-profit agency shall pay the cost of obtaining the services and/or supplies under the contract with A-1 Lock, Inc. at the rate specified in the contract. Pursuant to 30 ILCS 525/3, the credit or liability of each governmental unit or qualified not-for-profit agency shall remain separate and distinct, and disputes between A-1 Lock, Inc. and any of the governmental units or qualified not-for-profit agencies subject to this Joint Purchase shall be resolved between the immediate parties.

Authorized this 5th day of May, 2021.

5/5/2021

X Ellen H. Daley

Ellen H. Daley

Chief Procurement Officer - General Services

Signed by: Ellen Holzman Daley

401 South Spring Street • 712 William Stratton Building • Springfield, IL 62706

P: (217) 558-2231 • F: (217) 558-1399

Notice of Award Form

Agency and Awarded Vendor Information

*Description: JPMC Hirsch Components Accessories

*Bid Number: 21-416CMS-BOPM4-B-20074

*Agency: CENTRAL MANAGEMENT SERVICES

*Vendor Selected for Award: A-1 Lock, Inc

*Line Item Description: All Line Items 1 - 75

*Award Amount: \$14,695,692.26

*Length of Initial Term: 5 years

*Length of available renewal options: N/A

Farm Leases and Concessions

Value to the State:

Estimated Financial Return to the State for the Life of the Contract (Includes Renewals)

Value to the Vendor:

Estimated Gross Revenue to the Vendor for the Life of the Contract (Includes Renewals)

Business Enterprise Program/Veterans Business Program

% of BEP Per Utilization Plan:

0

% of VBP Per Utilization Plan:

0

Other:

Unsuccessful Bidder(s)

*Number of Responding Bidders:

1

*Number of Unsuccessful Bidder(s):

0

*Number of Awarded Bidder(s):

1

Bidder(s)/Offeror(s) Not Selected:

Agency Contact

Contact Name: Martha Blackwell

Telephone Number: 217-785-3851

Email Address: martha.blackwell2@illinois.gov

Fax Number: 217-782-5187

Street Address: 1000 E Converse

City: Springfield

State: Illinois

Zip Code: 62702

Notice of Award Form

SPO Written Determination for Contract Award Decision

- ☐ **General** - Applies to Split Awards, Award to Other than Lowest Responsible and Responsive Bidder. The Rationale described by the purchasing agency in the recommendation to award seems reasonable, and serves as the basis for the contract decision.
- ☒ **Invitation for Bid** - The contract was procured through the Invitation for Bid Process, and the contract has been awarded to the lowest priced responsive and responsible bidder.
- ☐ **Request for Proposal** - Based on factors set forth in the Request for Proposal, the contract has been awarded to the offeror whose proposal is most advantageous to the State.
- ☐ **Renewal** - The contract is a renewal in accordance with the terms of the existing contract. The award decision is based on justification presented by the purchasing agency's justification.

Comments: This is a Small Business Set Aside Procurement, A-1 Lock, Inc is a registered SBSP vendor.

Other:

Explanation of other terms:

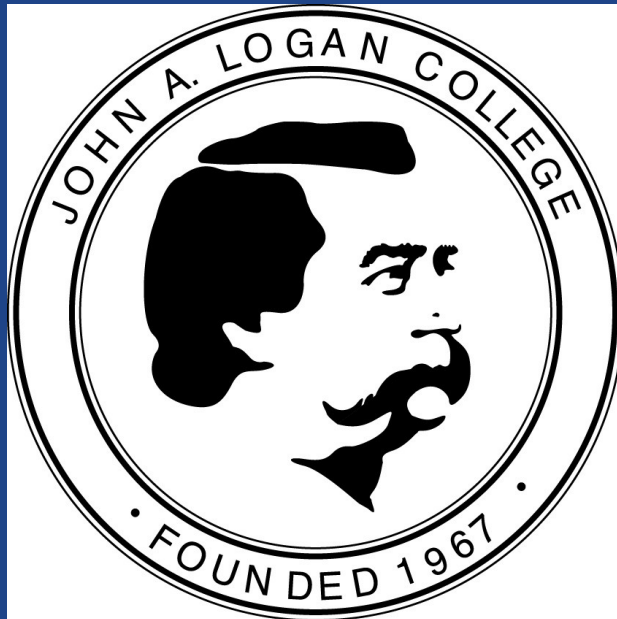
SPO Signature: Pamela Cormeny

Digitally signed by Pamela Cormeny
Date: 2021.04.14 10:48:10 -05'00'

Date: Apr 14, 2021

Consent Agenda Item 8.J

Darktrace



**JOHN A. LOGAN COLLEGE
INFORMATIONAL ITEM**

8.J – Darktrace

1. Darktrace

The Darktrace 3-year agreement was approved at the June 2024 board meeting. This is to inform the board that we are paying our year 2 invoice for this service.

The threat of cyberattacks has changed over the last several years. Ransomware and data breaches have impacted critical infrastructure, government agencies, and even Illinois community colleges. These attacks can steal data and immobilize an organization's entire network, resulting in serious financial and reputational impact. Increasingly sophisticated cyberattacks warrant the use of additional tools to not only detect threats but also automatically stop the attacks before they can cause harm. Darktrace provides a system that uses market-leading technology to evaluate potential threats on our network and stop attacks quickly and automatically without any human intervention.

The approved FY26 budget includes \$175,367.00 for year 2 of the 3-year Darktrace invoice.

Staff Contacts:

Travis Geske, Senior Director of Network Infrastructure

Scott Elliott, Assistant Vice President of Integrated Technology



INVOICE

To:
John A. Logan College
700 Logan College Dr,
Carterville, IL 62918
United States of America

Customer Tax Number:

Darktrace Holdings Ltd
Maurice Wilkes Building
St John's Innovation Park
Cowley Road
Cambridge
CB4 0DS

Telephone: +44 (1223) 394100
Email: fingroup@darktrace.com
VAT Reg No: GB411303168

Invoice Details

Invoice No	DTGBR01_10033706	Invoice Date	7 Jul 2025
PO Number		Terms	Net 30 Days
Memo		Payments Due	6 Aug 2025
Reference		Related Invoice	

Description	From	To	Unit Price	Qty	Net Amt	Tax %	Tax	Gross
Subscription Bundle	01 Jul 2025	30 Jun 2026	175,367.00	1	175,367.00	0%	0.00	175,367.00

Net Amount	USD	175,367.00
Tax Amount	USD	0.00
Total Payable	USD	175,367.00

Please Note: We require invoice to be settled electronically with remittance advice sent to remittances@darktrace.com invoice number **DTGBR01_10033706** must be stated on the payment reference so prompt allocation can be made. Any contract, product or invoice related queries address to fingroup@darktrace.com
Recipient to apply reverse charge or self assessment mechanism if applicable.

Please remit to:
Account Name: Darktrace Holdings Ltd
Account No: 51132978
Routing Number / Sort Code: 021000089
IBAN:
Swift Code/BIC: CITIUS33
Bank: Citibank N.A.
388 Greenwich Street
New York, NY 10013
United States of America

Bundle Contents

Darktrace Deployment Options/Appliance
(X2)

Subscription Bundle

DETECT/Apps/Cyber AI Analyst

DETECT/Apps/Cyber AI Analyst

DETECT/Apps/Microsoft 365

DETECT/Apps/Microsoft 365

DETECT/Network

DETECT/Network

DETECT/Network/Cyber AI Analyst

DETECT/Network/Cyber AI Analyst

E Learning

RESPOND/Apps/Microsoft365

RESPOND/Apps/Microsoft365

RESPOND/Network

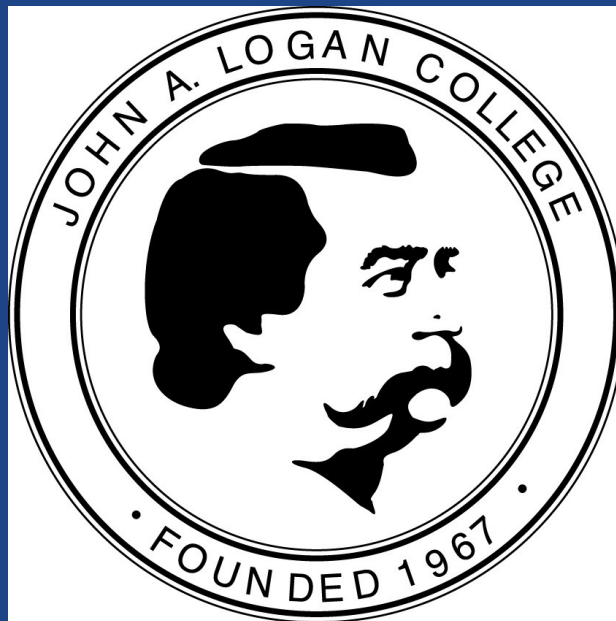
RESPOND/Network

Services/Training/Private Training/Remote

Services/Training/Public Online

Consent Agenda Item 8.K

PMA Contract



**JOHN A. LOGAN COLLEGE
CONSENT AGENDA ITEM FOR BOARD APPROVAL**

8.K – Approval of Municipal Advisory Agreement with PMA Securities, LLC

1. REASON FOR CONSIDERATION

The College is currently seeking the professional advisory services of PMA Securities, LLC, in regard to securities that may be considered and authorized by John A. Logan College.

2. BACKGROUND INFORMATION

Because the issuance of debt instruments is very complex, the services of a professional advisor related to municipal issuances is required. These services have been provided by PMA Securities, LLC, in past issuances of debt instruments by the College.

The attached agreement details the services that PMA Securities, LLC, offers to the College that include (but are not limited to) the following:

- Financial planning and analysis related to future financings, recommendations for securities, market information, and elections.
- Debt Management and Financial implementation including the method of sale; issuer meetings; review of third-party recommendations; offering documents; credit ratings and insurance; trustee, paying agent and registrar selection and engagement; escrow bidding agent, escrow agent, verification agent selection and engagement; financial publications; consultants; bond counsel; and delivery of the securities.

3. RECOMMENDATION

That the Board of Trustees approve the attached agreement with PMA Securities, LLC, to provide the municipal advisory services related to potential upcoming bond issuances for 2025 and 2026.

Staff Contact:

Susan LaPanne, Ph.D., CPA, Vice President of Business Services/CFO



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T 630 657 6400
2135 City Gate Lane, 7th Fl. Naperville, IL 60563 pmanetwork.com

April 1, 2025

Dr. Susan LaPanne
Vice President of Business Services and CFO
John A. Logan College
700 Logan College Drive
Carterville, IL 62918

Re: Municipal Advisory Services Documentation ("Documentation")

Dear Dr. LaPanne:

The purpose of this Documentation is to set forth certain matters concerning the services PMA Securities, LLC ("PMA") may perform as municipal advisor to the municipal entity addressed above (hereinafter "Client") and is intended to comply with Municipal Securities Rulemaking Board ("MSRB") Rules G-23(c) and G-42(c). PMA understands that the Client is contemplating engaging PMA as municipal advisor in connection with the issuance of municipal securities or otherwise utilizing the professional services of PMA as a municipal advisor. PMA further anticipates that the Client and PMA would document in a municipal advisory agreement ("Agreement") the finalized type of municipal securities, scope of services, terms, limitations on services and fees for the engagement.

Scope of Services

As municipal advisor, PMA expects that it may perform the following services for the Client; provided however that the Scope of Services and Limitations hereto may be modified or superseded by PMA and the Client in a subsequent Agreement:

A. ***Financial Planning.***

1. Conduct an analysis of the financial resources of the Client to determine the extent of its capacity to authorize issue and service any municipal securities contemplated.
2. Consider and analyze future financing needs as projected by the Client's staff, including analysis through internal proprietary systems of PMA and its affiliates or through other experts, if any, employed by the Client.



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3. Submit recommendations regarding the securities under consideration, including such elements as the date of issue, interest payment dates, schedule of principal maturities, options of prior payment, security provisions, and such other provisions as may be appropriate in order to make the issue attractive to investors while achieving the objectives of the Client.
4. Advise the Client of current bond market conditions, other related forthcoming bond issues, economic data and other market information, which might normally be expected to influence interest rates or bidding conditions so that the date of sale of municipal securities may be set at a favorable time.
5. Assist in coordinating the assembly of data for the preparation of any necessary petitions, orders, resolutions, ordinances, notices and certificates in connection with the issuance of municipal securities, including assistance in the transmission of such data to any law firm retained by the Client as issuer counsel, bond counsel, disclosure counsel or otherwise.

B. *Debt Management and Financial Implementation.*

1. Evaluate the particular financing being contemplated, giving consideration to the complexity, market acceptance, rating, size and structure in order to make a recommendation as to an appropriate method of sale.
2. Draft the preliminary and final Official Statements, Offering Memorandums or Term Sheets ("Offering Documents"), perform research, data collection, production and due diligence review for the Offering Documents and submit such documents to the Client and its counsel or other agents for examination, approval and certification of the disclosures in the Offering Documents, and other disclosures to the public.
3. Make recommendations to the Client as to the advisability of obtaining a credit rating, or ratings, and/or insurance for municipal securities and, when directed by the Client, coordinate the preparation of such information as may be appropriate for submission to the rating agency or agencies and/or insurance agencies.
4. Counsel with Client in the selection of other third-party service providers and assist in the negotiation of agreements pertinent to these services and the fees incident thereto.
5. Arrange for reports and opinions of recognized independent consultants as may be appropriate for the successful marketing of municipal securities and



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assist in the negotiation of agreements pertinent to those services and the fees incident thereto.

6. Advise financial publications of the forthcoming sale of municipal securities and provide them with all pertinent information. Coordinate the publication of legal notices, when required by law, for the issuance of the securities.
7. Coordinate the efforts of the working group for municipal securities so that the municipal securities may be delivered and paid for as expeditiously as possible and assist the Client in the preparation or verification of final closing figures incident to the delivery of municipal securities.

C. ***Services Not Related to an Issuance of Municipal Securities, as Applicable or Requested.***

1. Rating surveillance preparation.
2. Debt summary and debt book updates.
3. Educational presentations to the Client's governing body, community and staff.
4. Review of paying agent/DTC invoices for accuracy.
5. Advise the Client of filings related to tax credit bonds and the need to approve abatement resolutions and debt service extension base modification resolutions.
6. Assist with filing debt related documents with other government entities such as the state.
7. Assist with post-issuance compliance per the rules of the IRS.

Limitations on Scope of Services

The services included in the Scope of Services are limited solely to the services described therein and are subject to any limitations set forth within the Scope of Services as well as the following limitations; provided however that the Scope of Services and Limitations hereto may be modified by PMA and the Client in a subsequent Agreement:

- A. The services do not include tax, legal, accounting or engineering advice with respect to any issuance of municipal securities or in connection with any opinion or certificate rendered by bond counsel or any other person at closing and does not include review or advice on any feasibility study.



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- B. Unless requested by the Client, PMA will not negotiate fees or send out a request for proposal for legal services including issuer's counsel, bond counsel, underwriter's counsel or disclosure counsel.

Disclosures

MSRB Rule G-42 requires that a municipal advisor provide a municipal entity client with disclosures of material conflicts of interest and of information regarding certain legal events and disciplinary history. Such disclosures are provided in PMA's Municipal Advisor's Disclosure Statement, which was previously provided or is provided herewith to the Client by PMA, and supplemental disclosures of any other actual or potential material conflicts of interest of which PMA is aware after reasonable inquiry applicable to the Client, if any, are attached hereto.

Municipal Advisor Regulatory Duties

MSRB Rule G-42 requires that PMA make a reasonable inquiry as to the facts that are relevant to the Client's determination whether to proceed with a course of action or that form the basis for and advice provided by PMA to the Client. The rule also requires that PMA undertake a reasonable investigation to determine that it is not basing any recommendation on materially inaccurate or incomplete information. PMA is also required under Rule G-42 to use reasonable diligence to know the essential facts about the Client and the authority of each person acting on the Client's behalf.

- A. **Evaluation of Course of Action.** PMA will evaluate the material risks, potential benefits, structure, and other characteristics of the transaction.
- B. **Suitability.** PMA will evaluate the suitability of the method of finance through issuance of the municipal securities for the Client in order to determine whether such issuance of municipal securities is suitable.
- C. **Cooperation in Meeting Regulatory Requirements.** PMA advises the Client that, in undertaking PMA's regulatory duties, PMA would seek to have the Client cooperate, and to cause its agents to cooperate, in carrying out these regulatory duties, including providing complete information and reasonable access to relevant documents, other information and personnel needed to fulfill such duties. In addition, to the extent the Client seeks to have PMA provide advice with regard to any recommendation made by a third party, PMA would provide



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such advice only if the Client provides to PMA written direction to do so and any information it has received from such third party relating to its recommendation.

Compensation and Fees

The fees for the municipal advisory services in connection with this Documentation will be incorporated into the proposed fee in the Agreement. PMA's fees will be based on the par amount or public offering price of the issuance of municipal securities or, if the issuance of municipal securities is not contemplated, PMA's fees will be based on the scope of services provided to the Client. Example fees for various issuance amounts are available from PMA upon request.

Such fees, for which PMA is entitled to reimbursement, shall become due and payable concurrently with the delivery to the purchaser of an issuance of municipal securities for which PMA provides municipal advisory services, if applicable, or at such other times as may be agreed to in the Agreement. No such fee shall be due from the Client to PMA unless the issuance of municipal securities closes or the agreed upon services are provided, as appropriate.

The Agreement will be executed when PMA and the Client have agreed to the relevant terms of the relationship, including with respect to compensation. If the Client and PMA do not subsequently enter into an Agreement, there will be no charge for the services provided in connection with this Documentation except to the extent the Client has otherwise set forth the terms of such compensation in a writing modifying or supplementing the terms of this Documentation, as permitted herein.

Term and Termination

The terms of this Documentation are effective as of the date set forth above and shall remain in effect, unless earlier terminated by PMA or at the direction of the Client pursuant to the following paragraph, until the earlier of the execution of a subsequent Agreement between the Client and PMA or twelve (12) months after the date set forth above.

The terms of this Documentation may be terminated with or without cause by PMA upon the giving of prior written notice to the Client of PMA's intention to terminate, specifying in such notice the effective date of such termination. Further, the terms of this Documentation may be terminated with or without cause at the direction of the Client



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SECURITIES

upon the giving of prior written direction by the Client to PMA, specifying in such direction the effective date of such termination. In the event of such termination, it is understood and agreed that no amounts are due to PMA for services provided or expenses incurred. No penalty will be assessed for termination of this Documentation.

Miscellaneous

- A. **Choice of Law.** This Documentation shall be construed and given effect in accordance with the laws of the state in which the Client is located without regard to conflict of law principles.
- B. **Binding Effect; Assignment.** This Documentation shall be construed as evidencing the terms of the binding agreement between the Client and PMA, their respective successors and assigns with respect to the matters described herein; provided however, neither PMA nor the Client may assign or transfer any of its rights or obligations with respect to the agreement evidenced hereby without the prior written consent of the other party.
- C. **Documentation of Entire Agreement.** This instrument evidences the entire agreement between PMA and the Client with respect to the matters described herein. Any oral or written representations or modifications concerning this Documentation shall be of no force or effect except for any modification by PMA and the Client in a subsequent Agreement or any other subsequent modification or supplementation in writing (including by email) signed or acknowledged by PMA or the Client and acknowledged by the other party.

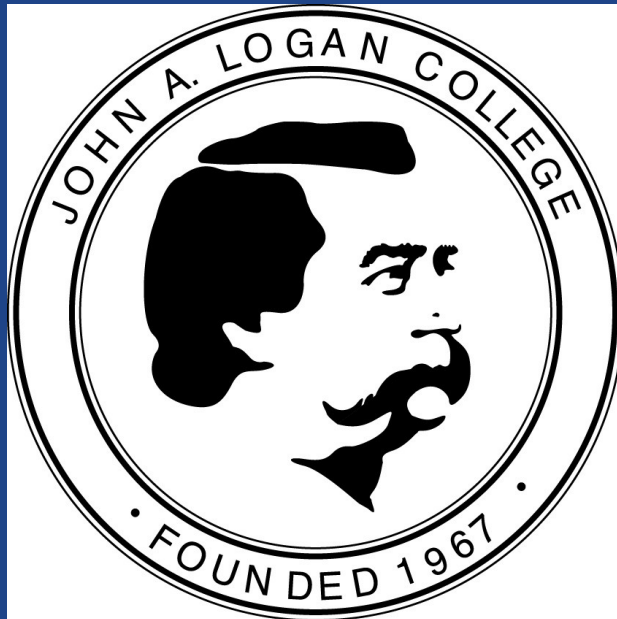
PMA Securities, LLC

By: *Tammie Beckwith Schallmo*

Tammie Beckwith Schallmo
Senior Vice President
Managing Director

Consent Agenda Item 8.L

Semi-Annual Review of Closed Session Minutes



**JOHN A. LOGAN COLLEGE
CONSENT AGENDA ITEM FOR BOARD APPROVAL**

8.L – Semi-Annual Review of Closed Session Minutes

1. REASON FOR CONSIDERATION

Illinois Statute 5ILCS 120/22.06(d) calls for a semi-annual review of closed session minutes to determine whether said minutes may be made available for public inspection. The Board has previously approved the content of these minutes of the Trustees.

In compliance with this statute, the College's legal counsel has reviewed the closed session minutes through July 15, 2025. It has been determined that none of the closed minutes reviewed should be made available for public inspection at this time.

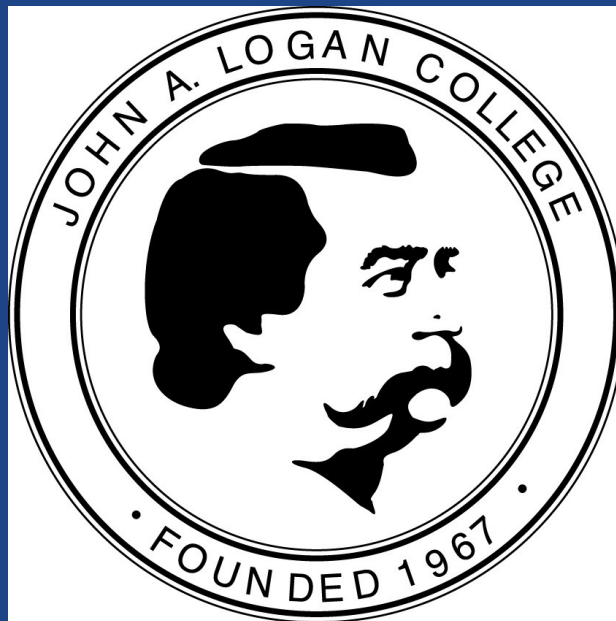
3. RECOMMENDATION

That the Board of Trustees accept the recommendation of legal counsel that none of the closed session minutes reviewed through July 15, 2025, be made available for public inspection at this time.

Staff Contact: Legal Counsel Rhett Barke

Consent Agenda Item 8.M

Personnel Action Items



**JOHN A. LOGAN COLLEGE
CONSENT AGENDA ITEM FOR BOARD APPROVAL**

8.M - PERSONNEL ACTION ITEMS

1. **REASON FOR CONSIDERATION:** In accordance with Board Policy 5110, Board action is required for the employment and ratification of personnel upon recommendation by the President. Recommendations by President Overstreet for the employment and ratification of personnel are listed below:

A. Full-Time Professional Staff

Staats, Tyler	Manager of Manufacturing Training	\$62,250	07/01/2025
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B. Professional Staff Promotion

None

C. Full-Time Faculty

None

D. Full-Time Operational Staff

Short, Kathryn	Administrative Assistant II – Info Desk / Admissions	\$16.50 per hour	06/16/2025
Taaka, Sierra	Administrative Assistant I – Testing Services	\$17.50 per hour	06/16/2025

E. Adjunct Faculty

Dodds, Jamie	Applied Music Lessons Instructor	\$815 credit hr	08/07/2025
Harte, Nathaniel	Instructor of Electronics	\$815 credit hr	08/07/2025
Stroud, Georgia	Instructor of Nursing Assistant Training	\$815 credit hr	08/07/2025

F. Campus Police Full-Time Staff

None

G. Campus Safety Interns

None

G. Part-Time Staff

Cox, Angela	Logan Academy Instructor	\$21 per hour	07/02/2025
Dorsey, Ethan	Fitness Desk Attendant	\$15 per hour	08/11/2025
Hensley, Angela	Logan Fitness Instructor	\$25 per hour	06/02/2025
Hensley, Angela	Lifeguard	\$15 per hour	06/02/2025
Ragan, Gracie	Instructor of Swim Lessons	\$25 per hour	05/16/2025
Danila, Rigil	Lifeguard	\$15 per hour	05/17/2025
Diel, Kennedy	Lifeguard	\$15 per hour	06/16/2025
Yates, Layla	Fitness Desk Attendant	\$15 per hour	06/15/2025
Crombar, Kate	Fitness Desk Attendant	\$15 per hour	06/03/2025

H. Athletic Stipend Positions

None

I. Volunteer Staff

Mulford, Michael	Harrison Bruce Historical Village	06/24/2025
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**JOHN A. LOGAN COLLEGE
CONSENT AGENDA ITEM FOR BOARD APPROVAL
8.M - PERSONNEL ACTION ITEMS**

J. Student Workers

Harper, Jessica	Student Worker – Custodial Maintenance	06/16/2025
Coates, Jordan	Student Worker – Career Services	08/01/2025
Harris, Peyton	Student Worker – Teaching and Learning Center	07/16/2025
Ali, Zoren	Student Worker – Admissions and Records	07/16/2025
Clark, Emersyn	Student Worker – Learning Lab	07/16/2025
Tripp, Maya	Student Worker – Career Services	08/01/2025
Hellriegel, Nicholas	Student Worker – Chemistry Lab	08/01/2025

K. Game Workers

None

2. **RECOMMENDATION:** That the Board of Trustees approve/ratify the personnel recommendation of President Kirk Overstreet.

JOHN A. LOGAN COLLEGE

700 Logan College Drive | Carterville, Illinois, 62918-2500 | 618.985.2828

TO: Dr. Kirk Overstreet
FROM: Stephanie Harner, Assistant Vice President of Human Resources
DATE: July 16, 2025
SUBJ: Additional Board Items

The additional personnel items for the July 16, 2025, meeting of the John A. Logan College Board of Trustees are listed below. Please contact me if you have any questions regarding these recommendations.

FULL-TIME PROFESSIONAL STAFF

1) Manager of Manufacturing Training

Tyler Staats Bachelor of Science – Industrial Management & Applied Engineering
Southern Illinois University – Carbondale, IL

Previously: Coordinator – SI Manufacturing Academy
Rend Lake College – Ina, IL

Unqualified Applicants: 2

Qualified Applicants: 4

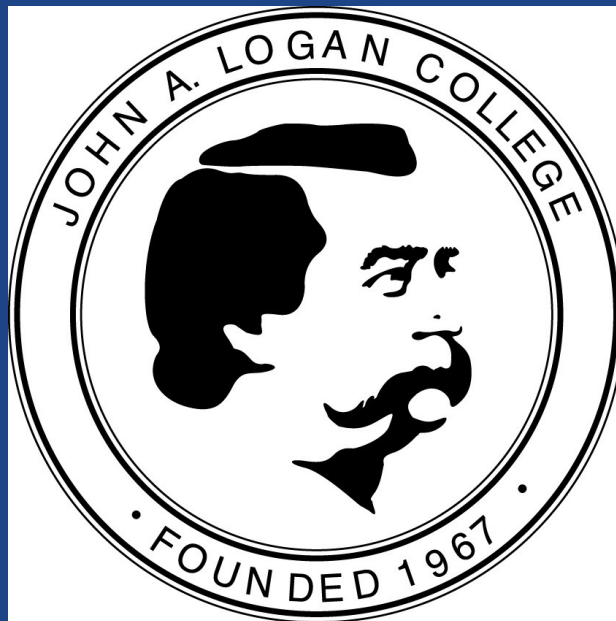
Applicants interviewed: 3

Committee Chair: Scott Wernsman, chair

Committee Members: Nathan Arnett, Crystal Bouhl, Stephanie Chaney-Hartford

Consent Agenda Item 8.N

Expenditure Report



John A. Logan College

Monthly Expenditure List

6/1/2025 - 6/30/2025

Check Date	Check Number	Payee	Transaction Description	Check Amount	Over \$10,000
06/05/25	2003997	618 Lock LLC	Rekeying Locks	250.00	
06/05/25	2003998	A Book Company LLC	Books - Perkins	533.59	
06/12/25	2004114	A Book Company LLC	Books - ICCB Trades II Grant	3,356.10	
06/25/25	2004222	A Book Company LLC	Financial Aid Book Voucher 5/1-5/31 Spring 2025 Buyback Cash	16,289.81	Y
06/12/25	2004115	Ace Hardware Of Energy	Maintenance Repair Supplies	40.48	
06/05/25	2003999	ACT	Scoring Service	62.00	
06/05/25	2004016	Alisha Craddock	Travel for Accuplacer Testing	43.40	
06/05/25	2004000	All Wood Lockers	Sports Lockers	49,236.00	Y
06/18/25	2004219	Allexis Edwards	Travel Reimburse Leadership Conf	238.00	
06/05/25	2004111	Alphonse M Stadler	Health Insurance - June	82.51	
06/03/25	6458	Ameren Illinois	Electric Service - DQ Ext 4/17-5/18/25	570.07	
06/05/25	6459	Ameren Illinois	Electric & Gas Service - DQ Ext	226.00	
06/09/25	6460	Ameren Illinois	Gas Service - Main Campus - 3/1-4/1/25 Electric & Gas Service - WF Ext	3,749.52	
06/23/25	6544	Ameren Illinois	Gas Service - Annex 3/20-4/18/25	384.50	
06/24/25	6545	Ameren Illinois	Electric Service - Main Campus 3/20-4/18	17,865.51	Y
06/18/25	2004218	American Family Life Assurance	AFLAC Deduction/May	514.45	
06/05/25	2004001	American Heart Association	Course Cards HeartSaver/BLS Provider eCard	3,582.80	
06/12/25	558703	American Legion Post 347	Commencement 2025	100.00	
06/25/25	2004237	Angela Lynn Harper	H&S Monitoring Visit 6/9-6/17	21.14	
06/05/25	2004031	April A Martinez	Travel 5/28-5/30/25	275.80	
06/12/25	2004127	Ashleigh K Couty	Travel 5/6-5/9/25 Travel 5/19/25	339.36	

John A. Logan College

Monthly Expenditure List

6/1/2025 - 6/30/2025

Check Date	Check Number	Payee	Transaction Description	Check Amount	Over \$10,000
06/12/25	558704	Ava Nicole Campos	Participation in 2025 Commencement	100.00	
06/05/25	2004003	B&H Foto & Electronics Corp	Promethean Activpanel - PO 21037 Medical Supplies - PO 21021	2,832.73	
06/25/25	2004224	B&H Foto & Electronics Corp	Credit - Returned Item Humanities Supplies & Materials	1,984.82	
06/05/25	2004004	Baker & Taylor LLC	Instructional Supplies	37.94	
06/25/25	2004225	Bank of Herrin	Safekeeping Fee- 810-064-023 Safekeeping Fee - 810-064-020 Safekeeping Fee - 810-064-022	36.61	
06/12/25	6465	Bank of Montreal MC	May P-Card Charges - S Ackermann	1,142.87	
06/12/25	6466	Bank of Montreal MC	May P-Card Charges - N Arnett	3,997.66	
06/12/25	6467	Bank of Montreal MC	May P-Card Charges - A Bafford	41.14	
06/12/25	6468	Bank of Montreal MC	May P-Card Charges - A B Giffin	705.46	
06/12/25	6469	Bank of Montreal MC	May P-Card Charges - K Bevis	254.25	
06/12/25	6470	Bank of Montreal MC	May P-Card Charges - A Biley	1,275.01	
06/12/25	6471	Bank of Montreal MC	May P-Card Charges - C Bouhl	1,564.98	
06/12/25	6472	Bank of Montreal MC	May P-Card Credit - N Brooks May P-Card Charges - N Brooks	3,005.57	
06/12/25	6473	Bank of Montreal MC	May P-Card Charges - C Chamness	1,623.50	
06/12/25	6474	Bank of Montreal MC	May P-Card Charges - Clubs	1,116.08	
06/12/25	6475	Bank of Montreal MC	May P-Card Charges - Clubs II	623.14	
06/12/25	6476	Bank of Montreal MC	May P-Card Charges - Clubs III	953.39	
06/12/25	6477	Bank of Montreal MC	May P-Card Charges - R Cobrit May P-Card Charges - R Corbit	1,489.80	
06/12/25	6478	Bank of Montreal MC	May P-Card Charges - J Dethrow	1,630.38	
06/12/25	6479	Bank of Montreal MC	May P-Card Charges - M Dinkins	20.00	

John A. Logan College

Monthly Expenditure List

6/1/2025 - 6/30/2025

Check Date	Check Number	Payee	Transaction Description	Check Amount	Over \$10,000
06/12/25	6480	Bank of Montreal MC	May P-Card Charges - Custodial Fuel	199.28	
06/12/25	6481	Bank of Montreal MC	May P-Card Charges - Grounds Fuel	80.91	
06/12/25	6482	Bank of Montreal MC	May P-Card Charges - G H Cudworth	1,397.93	
06/12/25	6483	Bank of Montreal MC	May P-Card Charges - M Guy	1,499.72	
06/12/25	6484	Bank of Montreal MC	May P-Card Charges - C Hoekstra	3,019.18	
06/12/25	6485	Bank of Montreal MC	May P-Card Credit - C Hosselton May P-Card Charges - C Hosselton	2,956.06	
06/12/25	6486	Bank of Montreal MC	May P-Card Charges - R Jeter	60.27	
06/12/25	6487	Bank of Montreal MC	May P-Card Charges - C Jones	1,182.33	
06/12/25	6488	Bank of Montreal MC	May P-Card Charges - F Matzker	453.00	
06/12/25	6489	Bank of Montreal MC	May P-Card Charges - C McBride	208.36	
06/12/25	6490	Bank of Montreal MC	May P-Card Charges - E McGuire	708.99	
06/12/25	6491	Bank of Montreal MC	May P-Card Charges - M Merrill	964.65	
06/12/25	6492	Bank of Montreal MC	May P-Card Charges - J Mueller	2,872.32	
06/12/25	6493	Bank of Montreal MC	May P-Card Charges - S Newman May P-Card Credit - S Newman	1,846.97	
06/12/25	6494	Bank of Montreal MC	May P-Card Charges - R Ourun	406.95	
06/12/25	6495	Bank of Montreal MC	May P-Card Charges - A Porter	100.00	
06/12/25	6496	Bank of Montreal MC	May P-Card Charges - A Rubin May P-Card Credit - A Rubin	437.55	
06/12/25	6497	Bank of Montreal MC	May P-Card Credit - J Seals May P-Card Charges - J Seals	361.98	
06/12/25	6498	Bank of Montreal MC	May P-Card Charges - J Stutes May P-Card Credit - J Stutes	1,219.81	
06/12/25	6499	Bank of Montreal MC	May P-Card Charges - S Wernsman May P-Card Credits - S Wernsman	3,874.64	

John A. Logan College

Monthly Expenditure List

6/1/2025 - 6/30/2025

Check Date	Check Number	Payee	Transaction Description	Check Amount	Over \$10,000
06/12/25	6500	Bank of Montreal MC	May P-Card Charges - D Winget	483.52	
06/12/25	6501	Bank of Montreal MC	May P-Card Charges - C Batteau May P-Card Charges - Craig Batteau	3,501.78	
06/12/25	6502	Bank of Montreal MC	May P-Card Charges - B Burnside	115.61	
06/12/25	6503	Bank of Montreal MC	May P-Card Charges - CS Fuel	266.68	
06/12/25	6504	Bank of Montreal MC	May P-Card Charges - S Harner	1,779.94	
06/12/25	6505	Bank of Montreal MC	May P-Card Credit - A Martinez May P-Card Charges - A Martinez	1,572.91	
06/12/25	6506	Bank of Montreal MC	May P-Card Charges - E Monti	1,513.14	
06/12/25	6507	Bank of Montreal MC	May P-Card Charges - M Mooneyham	2,777.88	
06/12/25	6508	Bank of Montreal MC	May P-Card Charges - D Myers	459.36	
06/12/25	6509	Bank of Montreal MC	May P-Card Charges - C Naegele	209.56	
06/12/25	6510	Bank of Montreal MC	May P-Card Charges - S O'Keefe	1,068.13	
06/12/25	6511	Bank of Montreal MC	May P-Card Charges - K Overstreet May P-Card Credit - K Overstreet	2,883.83	
06/12/25	6512	Bank of Montreal MC	May P-Card Charges - C Pearson	584.32	
06/12/25	6513	Bank of Montreal MC	May P-Card Charges - K Reagan	399.20	
06/12/25	6514	Bank of Montreal MC	May P-Card Charges - J Rongey	2,688.64	
06/12/25	6515	Bank of Montreal MC	May P-Card Charges - C Rushing May P-Card Credit - C Rushing	2,288.46	
06/12/25	6516	Bank of Montreal MC	May P-Card Credit - S Sambursky May P-Card Charges - S Sambursky	4,862.97	
06/12/25	6517	Bank of Montreal MC	May P-Card Charges - J Sargent	1,957.49	
06/12/25	6518	Bank of Montreal MC	May P-Card Charges - S Shafer	2,723.10	
06/12/25	6519	Bank of Montreal MC	May P-Card Charges - T Siefert	1,819.95	

John A. Logan College

Monthly Expenditure List

6/1/2025 - 6/30/2025

Check Date	Check Number	Payee	Transaction Description	Check Amount	Over \$10,000
06/12/25	6520	Bank of Montreal MC	May P-Card Charges - T Smithpeters	760.13	
06/12/25	6521	Bank of Montreal MC	May P-Card Charges - G Starrick	689.95	
06/12/25	6522	Bank of Montreal MC	May P-Card Charges - S Ward	1,714.32	
06/12/25	6523	Bank of Montreal MC	May P-Card Charges - R Webb	3,485.05	
06/12/25	6524	Bank of Montreal MC	May P-Card Charges - K Yosanovich	2,425.80	
06/12/25	6525	Bank of Montreal MC	May P-Card Charges - M Brown	1,423.13	
06/12/25	6526	Bank of Montreal MC	May P-Card Charges - A Carr	214.99	
06/12/25	6527	Bank of Montreal MC	May P-Card Charges - J Fuller	150.48	
06/12/25	6528	Bank of Montreal MC	May P-Card Charges - T Geske	2,781.60	
06/12/25	6529	Bank of Montreal MC	May P-Card Charges - B Griffith May P-Card Credit - B Griffith	1,150.99	
06/12/25	6530	Bank of Montreal MC	May P-Card Charges - S Hartford	264.65	
06/12/25	6531	Bank of Montreal MC	May P-Card Credits - C Mulholland May P-Card Charges - C Mulholland	2,453.00	
06/12/25	6532	Bank of Montreal MC	May P-Card Charges - R Sveda-Webb	6,319.21	
06/12/25	6533	Bank of Montreal MC	May P-Card Charges - K Teal	1,474.09	
06/12/25	6534	Bank of Montreal MC	May P-Card Charges - J Dick	644.01	
06/12/25	6558	Bank of Montreal MC	May P-Card Charges - S Elliott May P-Card Credit - S Elliott	3,442.21	
06/12/25	6559	Bank of Montreal MC	May P-Card Charges - J Mays	921.39	
06/12/25	6560	Bank of Montreal MC	May P-Card Charges - K Smith	1,644.43	
06/12/25	6561	Bank of Montreal MC	May P-Card Charges - K Surprenant	5,740.54	
06/12/25	6562	Bank of Montreal MC	May P-Card Charges - P Vaughn	2,109.37	
06/05/25	2004078	Barbara J Harris	Health Insurance - June	16.50	

John A. Logan College

Monthly Expenditure List

6/1/2025 - 6/30/2025

Check Date	Check Number	Payee	Transaction Description	Check Amount	Over \$10,000
06/05/25	2004076	Barry Ray Hancock	Health Insurance - June	1,819.65	
06/25/25	2004226	Berry Concrete	HCCTP Pole Barn Floor	33,970.00	Y
06/05/25	2004104	Beth Porritt	Health Insurance - June	45.81	
06/05/25	2004092	Beverly Ann McCabe	Health Insurance - June	16.50	
06/12/25	2004116	BHDG Architects, Inc	Professional Services - CTE Roofing	148,086.00	Y
06/30/25	6553	Blue Cross Blue Shield of Illinois	Health Insurance 7/1-8/1/25 - PO 22462	230,966.82	Y
06/12/25	2004117	Bluebird Network	Network Facilities Rental 6/1-6/30/25	1,190.14	
06/18/25	2004167	Bluegrass Containers	40' Containers 40' Storage Container	13,150.00	Y
06/18/25	2004181	Bradley S Griffith	Staff Outing	224.00	
06/05/25	2004006	BSN Sports LLC	Athletic Apparel	1,835.00	
06/12/25	2004119	BSN Sports LLC	Athletic Apparel Athletic Supplies	1,692.85	
06/25/25	2004227	BSN Sports LLC	Banners/Softball Athletic Apparel - Softball	1,380.00	
06/05/25	2004007	Bumper to Bumper Auto Parts	Instructional Supplies	172.99	
06/12/25	2004120	Bumper to Bumper Auto Parts	Rotary Lift & Installation	18,310.00	Y
06/18/25	2004168	Bumper to Bumper Auto Parts	Instructional Supplies	7,359.96	
06/05/25	2004008	Burghof Group LLC	Pole Barn Rent - June - HCCTP	300.00	
06/05/25	2004009	CAAHEP	Accreditation Fees 2025-2026	600.00	
06/25/25	2004254	Camden E Reed	Travel Reimburse 6/2-6/11	43.12	
06/18/25	2004169	Cape Electrical Supply	Time Delay Fuse	343.55	
06/12/25	2004121	Capitol Strategies Consulting Inc	Consulting Services 5/1-5/15/25 Consulting Services 5/16-5/31/25	6,975.00	
06/05/25	2004064	Carla Jo Bradley	Health Insurance - June	311.45	

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Check Date	Check Number	Payee	Transaction Description	Check Amount	Over \$10,000
06/05/25	2004095	Carol A Mitchell	Health Insurance - June	82.51	
06/05/25	2004011	Carolina Biological Supply Company	Instructional Supplies	1,432.77	
06/12/25	2004122	Carolina Biological Supply Company	Instructional Supplies Biology Kits	5,495.25	
06/18/25	2004170	Carolina Biological Supply Company	Instructional Supplies	47.25	
06/20/25	6542	Carterville Water and Sewer Dept	Water Service - SB Sprinklers - May Water Service - Logan Fitness - May Water Service - Annex - May Water Service - BB Sprinklers - May Water Service - Main Campus - May	5,289.21	
06/05/25	2004012	Carterville Winair Co	Instructional Supplies	41.51	
06/18/25	2004171	Carterville Winair Co	14S2 AC 1STG-N5A4S18AKANA	2,493.68	
06/12/25	2004123	CDW Government	Eaton Server and Supplies Samsung TV's IT Supplies Disaster Recovery Equipment	14,995.40	Y
06/18/25	2004172	CDW Government	EES MS Azure	449.56	
06/04/25	6454	Central States Funds H&W Fund	Health Premium - May	45,904.20	Y
06/05/25	2004013	Champion Chip 247 LLC	Timing & Lodging for the Triathlon	1,350.00	
06/18/25	2004173	Charlie's Air Conditioning and Heating	Kitchen Ice Machine Rent for May	280.00	
06/25/25	2004228	Charlie's Air Conditioning and Heating	Ice Machine Rent 6 mos Jan-June	356.70	
06/05/25	2004112	Christie A Williams	Health Insurance - June	16.50	
06/05/25	2004062	Christopher B Bell	Health Insurance - June	1,085.38	
06/05/25	2004086	Cindy D Johnson	Health Insurance - June	1,333.52	
06/05/25	2004087	Cindy Kohl	Health Insurance - June	311.45	
06/10/25	6461	City of Du Quoin	Water Service - DQ Ext 3/31-4/29/25	62.52	
06/25/25	2004229	Clean As A Whistle LLC	Janitorial Services for WF/DQ	3,174.18	

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Check Date	Check Number	Payee	Transaction Description	Check Amount	Over \$10,000
06/01/25	6457	Clearwave Communications	Phone & Internet Service - Main Campus Internet Service - 5/4-6/3/25 Phone Service - WF Ext 5/4-6/3/25	3,752.81	
06/18/25	2004183	Clifford E Higgeson	Databases/MLHS/GED Payroll	500.00	
06/05/25	2004014	Cold Blooded Coffee & Roastery	Catering for AST Advisory Meeting	120.00	
06/12/25	2004124	Cold Blooded Coffee & Roastery	Coffee Bar for Retirement Reception Catering - Chief's Meeting 5/13/25 Room Setup Fees - May	2,440.00	
06/18/25	2004194	Colleen McLaughlin	Travel Reimburse for Leadership Conf.	485.94	
06/12/25	2004125	Connection	Halo Cloud 1 Year Plan Halo Cloud Subscription Halo Device & Supplies	7,876.40	
06/05/25	2004082	Connie S Hensley	Health Insurance - June	16.50	
06/10/25	6462	Constellation NewEnergy Inc	Electric Service - DQ Ext 4/17-5/18/25 Water Service - DQ Ext 4/17-5/18/25	697.78	
06/12/25	6463	Constellation NewEnergy Inc	Electric Service - DQ Ext 4/17-5/18/25	79.22	
06/19/25	6541	Constellation NewEnergy Inc	Electric Service - Main Campus 4/18-5/17	28,671.37	Y
06/25/25	2004230	Core Health & Fitness LLC	Gym Equipment - PO 21414	18,638.23	Y
06/05/25	2004015	Core Sound Imaging Inc	StudyCast Fees for 12 Students	960.00	
06/12/25	2004126	Coro Medical LLC	AED Supplies	1,365.30	
06/05/25	2004017	Crescent Parts and Equip	Instructional Supplies	877.35	
06/12/25	2004128	Crescent Parts and Equip	Instructional Supplies	407.65	
06/18/25	2004176	Crescent Parts and Equip	Instructional Supplies	362.98	
06/25/25	2004231	Crescent Parts and Equip	Instructional Supplies	33.98	
06/18/25	2004184	Crystal M Hosselton	Travel Reimbursement May-June	130.62	
06/25/25	2004241	Crystal M Hosselton	Travel Advance 6/26-6/28/25 Travel Springfield, IL ICEARY Mtg	434.60	

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Check Date	Check Number	Payee	Transaction Description	Check Amount	Over \$10,000
06/12/25	2004166	Crystal N Young	Reimburse - CNAE Membership	20.00	
06/25/25	2004258	Dakota James Simmons	Travel Reimbursement 6/2-6/11	134.40	
06/05/25	2004022	David C Foster	Reimbursement for windshield	488.38	
06/05/25	2004035	David M McKenzie	Broadcasting Softball Tournament	75.00	
06/05/25	2004071	Dawn S Ellermeyer	Health Insurance - June	3.12	
06/03/25	6548	Dearborn Life Insurance Company	Life Insurance 6/1-6/30/25	2,176.20	
06/12/25	2004130	Dell Marketing LP	Dell Latitude 5430 Rugged Laptops Computer Equipment - PO 21558 Bretford 32 Unit Network Ready Cart	131,983.03	Y
06/25/25	2004232	Dell Marketing LP	2 Laptops	2,368.78	
06/18/25	2004201	Denise L Orrill	CPI Conf Nashville TN	844.60	
06/25/25	2004233	DiaMedical USA Equipment LLC	Trades 2 Instructional Supplies	1,930.72	
06/12/25	2004131	Disability Support Services SIUC	Interpreting Services 5/19-5/21/25	1,631.58	
06/25/25	2004234	Disability Support Services SIUC	Interpreting April 2025 Interpreting March 2025 Interpreting May 2025	22,723.00	Y
06/05/25	2004094	Don Middleton	Health Insurance - June	82.51	
06/05/25	2004072	Donna B Fell	Health Insurance - June	16.50	
06/05/25	2004019	EAN Services LLC	Car Rental - F Matzker 5/3-5/4/25 Car Rental - T Geske 5/19-5/22/25	358.96	
06/12/25	2004133	EAN Services LLC	Car Rental - S Hartford 5/6-5/8/25 Car Rental - S Hartford 4/13-4/15/25	281.50	
06/12/25	2004165	Eddie R Webb	Travel Advance 6/15-6/20/25	733.87	
06/05/25	2004107	Edie Rivers	Health Insurance - June	66.01	
06/06/25	6535	EFTPS	Federal Tax Deposit 6/6/25	154,324.41	Y
06/20/25	6554	EFTPS	Federal Tax Deposit 6/20/25	57,247.67	Y

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Check Date	Check Number	Payee	Transaction Description	Check Amount	Over \$10,000
06/18/25	2004178	Egyptian Electric Coop Association	Sign Annex Electirc Softball Field Logan Fitness Electric Bill Baseball/Softball Facility	14,871.72	Y
06/05/25	2004020	Elsevier	Sherpath for PATH Students	249.99	
06/12/25	2004135	Enviro-Tech Termite and Pest Control	Pest Control - Annex 5/22/25 Pest Control - WF Ext 5/27/25	115.00	
06/18/25	2004179	Enviro-Tech Termite and Pest Control	DQ Monthly Service Main Campus General Pest Control	550.00	
06/09/25	558702	Epiphan Systems Inc.	Epiphan Edge Device License Annual	5,520.00	
06/05/25	2004069	Eric George Ebersohl	Health Insurance - June	1,819.65	
06/05/25	2004106	Eric J Pulley	Health Insurance - June	45.81	
06/05/25	2004030	Erica Marks	Trvl April-May Site Visits	245.70	
06/05/25	2004097	Evelyn P Morrison	Health Insurance - June	16.50	
06/12/25	2004136	Extractor Corporation	Swimsuit Water Extractor	2,890.00	
06/25/25	2004235	F.W. Electric, Inc.	Renovation-Stem Lounge C&E Wing	4,354.00	
06/05/25	2004032	Faith L Matzker	Travel Advance 6/18-6/22/25 Travel Advance 6/18-6/22/25 (Students)	2,142.00	
06/05/25	2004021	FB Mine Cart LLC	Truck Parts & Labor - Rev UP EV Grant	619.00	
06/12/25	2004137	Fisher Healthcare	Instructional Supplies	1,293.95	
06/12/25	2004138	Floorscapes	Screen Shades for Library	4,595.00	
06/05/25	2004068	Frances B Cobb	Health Insurance - June	3.12	
06/05/25	2004023	Franklin-Williamson Bi-County	Health Department Testing/Vaccines	955.00	
06/25/25	6546	Futiva	Internet Service 6/1-6/30/25	565.99	
06/25/25	2004236	Galls LLC	Uniform Supplies Cam Holster	752.73	

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Check Date	Check Number	Payee	Transaction Description	Check Amount	Over \$10,000
06/05/25	2004066	Gary W Caldwell	Health Insurance - June	291.27	
06/16/25	6540	GoTo Communications, Inc	Phone Service - CCRR 6/1-6/30/25 Phone Service & Equipment 6/1-6/30/25	8,302.58	
06/12/25	2004139	Grayline Medical Inc	Medical Supplies	85.90	
06/05/25	2004050	Greg Starrick	Travel Reimbursement for NJCAA	186.26	
06/18/25	2004216	Hayley Marie Watkins	Travel Clinical Site Visits	382.97	
06/25/25	2004238	HD Supply Facilities Maintenance LTD	Custodial Supplies	639.98	
06/03/25	6549	HealthEquity Inc	HRA Replenishment	26,432.22	Y
06/09/25	6550	HealthEquity Inc	HRA Fees - June	533.00	
06/12/25	2004140	Henry Schein Inc	Instructional Supplies	2,202.24	
06/18/25	2004182	Herrin House of Hope	Rent for Jan-June	600.00	
06/25/25	2004240	Higher Learning Commission	HLC-Submission of Interim Reports	625.00	
06/18/25	2004185	Howard Technology Solutions	Materials for Projects	25,096.08	Y
06/05/25	2004025	HSG Mechanical Contractors Inc	Maint Supplies	426.10	
06/05/25	2004046	Hunter Scott Smith	Travel 6/2/25	53.20	
06/09/25	6536	Illinois Dept of Revenue	State Tax Deposit 6/9/25	56,795.45	Y
06/25/25	6555	Illinois Dept of Revenue	State Tax Deposit 6/25/25	24,942.03	Y
06/26/25	6556	Illinois Dept of Revenue	State Tax Deposit 6/26/25	6.83	
06/18/25	2004186	Illinois FOP Labor Council	Union Dues (LU) May	567.00	
06/18/25	2004187	Illinois State Disbursement Unit	Child Support 1707700/2022DC000014 Child Support 1719900/2019D000282 Child Support 2021-F-11	1,613.77	
06/25/25	2004242	Illinois State Disbursement Unit	Child Support 2021-F-11	162.50	
06/12/25	2004141	ILMO Products Company	Instructional Supplies	128.10	

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Check Date	Check Number	Payee	Transaction Description	Check Amount	Over \$10,000
06/25/25	2004243	ILMO Products Company	Instructional Supplies	55.84	
06/30/25	558708	InnoSoft Canada Inc	Fusion Transactions Jan-March 2025	601.74	
06/25/25	2004252	Jacob D Oetjen I	Travel Reimbursement 6/2-6/12	73.36	
06/18/25	2004188	JALC - IEA/NEA Chapter	IAHE Dued Ded/May	5,295.23	
06/12/25	2004142	JALC Foundation	Clearing Account	1,500.00	
06/18/25	2004189	JALC Foundation	Clearing Account Foundation Ded (LF) May	4,074.00	
06/05/25	2004079	James W Harris	Health Insurance - June	16.50	
06/05/25	2004110	Janada Schaubert	Health Insurance - June	3.12	
06/05/25	2004101	Janice R Palese	Health Insurance - June	16.50	
06/05/25	2004034	Jason McFarland	Travel Advance 6/17-6/20/25	238.00	
06/18/25	2004206	Jenifer Rongey	JAM Conf Nashville TN	274.40	
06/12/25	2004129	Jil Deaton	Travel 5/6-5/9/25	238.00	
06/05/25	2004060	Jim R Bales	Health Insurance - June	82.51	
06/18/25	2004190	Joe's Lawn & Snow Service LLC	DQ Mowing & Trimming (Weekly) May WF Mowing May	620.00	
06/05/25	2004108	John C Sala	Health Insurance - June	16.50	
06/05/25	2004105	John J Profilet	Health Insurance - June	138.69	
06/05/25	2004083	Johnna Lynn Herren	Health Insurance - June	1,333.52	
06/12/25	2004143	Johnstone Supply	Instructional Supplies	1,062.94	
06/18/25	2004191	Johnstone Supply	Condensing Unit Instructional Supplies	4,819.29	
06/25/25	2004244	Joliet Junior College	IGEN Full Membership FY26	10,000.00	Y
06/05/25	2004027	Jonas Business Systems, Inc dba XLerant	BudgetPak Annual Subscription FY26	19,778.72	Y

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Check Date	Check Number	Payee	Transaction Description	Check Amount	Over \$10,000
06/05/25	2004033	Jordan Mays	Travel 5/19-5/23/25	308.45	
06/05/25	2004037	Joseph D Mitchell	Clothing Allowance	142.65	
06/18/25	2004210	Joseph L Szykowski	Research Review Mockup Design Ideas	200.00	
06/05/25	2004077	Joseph R Hancock	Health Insurance - June	16.50	
06/05/25	2004010	Josh D Cannon	Travel for Accuplacer Testing	9.10	
06/05/25	2004088	Judith C Korando	Health Insurance - June	82.51	
06/12/25	2004153	Karen M Samuel	Contractual Services - Aim 4 Excellence	1,125.00	
06/05/25	2004109	Karen Sala	Health Insurance - June	16.50	
06/25/25	2004259	Kaylee N Smith	Travel 5/28-5/31/25	275.80	
06/04/25	558700	KB's Outdoor Power Inc.	Scag Mowers	18,000.00	Y
06/18/25	2004174	Kenny R Clendenin	Clothing Allowance Reimbursement	271.44	
06/05/25	2004028	Kimball International Marketing Inc.	Furniture for Learning Lab	457.15	
06/12/25	2004144	Kimball International Marketing Inc.	Office Furniture - C219 to L Station Stool for J Buchheit	1,444.90	
06/18/25	2004202	Kirk E Overstreet	Travel to Avenue Normal IL ICCCP Awards	351.87	
06/26/25	6547	Konica Minolta Premier Finance	Equipment Lease 5/26-6/25/25	3,954.50	
06/12/25	2004145	KWBW Radio	Broadcasting Fee - National Tournament	305.00	
06/05/25	2004090	Larry Dale Marrs	Health Insurance - June	34.13	
06/05/25	2004100	Larry Maurice Page	Health Insurance - June	34.13	
06/12/25	2004146	Learn Care Together LLC	CNA Simulation Subscription	940.00	
06/12/25	2004147	Lenovo (United States) Inc	Thinkpads	45,132.47	Y
06/12/25	2004148	Light & Salt Learning, LLC	Math Basics Student Workbooks	479.00	
06/18/25	2004192	Logan Operational Staff Association	LOSA DUES/MAY	899.01	

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Check Date	Check Number	Payee	Transaction Description	Check Amount	Over \$10,000
06/25/25	2004245	Logan Operational Staff Association	LOSA Dues/June	880.36	
06/12/25	2004149	Logan Solar LLC	Solar Production 5/1-5/31/25	9,062.41	
06/05/25	2004029	Lowe's of Illinois Inc	Maintenance Supplies - CTE Project Maint Supplies	9,961.41	
06/18/25	2004193	Lowe's of Illinois Inc	Bldg Maint Repair Supplies	111.82	
06/05/25	2004018	Madison Ardoin	Teaching for Spring 2025 Travel Reimbursement for Spring 2025	618.80	
06/05/25	2004103	Marie Perkins	Health Insurance - June	16.50	
06/05/25	2004099	Mary O'Hara	Health Insurance - June	82.51	
06/12/25	2004150	MBI Worldwide Background Checks and Drug Scree	Background Checks	727.30	
06/25/25	2004246	MBI Worldwide Background Checks and Drug Scree	Background Checks	280.70	
06/05/25	2004102	Melanie Pecord	Health Insurance - June	1,819.65	
06/12/25	2004118	Melissa K Brown	Travel 5/6-5/9/25 Travel 5/14/25	440.16	
06/05/25	2004036	Menards	Instructional Supplies - HCCTP	2,215.27	
06/18/25	2004195	Menards	Bldg Maint Repair Supplies	593.54	
06/25/25	2004247	Menards	Tool Kit for Student M.Jackson Tool Kit-Faheem Harris Tool Kit-Bertha Reed Tool Kit for Student - C Williams Tool Kit-Jackie Houston Tool Kit-Jalen Davis	1,831.96	
06/05/25	2004098	Merian Norris	Health Insurance - June	16.50	
06/05/25	2004085	Michael Kevin Jakubco	Health Insurance - June	138.69	
06/05/25	2004096	Michael Morgan	Health Insurance - June	2,284.07	
06/05/25	2004024	Michelle D Hamlin	Travel 5/28-5/30/25	444.40	
06/05/25	2004075	Michelle Hamilton	Health Insurance - June	1,333.52	

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Check Date	Check Number	Payee	Transaction Description	Check Amount	Over \$10,000
06/18/25	2004196	Midland Paper	Supplies	2,616.90	
06/18/25	2004197	Mississippi River Radio LLC	News Sponsorship News Sponsorship	780.00	
06/18/25	2004198	Modern Tile and Carpet Inc	Carpet Tile W/6" Vinyl Base	2,118.00	
06/05/25	2004038	Murdale Ace Hardware	Maintenance Repair Supplies	34.68	
06/25/25	2004248	Murdale Ace Hardware	Maint Supplies	59.27	
06/18/25	2004199	Murphysboro Park District	GED Facility Rental	600.00	
06/05/25	2004089	Nancy C Lawson	Health Insurance - June	16.50	
06/20/25	6543	Nelnet Business Services	Refund Maintenance 5/1-5/31/25	508.35	
06/25/25	2004223	Nicholas J Anderson	Consulting Services - Payment 3 of 3	6,933.00	
06/25/25	2004250	Northern Safety Co Inc	10 First Aid Kits	299.10	
06/25/25	2004251	ODP Business Solutions, LLC	27 Metal Open Trash Cans	5,570.64	
06/18/25	2004200	OfficeChairsUSA.com	Instructional Supplies	3,546.00	
06/18/25	2004203	Paducah Sun	Publication Notice	70.09	
06/05/25	2004080	Pamala Kay Hays	Health Insurance - June	45.81	
06/05/25	2004039	Parkwood Lodge	Lodging - TRIO to Fish Creek - Install 2	2,003.22	
06/05/25	2004040	Peyton Blewett	ADN Pinnettes	2,308.50	
06/06/25	6539	Pitney Bowes Reserve Account	Prepaid Postage 6/5/25	2,500.00	
06/18/25	2004204	Pitney Bowes Reserve Account	Reimburse Hospitality Bulk Mailing	109.56	
06/25/25	2004253	Pocket Nurse	PATH Materials & Supplies - PO 21925 PATH Materials & Supplies Trades 2 Instruction Supplies - PO 21210	23,076.37	Y
06/12/25	2004151	Prachi Parashar	Travel Advance 6/24-6/29/25	705.00	
06/05/25	2004073	Priscilla L Gray	Health Insurance - June	16.50	

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Check Date	Check Number	Payee	Transaction Description	Check Amount	Over \$10,000
06/05/25	2004041	Qubit Networks LLC	EX2300 Compact Fanless 12 port /1 yr	1,046.90	
06/12/25	2004152	Qubit Networks LLC	Wired Assurance & VNA Subscriptions	2,657.79	
06/12/25	2004159	Rachel Sveda-Webb	Travel Advance 6/25-6/26/25	102.00	
06/05/25	2004063	Rebecca G Borgsmiller	Health Insurance - June	82.51	
06/18/25	2004220	Reliance Standard Life Insurance Company	VLTD/June	743.04	
06/05/25	2004042	Republic Services #732	Waste Disposal - WF Ext 6/1-6/30/25 Waste Disposal - DQ Ext 6/1-6/30/25 Waste Disposal - Main Campus 5/1-5/31	2,033.42	
06/04/25	558701	Reuther Ford, Inc	Snow Plow & Installation	8,246.74	
06/05/25	2004093	Robert L Mees	Health Insurance - June	82.51	
06/05/25	2004070	Roberta Egelston	Health Insurance - June	1,078.00	
06/05/25	2004005	Robyn R Brummett	Travel 5/6-5/16/25	52.92	
06/05/25	2004074	Ronald D Hall	Health Insurance - June	1,078.00	
06/12/25	2004164	Rose M Walker	Travel 5/18-5/22/25	108.09	
06/12/25	2004155	S-Comm Inc	UbiDuo Wireless System	4,105.00	
06/05/25	2004043	Safety-Kleen Systems Inc	Equipment Maintenance Services Balance amount due from invoice	264.27	
06/25/25	2004255	Samron Midwest Contracting	Exercise Room Renovation Pay App#1	16,145.55	Y
06/25/25	2004249	Samuel Joseph Nett	Travel Reimbursement 6/2-6/11	30.24	
06/05/25	2004061	Sandra Bechtel	Health Insurance - April Health Insurance - May Health Insurance - June Health Insurance - February Health Insurance - March	330.05	
06/12/25	558705	Sarah M Wanck	Participation in 2025 Commencement	100.00	
06/12/25	2004154	Schillers	Instructional Supplies	1,596.31	

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Check Date	Check Number	Payee	Transaction Description	Check Amount	Over \$10,000
06/05/25	2004054	Shanda R Sylwester	Travel Feb-May Learner/Tutor	151.20	
06/05/25	2004055	Shawn J Talluto	Clothing Allowance Officer Apparel	122.32	
06/25/25	2004264	Shawn J Talluto	Reimburse Clothing Allowance & Supplies	30.31	
06/25/25	2004256	Shawnee Community College	Course Cards & Instructor Fees	680.00	
06/05/25	2004067	Shirley Calhoun	Health Insurance - June	16.50	
06/05/25	2004081	Shirley Hays	Health Insurance - June	16.50	
06/05/25	2004044	SIAEYC	Speakers Fee - Annual Expo	1,000.00	
06/05/25	2004045	Silkworm Inc	TriFesta Triathlon Tshirts	1,073.50	
06/25/25	2004257	Silkworm Inc	Recruitment Supplies - Tote Bags	399.51	
06/18/25	558706	Smokin K's BBQ and Cajun Cuisine	Pmt for Food on June 18th	1,891.35	
06/12/25	2004156	Snap-on Industrial	EV Tech Cart	12,653.83	Y
06/12/25	2004157	South Side Lumber Inc	Instructional Supplies	594.85	
06/25/25	2004260	South Side Lumber Inc	Material for CTE Project	758.31	
06/05/25	2004047	Southern Illinois Coalition for Children & Fam	Screening Consultant 1/1-5/31/25	5,000.00	
06/05/25	2004048	Southern Illinois Medical Services	Questionnaires	267.00	
06/25/25	2004261	Southern Illinois Piping Contractors, Inc.	Repair 4" Copper Main - H Bldg	1,879.18	
06/05/25	2004065	Stacy Buckingham	Health Insurance - June	1,333.52	
06/05/25	2004084	Stacy Holloway	Health Insurance - June	1,333.52	
06/05/25	2004049	Staples Business Credit	Office Supplies	268.75	
06/18/25	2004208	State Beauty Supply	COS Instructional Supplies	52.86	
06/05/25	2004051	State Electric Supply Company	Network Materials	1,946.10	
06/05/25	6455	State Universities RetirementSystem	SURS 5/15/25 PR	70,093.37	Y

John A. Logan College

Monthly Expenditure List

6/1/2025 - 6/30/2025

Check Date	Check Number	Payee	Transaction Description	Check Amount	Over \$10,000
06/18/25	6537	State Universities RetirementSystem	SURS 5/31/25 PR	142,005.88	Y
06/25/25	2004262	State Universities RetirementSystem	Affected Annuitant - MID# 60382	31,620.72	Y
06/27/25	6557	State Universities RetirementSystem	SURS 6/15/25 PR	67,101.32	Y
06/05/25	2004026	Stephanie Jarvis	Travel 5/2-5/14/25	128.52	
06/05/25	2004052	Stericycle, Inc.	Waste Disposal 6/1-6/30/25	223.41	
06/05/25	2004053	Stiles Office Solutions Inc	Office Supplies	70.25	
06/12/25	2004158	Stiles Office Solutions Inc	Office Supplies	101.89	
06/18/25	2004209	Stiles Office Solutions Inc	Stiles-Batteries	47.96	
06/25/25	2004263	Stiles Office Solutions Inc	Office Supplies	147.55	
06/05/25	2004091	Susan May	Health Insurance - June	1,333.52	
06/18/25	2004221	Symetra Life Insurance Company	Life Ins/June	7,852.22	
06/18/25	2004207	Taylor M Siefert	Travel for Spring Games	75.00	
06/18/25	2004211	TDS Health	Board Vitals Surgical Tech Program	2,486.00	
06/18/25	2004212	Teamsters Local 50	Union Dues (TU) May	2,816.50	
06/25/25	2004265	The Greater Gillespie Temple Church of God in	QIF Grant Award - Final	875.00	
06/18/25	558707	The J Sound	Pmt for Entertainment for 6/18/25	1,600.00	
06/05/25	2004056	TimeClock Plus LLC	License 6/30/25-6/29-26	11,360.16	Y
06/12/25	2004160	TimeClock Plus LLC	Scheduling License 6/28-7/27/25	133.75	
06/18/25	2004213	TimeClock Plus LLC	Hardware Support & Maintenance 7/1-6/30	1,609.08	
06/05/25	2004113	Timothy Allen Williams	Health Insurance - June	1,333.52	
06/05/25	2004058	Tracie Zoller	Reimburse - Eggstravaganza Supplies	41.46	
06/25/25	2004266	Trajecsys Corporation	Reporting Access-Surg Tech	1,100.00	
06/25/25	2004239	Travis D Hicks	Reimburse Officer Supplies	176.17	

John A. Logan College

Monthly Expenditure List

6/1/2025 - 6/30/2025

Check Date	Check Number	Payee	Transaction Description	Check Amount	Over \$10,000
06/18/25	2004180	Travis F Geske	Travel Springfield MO 5/20-5/22	170.00	
06/18/25	2004214	Treign Limited	Camp T-shirts for Women's BBall Camp	1,600.00	
06/12/25	2004132	Tyler J Dowd	Travel 5/6-5/9/25	495.79	
06/20/25	6551	U S Department of Veterans Affairs	CH 33 Refund - E Miller CH33 Refund - C Ligon CH 33 Refund - K Teague CH33 Refund - C Kneezle CH 33 Refund - S Murphy CH33 Refund - P McCormick CH33 Refund - B Gilliam CH33 Refund - E Miller CH33 Refund - G Yost CH33 Refund - I Dunklin CH33 Refund - R Teague	10,307.69	Y
06/25/25	6552	U S Department of Veterans Affairs	CH33 Refund - N Wayer	1,647.14	
06/25/25	2004267	Vaughn Roofing Inc	Roof Repairs - H Bldg	380.00	
06/13/25	6464	Verizon Wireless	Phone & Internet Service 5/22-6/21/25 Internet Service - GED Zion Church Phone Service - Marketing 5/22-6/21/25	622.27	
06/25/25	2004268	Verizon Wireless	Phone Service - Safety Towers 4/28-5/27	123.04	
06/05/25	2004059	Vicki Autry	Health Insurance - June	16.50	
06/06/25	6456	VOYA Institutional Trust Company	Annuities 6/6/25 PR	4,730.00	
06/20/25	6538	VOYA Institutional Trust Company	Annuities 6/20/25 PR	1,955.00	
06/12/25	2004161	VWR International LLC	Instructional Supplies	2,507.52	
06/18/25	2004215	VWR International LLC	Instructional Supplies	316.48	
06/25/25	2004269	VWR International LLC	Instructional Supplies	1,491.11	
06/12/25	2004162	W.J. Burke Electric Company	Electrical Work 4/10/25	3,750.00	
06/12/25	2004163	WageWorks Inc	Administrative Fee / Cobra - May	118.95	
06/05/25	2004002	Wayne E Aydt	Travel Advance 6/18-6/22/25	306.00	

John A. Logan College

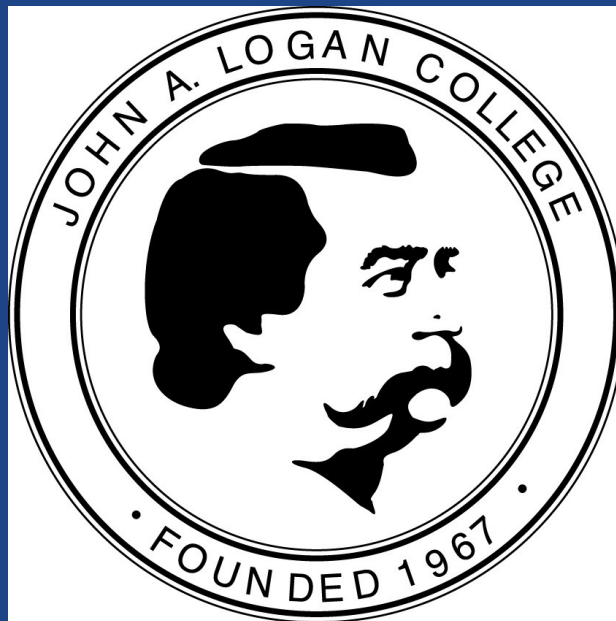
Monthly Expenditure List

6/1/2025 - 6/30/2025

Check Date	Check Number	Payee	Transaction Description	Check Amount	Over \$10,000
06/18/25	2004217	Zion United Church of Christ	Facility Rental Jan-June	1,200.00	
Grand Total				2,068,761.84	

Addendum to Expenditure Report

Travel over \$3,500 and Board Travel



JOHN A. LOGAN COLLEGE

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Checks Voided**6/1/2025 - 6/30/2025**

Void Date	Check Date	Check #	Vendor Name	Transaction Description	Check Amount
6/12/2025	6/12/2025	2004134	Alexis Marie Edwards	Travel 5/6-5/9/25	238.00
6/18/2025	6/18/2025	2004175	Core Health & Fitness LLC	Machinery	18,638.23
6/18/2025	6/18/2025	2004177	Dell Financial Services	2 Latitude 2550 Laptop	2,368.78
6/5/2025	6/5/2025	2004057	Marilyn J Toliver	Travel for Spring Observation	626.50
6/18/2025	6/18/2025	2004205	Pocket Nurse	Instructional Supplies	22,332.90
6/5/2025	4/17/2025	2003458	Samantha Lynn Sambursky	Reimburse - Hotel Stay	379.04
				Total Checks Voided During Period	<u><u>44,583.45</u></u>

John A. Logan College

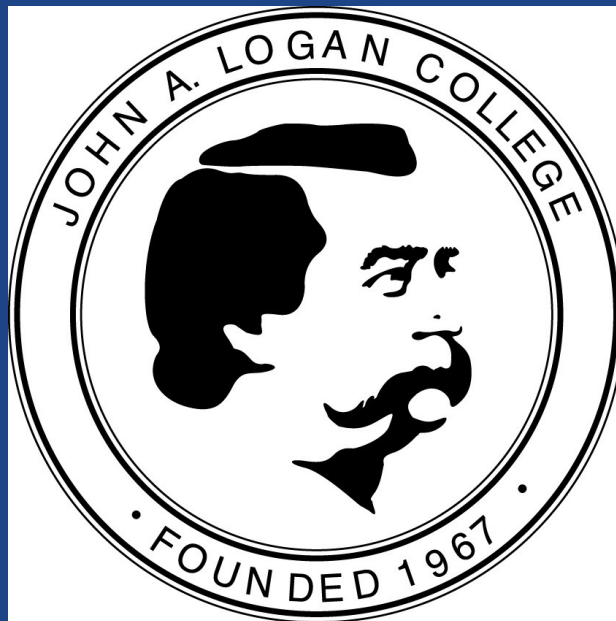
Travel over \$3,500 and Board Travel

Board Meeting June 2025

				Travel Costs			
Traveler	Travel Purpose	Description	Dates of Travel	Travel	Lodging	Meals	Total Travel
Little, Mandy	ICCTA Annual Meeting	Springfield, IL	6/6-6/7/25	\$ 235.00	\$ -	\$ -	\$ 235.00
Rendleman, Jake	ICCTA Annual Meeting	Springfield, IL	6/6-6/7/25	\$ 235.00	\$ -	\$ -	\$ 235.00
Smith, Aaron	ICCTA Annual Meeting	Springfield, IL	6/6-6/7/25	\$ 235.00	\$ -	\$ -	\$ 235.00
Overall - Total				\$ 705.00	\$ -	\$ -	\$ 705.00

Consent Agenda Item 8.0

Treasurer's & Financial Report



JOHN A. LOGAN COLLEGE

TREASURER'S REPORT

&

FINANCIAL REPORT

ELEVEN MONTHS ENDED

MAY 31, 2025

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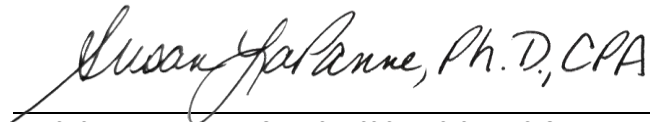
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JOHN A. LOGAN COLLEGE

TREASURER'S REPORT
MAY 31, 2025

	First Mid-Illinois Accounts	Bank of Herrin Trust Accounts	First Southern Bank Trust Account	Banterra Accounts & Investments	Illinois Funds Investments	Total
BANK STATEMENT BALANCE	361,302.70	3,094,880.27	852,018.06	19,150,924.67	19,374,014.07	42,833,139.77
O/S Deposits/(Deductions)	4,434.71	(667,740.86)	-	(151,414.07)	13,440.75	(801,279.47)
	365,737.41	2,427,139.41	852,018.06	18,999,510.60	19,387,454.82	42,031,860.30
Less O/S Checks	-	-	-	9,204.92	-	9,204.92
	365,737.41	2,427,139.41	852,018.06	18,990,305.68	19,387,454.82	42,022,655.38
Plus Cash on Hand	8,200.00	-	-	-	-	8,200.00
BANK BALANCE PER BOOKS	373,937.41	2,427,139.41	852,018.06	18,990,305.68	19,387,454.82	42,030,855.38
% of Invested Cash Balances	0.8%	7.2%	2.0%	44.7%	45.3%	
						All Cash \$ 10,416,171.05
						All Investments 31,614,684.33
						\$ 42,030,855.38

RESPECTFULLY SUBMITTED,



DR. SUSAN LAPANNE, VP FOR BUSINESS SERVICES AND CFO

**JOHN A. LOGAN COLLEGE
SCHEDULE OF INVESTMENTS
MAY 31, 2025**

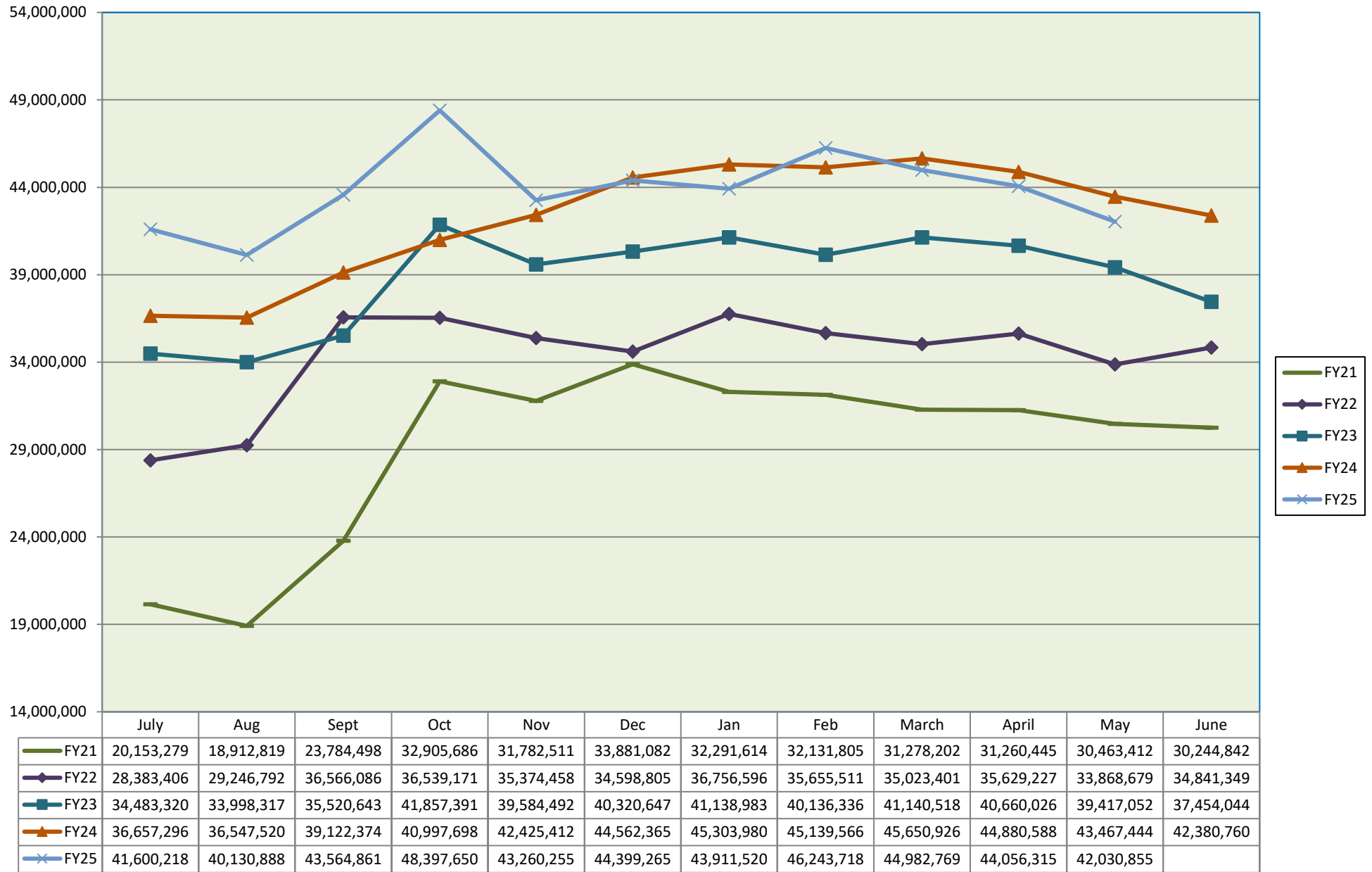
INVESTMENT FUND	TYPE OF INVESTMENT	INTEREST/ DIVIDEND RATE*	MATURITY DATE	AMOUNT
Education	Illinois Funds	4.415%	On Demand	\$ 13,272,330.71
	Higher Reach E-Pay	4.415%	On Demand	28,870.88
	Business Office E-Pay	4.415%	On Demand	166,865.73
	General Store & Student Activities E-Pay	4.415%	On Demand	25,101.44
	Banterra ICS	2.530%	On Demand	973.40
Building	Illinois Funds	4.415%	On Demand	809,935.57
	Business Office E-Pay	4.415%	On Demand	1,500.00
	Banterra ICS	2.530%	On Demand	1.86
Building-Restricted	Illinois Funds	4.415%	On Demand	-
	Banterra ICS Bonds	1.070%	On Demand	6,226,887.66
	Banterra ICS	2.530%	On Demand	1,605,882.22
Bond & Interest	Illinois Funds	4.415%	On Demand	-
	Banterra ICS	2.530%	On Demand	230,697.08
Auxiliary Fund	Illinois Funds	4.415%	On Demand	-
	Business Office E-Pay	4.415%	On Demand	574.93
	General Store & Student Activities E-Pay	4.415%	On Demand	6,173.20
Restricted Purposes	Illinois Funds	4.415%	On Demand	798,945.05
	General Store & Student Activities E-Pay	4.415%	On Demand	-
	Banterra ICS	2.530%	On Demand	1,480,012.93
Working Cash	Illinois Funds	4.415%	On Demand	4,277,157.31
	Banterra ICS	2.530%	On Demand	1,519,239.61
Student Activity	Illinois Funds	4.415%	On Demand	-
	General Store & Student Activities E-Pay	4.415%	On Demand	-
Audit Fund	Illinois Funds	4.415%	On Demand	-
	Banterra ICS	2.530%	On Demand	7,111.78
Liability Protection & Settlement Fund	Illinois Funds	4.415%	On Demand	-
	Banterra ICS	2.530%	On Demand	1,156,422.97
				<u>\$ 31,614,684.33</u>
Weighted Average Rate		3.398%		
3 Month Treasury Bill Rate 5/31/2025		4.25%		
Target Federal Funds Rate 5/31/2025		4.25% -4.50%		

*Interest/dividend rates are the average Illinois Funds rates and ending Banterra rates for May.

**JOHN A. LOGAN COLLEGE
CASH IN BANK SUMMARY
MONTH OF MAY 2025**

Fund Name	Beginning Balance	Month Activity	Ending Balance
First Mid-Illinois Bank - Depository & Logan Fitness			
Education Fund	\$ 18,866.53	\$ 104,570.79	\$ 123,437.32
Operations & Maintenance Fund	2,075.00	1,451.55	3,526.55
Oper Bldg & Maint-Rest Fund	14,536.25	35,463.75	50,000.00
Bond & Interest Fund	-	-	-
Auxiliary Enterprises Fund	10,271.89	47,065.25	57,337.14
Restricted Purposes Fund	20,303.81	109,109.06	129,412.87
Student Activity Fund	71.50	1,952.03	2,023.53
Audit Fund	-	-	-
Liability Protection & Settle Fund	-	-	-
Subtotals	\$ 66,124.98	\$ 299,612.43	\$ 365,737.41
Bank of Herrin - CDB Trust Accounts			
Oper Bldg & Maint-Rest Fund	\$ 2,640,445.37	\$ (213,305.96)	2,427,139.41
Subtotals	\$ 2,640,445.37	\$ (213,305.96)	\$ 2,427,139.41
First Southern Bank - CDB Trust Account			
Oper Bldg & Maint-Rest Fund	\$ -	\$ 852,018.06	852,018.06
Subtotals	\$ -	\$ 852,018.06	\$ 852,018.06
Banterra Bank - Operating & Payroll			
Education Fund	\$ 699,277.37	\$ (135,174.92)	\$ 564,102.45
Operations & Maintenance Fund	1,139,144.40	(257,835.17)	881,309.23
Oper Bldg & Maint-Rest Fund	1,256,014.93	(103,751.03)	1,152,263.90
Bond & Interest Fund	184,737.94	6,769.94	191,507.88
Auxiliary Enterprises Fund	351,781.42	12,957.43	364,738.85
Restricted Purposes Fund	(68,918.51)	692,003.23	623,084.72
Working Cash Fund	2,001,470.79	7,513.47	2,008,984.26
Student Activity Fund	58,592.98	(8,596.95)	49,996.03
Audit Fund	74,435.93	279.31	74,715.24
Liability Protection & Settle Fund	823,149.49	29,224.12	852,373.61
Subtotals	\$ 6,519,686.74	\$ 243,389.43	\$ 6,763,076.17
Grand Totals All Bank Accounts			
Education Fund	\$ 718,143.90	\$ (30,604.13)	\$ 687,539.77
Operations & Maintenance Fund	1,141,219.40	(256,383.62)	884,835.78
Oper Bldg & Maint-Rest Fund	3,910,996.55	570,424.82	4,481,421.37
Bond & Interest Fund	184,737.94	6,769.94	191,507.88
Auxiliary Enterprises Fund	362,053.31	60,022.68	422,075.99
Restricted Purposes Fund	(48,614.70)	801,112.29	752,497.59
Working Cash Fund	2,001,470.79	7,513.47	2,008,984.26
Student Activity Fund	58,664.48	(6,644.92)	52,019.56
Audit Fund	74,435.93	279.31	74,715.24
Liability Protection & Settle Fund	823,149.49	29,224.12	852,373.61
Cash in Bank Totals	\$ 9,226,257.09	\$ 1,181,713.96	\$ 10,407,971.05
Plus Cash on Hand	8,200.00	-	8,200.00
Grand Totals	\$ 9,234,457.09	\$ 1,181,713.96	\$ 10,416,171.05

All CASH AND INVESTMENTS BY MONTH



October 2020 \$10.0 million received for Debt Certificate issue.

JOHN A. LOGAN COLLEGE
OPERATING FUNDS
MAY 31, 2025
92% FISCAL YEAR COMPLETE

REVENUE BY SOURCE	Original FY 2025 Budget	Current Month	Y-T-D FY 2025 Actual	% Y-T-D of Original Budget	Prior Y-T-D Same Period	% Change in \$ from Prior Year
LOCAL GOVERNMENT						
CURRENT TAXES	\$ 8,006,893.00	\$ -	\$ 8,001,252.11	99.9%	\$ 7,620,524.90	5.0%
CORP PERSONAL PROP REPLACE	1,325,000.00	204,834.56	708,671.93	53.5%	1,060,735.21	-33.2%
OTHER LOCAL GOVERNMENT	100,000.00	10,725.00	91,975.00	92.0%	108,350.00	-15.1%
TOTAL LOCAL GOVERNMENT SOURCES	9,431,893.00	215,559.56	8,801,899.04	93.3%	8,789,610.11	0.1%
STATE GOVERNMENT						
ICCB STATE BASE OPERATING GRANT	3,070,892.00	185,817.67	2,885,074.33	93.9%	3,013,610.11	-4.3%
ICCB STATE EQUALIZATION GRANT	6,276,640.00	523,053.33	5,753,586.63	91.7%	6,083,449.14	-5.4%
ICCB STATE PERFORMANCE ALLOCATION	10,000.00	-	20,355.00	203.6%	8,435.00	141.3%
ICCB VETERANS GRANT	95,000.00	-	-	0.0%	-	N/A
ICCB CTE FORUMULA GRANT	375,000.00	-	333,442.00	88.9%	347,907.00	-4.2%
OTHER ICCB GRANTS	77,400.00	-	91,219.77	117.9%	21,802.09	318.4%
OTHER STATE GOVERNMENT	15,500.00	-	16,459.60	106.2%	10,414.44	58.0%
TOTAL STATE GOVERNMENT SOURCES	9,920,432.00	708,871.00	9,100,137.33	91.7%	9,485,617.78	-4.1%
FEDERAL GOVERNMENT						
DEPARTMENT OF EDUCATION	53,800.00	3,607.52	36,034.29	67.0%	40,593.81	-11.2%
DEPARTMENT OF HEALTH & HUMAN SERVICES	419,000.00	33,192.56	359,832.03	85.9%	347,774.31	3.5%
OTHER FEDERAL GOVERNMENT	36,600.00	3,121.85	33,297.27	91.0%	2,613.88	1173.9%
TOTAL FEDERAL GOVERNMENT SOURCES	509,400.00	39,921.93	429,163.59	84.2%	390,982.00	9.8%
STUDENT TUITION & FEES						
TUITION	10,297,350.00	521,657.75	10,164,799.25	98.7%	10,258,985.25	-0.9%
FEES	767,250.00	27,612.72	718,821.66	93.7%	713,654.93	0.7%
TOTAL STUDENT TUITION & FEES	11,064,600.00	549,270.47	10,883,620.91	98.4%	10,972,640.18	-0.8%
OTHER SOURCES						
PUBLIC SERVICE FEES	47,000.00	6,587.60	29,564.10	62.9%	18,825.70	57.0%
SALES AND SERVICE FEES	20,000.00	1,109.00	48,102.00	240.5%	39,891.62	20.6%
FACILITIES REVENUE	160,000.00	22,250.00	130,262.00	81.4%	133,994.00	-2.8%
INTEREST ON INVESTMENTS	862,000.00	65,058.27	760,198.48	88.2%	788,348.85	-3.6%
OTHER NONGOVT REVENUE	1,354,340.00	197.00	15,123.73	1.1%	3,384.14	346.9%
TOTAL OTHER SOURCES	2,443,340.00	95,201.87	983,250.31	40.2%	984,444.31	-0.1%
TRANSFERS IN	300,000.00	-	-	0.0%	-	N/A
TOTAL BUDGETED REVENUES	\$ 33,669,665.00	\$ 1,608,824.83	\$ 30,198,071.18	89.7%	\$ 30,623,294.38	-1.4%

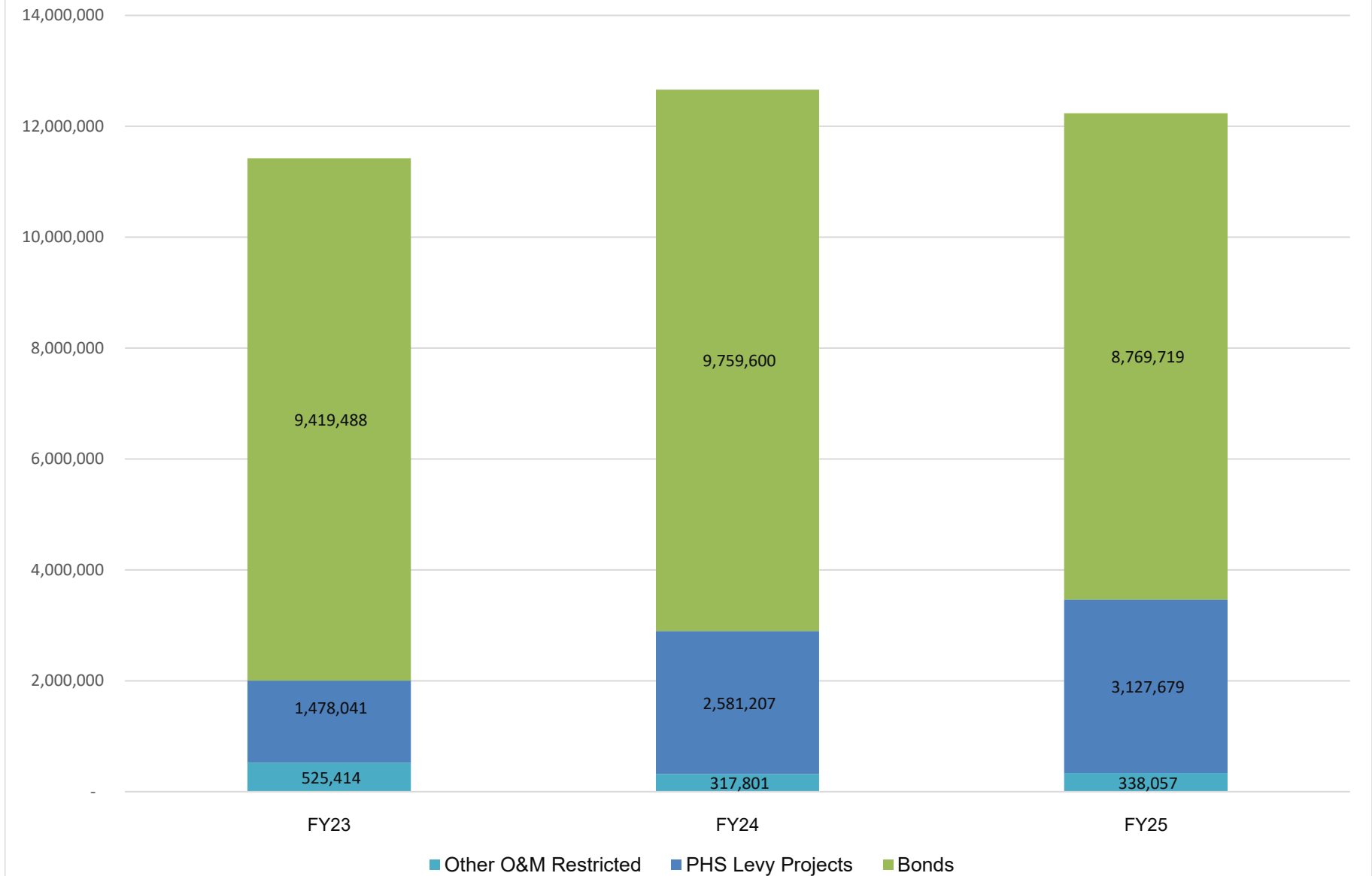
* Operating funds consist of Education fund plus Operating and Maintenance fund.

JOHN A. LOGAN COLLEGE
OPERATING FUNDS
MAY 31, 2025
92% FISCAL YEAR COMPLETE

	Original FY 2025 Budget	Current Month	Y-T-D FY 2025 Actual	% Y-T-D of Original Budget	Prior Y-T-D Same Period	% Change in \$ from Prior Year
<u>EXPENSE BY PROGRAM</u>						
INSTRUCTION	\$ 9,043,493.00	\$ 835,607.42	\$ 7,861,594.49	86.9%	\$ 7,481,659.07	5.1%
ACADEMIC SUPPORT	2,606,181.00	210,773.42	2,340,683.84	89.8%	2,244,466.21	4.3%
STUDENT SERVICES	2,589,575.00	242,132.46	2,431,801.19	93.9%	2,491,338.91	-2.4%
PUBLIC SERVICES/CONTINUING EDUCATION	641,124.00	55,737.06	580,897.11	90.6%	546,575.54	6.3%
OPERATION & MAINTENANCE OF PLANT	4,412,833.00	397,576.74	3,850,699.49	87.3%	3,884,192.65	-0.9%
INSTITUTIONAL SUPPORT	9,261,697.00	482,524.06	6,221,215.10	67.2%	5,976,843.25	4.1%
SCHOLARSHIPS, STUDENT GRANTS & WAIVERS	2,710,000.00	263,590.00	3,042,786.31	112.3%	2,687,840.50	13.2%
TRANSFERS OUT	2,374,750.00	166,667.00	2,072,583.00	87.3%	2,220,183.00	-6.6%
TOTAL BUDGETED EXPENDITURES	\$ 33,639,653.00	\$ 2,654,608.16	\$ 28,402,260.53	84.4%	\$ 27,533,099.13	3.2%
<u>EXPENSE BY OBJECT</u>						
SALARIES & WAGES	\$ 19,156,375.00	\$ 1,692,922.20	\$ 16,710,410.46	87.2%	\$ 15,981,244.04	4.6%
EMPLOYEE BENEFITS	1,478,334.00	179,973.33	2,168,981.36	146.7%	2,407,514.91	-9.9%
CONTRACTUAL SERVICES	2,280,886.00	53,495.54	1,473,484.17	64.6%	1,628,799.42	-9.5%
GENERAL MATERIALS & SUPPLIES	1,360,058.00	128,803.49	918,085.91	67.5%	1,276,659.71	-28.1%
CONFERENCE & MEETING EXPENSE	600,490.00	47,704.50	304,269.11	50.7%	277,242.65	9.7%
FIXED CHARGES	157,734.00	2,509.78	121,797.19	77.2%	45,542.49	167.4%
UTILITIES	996,400.00	113,655.31	927,086.64	93.0%	815,201.09	13.7%
CAPITAL OUTLAY	2,326,946.00	-	639,874.37	27.5%	167,345.74	282.4%
OTHER	2,757,680.00	268,877.01	3,065,688.32	111.2%	2,713,366.08	13.0%
CONTINGENCY	150,000.00	-	-	0.0%	-	N/A
TRANSFERS OUT	2,374,750.00	166,667.00	2,072,583.00	87.3%	2,220,183.00	-6.6%
TOTAL BUDGETED EXPENSES	\$ 33,639,653.00	\$ 2,654,608.16	\$ 28,402,260.53	84.4%	\$ 27,533,099.13	3.2%
NET REVENUE OVER (UNDER) EXPENSE	\$ 30,012.00	\$ (1,045,783.33)	\$ 1,795,810.65	5983.6%	\$ 3,090,195.25	-41.9%

* Operating funds consist of Education fund plus Operating and Maintenance fund.

Operations & Maintenance Restricted Fund Balances as of May



**JOHN A. LOGAN COLLEGE
AUXILIARY FUND
MAY 31, 2025
92% FISCAL YEAR COMPLETE**

	Original FY 2025 Budget	Current Month	Y-T-D FY 2025 Actual	% Y-T-D of Original Budget	Prior Y-T-D Same Period	% Change in \$ from Prior Year
<u>REVENUE BY SOURCE</u>						
STUDENT FEES						
STUDENT ACTIVITY FEES	\$ 264,000.00	\$ 25,680.00	\$ 263,460.00	99.8%	\$ 265,715.00	-0.8%
TOTAL STUDENT FEES	264,000.00	25,680.00	263,460.00	99.8%	265,715.00	-0.8%
OTHER SOURCES						
PUBLIC SERVICE FEES	140,000.00	10,228.67	110,638.75	79.0%	95,157.09	16.3%
SALES AND SERVICE FEES	781,750.00	91,307.73	886,081.49	113.3%	600,831.93	47.5%
INTEREST ON INVESTMENTS	-	19.38	34.63	N/A	-	N/A
OTHER NONGOV'T REVENUE	-	-	2,841.00	N/A	20.00	14105.0%
TOTAL OTHER SOURCES	921,750.00	101,555.78	999,595.87	108.4%	696,009.02	43.6%
TRANSFERS IN	2,063,000.00	166,667.00	1,833,333.00	88.9%	1,833,333.00	0.0%
TOTAL BUDGETED REVENUES	\$ 3,248,750.00	\$ 293,902.78	\$ 3,096,388.87	95.3%	\$ 2,795,057.02	10.8%
<u>EXPENSE BY OBJECT</u>						
PUBLIC SERVICES						
SALARIES & WAGES	\$ 555,952.00	\$ 70,883.96	\$ 603,800.09	108.6%	\$ 533,474.71	13.2%
BENEFITS	115,825.00	18,760.61	121,067.27	104.5%	112,283.65	7.8%
CONTRACTUAL SERVICES	29,425.00	2,611.00	34,983.06	118.9%	35,444.92	-1.3%
GENERAL MATERIALS & SUPPLIES	86,850.00	2,228.31	54,964.49	63.3%	61,072.21	-10.0%
CONFERENCE & MEETING EXPENSE	6,750.00	133.55	1,485.56	22.0%	1,970.76	-24.6%
FIXED CHARGES	11,990.00	-	12,349.70	103.0%	-	N/A
UTILITIES	135,500.00	13,797.13	130,962.99	96.7%	121,748.02	7.6%
CAPITAL OUTLAY	20,000.00	-	5,922.35	29.6%	23,061.50	-74.3%
OTHER	-	-	-	N/A	3,885.00	-100.0%
TOTAL PUBLIC SERVICES	962,292.00	108,414.56	965,535.51	100.3%	892,940.77	8.1%
INDEPENDENT OPERATIONS						
SALARIES & WAGES	739,574.00	62,085.10	687,965.82	93.0%	640,356.92	7.4%
EMPLOYEE BENEFITS	80,230.00	5,788.07	70,681.66	88.1%	73,095.98	-3.3%
CONTRACTUAL SERVICES	275,865.00	41,146.47	262,186.24	95.0%	186,964.62	40.2%
GENERAL MATERIALS & SUPPLIES	273,685.00	16,639.48	157,114.34	57.4%	177,183.78	-11.3%
CONFERENCE & MEETING EXPENSE	242,164.00	24,267.14	243,031.39	100.4%	192,375.86	26.3%
FIXED CHARGES	35,090.00	280.00	33,255.30	94.8%	32,805.20	1.4%
UTILITIES	-	364.92	2,211.74	N/A	-	N/A
CAPITAL OUTLAY	-	-	10,361.00	N/A	48.00	21485.4%
SCHOLARSHIPS AND OTHER	220,650.00	11,116.78	163,016.20	73.9%	142,454.17	14.4%
TOTAL INDEPENDENT OPERATIONS	1,867,258.00	161,687.96	1,629,823.69	87.3%	1,445,284.53	12.8%
INSTITUTIONAL SUPPORT						
CONTRACTUAL SERVICES	35,800.00	1,357.94	26,682.74	74.5%	28,562.22	-6.6%
GENERAL MATERIALS & SUPPLIES	51,150.00	412.14	33,375.78	65.3%	37,103.90	-10.0%
FIXED CHARGES	49,717.00	3,954.50	44,785.56	90.1%	45,761.62	-2.1%
CONTINGENCY	25,000.00	-	-	0.0%	-	N/A
TOTAL INSTITUTIONAL SUPPORT	161,667.00	5,724.58	104,844.08	64.9%	111,427.74	-5.9%
SCHOLARSHIPS, STUDENT GRANTS, WAIVERS						
OTHER - WAIVERS	455,000.00	(4,020.00)	450,076.00	98.9%	467,205.00	-3.7%
TOTAL SCHOLARSHIPS, GRANTS, WAIVERS	455,000.00	(4,020.00)	450,076.00	98.9%	467,205.00	-3.7%
TOTAL BUDGETED EXPENSES	\$ 3,446,217.00	\$ 271,807.10	\$ 3,150,279.28	91.4%	\$ 2,916,858.04	8.0%
NET REVENUE OVER (UNDER) EXPENSE	\$ (197,467.00)	\$ 22,095.68	\$ (53,890.41)	27.3%	\$ (121,801.02)	-55.8%

JOHN A. LOGAN COLLEGE
LIABILITY, PROTECTION, & SETTLEMENT FUND
MAY 31, 2025
92% FISCAL YEAR COMPLETE

	Original FY 2025 Budget	Current Month	Y-T-D FY 2025 Actual	% Y-T-D of Original Budget	Prior Y-T-D Same Period	% Change in \$ from Prior Year
<u>REVENUE BY SOURCE</u>						
LOCAL GOVERNMENT						
CURRENT TAXES	\$ 2,480,000.00	\$ -	\$ 2,540,026.32	102.4%	\$ 2,416,524.17	5.1%
TOTAL LOCAL GOVERNMENT SOURCES	2,480,000.00	-	2,540,026.32	102.4%	2,416,524.17	5.1%
OTHER SOURCES						
INTEREST ON INVESTMENTS	68,000.00	4,293.28	61,222.63	90.0%	61,477.11	-0.4%
OTHER NONGOVT REVENUE	323,956.00	-	20,447.76	6.3%	-	N/A
TOTAL OTHER SOURCES	391,956.00	4,293.28	81,670.39	20.8%	61,477.11	32.8%
TOTAL BUDGETED REVENUES	\$ 2,871,956.00	\$ 4,293.28	\$ 2,621,696.71	91.3%	\$ 2,478,001.28	5.8%
<u>EXPENSE BY OBJECT</u>						
OPERATIONS AND MAINTENANCE OF PLANT						
SALARIES & WAGES	\$ 634,334.00	\$ 54,588.44	\$ 540,300.32	85.2%	\$ 554,572.20	-2.6%
EMPLOYEE BENEFITS	133,855.00	2,847.34	58,598.12	43.8%	106,441.97	-44.9%
CONTRACTUAL SERVICES	27,508.00	1,268.75	40,343.87	146.7%	27,901.70	44.6%
GENERAL MATERIALS & SUPPLIES	82,490.00	10,105.90	30,070.48	36.5%	21,681.52	38.7%
CONFERENCE & MEETING EXPENSE	13,450.00	1,011.30	1,151.50	8.6%	1,824.82	-36.9%
CAPITAL OUTLAY	-	-	5,557.00	N/A	-	N/A
TOTAL OPERATIONS AND MAINT OF PLANT	891,637.00	69,821.73	676,021.29	75.8%	712,422.21	-5.1%
INSTITUTIONAL SUPPORT						
SALARIES & WAGES	90,758.00	2,371.58	82,229.93	90.6%	63,666.07	29.2%
EMPLOYEE BENEFITS	679,387.00	43,522.89	494,671.63	72.8%	508,329.68	-2.7%
CONTRACTUAL SERVICES	245,100.00	-	161,118.68	65.7%	213,127.28	-24.4%
GENERAL MATERIALS & SUPPLIES	19,400.00	8,625.00	19,156.57	98.7%	3,891.64	392.2%
FIXED CHARGES	465,000.00	1,430.52	488,450.53	105.0%	424,775.03	15.0%
CAPITAL OUTLAY	843,418.00	-	214,707.54	25.5%	66,759.04	221.6%
OTHER	-	-	-	N/A	453.00	-100.0%
CONTINGENCY	25,000.00	-	-	0.0%	-	N/A
TOTAL INSTITUTIONAL SUPPORT	2,368,063.00	55,949.99	1,460,334.88	61.7%	1,281,001.74	14.0%
TOTAL BUDGETED EXPENSES	\$ 3,259,700.00	\$ 125,771.72	\$ 2,136,356.17	65.5%	\$ 1,993,423.95	7.2%
NET REVENUE OVER (UNDER) EXPENSE	\$ (387,744.00)	\$ (121,478.44)	\$ 485,340.54	-125.2%	\$ 484,577.33	0.2%

FUND DESCRIPTIONS

John A. Logan College has two Operating funds: the Education Fund and the Operations and Maintenance Fund. The Education fund works in combination with the Operations and Maintenance fund to make up the College's General Fund.

EDUCATION FUND

The Education Fund is used to account for the revenues and expenditures of the academic and service programs of the college. It includes the cost of instructional, administrative, and professional salaries; supplies and moveable equipment; library books and materials; maintenance of instructional and administrative equipment; and other costs pertaining to the educational programs of the college.

OPERATIONS AND MAINTENANCE FUND

This fund is used to account for expenditures for the improvement, maintenance, repair, or benefit of buildings and property, including the installation, improvement, repair, replacement, and maintenance of the building fixtures; interior decoration; rental of buildings and property for community college purposes; payment of all premiums for insurance on buildings and building fixtures. If approved by resolution of the local board, the payment of salaries of janitors, engineers, or other custodial employees; all costs of fuel, lights, gas, water, telephone service, custodial supplies, and equipment; and professional surveys of the condition of college buildings are allowed.

OPERATIONS AND MAINTENANCE (Restricted)

This fund is utilized to account for monies restricted for building purposes and site acquisition. This fund primarily will be expending bond proceeds acquired for the new building project, protection, health and safety levies, plus transfers from operating funds and interest earnings. Funds are provided in the Operation and Maintenance (Restricted) for completion of approved protection, health, safety projects.

AUXILIARY ENTERPRISES FUND

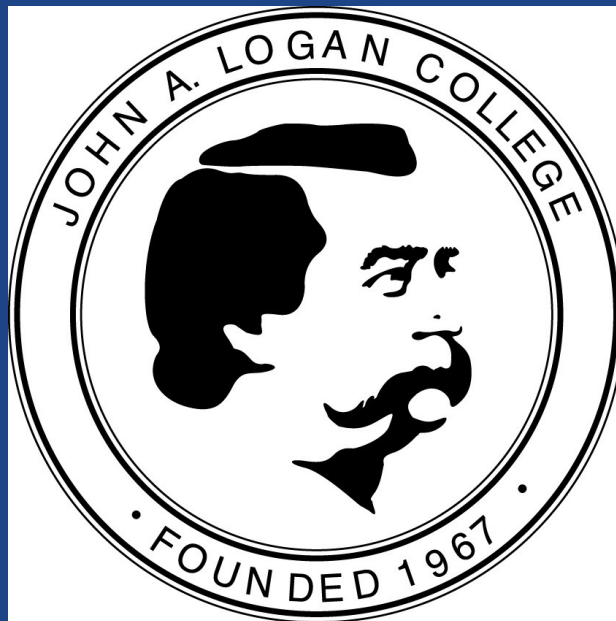
The Auxiliary Enterprises Fund accounts for college services where a fee is charged to students/staff and the activity is intended to be self-supporting. Examples of accounts in this fund include food services, bookstore, copy/supply center, and intercollegiate athletics. Subsidies for Auxiliary Services by the Education Fund should be shown as transfers to the appropriate account.

LIABILITY, PROTECTION AND SETTLEMENT FUND

This fund accepts special levies for tort liability, property insurance, Medicare insurance, FICA taxes and workers' compensation. The monies in this fund should be used only for the payment of tort liability, property, unemployment or workers compensation insurance or claims, and the cost of participation in the Federal Medicare program. Expenditures in this fund include insurance costs for property and casualty, and the cost of maintaining and expanding the Campus Safety operations. The College will include attorney fees pertaining to liability protection plus a portion of staff members' time that are active in the functions of this fund.

Old Business 9.A

Board Policy Revisions for Final Action



**JOHN A. LOGAN COLLEGE
OLD BUSINESS**

9.A – Board Policy Revisions for Final Action

1. REASON FOR CONSIDERATION

The Board Policy Committee met on May 19, 2025, to review revisions to the following Board Policies, which were all approved for Board Review. The revisions were presented at the June 16, 2025 Board Meeting, and are now ready for Board Approval.

2. BACKGROUND INFORMATION

The following policy revisions were approved in committee, and presented for the full Board's review on June 16, 2025:

Board Policy 1110 – IBHE Statement of Purpose
Board Policy 1120 – ICCB Statement of Purpose
Board Policy 2120 – Officers of the Board
Board Policy 2121 – Election of Board Members
Board Policy 2140 – Trustee Emeritus
Board Policy 2230 – Board Professional Development and Training
Board Policy 2310 – Duties of Board Members
Board Policy 2810 – Principles for Effective Communication Between President and BOT
Board Policy 3250 – Academic Continuity Plan
Board Policy 4315 – Campus Police
Board Policy 8316 – Student Complaints

3. RECOMMENDATION

That the Board of Trustees approve revisions to Board Policies 1110, 1120, 2120, 2121, 2140, 2230, 2310, 2810, 3250, 4315, and 8316 as recommended by the Board Policy Committee.

Staff Contact: President Kirk Overstreet

Summary of Proposed Revisions to Board Policy *presented to the Board of Trustees*

May 19, 2025 (Committee Hearing)
July 16, 2025 (Final Action)

Policy #	Policy Title	Comments
1110	IBHE Statement of Purpose	Updating language to align with current state and federal statute.
1120	ICCB Statement of Purpose	Updating language to align with current state statute.
2120	Officers of the Board	Updating to clean and clarify titles
2121	Election of Board Officers	Updating to clean and clarify; Aligning with statute.
2140	Trustee Emeritus	Seeking clarification on “18 years or at its discretion” language, updating to align with state statute.
2230	Professional Development and Training (Prev. Attendance at Conferences and Conventions)	Updating to link to IL Community College Act, requiring specific training for Trustees.
2310	Duties of Board Members	Updating to link to the IL Community College Act requirements.
2810	Principles for Effective Communication between President and BOT	Updating to clarify stakeholder populations
3250	Academic Continuity Plan	Clarifying language to bring policy into compliance with ICCB/ILCS. *This came up in ICCB Review
4315	Campus Police	Creating policy to establish Campus Police Department, and point to new Admin Procedure (405).
8316	Student Complaints	Updating to clarify for students and campus community the complaints and resolution process. *This came up in ICCB Review

The Illinois Board of Higher Education (IBHE) is responsible for planning and coordinating the state's system of higher education.

The Board's statutory responsibilities include:

- Master Planning - Analyze the aims, needs, and requirements of Illinois higher education. Modify policies that guide the state's system of public and private colleges and universities.
- Budget - Recommend to the Governor and the General Assembly budgetary needs for higher education institutions and agencies.
- Program Approval - Approve or deny proposals by public university governing boards and the Illinois Community College Board for new units of instruction, research, or public service. Review existing instruction, research, or public service programs to determine their continued educational and economic justification.
- Institution Approval - Authorize independent and out-of-state institutions to operate and offer degree programs in Illinois. Conduct on-going reviews to assure that these institutions maintain the conditions under which they were authorized to operate and grant degrees, and revoke operating authority as determined necessary.
- Grants Administration - Administer state and federal grant programs.
- Information Systems - Maintain information system about Illinois higher education.

The Illinois Board of Higher Education consists of 16 members as follows: 10 public members are appointed by the Governor and confirmed by the Senate, one of which must be a faculty member at an Illinois public university; one member of a public university governing board appointed by the Governor; one member of a private college or university board of trustees appointed by the Governor; the chairman of the Illinois Community College Board; the chairman of the Illinois Student Assistance Commission; and two student members selected by the Student Advisory Committee of the Board of Higher Education, one must be a non-traditional undergraduate student who is at least 24 years old. The Governor shall designate the Chairman of the Board to serve until a successor is designated.

ADOPTED: AUGUST 6, 1974
AMENDED: NOVEMBER 24, 2015; JULY 16, 2025
REVIEWED: OCTOBER 12, 2015; MAY 19, 2025
LEGAL REF.: ILLINOIS PUBLIC COMMUNITY COLLEGE ACT (110 ILCS 805/); 110 ILCS 205/2; TITLE IX OF THE EDUCATION AMENDMENTS OF 1972 (20 U.S.C. §§ 1681-1688); CIVIL RIGHTS ACT OF 1964, TITLE VI (42 U.S.C. §§ 2000D ET SEQ.); AMERICANS WITH DISABILITIES ACT (ADA) (42 U.S.C. §§ 12101 ET SEQ.)
CROSS REF.: ADMINISTRATIVE PROCEDURES 101, 102

Illinois Community College Board
Statement of Purpose

1120

The Illinois Community College Board, as the state coordinating board for community colleges, administers the Public Community College Act in a manner that maximizes the ability of the community colleges to serve their communities. Its mission is to promote cooperation within the system and accommodate those State of Illinois initiatives that are appropriate for community colleges; to be accountable to the students, employers, lawmakers, and taxpayers of Illinois; and to provide high-quality, accessible, cost-effective educational opportunities for the individuals and communities they serve.

The Illinois Community College Board consists of eleven members appointed by the Governor and confirmed by the Senate for six-year terms. One of those members must be at least a person age 60 or over; one must be a faculty member at an Illinois public community college; one must be a member of the board of trustees of a public community college district; one must be the president of a public community college, the chancellor of City Colleges of Chicago, or the chief executive officer of Illinois Eastern Community Colleges. One non-voting student member is selected by the ICCB Student Advisory Committee for a one-year term. The Board Chair is selected by the Governor.

Four organizations representing various community college constituents in the state have been designated as official advisory groups to the Illinois Community College Board: the Illinois Council of Community College Presidents, the Illinois Community College Trustees Association, the Illinois Community College Faculty Association, and the ICCB Student Advisory Committee.

ADOPTED: APRIL 1, 1980

AMENDED: NOVEMBER 24, 2015; JULY 16, 2025

REVIEWED: OCTOBER 12, 2015; MAY 19, 2025

LEGAL REF.: 110 ILCS 805/2; TITLE IX OF THE EDUCATION AMENDMENTS OF 1972 (20 U.S.C. §§ 1681-1688); CIVIL RIGHTS ACT OF 1964, TITLE VI (42 U.S.C. §§ 2000D ET SEQ.); AMERICANS WITH DISABILITIES ACT (ADA) (42 U.S.C. §§ 12101 ET SEQ.)

CROSS REF.: ADMINISTRATIVE PROCEDURES 101, 103

The officers of the John A. Logan College Board of Trustees shall be the chair, vice-chair, and secretary. The Board shall appoint a treasurer to serve at the pleasure of the board. The treasurer may not be a member of the community college board.

The President of John A. Logan College shall serve as the executive officer of the Board.

Officers shall be elected in accordance with law and Board Policy 2121.

Terms of officers will be two years as provided under the terms of Illinois Statutes (110 ILCS 805/3-8), beginning with the organizational meeting following the election in odd-numbered years.

It is recommended that no trustee shall serve as chair of the Board for more than two successive terms.

ADOPTED: AUGUST 6, 1974
AMENDED: FEBRUARY 11, 1991; NOVEMBER 24, 2015; JULY 16, 2025
REVIEWED: OCTOBER 2007; OCTOBER 12, 2015; MAY 19, 2025
LEGAL REF.: 110 ILCS 805/3-8
CROSS REF.: BOARD POLICY 2121, 2320

Following each consolidated election, the new Board of Trustees shall hold its organizational meeting, conduct the election of officers, and fix a time and place for regular meetings on or before the 28th day after the election in accordance with the Community College Act (110 ILCS 805/3-8). The following should be used as a guide for the election of board officers:

1. The Chair of the Board shall appoint a Nominating Committee at least thirty (30) days prior to the organizational meeting (typically held in April or May in odd-numbered years).
2. The Nominating Committee shall consist of two members of the Board of Trustees appointed by the Board Chair. Any trustee who wishes to be a candidate for any office should submit a letter to the chair of the Nominating Committee at least 10 days before the organizational meeting. During this same time, any trustee may submit a written nomination of any other trustee to the Nominating Committee. From the list of the nominations submitted to the committee, the Nominating Committee shall select a nominee and report the decision of the committee to the full Board at the organizational meeting. If no nominations or applications are received by the committee for any particular office, the Nominating Committee may make its own nomination with the consent of the nominated trustee.
3. At the organizational meeting of the Board, the full Board of Trustees shall vote on the nominations from the Nominating Committee and any other nominations from the floor. Nominations from the floor may include any trustee who applied for a position as an officer to the committee or were nominated by another trustee but not chosen by the Nominating Committee.
4. All members of the Nominating Committee would be eligible for nomination as officers.
5. If the full Board of Trustees at the organizational meeting does not approve of the selection of the Nominating Committee or any of the nominations of other trustees who applied to the committee or were nominated but not selected, then any trustee may be nominated by any other trustee for election to any position. Only in this instance would a trustee who had not applied or been nominated to the committee be eligible for election as an officer, except that new members of the Board have the opportunity to nominate from the floor at their own organizational meeting.
6. The Nominating Committee would also function in like fashion to fill any vacancies for officers of the Board. The chairperson would appoint the committee upon notice of the vacancy, and nominations would be accepted for a period of 10 days following that meeting. The committee would report to the Board at the next meeting, and the election would be held at the following meeting.

ADOPTED: FEBRUARY 11, 1991
AMENDED: FEBRUARY 27, 2007; JANUARY 22, 2008, NOVEMBER 24, 2015; JULY 16, 2025
REVIEWED: OCTOBER 2007; OCTOBER 12, 2015; MAY 19, 2025
LEGAL REF.: 110 ILCS 805/3-8
CROSS REF.: BOARD POLICY 2120, 2130, 2320

The John A. Logan College Board of Trustees may designate the status of Trustee Emeritus to a former trustee having been elected at least three times. The benefits of Trustee Emeritus status include:

1. If a trustee emeritus desires, payment of lifetime membership for the Illinois Community College Trustees Association (ICCTA) *or* the Association of Community College Trustees (ACCT).
2. Receipt of College business cards indicating his/her status upon request.
3. The Trustee Emeritus will be invited to College functions and will be kept on the College mailing lists.
4. The Trustee Emeritus will receive a photograph taken with the President of the College at the time of the designation of status.

ADOPTED: JANUARY 24, 2012

AMENDED: NOVEMBER 24, 2015; JULY 19, 2025

REVIEWED: OCTOBER 12, 2015; MAY 19, 2025

LEGAL REF.:

CROSS REF.: BOARD POLICY 7370

Board members are encouraged to attend conferences to enable them to better perform their duties as Board members.

In addition, JALC Board members are required to comply with the leadership guidelines spelled out in Illinois Statute 5 ILCS 805/3-8.5.

ADOPTED: AUGUST 6, 1974
AMENDED: JANUARY 22, 2008; JULY 16, 2025
REVIEWED: OCTOBER 2007; OCTOBER 12, 2015; MAY 19, 2025
LEGAL REF.: 5 ILCS 805/3-8.5
CROSS REF.: BOARD POLICY 2220

The duties of the Board of Trustees are included in the Illinois Public Community College Act, found in 5 ILCS 805/3-21.

ADOPTED: AUGUST 5, 1968
AMENDED: APRIL 1, 1980; SEPTEMBER 1, 1981; JULY 28, 1998; JANUARY 22, 2008; JUNE 28, 2011; JULY 16, 2025
REVIEWED: OCTOBER 2007; MAY 11, 2011; OCTOBER 12, 2015; MAY 19, 2025
LEGAL REF.: 110 ILCS 805/3-21 THROUGH 3-29.2
CROSS REF.: BOARD POLICY 7154

***Principles for Effective Cooperation
Between the College Board and President***

2810

The establishment of policies for the governing of a community college district by the Board and the administration of these policies by the President calls for a high order of devotion, statesmanship, and integrity. It is of utmost importance for the good of the students in the College that the Board and the president work in an atmosphere of mutual trust and good will.

Principles basic to cooperation:

1. The Board will vest in the President the necessary authority and provide the office with appropriate personnel to carry out the role of chief executive officer of the College and its total administration, including accepting employee resignations on behalf of the Board of Trustees.
2. The Board will endeavor to give counsel and advice to the President regarding the administration of the school as it deems necessary or expedient, remembering always that Board members as individuals have no authority and only policies approved by the Board have force. The Board will adopt policy after receiving recommendations from the president.
3. The Board will require of the President such periodic reports as the Board deems necessary to keep it properly advised of the administration of the College. The President must be frank, honest, concise, and complete in these reports to the Board. Important College matters requiring Board action should be presented by the President to the Board as required and not in a semi-private way to individual members.
4. The Board will expect from the President recommendations for the welfare of the College. The President's role will be that of providing educational leadership for the community college program of his community.
5. The Board will require of the President attendance at all Board meetings except at times when the President's own employment may be under consideration or by mutual consent for a reason authorized by the Board.
6. The Board will employ, promote, transfer, or suspend personnel after consultation and upon recommendation by the President and will issue all orders affecting all employees through the President.
7. The Board will endeavor to develop ways and means of serving the community and of keeping it informed of the College program with the advice and cooperation of the President as their executive officer and professional advisor.
8. The Board will endeavor to thoroughly and constructively orient new Board members into the work of the Board and the educational program of the College with the assistance of the president.
9. In the College community, the Board should expect the President to assume all of the responsibility which the concept of citizenship conveys. The President should use the position of leadership to present the cause of community college education honestly and forthrightly and to further community goals compatible with and complimentary to those of the College.

***Principles for Effective Cooperation
Between the College Board and President***

2810

10. The Board reserves unto itself all of its legal responsibilities for the operation of a good College including the right to reject any and all recommendations and the right to revise its policies, rules, and regulations from time to time to meet changing conditions.
11. Under the laws of the state of Illinois, the Board is the final authority on any controversial issue which cannot be resolved through the regularly constituted administrative channels. The Board is aware of and does recognize the right of judicial review.
12. The Board and the President shall have the educational welfare of the students of the College as basic criteria for evaluating any issue.
13. The Board, together with the President, has a moral obligation to provide such leadership and render such services as will give dignity to the teaching profession and learning process and will engender trust and confidence on the part of all citizens in American public higher education. It is their responsibility and obligation to work together for an increasingly effective program of education for all our people and insofar as is required of each to submerge personal ambition, prejudice, and desires to that end.

ADOPTED: AUGUST 6, 1974
AMENDED: JANUARY 22, 2008; NOVEMBER 24, 2015; JULY 16, 2025
REVIEWED: OCTOBER 12, 2015; MAY 19, 2025
LEGAL REF.:
CROSS REF.: BOARD POLICY 4110

Purpose:

Illinois community colleges must maintain a comprehensive Academic Continuity Plan to address modifications to academic terms in the event of emergencies. This plan must align with Illinois Community College Board (ICCB) standards, relevant Illinois statutes, and best practices followed by other Illinois community colleges. Additionally, this plan must be reviewed and approved by the Board of Trustees.

Policy:

In the event that John A. Logan College (JALC) experiences an emergency necessitating the closure of campus and an extended disruption of academic operations, the College will respond using one or more of the following measures in accordance with Illinois state law and ICCB guidelines:

1. **Extension of the Instructional Calendar**
 - Additional instructional days may be added to the calendar if closures extend beyond the allocated emergency days.
2. **Utilization of Learning Management Systems (LMS)**
 - Faculty will be required to implement remote learning options through the College's approved LMS to ensure continuity of instruction during campus closure periods.
3. **Modification of Final Exam Schedules**
 - The College may condense the final exam period to accommodate all courses on a modified schedule.
 - In cases of prolonged closure, the College may cancel final exams to prioritize course completion and accreditation requirements.
4. **Alternative Scheduling for Contact-Hour Programs**
 - Programs with state-mandated contact hour requirements (e.g., clinicals, labs, vocational training) may implement weekend, evening, or alternative meeting schedules to fulfill instructional obligations.
5. **Alternative Instructional Locations**
 - The College will coordinate with local institutions, public facilities, and partner organizations to secure alternate locations for in-person instruction if feasible and necessary.
6. **Emergency Communication & Notification**
 - The College will notify faculty, staff, and students of any modifications to the Instructional Calendar within seven (7) days of resuming normal operations. Updates will be provided via official College communication channels, including email, website announcements, and emergency alert systems.

Review & Compliance:

This policy will be reviewed biennially to ensure compliance with ICCB regulations and Illinois state statutes. Any amendments must be approved by the Board of Trustees and communicated to the College community.

ADOPTED: NOVEMBER 28, 2017
AMENDED: JULY 16, 2025
REVIEWED: OCTOBER 11, 2017; MAY 19, 2025
LEGAL REF.: **ILLINOIS PUBLIC COMMUNITY COLLEGE ACT (110 ILCS 805/)**; Illinois Community College Board (ICCB) Academic Guidelines
CROSS REF.: Instructional Calendar, Emergency Response Plan

John A. Logan College establishes a Campus Police Department to ensure the safety and security of its community, with law enforcement officers granted the powers of police officers and sheriffs, non-commissioned officers, and non-law enforcement officers trained in security functions.

The department is committed to complying with Illinois and federal laws, including proper training, use of force, civil rights, and non-discrimination practices. Officers will patrol the campus continuously, report and investigate incidents, collaborate with external agencies, and engage with the community to foster trust and inclusivity. Regular internal reviews, external oversight, and complaint procedures will ensure accountability and transparency in all operations.

ADOPTED: JULY 16, 2025

AMENDED:

REVIEWED: MAY 19, 2025

LEGAL REF.: 110 ILCS 805/3-42.1; 775 ILCS 5/1-101; 720 ILCS 5/7-5; 50 ILCS 705/8.1; 20 U.S.C. § 1092(F); 20 U.S.C. § 1681; CRIME AWARENESS AND CAMPUS SECURITY ACT OF 1990

CROSS REF.: ADMINISTRATIVE PROCEDURES 405, 410, 412, 413, 414A-D, 415

The College shall establish Administrative Procedures for the fast and fair resolution of student complaints, including academic complaints, non-academic complaints, and civil rights complaints.

ADOPTED: NOVEMBER 22, 2016

AMENDED: FEBRUARY 28, 2017; MARCH 22, 2022; JULY 16, 2025

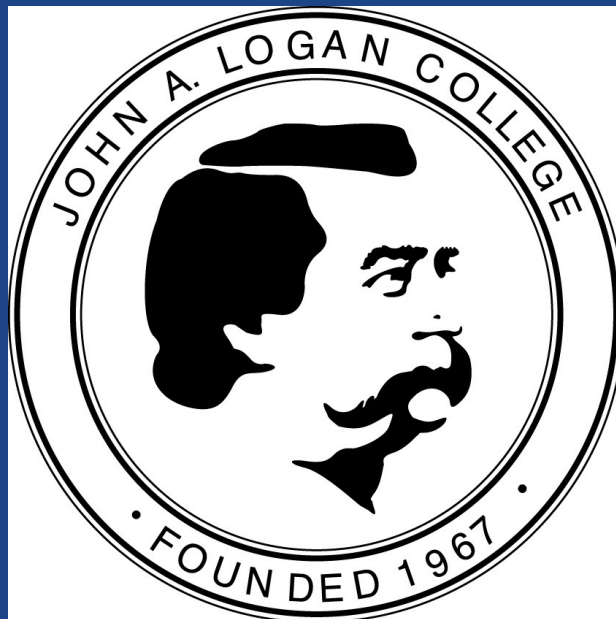
REVIEWED: SEPTEMBER 21, 2016; FEBRUARY 17, 2017; FEBRUARY 10, 2022; MAY 19, 2025

LEGAL REF.: ILLINOIS PUBLIC COMMUNITY COLLEGE ACT (110 ILCS 805/); PREVENTING SEXUAL VIOLENCE IN HIGHER EDUCATION ACT (110 ILCS 155/); TITLE IX OF THE EDUCATION AMENDMENTS OF 1972 (20 U.S.C. §§ 1681-1688); CODE OF FEDERAL REGULATIONS (CFR) TITLE 34, PART 106; CIVIL RIGHTS ACT OF 1964, TITLE VI (42 U.S.C. §§ 2000D ET SEQ.); AMERICANS WITH DISABILITIES ACT (ADA) (42 U.S.C. §§ 12101 ET SEQ.)

CROSS REF.: BOARD POLICIES 3510, 4320, 4321,
ADMINISTRATIVE PROCEDURES 831, 832, 807
STUDENT HANDBOOK

New Business 10.A

Board Policy Revisions



**JOHN A. LOGAN COLLEGE
NEW BUSINESS**

10.A – Board Policy Revisions for Review

1. REASON FOR CONSIDERATION

Continued review of the Board Policy Manual brings the following policy updates to committee for review:

Board Policy 3350 – Official Publications
Board Policy 3370 – Personal Protective Equipment for Campus Law Enforcement
Board Policy 3510 – Equal Opportunity Statements for Students and Employees
Board Policy 3511 – Discrimination-Equal Opportunity Grievance Policy
Board Policy 3620 – Social Media Policy
Board Policy 3640 – Freedom of Information Act
Board Policy 4211 – Ethics Policy
Board Policy 4310 – Workplace Health and Safety
Board Policy 4311 – Chronic Infectious Disease Policy
Board Policy 4312 – Smoking Regulations
Board Policy 4313 – Substance Use and Abuse
Board Policy 4321 – Anti-Harassment Policy
Board Policy 4322 – Sex Offender Registration
Board Policy 7311 – Definition of Residency Status for Tuition and Professional Licensure

2. BACKGROUND INFORMATION

The revisions are submitted to the committee for review, and will be presented for final action at the August 2025 Board of Trustees meeting.

3. RECOMMENDATION

Recommend approval for full Board consideration.

Staff Contact: President Kirk Overstreet

Summary of Proposed Revisions to Board Policy *presented to the Board of Trustees*

June 16, 2025 (Committee Review)
August 26, 2025 (Final Action)

Policy #	Policy Title	Comments
3350	Official Publications	Updating to change “Guidebook” to “Handbook”
3370	Personal Protective Equipment for Campus Law Enforcement Officers	RECOMMEND REPEAL Content is covered in (pending) BP 4315
3510	Equal Opportunity Statements for Students and Employees	Updated to clarify language and compliance
3511	Discrimination – Equal Opportunity Grievance Policy for JALC Employees	RECOMMEND REPEAL Content merged into BP 3510 and relevant Admin Procedures
3620	Social Media Policy	Updated to clarify language and compliance
3640	Freedom of Information Act	Moved from BP 8431, clarifying for compliance
4211	Ethics Policy	Updated to clarify language and compliance
4310	Workplace Health & Safety	Updated to clarify language and compliance
4311	Chronic Infectious Disease Policy	Updated to clarify language and compliance
4312	Smoking Regulations	Updating to change “Guidebook” to “Handbook”
4313	Substance Use and Abuse	Updated to clarify language and compliance
4321	Anti-Harassment Policy	Updated to clarify language and compliance
4322	Sex Offender Registration	Updated to clarify language and compliance
7311	Definition of Residency Status for Tuition and Professional Licensure Purposes	Revising to clarify and update compliance (was included in March 2025 ICCB Review)

The Student ~~Guidebook~~ Handbook and *College Catalog* are recognized as official publications of John A. Logan College. When approved by the officers of the College, other publications, flyers, and brochures may be used for specific purposes.

ADOPTED: SEPTEMBER 3, 1974
AMENDED: NOVEMBER 17, 1986; JANUARY 26, 2016; **APRIL 26, 2022**
REVIEWED: NOVEMBER 10, 2015; **MARCH 7, 2022**
LEGAL REF.: ILLINOIS FREEDOM OF INFORMATION ACT (5 ILCS 140)
CROSS REF.: BOARD POLICY 8310

Personal Protective Equipment ~~for~~
Campus Police Law Enforcement Officers

3370

****5/19/25: Recommend Repeal – contents covered in FOP CBA, as well as (pending) BP 4315.**

Body Armor Policy for the John A. Logan College Campus Police Department

~~The Chief of Police will issue body armor, otherwise known as “bulletproof vests,” to law enforcement officers as available. All officers to whom body armor has been issued will wear such at all times unless specifically exempted, and it is to be worn under the uniform. The Chief of Police may grant temporary exemptions, in writing, on a case-by-case basis. Officers shall not substitute equipment not provided by the College.~~

Exemptions:

- ~~1. Officers attending court in an off-duty capacity.~~
- ~~2. Uniformed personnel assigned to administrative duties generally requiring them to remain in the Campus Police office area. However, failure to wear body armor does not exempt officers from responding to high-risk incidents.~~
- ~~3. When not in uniform, but performing duties associated with employment. If serving a search warrant, making arrests, or participating in a high-risk activity, this exemption does not apply.~~

~~When not being worn due to one of the above exemptions, the body armor is to be readily available to the officer. Each officer will be responsible for the proper care of assigned body armor. Manufacturer’s care instructions will be issued with the body armor and must be followed by the officer should a need to wear it arise.~~

~~Body armor supplied by the College Campus Police Department is to be used solely while performing college-related duties, and under no circumstance shall it be used by any other party.~~

~~Body armor is the property of John A. Logan College and shall be returned to the College upon termination of employment or extended leave period.~~

ADOPTED: JANUARY 22, 2008
AMENDED: SEPTEMBER 30, 2016
REVIEWED:

Personal Protective Equipment ~~for~~
Campus Police Law Enforcement Officers

3370

LEGAL REF.:

CROSS REF.:

DRAFT

:

John A. Logan College is committed to adhering to all federal, state, and college policies when it comes to equal opportunity. The College prohibits discrimination and harassment. This commitment extends to all aspects of the College's operations, including admissions, employment, and access to College programs and activities.

~~John A. Logan College is an equal opportunity institution committed to equal access and equal opportunity for all students. Admission, financial aid, student employment, curriculum requirements, extracurricular participation, counseling, placement service, athletic programs, or any other service or program of the College shall be provided without regard to race, religion, color, national origin, ancestry, marital status, citizenship status, disability, age, order of protection status, arrest record, sexual orientation (including gender-related identity), military status, unfavorable discharge from military service, language, pregnancy or genetics when such College activity is consistent with the applicable laws and regulations. The admission and retention of (as well as services, programs, and activities for) students with identified disabilities will be in accordance with applicable laws and regulations.~~

~~The College is also committed to equal opportunity for all employees. Every effort shall be made to ensure that all employment decisions, including the hiring, terms, and conditions of employment, wages/salaries, promotion, layoffs, retentions, terminations, training, benefits, and social recreation programs, shall be administered without regard to race, religion, color, national origin, ancestry, marital status, citizenship status, disability, age, order of protection status, arrest record, sexual orientation (including gender-related identity), military status, unfavorable discharge from military service, language, pregnancy, protected veteran status or genetics.~~

~~All grievances filed by a student shall be in accordance with the procedures established in Board Policy 3512 and published in the **Student Guidebook**. All grievances of any employee shall be filed and handled in accordance with the Board-approved grievance system contained in Board Policy 3511. These procedures also apply to Title IX (sex equity), Section 504 (handicapped), and Title VI (minorities) complaints.~~

~~Questions in reference to educational opportunities in relation to sex equity (Title IX), handicapped (Section 504), and minorities (Title VI) should be directed to:~~

College employees should contact:

John A. Logan College
Office of Human Resources
700 Logan College Road, Room C116
Carterville, Illinois 62918
Telephone: (618) 985-2828,
—or TTY (618) 985-2752

Students should contact:

John A. Logan College
Office of the Provost
700 Logan College Road, Room A10
Carterville, Illinois 62918
Telephone: (618) 985-2828,
or TTY (618) 985-2752

Persons who believe they have been denied equal opportunity may have the right to file and pursue claims through the Illinois Department of Human Rights, the Human Rights Commission, and the U.S. Equal Employment Opportunity Commission (EEOC).

~~These agencies can be reached at:~~

~~Human Rights Commission
William G. Stratton Bldg., Suite 802
Springfield, Illinois 62706
Tel: 217-785-4350
TDD: 217-557-1500
Fax: 217-524-4877~~

~~IL Department of Human Rights
222 South College, Room 101-A
Springfield, IL 62704
Tel: 217-785-5100
TTY: 866-740-3953
Fax: 217-785-5106~~

~~EEOC Chicago District
500 W. Madison, Suite 2000
Chicago, Illinois 60661
Tel: 1-800-669-4000
Fax: 312-869-8220
TTY: 312-869-8001~~

ADOPTED: MARCH 8, 1976

AMENDED: APRIL 9, 1990; NOVEMBER 22, 1994; JANUARY 24, 1995; NOVEMBER 14, 1995; JUNE 23, 1998;
APRIL 25, 2000; AUGUST 23, 2011; MAY 27, 2014; NOVEMBER 22, 2016; XXXXX, 2025

REVIEWED: SEPTEMBER 21, 2016; NOVEMBER 7, 2016; XXXXX, 2025

LEGAL REF.: EQUAL EMPLOYMENT OPPORTUNITY ACT OF 1972 (42 U.S. CODE §§ 2000E-2000E-8 [1, 2], 5 U.S.C. § 5108 [1, 8]); AMERICANS WITH DISABILITIES ACT (42 U.S.C. 12101 ET SEQ.); TITLE VII OF THE CIVIL

RIGHTS ACT OF 1964 (42 U.S.C. §§ 2000E-2000E17); AGE DISCRIMINATION IN EMPLOYMENT ACT (29 U.S.C. § 621-634); EQUAL PAY ACT (29 CFR PART 1620); ILLINOIS HUMAN RIGHTS ACT (775 ILCS 5/1 ET SEQ.)

CROSS REF.: BOARD POLICIES 3511, ~~3512~~, 5110, 5290, 8312, 8310;
ADMINISTRATIVE PROCEDURES 501, 502A, 503, 807

<<<RECOMMENDED FOR DELETION/MERGED WITH BP 3510>>>

STATEMENT

~~As stated in Board Policy 3510, John A. Logan College is committed to equal access and equal opportunity for all employees.~~

~~The College has established a complaint procedure for the prompt and equitable resolution of employee complaints. Employees who believe that they have been a subject of discriminatory conduct by the College, or one of its agents, on the basis of race, color, national origin, age, sex, less than honorable discharge from the military, sexual preference, disability, a person who has sought an order of protection, or any other classification protected by law are encouraged to use the complaint procedure established below. These procedures also apply to Title IX (gender equity) and Section 504 (disability) complaints.~~

COMPLAINT PROCEDURE

~~Every employee must end and/or avoid any conduct that could reasonably be interpreted as discrimination or harassment under this policy, even if such conduct was not intended as offensive. Conversely, employees are expected and encouraged to inform others in the workplace whenever conduct is unwelcome, offensive, or in poor taste.~~

~~John A. Logan College expects the immediate reporting of all perceived incidents of discrimination, harassment, or retaliation, regardless of the offender's identity or position, or the perceived severity of the incident. Failure of an employee to report such incidents will subject the employee to discipline, up to and including discharge. Individuals who believe that they have been subjected to harassment (or who have reason to believe that someone else has been subjected to harassment) should discuss their concerns with the Executive Director of Human Resources unless such Director is the alleged harasser, in which case it should be discussed with the Provost. The employee may prepare a statement in writing and/or be prepared to discuss the following:~~

- ~~1. — The name, department, and position of the person or persons allegedly causing the harassment.~~
- ~~2. — A description of the incident(s), including the date(s), location(s), the presence of witnesses, and the names of other employees who might have been subject to the same or similar harassment.~~
- ~~3. — The alleged effect of the incident(s) on the complainant's position.~~
- ~~4. — The steps the complainant has taken to try to stop the harassment.~~
- ~~5. — Any other information the complainant believes to be relevant to the harassment complaint.~~

~~Any reported allegations of harassment, discrimination, or retaliation will be investigated promptly by the appropriate Vice President or Provost with assistance from the Office of Human Resources. The investigation may include individual interviews with the parties involved and, where necessary, with individuals who may have observed the alleged conduct or may have other relevant knowledge.~~

***Discrimination/Equal Opportunity Grievance Policy
for John A. Logan College Employees***

3511

- ~~1. Confidentiality will be maintained throughout the investigative process to the greatest extent possible.~~
- ~~2. Anonymous complaints will be accepted; however, the College may be limited in its options in investigating or resolving anonymous complaints due to a limited ability to collect additional information.~~
- ~~3. Appropriate action, which may include disciplinary up to and including termination, will be taken against any employee found to have engaged in discriminatory conduct. If an employee is concerned about behavior or harassment by another employee that occurs outside of the workplace, they will be encouraged to contact appropriate law enforcement officials.~~
- ~~4. Retaliation against an individual for reporting harassment or discrimination or for participating in an investigation of a claim of harassment or discrimination is a serious violation of this policy and, like harassment or discrimination itself, will be subject to disciplinary action, not to exclude termination. Acts of retaliation should be reported immediately and will be promptly investigated and addressed.~~
- ~~5. Failure of an employee or supervisor to cooperate with an investigation of harassment or refusal to comply with disciplinary action resulting from an investigation of harassment may be subject to further disciplinary action, not to exclude termination.~~

~~An employee who believes he/she has been subjected to harassment or discrimination has the right to file a complaint with:~~

~~The Office for Civil Rights
U. S. Department of Education
401 S. State Street, 7th
Floor Chicago, Illinois 60605
312-730-1597~~

~~The Illinois Human Rights Commission
Springfield, Illinois
217-785-5100~~

~~The Federal Equal Employment
Opportunity Commission
Chicago, Illinois
800-669-4000~~

~~The written decision as to the action to be taken as a result of any investigation shall be rendered by the College President, or his/her designee, in a timely manner, taking into account the nature, circumstances, and complexity of the investigation.~~

~~If either the employee or the alleged discriminating party is dissatisfied with the final decision of the College President, he or she may submit a grievance in writing to the Board of Trustees. This request for review by the Board of Trustees must be filed with the secretary to the Board within three (3) working days after receipt of the decision from the President. If the Board, at its discretion, decides to review the grievance, it will give its written decision within twenty five (25) working days following the next regular board meeting after the grievance has been submitted to the secretary of the Board. The answer of the Board is final.~~

~~ADOPTED: APRIL 9, 1990~~

~~AMENDED: AUGUST 8, 1990; NOVEMBER 14, 1995; APRIL 25, 2000; FEBRUARY 26, 2013; MARCH 22, 2016~~

~~REVIEWED: FEBRUARY 12, 2016~~

~~LEGAL REF.:~~

~~CROSS REF.: BOARD POLICIES 3510, 5290~~

John A. Logan College (JALC) supports the need for a strong presence on social media. The College encourages departments, programs, clubs, and organizations to be active on social media to build online awareness of the College's events, activities, and accomplishments. These platforms are used to build a sense of community and communicate with JALC's key audiences, including prospective students, parents, alumni, and community members.

Purpose

The purpose of this policy is to provide guidelines for the appropriate use of social media by JALC's administrators, faculty, staff, students, and alumni to ensure that all communications are professional, respectful, and in compliance with legal and regulatory requirements.

Scope

This policy applies to all official JALC social media sites and approved accounts managed by specific individuals who have been given administrative credentials.

Delegation of Responsibilities

The President of John A. Logan College shall have the authority to delegate responsibilities related to social media management. This includes approving individuals who will have administrative credentials to post on official College social media sites and overseeing the implementation of this policy. The specific implementation of these procedures is detailed in Administrative Procedure 367.

~~John A. Logan College supports the need for a strong presence on social media. The College encourages departments, programs, clubs, and organizations to be active in social media and create social media accounts to build online awareness of the College's events, activities, and accomplishments. These platforms are used to build a sense of community among and communicate with John A. Logan College's key audiences, from prospective students and parents to alumni and community members.~~

~~While the College encourages individual departments, clubs, and teams to have social media pages, the College will maintain the "official pages" that will be linked to the College website. The following guidelines have been established to govern the use of College-related social media sites. Administrators, faculty, staff, students, and alumni using the College's official social media sites and approved accounts should read and abide by these guidelines:~~

- ~~1.—Specific individuals will be given administrative credentials to post on official College social media sites. These individuals must be approved by the President, and passwords for the accounts will be kept by the Assistant Vice-President for Marketing, Public Relations, and Communications.~~
- ~~2.—No individual with administrative credentials will change the username and password information for a social media account without permission from the President.~~

Social Media Policy

33683620

- ~~3. Content should be updated as appropriate on a daily or weekly basis. The marketing plan will include plans for messaging, audience, and goals, as well as a strategy for keeping information on social media sites up to date.~~
- ~~4. Representation of personal opinions as being endorsed by the College, the administration, or the Board of Trustees is strictly prohibited.~~
- ~~5. John A. Logan College social media sites may not be used to promote any product, political party, or candidate.~~
- ~~6. Individuals will not knowingly provide false or misleading information.~~
- ~~7. John A. Logan College has the right to remove any content for any reason, including but not limited to content that it deems threatening, obscene, a violation of intellectual property rights or privacy laws, or otherwise injurious or illegal. Any social media post containing obscenities, verbal harassment, threats, slander, or offensive comments regarding gender, race, religion, sexual orientation, or any other inappropriate or unlawful content is not allowed or permitted and will be removed.~~
- ~~8. Any photos/videos or other digital content posted on College social media should portray a favorable depiction of the College, its Board, administration, faculty, staff, students, alumni, community members, and/or visitors and should in no way contain obscenities, verbal harassment, threats, slander, or offensive comments or imagery regarding gender, race, religion, sexual orientation, or any other inappropriate or unlawful content.~~
- ~~9. John A. Logan College, its Board of Trustees, and/or administration reserves the right to eliminate or shut down a social media site with or without notice.~~
- ~~10. Any photos posted must be owned by the College or be stock photos that the College has paid to use or otherwise received permission to use.~~
- ~~11. Personal and identifying information such as but not limited to student IDs, social security numbers, address and phone number, and date of birth should not be posted on John A. Logan College social media sites.~~

Social Media Policy

33683620

ADOPTED: JANUARY 24, 2017

AMENDED: SEPTEMBER 24, 2024 (*FORMER BP 3368*); **XXXXXX 2025**

REVIEWED:

LEGAL REF.: **FIRST AMENDMENT CONSIDERATIONS FOR PUBLIC INSTITUTIONS; ILLINOIS RIGHT TO PRIVACY IN THE
WORKPLACE ACT (820 ILCS 55/); FERPA (IF STUDENT INFORMATION IS SHARED)**

CROSS REF.: BOARD POLICY 3610, ELECTRONIC USE; **ADMINISTRATIVE PROCEDURE 367**

John A. Logan College is committed to providing public access to its records in compliance with the Illinois Freedom of Information Act (FOIA), 5 ILCS 140/1 et seq., and relevant federal laws.

Requests for inspection or copies shall be made in writing and directed to the public body. Written requests may be submitted to a public body via personal delivery, mail, telefax, or other means available to the public body. The College does not accept verbal requests for records. The College will process requests promptly, ensuring that records are inspected or provided in the requested format, subject to applicable fees for labor and materials.

Personal data will be protected in accordance with the Family Educational Rights and Privacy Act (FERPA), 20 U.S.C. § 1232g, and other relevant laws.

John A. Logan College will use the following procedures in an effort to provide information to the public under the requirements of Illinois Revised Statutes, Chapter 116, Section 206, et seq. (Freedom of Information Act):

- ~~1. Any person seeking electronic or other records from John A. Logan College may do so by contacting the Office of the President of John A. Logan College at **700 Logan College Road**, Administration Building, Carterville, Illinois, 62918. Requests will be processed in accordance with~~

~~the provisions of the Freedom of Information Act. In order for requests to be processed, the College requires that the request be received in writing and include, at a minimum, the information listed below:~~

- ~~_____ a. the name, address, and phone number of the requestor.~~
 - ~~_____ b. a description of the information requested.~~
 - ~~_____ c. an indication of whether the records are to be inspected at the College offices or _____
_____ mailed to the requestor and, if mailed, whether or not such copies are to be _____
_____ certified or handled in any other special way.~~
 - ~~_____ d. the date of the request and when a response to the request is desired or required.~~
- ~~—2. All requests to provide this information must be submitted in letter form to the Office of the President of the College and must be signed by the requestor.~~
- ~~—3. Records that are requested and approved for release may be inspected at the College administration building, Office of the President, between the hours of 8:00 a.m. and 4:30 p.m., Monday through Friday, except on designated holidays or other times when the College offices are officially closed.~~
- ~~—4. Records which are stored and retrieved by electronic data processing means will be printed, as appropriate, and provided to the requestor. If information is requested on a disk or tape format, the requestor must furnish a disk or tape to the College.~~
- ~~—5. Information requests that necessitate special computer analyses or other interpretation will be handled within a time frame determined to be appropriate by the President of the College.~~
- ~~—6. Computerized and paper copy unit record data containing information on individuals (student enrollment and completion records and faculty and staff records, for example) will be provided as appropriate under state and federal law under the following conditions:~~
- ~~_____ a. there is written agreement from the requestor that the data will be used only for specified research purposes.~~
 - ~~_____ b. there is written agreement for the requestor that the data will not be provided to a third party.~~
 - ~~_____ c. record identifiers (social security numbers) will be removed before records are released by the College unless the data release is covered under the Family Educational and Privacy Act, 20 U.S.C. Section 1232g (b) (1). This section indicates that records may be disclosed to "other school officials, including teachers within the educational institution or local educational agencies, "who have been determined by such agency or institution to have "legitimate educational interests."~~
- ~~—7. All data provided in whatever format will be provided to the requestor on the basis of cost of time and material to prepare the data. The cost will be determined on the basis of current costs of labor and material as determined by the College business office at the time of the request.~~

ADOPTED: SEPTEMBER 10, 1990

AMENDED: **SEPTEMBER 30, 2016**

LEGAL REF.: ILLINOIS FREEDOM OF INFORMATION ACT (5 ILCS 140/1 ET SEQ.); FAMILY EDUCATIONAL RIGHTS AND PRIVACY ACT (FERPA) (20 U.S.C. § 1232G);

CROSS REF.: BOARD POLICY 8430 AND ADMINISTRATIVE PROCEDURE 309340

John A. Logan College is committed to maintaining an ethical learning and working environment for the community, including but not limited to its faculty, staff, and students.

It is the policy of the JALC Board of Trustees that the college will comply with the Illinois State Officials and Employees Ethics Act (5 ILCS 430/1-1 et seq.).

The College's established procedures for implementing this Policy are outlined in Administrative Procedure 529, Procedure Implementing the Illinois Ethics Act.

**~~A POLICY IMPLEMENTING THE PROVISIONS OF THE
STATE OFFICIALS AND EMPLOYEES ETHICS ACT (5 ILCS 430/1-1 et seq.)
FOR THE
JOHN A. LOGAN COLLEGE BOARD OF TRUSTEES
ILLINOIS PUBLIC COMMUNITY COLLEGE DISTRICT #530~~**

~~WHEREAS, the Illinois General Assembly has enacted the State Officials and Employees Ethics Act, 5 ILCS 430/1-1 et seq. ("Act"), which is a comprehensive revision of State statutes regulating ethical conduct, political activities and the solicitation and acceptance of gifts by State officials and employees; and~~

~~WHEREAS, pursuant to Section 70-5 of the Act (5 ILCS 430/70-5), all units of local government and school districts are required to adopt an ordinance or resolution regulating the political activities of, and the solicitation and acceptance of gifts by, their respective officers and employees, "in a manner no less restrictive" than the provision of the Act; and~~

~~WHEREAS, the John A. Logan College Board of Trustees desire to be in compliance with the provisions of the Act;~~

~~NOW, THEREFORE, BE IT RESOLVED BY THE JOHN A. LOGAN COLLEGE BOARD OF TRUSTEES, COMMUNITY COLLEGE DISTRICT NO. 530, COUNTIES OF WILLIAMSON, JACKSON, FRANKLIN, PERRY AND RANDOLPH, IN THE STATE OF ILLINOIS, AS FOLLOWS:~~

~~Section 1: That the official policy of the John A. Logan College Board of Trustees shall read as follows:~~

~~SECTION ONE: STATE OFFICIALS AND EMPLOYEES ETHICS ACT:~~

~~A. The regulations of Sections 5-15 (5 ILCS 430/5-15) and Article 10 (5 ILCS 430/10-10 through 10-40) of the State Officials and Employees Ethics Act, 5 ILCS 430/1-1 et seq.; (hereinafter referred to as "the Act" in this Section) are hereby adopted by reference and made applicable to the officers and employees of the Regional Superintendent/Regional Board of Trustees to the extent required by 5 ILCS 430/70-5.~~

~~B. The solicitation or acceptance of gifts prohibited to be solicited or accepted under the Act, by any officer or any employee of the John A. Logan College Board of Trustees, is hereby prohibited.~~

**Ethics Policy - Adoption of State Officials
and Employees Ethics Act**

4211

- ~~C. The offering or making of gifts prohibited to be offered or made to an officer or employee of the John A. Logan College Board of Trustees, is hereby prohibited.~~
- ~~D. The participation in political activities prohibited under the Act, by any officer or employee of the John A. Logan College Board of Trustees, is hereby prohibited.~~
- ~~E. For purposes of this Section, the terms "officer" and "employee" shall be defined as set forth in 5 ILCS 430/70-5(c).~~
- ~~F. The penalties for violations of this Section shall be the same as those penalties set forth in 5 ILCS 430/50-5 for similar violations of the Act.~~
- ~~G. This Section does not repeal or otherwise amend or modify any existing policies which regulate the conduct of the John A. Logan College Board of Trustees and its employees. To the extent that any such existing ordinances or policies are less restrictive than this Section, however, the provisions of this Section shall prevail in accordance with the provisions of 5 ILCS 430/70-5(a).~~
- ~~H. Any amendment to the Act that becomes effective after the effective date of this Section shall be incorporated into this Section by reference and shall be applicable to the solicitation, acceptance, offering and making of gifts and to prohibited political activities. However, any amendment that makes its provisions optional for adoption by the John A. Logan College Board of Trustees shall not be incorporated into this Section by reference without formal action by the John A. Logan College Board of Trustees.~~
- ~~I. If the Illinois Supreme Court declares the Act unconstitutional in its entirety, then this Section shall be repealed as of the date that the Illinois Supreme Court's decision becomes final and not subject to any further appeals or rehearings. This Section shall be deemed repealed without further action by the John A. Logan College Board of Trustees if the Act is found unconstitutional by the Illinois Supreme Court.~~
- ~~J. If the Illinois Supreme Court declares part of the Act unconstitutional but upholds the constitutionality of the remainder of the Act, or does not address the remainder of the Act, then the remainder of the Act as adopted by this Section shall remain in full force and effect; however, that part of the Section relating to the part of the Act found unconstitutional shall be deemed repealed without further action by the John A. Logan College Board of Trustees.~~

~~**SECTION TWO**~~

~~This Policy shall be in full force and effect upon its passage, approval and publication in pamphlet form as provided by law.~~

~~Passed this 27th day of July, 2004.~~

**JOHN A. LOGAN COLLEGE BOARD OF TRUSTEES,
COMMUNITY COLLEGE DISTRICT #530,**

***Ethics Policy - Adoption of State Officials
and Employees Ethics Act***

4211

COUNTIES OF WILLIAMSON, JACKSON, FRANKLIN, PERRY, AND
RANDOLPH, IN THE STATE OF ILLINOIS

BY: (Original signed by Board Chair Carol Farner)

ADOPTED: APRIL 29, 2004
AMENDED: JULY 27, 2004
REVIEWED: OCTOBER 12, 2015
LEGAL REF.: 5 ILCS 430/1-1 ~~AND FOLLOWING~~ ET SEQ.
CROSS REF.:

DRAFT

The College Board of Trustees is committed to providing the best working conditions for all campus employees. It is the Board's policy to accomplish this by observing all current occupational health, safety, and environmental laws; and to develop the best feasible operations, procedures, and policies to furnish its employees with a place of employment that is free from recognized hazards that are causing or likely to cause death or serious physical harm. Further, it is the policy of the Board of Trustees to furnish employees with information regarding hazards in the workplace, including information about suitable cautions, relevant symptoms, and emergency treatment.

~~The Board of Trustees delegates the College administration the responsibility for compliance with this policy and applicable Health and Safety Acts. This is to be accomplished by, but not limited to, the following:~~

- ~~• Maintain ongoing programs to identify employee health and safety risks. The College shall see that all employees clearly understand all facets of its health and safety programs that directly affect them and their duties.~~
- ~~• Make control and elimination of such risks a priority in financial and business plans and budgets. The College will provide funds to implement health and safety programs.~~
- ~~• Control and reduce employee exposure to all known or clearly suspected health and safety risks.~~
- ~~• Provide incentive and recognition programs to encourage employees to identify, control, and eliminate occupational health and safety risks.~~
- ~~• Establish and maintain programs to discuss College occupational health and safety information with all persons with the need and right to know.~~
- ~~• Voice positions on occupational health and safety concerns as they affect the College and its employees.~~
- ~~• Plan, design, and construct all new college facilities to provide the safest and most healthful environment possible.~~
- ~~• Recognize that despite every effort the College makes, the basic responsibility for employee, visitor, and student health and safety rests with the individual.~~

~~It is a condition of employment for all employees to conduct their work in a safe and healthful manner.~~

ADOPTED: OCTOBER 23, 2012

AMENDED: **SEPTEMBER 24, 2024 (FORMER BP 3620)**

REVIEWED:

LEGAL REF.: OSHA GENERAL DUTY CLAUSE (29 U.S.C. § 654); ILLINOIS HEALTH AND SAFETY ACT (820 ILCS 219/)

CROSS REF.:

DRAFT

John A. Logan College prioritizes preventing the spread of chronic infectious diseases on campus by educating staff, students, and the community about transmission and prevention methods. Students and employees with chronic communicable diseases may participate in normal activities and retain their positions if reasonable accommodations can be made to minimize transmission risks. The College respects the privacy of affected individuals, disclosing medical conditions only as necessary to protect health and safety. Decisions regarding participation and employment will be based on current public health guidelines and individual case facts.

Enforcement decisions will be made by utilizing the general legal standard in conjunction with current, available public health department, i.e., county, state, federal and the Centers for Disease Control and Prevention, guidelines concerning the particular disease in question.

~~John A. Logan College places a high priority on the need to prevent the spread of chronic infectious diseases on its campus. The College is committed to educating its staff, students and the community about infectious diseases, particularly since there is currently no cure for particular diseases, such as Human Immunodeficiency Virus (HIV) Infection — the cause of Acquired Immune Deficiency Syndrome (AIDS), and Hepatitis C. Education regarding the methods by which these viruses may be transmitted and how to prevent transmission is essential. The adoption of this policy indicates the intention of John A. Logan College to promote the health and regular attendance of our students so they may attain their maximum potential for learning.~~

STUDENTS WITH CHRONIC INFECTIOUS DISEASES

~~Students with identified chronic communicable diseases may attend normal school functions, including classes, whenever, through reasonable accommodation, the risk of transmission of the identified disease and/or the risk of further injury to the identified student is sufficiently remote in such a setting as to be outweighed by the detrimental effects resulting from the students' exclusion from these normal school functions. Placement decisions will be made using this standard in conjunction with current, available public health department guidelines, i.e., county, state, federal and the Center for Disease Control and Prevention, concerning the particular disease in question. Individual incidents will not be prejudged; rather, decisions will be made based upon the facts of the particular case. The determination of whether a student with a chronic communicable disease may attend college shall be made in accordance with procedures implemented by the College.~~

~~The College shall respect the right to privacy of any student who has a chronic communicable disease. The student's medical condition shall be disclosed only to the extent necessary to minimize the health risks to the student and others. The number of personnel aware of the student's condition will be kept at the minimum needed to assure proper care of the student and to detect situations in which the potential for transmission of the disease may increase. Persons deemed to have "a direct need to know" will be provided with the appropriate information; however, these persons shall not further disclose such information.~~

EMPLOYEES WITH CHRONIC INFECTIOUS DISEASES

~~Employees with identified chronic communicable diseases shall be permitted to retain their positions whenever, through reasonable accommodation of the employee's physical condition and without undue hardship to the employer, there is no reasonable risk of transmission of the disease to others. Such employees shall remain subject to the Board's employment policies, including, but not limited to the~~

~~current collective bargaining agreement in effect, sick leave, physical examinations, temporary and permanent disability and termination.~~

~~Employment decisions will be made by utilizing the general legal standard in conjunction with current, available public health department, i.e., county, state, federal and the Center for Disease Control **and Prevention**, guidelines concerning the particular disease in question. Individual cases will not be prejudged; rather, decisions will be made based upon the facts of the particular case. The determination of an employee's continued employment status will be made in accordance with procedures implemented by the College.~~

~~The College shall respect the right to privacy of any employee who has a chronic communicable disease. The employee's medical condition shall be disclosed only to the extent necessary to minimize the health risks to the employee and others. The number of personnel aware of the employee's condition will be kept at the minimum needed to detect situations in which the potential for transmission may increase. Persons deemed to have "a direct need to know" will be provided with the appropriate information; however, these persons shall not further disclose such information.~~

ENFORCEMENT GUIDELINES

- ~~—1. Students identified as having a chronic communicable disease(s) will have the same rights and responsibilities outlined in the Student Rights and Responsibilities Handbook, and any special treatment of such students will be in accordance with the procedures in that handbook.~~
- ~~—2. Any employee identified as having a chronic communicable disease(s) will have his/her situation handled through provisions presently contained in the contract between the **employee's bargaining unit** and the Board of Trustees and/or existing College policies.~~
- ~~—3. Any disciplinary action, reassignments, or other necessary or desirable changes in the status of a student or an employee will be handled with the strictest confidentiality, on an individual basis, and in accordance with existing law and College policy.~~
- ~~—4. Medical records relevant to the case of any student or employee identified as having a chronic communicable disease(s) may be requested by the College to become a part of the file of such cases.~~
- ~~—5. Any student or employee with an identified chronic communicable disease where some action in regard to that disease is taken by the College will have all appeal procedures available to them as contained in College policy, and, in the event such procedures may not be clear to the student or employee, satisfactory procedures will be worked out between the College and the employee or student.~~

ADOPTED: NOVEMBER 9, 1987

AMENDED: MARCH 22, 2016; **SEPTEMBER 24, 2024 (FORMER BP 3363)**

REVIEWED: NOVEMBER 10, 2015

LEGAL REF.: AMERICANS WITH DISABILITIES ACT (42 U.S.C. § 12101 ET SEQ.); SECTION 504 OF THE REHABILITATION ACT (29 U.S.C. § 794); HIPAA (FOR MEDICAL PRIVACY, 45 CFR PARTS 160 AND 164)

CROSS REF.:

DRAFT

The purpose of this policy is to provide a healthy, clean, and safe environment for all students, staff, and the general public who use College facilities. This policy recognizes that smoking is a matter of individual choice that should not infringe on the rights and desires of other individuals. Furthermore, the College must comply with the Smoke-Free Campus Act (110 ILCS 64).

It is intended that this policy be self-enforcing primarily. However, faculty, staff, students, and student government are expected to assist with enforcement. In instances where faculty, staff, and student government members can identify repeat offenders, the campus police staff is to be called to assist with enforcement. Student offenders who continually violate the policy will be referred to the Vice-President for Business Services & CFO for disciplinary procedures under the *Student ~~Guidebook~~ Handbook*. Faculty and staff offenders will be disciplined through regular administrative channels within their division at the College.

Facilities and property owned or controlled by John A. Logan College are established as smoke-free effective July 1, 2015. Smoking is permitted under this policy and the Smoke-Free Campus Act in personal automobiles only. For purposes of this policy and the Smoke-Free Campus Act, the use of “E-Cigarettes” is strictly prohibited unless within a personal automobile.

This policy provides that no tobacco products are to be sold or given out as complimentary items on campus. Signs will be posted at all main campus entrances, clearly indicating the campus is a Smoke-Free Campus. The success of this policy will depend on the guiding principle that everyone has the right to breathe clean air and that this right is more important than an individual’s right to choose to smoke.

ADOPTED: APRIL 11, 1988
AMENDED: JANUARY 14, 1992; APRIL 20, 1993; SEPTEMBER 24, 1996; MAY 27, 2014; NOVEMBER 24, 2015;
SEPTEMBER 24, 2024 (FORMER BP 3366)
REVIEWED: NOVEMBER 12, 2014; OCTOBER 12, 2015
LEGAL REF.: SMOKE-FREE CAMPUS ACT (110 ILCS 64/)
CROSS REF.:

John A. Logan College is committed to maintaining a drug-free environment for its students, faculty, staff, and officers. Compliance with the Drug-Free Workplace Act and the Drug-Free Schools and Communities Act is mandatory, and the College will take necessary actions to uphold these standards.

The College strictly prohibits the unlawful manufacture, distribution, dispensation, possession, or use of controlled substances, including alcohol and cannabis, on College property or during College-sponsored activities. Violations of this policy may result in disciplinary actions, including termination for employees and suspension for students.

~~John A. Logan College views drug or substance abuse, including alcohol abuse, as having a debilitating effect on a person's physical and emotional well being. Further, in accordance with the existing law and sound educational practice, the College strongly discourages drug or substance abuse by any of its students, faculty, staff, or officers.~~

~~In addition to enforcing (or aiding in the enforcement) of laws that regulate such abuse, the College does provide drug and alcohol abuse prevention information (program) through its health classes as well as through its professional counseling staff for individuals who seek such information.~~

~~While the College does not have a rehabilitation or counseling program for drug and substance abusers, it will assist, when called upon, in aiding an individual seeking help through appropriate referrals to certified drug and substance abuse counselors in the area. Information about such programs can be obtained confidentially from the Office of Human Resources.~~

~~Any College employee engaged in the performance of a contract or grant with the State of Illinois shall be provided a copy of the Notice Regarding Drug-Free Workplace, which is set forth below.~~

~~A copy of the Notice Regarding Drug-Free Workplace shall be posted in a prominent place at the College.~~

NOTICE REGARDING DRUG-FREE WORKPLACE

~~The unlawful manufacture, distribution, dispensation, possession, use, or being under the influence of a controlled substance, including alcohol and cannabis, is prohibited in and on John A. Logan College-owned or controlled property and on any College-sponsored off-campus trip or activity of an educational nature. Any John A. Logan College employee determined to have violated this policy may be subject to disciplinary action up to and including termination. Any John A. Logan College student determined to have violated this policy may be subject to disciplinary action up to and including suspension. In addition, a student receiving financial aid may lose that assistance. The use of alcohol while on John A. Logan College-owned or controlled grounds, including meal periods and breaks, is absolutely prohibited except when authorized by the College for approved College functions. No employee will report to work while under the influence of alcohol or illegal drugs. Violation of these rules by an employee will be reason for mandatory evaluation/treatment for a substance use disorder or for disciplinary action up to and including termination of employment.~~

~~Any College employee engaged in the performance of a contract or grant with the State of Illinois is hereby notified that as a condition of employment on such grant, the employee will:~~

~~(A) Abide by the terms of the above statement; and~~

~~(B) Notify the College of any criminal drug statute conviction for a violation occurring in the workplace no later than five (5) days after such conviction.~~

~~(END OF NOTICE)~~

~~The College shall establish and maintain a drug-free awareness program to inform employees about:~~

- ~~— The dangers of drug abuse in the workplace;~~
- ~~— The College's policy of maintaining a drug-free workplace;~~
- ~~— Any available drug counseling, rehabilitation, and employee assistance programs; and~~
- ~~— The penalties that may be imposed upon employees for drug violations.~~

~~The College shall notify the contracting or granting agency within 10 days after receiving notice of an employee convicted for violation of a criminal drug statute in the workplace.~~

~~The College shall impose a sanction on, or alternatively, require satisfactory participation in a drug abuse assistance or rehabilitation program by any employee convicted as set forth above.~~

~~The College will assist an employee in selecting a course of action in the event drug counseling, treatment, and rehabilitation is required and indicating that a trained referral team is in place.~~

~~The College will make good faith efforts to continue to maintain a drug-free workplace through the implementation of the provisions of the Drug-Free Workplace Act (30 ILCS 580/1 et seq.)~~

Medical Marijuana

~~John A. Logan College prohibits the possession or use of all cannabis, cannabis products, or any substances containing THC (tetrahydrocannabinol) on campus or at any College-sponsored event or activity off-campus. This prohibition includes the possession and use of medical marijuana. The Compassionate Use of Medical Cannabis Pilot Program Act, an Illinois law that permits the use of medical marijuana by persons possessing lawfully issued medical marijuana cards, also states: "Nothing in this Act shall prevent a university, college, or other institution of post-secondary education from restricting or prohibiting the use of medical cannabis on its property." Additionally, John A. Logan College is required to certify that it complies with the Drug-Free Schools and Communities Act (20 U.S.C. 1145g part 86 of the Drug and Alcohol Abuse Prevention Regulations). The federal government regulates drugs through the Controlled Substances Act (21 U.S.C. § 811), which does not recognize the difference between medical and recreational use of marijuana. Thus, to comply with the Federal Drug-Free School and Communities Act, John A. Logan College prohibits all cannabis use, possession, manufacture, or distribution.~~

ADOPTED: APRIL 13, 1987

AMENDED: JULY 10, 1989; JUNE 11, 1990; NOVEMBER 12, 1990; APRIL 25, 2000; NOVEMBER 22, 2016;
SEPTEMBER 24, 2024 (FORMER BP 3362)

REVIEWED: SEPTEMBER 21, 2016

LEGAL REF.: [DRUG-FREE WORKPLACE ACT \(30 ILCS 580/1 ET SEQ.\)](#); [DRUG-FREE SCHOOLS AND COMMUNITIES ACT \(20 U.S.C. § 7101 ET SEQ.\)](#)

CROSS REF.: ADMINISTRATIVE PROCEDURE 306, [EMPLOYEE HANDBOOK, STUDENT HANDBOOK](#)

DRAFT

John A. Logan College is dedicated to maintaining a safe and respectful educational and work environment, free from violence, threats, intimidation, harassment, or coercion. The College enforces a zero-tolerance policy towards any form of violence or threatening behavior, ensuring that all complaints are promptly investigated and addressed. Any individual, whether a student, employee, agent, or visitor, who engages in such conduct may face expulsion/exclusion from campus, college-related activities, and potential legal action. Immediate threats should be reported to Campus Police and/or administration.

~~John A. Logan College is committed to providing its students and employees with an educational and work environment free of violence or intimidation of any kind. The College adopts a zero tolerance stance for violence or threatening behavior of any type from any source. Acts of physical violence or threats, including intimidation, harassment, and/or coercion, which involve or affect John A. Logan College employees or students, will not be tolerated. Security and safety of all persons on this campus are paramount, and complaints of physical violence, intimidation, threats, harassment, or coercion will be given serious attention and dealt with immediately.~~

~~Any employee or student who believes there is a serious threat to his/her safety or the safety of others that requires immediate attention should contact Campus Police and their immediate supervisor.~~

~~The College will promptly investigate all reports or alleged incidents of violence, threats, harassing, or intimidating behavior.~~

~~All employees are expected to cooperate fully in all such investigations.~~

~~Any person, student, employee, or visitor who commits acts of violence, threatens, harasses, or intimidates on campus or while conducting College activities or business may be excluded from the campus by the direction of the President or his/her designee.~~

~~Where circumstances warrant, the College will request that appropriate law enforcement agencies become involved and may seek prosecution of conduct that violates the law.~~

ADOPTED: JUNE 24, 2014
AMENDED: APRIL 27, 2021; **SEPTEMBER 24, 2024 (FORMER BP 3372)**
REVIEWED: MARCH 11, 2021

LEGAL REF.: TITLE VII OF THE CIVIL RIGHTS ACT OF 1964 (42 U.S.C. § 2000E); ILLINOIS HUMAN RIGHTS ACT (775 ILCS 5/); VIOLENCE AGAINST WOMEN ACT (VAWA); CLERY ACT (20 U.S.C. § 1092(F))

CROSS REF.: BOARD POLICIES 4320, 5225, 8310, 8315, 8317

DRAFT

John A. Logan College is committed to adhering to all laws and regulations related to sex offender registries. As such, the College requires all employees and students who are registered sex offenders to also register with the Campus Police Department each semester.

~~All students who are required to be registered as a registered sex offender must also register with the John A. Logan College Campus Police Department. This information must be kept current each semester. Failure to register with the John A. Logan College Campus Police Department will result in suspension from John A. Logan College.~~

REVIEWED: NOVEMBER 10, 2015

LEGAL REF.: ILLINOIS SEX OFFENDER REGISTRATION ACT (730 ILCS 150/); CAMPUS SEX CRIMES PREVENTION ACT (34 CFR § 668.46(B)(12))

CROSS REF.:

DRAFT

Students enrolling at John A. Logan College will be classified as in-district, out-of-district, out-of-state, or international for tuition purposes. Proof of residency must be submitted by the deadline set by the Admissions and Records Office. Students may appeal their residency status with the Registrar by filling out the Residency Appeal form on the College website.

For professional licensure programs, the College will disclose whether the curriculum meets the educational requirements of the state where the student is located, as required by U.S. Department of Education regulation 34 CFR 668.14(b)(32).

The student's location and time of enrollment will be determined based on the permanent mailing address provided at the time of application and the point at which the student declares a program or major and registers for courses in that program or major.

RESIDENCY STATUS FOR TUITION PURPOSES

Students enrolling at John A. Logan College shall be classified as in-district, out-of-district, out-of-state, or international for tuition purposes. Students must submit proof of residency by the deadline set by the Admissions and Records Office.

If the residency deadline has passed, students may appeal their current residency status with the Registrar by filling out the Residency Appeal form on the John A. Logan College website.

RESIDENCY STATUS FOR PROFESSIONAL LICENSURE

In compliance with U.S. Department of Education regulation 34 CFR 668.14(b)(32), institutions must disclose whether the curriculum for Title IV-eligible programs—designed or advertised as leading to professional licensure or certification required for employment—meets the educational requirements of the state where the student is located. Institutions are required to categorize these programs as either: "meets state requirements," "does not meet state requirements," or "has not determined" if the curriculum meets the state's requirements for professional licensure or certification. This information will be publicly disclosed and directly communicated to prospective and current students through the College website and email notifications.

For the purpose of complying with professional licensure disclosure regulations, John A. Logan College determines a student's location and time of enrollment as follows:

- Student Location: Defined as the permanent mailing or "home" address provided by the prospective student at the time of application, as stored in the student's record.
- Time of Enrollment: Defined as the point at which a student has declared a program or major and registered for courses in that program or major.

A formal attestation is required for students to enroll in a program that "does not meet" the educational requirements in the state where the student is located at the time of enrollment. If a student attests to living in a state where the program does not meet educational requirements, the student will not be eligible to receive Title IV funds at the College.

***Definition of Residency Status for Tuition
and Professional Licensure Purposes***

7311

~~For more detailed information, please see Administrative Procedure 731. For a list of programs that lead to professional licensure, please contact the Admissions and Records Office.~~

ADOPTED: APRIL 1, 1980

AMENDED: DECEMBER 7, 1981; JUNE 10, 1991; SEPTEMBER 23, 1997; FEBRUARY 22, 2000; MAY 28, 2002; ~~NOVEMBER 25, 2003; MAY 26, 2009; OCTOBER 26, 2010; FEBRUARY 24, 2015; NOVEMBER 28, 2023; ~~NOVEMBER 26, 2024.~~~~

REVIEWED: SEPTEMBER 19, 2023; OCTOBER 3, 2024;

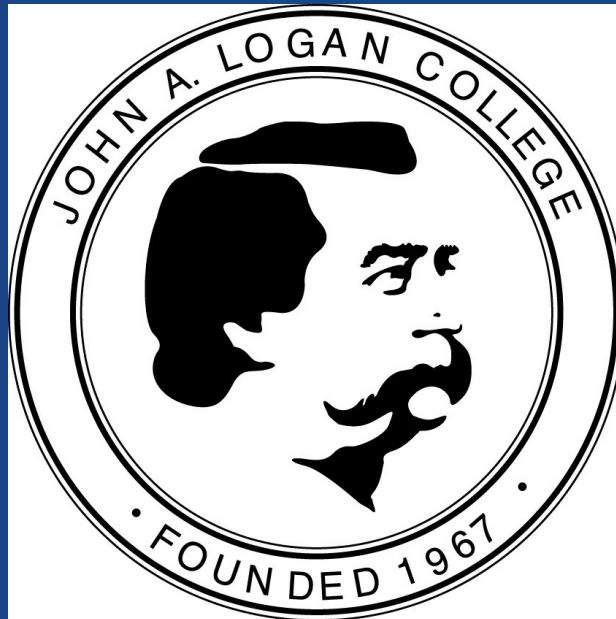
LEGAL REF.: 110 ILCS 805/6-4.1; ADMINISTRATIVE RULES OF THE ILLINOIS COMMUNITY COLLEGE BOARD ~~(1501.501); US DEPARTMENT OF EDUCATION REGULATION 34 CFR 668.14(B)(32);~~

CROSS REF.: BOARD POLICY 7310;

~~ADMINISTRATIVE PROCEDURE 731~~

New Business 10.B

BINA Hearing



**JOHN A. LOGAN COLLEGE
NEW BUSINESS AGENDA ITEM FOR BOARD APPROVAL**

10. B – Resolution Calling Bond Issue Notification Act Hearing

1. REASON FOR CONSIDERATION

The College is currently proposing the issuance of bond issuance of \$7,300,000 for the purpose of increasing the working cash fund of the District.

2. BACKGROUND INFORMATION

In accordance with the Bond Issue Notification Act of the State of Illinois, as amended, the Board will hold a public hearing concerning the Board's intent to sell the Bonds before adopting a resolution providing for the sale of the bonds.

3. RECOMMENDATION

That the Board of Trustees approves the resolution calling for a public hearing concerning the intent of the Board of Trustees of Community College District No. 530 per the Resolution document attached.

Staff Contact:

Susan LaPanne, Ph.D., CPA, Vice President of Business Services/CFO

RESOLUTION calling a public hearing concerning the intent of the Board of Trustees of Community College District No. 530, Counties of Williamson, Jackson, Franklin, Perry and Randolph and State of Illinois, to sell \$7,300,000 Working Cash Fund Bonds for the purpose of increasing the working cash fund of said Community College District.

* * *

WHEREAS, Community College District No. 530, Counties of Williamson, Jackson, Franklin, Perry and Randolph and State of Illinois (the “*District*”), is a duly organized and existing community college district 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, and all laws amendatory thereof and supplementary thereto, including the Local Government Debt Reform Act of the State of Illinois, as amended; and

WHEREAS, the Board of Trustees of the District (the “*Board*”) intends to sell bonds in the amount of \$7,300,000 for the purpose of increasing the working cash fund of the District (the “*Bonds*”); and

WHEREAS, the Bond Issue Notification Act of the State of Illinois, as amended, requires the Board to hold a public hearing concerning the Board’s intent to sell the Bonds before adopting a resolution providing for the sale of the Bonds:

NOW, THEREFORE, Be It and It Is Hereby Resolved by the Board of Trustees of Community College District No. 530, Counties of Williamson, Jackson, Franklin, Perry and Randolph and State of Illinois, as follows:

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

Section 2. Public Hearing. The Board hereby calls a public hearing to be held at 5:30 o’clock P.M. on the 26th day of August, 2025, in the Board Room in the Administration

Building, 700 Logan College Road, Carterville, Illinois, in the District, concerning the Board's intent to sell the Bonds and to receive public comments regarding the proposal to sell the Bonds (the "*Hearing*").

Section 3. Notice. The Secretary of the Board (the "*Secretary*") shall (i) publish notice of the Hearing at least once in the *Southern Illinoisan*, the same being a newspaper of general circulation in the District, not less than 7 nor more than 30 days before the date of the Hearing and (ii) post at least 96 hours before the Hearing a copy of said notice at the principal office of the Board, which notice will be continuously available for public review during the entire 96-hour period preceding the Hearing.

Section 4. Form of Notice. Notice of the Hearing shall appear above the name of the Secretary and shall be in substantially the following form:

**NOTICE OF PUBLIC HEARING CONCERNING THE INTENT OF
THE BOARD OF TRUSTEES OF
COMMUNITY COLLEGE DISTRICT NO. 530, COUNTIES OF WILLIAMSON, JACKSON,
FRANKLIN, PERRY AND RANDOLPH AND STATE OF ILLINOIS
TO SELL \$7,300,000 WORKING CASH FUND BONDS**

PUBLIC NOTICE IS HEREBY GIVEN that Community College District No. 530, Counties of Williamson, Jackson, Franklin, Perry and Randolph and State of Illinois (the "*District*"), will hold a public hearing on the 26th day of August, 2025, at 5:30 o'clock P.M. The hearing will be held in the Board Room in the Administration Building, 700 Logan College Road, Carterville, Illinois. The purpose of the hearing will be to receive public comments on the proposal to sell bonds of the District in the amount of \$7,300,000 for the purpose of increasing the working cash fund of the District.

By order of the Board of Trustees of Community College District No. 530, Counties of Williamson, Jackson, Franklin, Perry and Randolph and State of Illinois.

DATED the 16th day of July, 2025.

Rebecca Borgsmiller
Secretary, Board of Trustees,
Community College District No. 530, Counties of
Williamson, Jackson, Franklin, Perry and
Randolph and State of Illinois

Section 5. Hearing Requirements. At the Hearing the Board shall explain the reasons for the proposed bond issue and permit persons desiring to be heard an opportunity to present written or oral testimony within reasonable time limits. The Board shall not adopt a resolution selling the Bonds for a period of seven (7) days after the final adjournment of the Hearing.

Section 6. Severability. If any section, paragraph, clause or provision of this Resolution shall be held to be invalid or unenforceable for any reason, the invalidity or unenforceability of such section, paragraph, clause or provision shall not affect any of the remaining provisions of this Resolution.

Section 7. Repeal. All resolutions and parts thereof in conflict herewith be and the same are hereby repealed, and this Resolution shall be in full force and effect forthwith upon its adoption.

Adopted July 16, 2025.

Chair, Board of Trustees

Secretary, Board of Trustees