



**BOARD OF TRUSTEES OF SOUTH SUBURBAN COLLEGE**  
**15800 S. STATE STREET, SOUTH HOLLAND, ILLINOIS**  
**BOARD ROOM (ROOM 2248)**  
**BOND ISSUE NOTIFICATION ACT (BINA) HEARING**  
**THURSDAY, DECEMBER 8, 2016**  
**6:45 PM**

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**I. CALL TO ORDER/ROLL CALL**

**II. PLEDGE OF ALLEGIANCE**

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**III. PUBLIC PARTICIPATION**

**IV. PRESENTATIONS/REPORTS**

**V. NEW BUSINESS**

- A. Conduct of a public hearing concerning the intent of the Board to issue not to exceed \$10,000,000 of funding bonds to pay claims against the District (M. Lareau).

**VI. CLOSED SESSION**

The Board to consider meeting in Closed Session for the discussion of the hiring, discipline, performance, and compensation of certain personnel, matters of collective bargaining, acquisition of real property, and matters of pending, probable, or imminent litigation.

**VII. MISCELLANEOUS**

**VIII. ADJOURNMENT**



**BOARD OF TRUSTEES OF SOUTH SUBURBAN COLLEGE**  
**15800 S. STATE STREET, SOUTH HOLLAND, ILLINOIS**  
**BOARD ROOM (ROOM 2248)**  
**FINANCE COMMITTEE MEETING AGENDA**  
**DEFILIPPO, CHAIR; DALY AND ROGERS**  
**THURSDAY, DECEMBER 8, 2016**  
**6:50 PM**

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- I. Recommendation to adopt the resolution concerning the proposed 2016 tax levy of Community College District No. 510, South Suburban College of Cook County and certificate of tax levy as attached.
- II. Recommendation to adopt the resolution directing the Cook County Clerk to reduce the 2016 levy should it be capped under the Property Tax Extension Limitation Law.
- III. Recommendation to adopt the resolution of intent to issue \$10,000,000 of funding bonds to pay claims against the District.



**BOARD OF TRUSTEES OF SOUTH SUBURBAN COLLEGE**  
**15800 S. STATE STREET, SOUTH HOLLAND, ILLINOIS**  
**BOARD ROOM (ROOM 2248)**  
**REGULAR BOARD MEETING AGENDA**  
**THURSDAY, DECEMBER 8, 2016**  
**7:00 PM**

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- I. CALL TO ORDER/ROLL CALL**
- II. PLEDGE OF ALLEGIANCE**
- III. PUBLIC PARTICIPATION**
- IV. PRESENTATIONS/REPORTS**
- V. APPROVAL OF MINUTES OF PREVIOUS MEETINGS**
  - A. Audit Committee meeting held November 10, 2016
  - B. Finance Committee meeting held November 10, 2016
  - C. Regular Board meeting held November 10, 2016
- VI. NEW BUSINESS**
  - A. Monthly Financial Report (T. Pollert)
  - B. Approval of the payment of bills for December, 2016 (T. Pollert)
  - C. Approval to adopt the resolution concerning the proposed 2016 tax levy of Community College District No. 510, South Suburban College of Cook County and certificate of tax levy as attached (A. DeFilippo)
  - D. Approval to adopt the resolution directing the Cook County Clerk to reduce the 2016 levy should it be capped under the Property Tax Extension Limitation Law (A. DeFilippo)
  - E. Approval to adopt the resolution of intent to issue \$10,000,000 of funding bonds to pay claims against the District (A. DeFilippo)
  - F. Approval of the proposed Academic Calendar for 2018-2019 (L. Stokes)
  - G. Approval of the Board of Trustees meeting dates for 2017 (M. Lareau)
  - H. Appointment of Special Assistant to Board Secretary (M. Lareau)
- VII. PERSONNEL RECOMMENDATIONS**
  - A. Retirements/Resignations/Terminations
  - B. Appointments
  - C. Tenure
    - 1. Approval to re-appoint non-tenured faculty members as instructors
    - 2. Approval to re-appoint non-tenured faculty members as instructors/counselors
    - 3. Approval to grant tenure
  - D. Approval of the Memorandum of Understanding between the South Suburban College Faculty Association and Community College District No. 510 to allow Faculty to teach one additional extra overload class for the spring, 2017 semester

**VIII. CLOSED SESSION**

The Board to consider meeting in Closed Session for the discussion of the hiring, discipline, performance, and compensation of certain personnel, matters of collective bargaining, acquisition of real property, and matters of pending, probable, or imminent litigation.

**IX. MISCELLANEOUS**

**X. ADJOURNMENT**

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**BOARD OF TRUSTEES OF SOUTH SUBURBAN COLLEGE**  
**15800 S. STATE STREET, SOUTH HOLLAND, ILLINOIS**  
**MINUTES OF THE AUDIT COMMITTEE**  
**THURSDAY, NOVEMBER 10, 2016**

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The meeting was called to order by Trustee Joseph Whittington at 7:56 p.m.

Committee members present: Trustees John Daly, Anthony DeFilippo and Joseph Whittington

Committee members absent: None

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Other Board members in attendance: Trustees Janet M. Rogers, Terry Wells, and Student Trustee Ronnell Tatum. Chairman Frank M. Zuccarelli arrived at 8:04 p.m.

Other Board members absent: Trustee Jacqueline Martin

Administration present: Donald Manning, President; Songie Adebisi, Vice President of Student Development; Martin Lareau, Vice President of Administration and Secretary to the Board; and College Attorney Daniel Cannon.

**Agenda:**

- I. Recommendation to approve the comprehensive Annual Financial Audit Report, Internal Controls over Financial Reporting and Professional Standards (SAS 114) as presented by Crowe Horwath, LLP, for the fiscal year ending June 30, 2016.

Trustee Whittington recommended the Board of Trustees approve the comprehensive Annual Financial Audit Report, Internal Controls over Financial Reporting and Professional Standards (SAS 114) as presented by Crowe Horwath, LLP, for the fiscal year ending June 30, 2016, at the regular Board meeting.

- II. Recommendation to approve the OMB Circular A-133 Audit Report for the fiscal year ending June 30, 2016.

Trustee Whittington recommended the Board of Trustees approve the OMB Circular A-133 Audit Report for the fiscal year ending June 30, 2016 at the regular Board meeting.

- III. Recommendation to appoint the firm Crowe Horwath, LLP, to conduct the Audit of the College financial statements and the single Audit of Federal Funds for the fiscal year ending June 30, 2017.

Trustee Whittington recommended the Board of Trustees appoint the firm Crowe Horwath, LLP, to conduct the Audit of the College financial statements and the single Audit of Federal Funds for the fiscal year ending June 30, 2017 at the regular Board meeting.

The Meeting adjourned at 8:11 p.m.

**BOARD OF TRUSTEES OF SOUTH SUBURBAN COLLEGE**  
**15800 S. STATE STREET, SOUTH HOLLAND, ILLINOIS**  
**MINUTES OF THE FINANCE COMMITTEE**  
**THURSDAY, NOVEMBER 10, 2016**

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The meeting was called to order by Trustee Anthony DeFilippo at 8:11 p.m.

Committee members present: Trustees John Daly, Anthony DeFilippo and Janet Rogers

Committee members absent: None

Other Board members in attendance: Trustees Terry Well, Joseph Whittington, Frank M. Zuccarelli and Student Trustee Ronnell Tatum

Other Board members absent: Trustee Jacqueline Martin

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Administration present: Donald Manning, President; Songie Adebisi, Vice President of Student Development; Martin Lareau, Vice President of Administration and Secretary to the Board; and College Attorney Daniel Cannon.

Agenda:

- I. Recommendation to accept the estimated amount of taxes to be levied for 2016 as required by law.

Trustee DeFilippo recommended the Board of Trustees accept the estimated amount of taxes to be levied for 2016, as required by law, at the regular Board meeting.

- II. Recommendation to reconsider the vote taken at the October 13, 2016 Board of Trustees meeting, and to rescind the Board's October 13<sup>th</sup> acceptance of the bid for the purchase of two echocardiograph machines due to a typographical error in the board agenda request form; and to accept the bid of Sentinel Imaging Group, Inc. in the amount of \$88,895.00, for the purchase of two (2) echocardiograph machines utilizing Perkins Grant funds.

Trustee DeFilippo recommended the Board of Trustees reconsider the vote taken at the October 13, 2016 Board of Trustees meeting, and to rescind the Board's October 13<sup>th</sup> acceptance of the bid for the purchase of two echocardiograph machines due to a typographical error in the board agenda request form; and to accept the bid of Sentinel Imaging Group, Inc. in the amount of \$88,895.00, for the purchase of two (2) echocardiograph machines utilizing Perkins Grant funds, at the regular Board meeting.

- III. Recommendation to approve the resolution providing for the issue of not to exceed \$10,000,000 of debt certificates of the District for the purpose of financing certain capital projects, providing for the repayment of the debt certificates and providing for the sale of the debt certificates to the purchaser thereof.

Trustee DeFilippo recommended the Board approve the resolution providing for the issue of not to exceed \$10,000,000 of debt certificates of the District for the purpose of financing certain capital projects, providing for the repayment of the debt certificates and providing for the sale of the debt certificates to the purchaser thereof, at the regular Board meeting.

The Meeting adjourned at 8:20 p.m.

## **BOARD OF TRUSTEES OF SOUTH SUBURBAN COLLEGE**

15800 SOUTH STATE STREET, SOUTH HOLLAND, ILLINOIS

**REGULAR BOARD MEETING MINUTES**

**THURSDAY, NOVEMBER 10, 2016**

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### **I. CALL TO ORDER & ROLL CALL:**

At 8:20 p.m. the Regular Meeting of the Board of Trustees of South Suburban College, Illinois Community College District No. 510 was called to order by Chairman Frank M. Zuccarelli. The meeting was held in the Board Room of the College, Room 2248.

*Present:* Chairman Frank M. Zuccarelli, Trustees John Daly, Anthony DeFilippo, Janet M. Rogers, Terry Wells, Joseph Whittington, and Student Trustee Ronnell Tatum.

*Absent:* Trustee Jacqueline Martin.

*Also present:* Donald Manning, President; Songie Adebiji, Vice President of Student Development; Martin Lareau, Vice President of Administration and Secretary to the Board; and College Attorney Daniel Cannon.

### **II. PLEDGE OF ALLEGIANCE**

The Pledge of Allegiance was led by Chairman Frank M. Zuccarelli.

### **III. PUBLIC PARTICIPATION:**

There was none.

### **IV. REPORTS/PRESENTATIONS**

There was none.

### **V. PREVIOUS MEETING MINUTES**

#### **A. Finance Committee Meeting held October 13, 2016**

Trustee Whittington moved and Trustee Wells seconded to approve the minutes of the Finance Committee meeting held October 13, 2016. On roll call, John Daly, Anthony DeFilippo, Terry Wells, Joseph Whittington and Frank M. Zuccarelli voted aye. Nays: None. Trustee Janet M. Rogers passed. Student Trustee Tatum voted aye. Motion carried.

#### **B. Regular Board Meeting held October 13, 2016**

Trustee DeFilippo moved and Trustee Wells seconded to approve the minutes of the regular Board of Trustees meeting held October 13, 2016. On roll call, John Daly, Anthony DeFilippo, Terry Wells, Joseph Whittington and Frank M. Zuccarelli voted aye. Nays: None. Trustee Janet M. Rogers passed. Student Trustee Tatum voted aye. Motion carried.

### **VI. NEW BUSINESS**

#### **A. Monthly Financial Report**

Trustee Wells moved and Trustee DeFilippo seconded to accept the Monthly Financial Report as presented by Treasurer Tim Pollert. On roll call, John Daly, Anthony DeFilippo, Janet Rogers, Terry Wells, Joseph Whittington and Frank M. Zuccarelli voted aye. Nays: None. Student Trustee Tatum voted aye. Motion carried.

**B. Bills Payable for November, 2016**

Trustee Wells moved and Student Trustee Tatum seconded to authorize the Treasurer to pay the list of bills payable for November, 2016, in the amount of \$3,825,046.11. On roll call, John Daly, Anthony DeFilippo, Janet Rogers, Terry Wells, Joseph Whittington and Frank M. Zuccarelli voted aye. Nays: None. Student Trustee Tatum voted aye. Motion carried.

**C. Approval to accept the Comprehensive Annual Financial Audit Report, Internal Controls over Financial Reporting and Professional Standards (SAS 114) as presented by Crowe Horwath, LLP, for the fiscal year ended June 30, 2016**

Trustee Whittington moved and Trustee Daly seconded to accept the Comprehensive Annual Financial Audit Report, Internal Controls over Financial Reporting and Professional Standards (SAS 114) as presented by Crowe Horwath, LLP, for the fiscal year ended June 30, 2016. On roll call, John Daly, Anthony DeFilippo, Janet Rogers, Terry Wells, Joseph Whittington and Frank M. Zuccarelli voted aye. Nays: None. Student Trustee Tatum voted aye. Motion carried.

**D. Approval to accept the OMB Circular A-133 Audit Report for the year ended June 30, 2016, as presented**

Trustee Whittington moved and Student Trustee Tatum seconded to accept the OMB Circular A-133 Audit Report for the year ended June 30, 2016, as presented. On roll call, John Daly, Anthony DeFilippo, Janet Rogers, Terry Wells, Joseph Whittington and Frank M. Zuccarelli voted aye. Nays: None. Student Trustee Tatum voted aye. Motion carried.

**E. Approval to appoint the firm Crowe Horwath, LLP, to conduct an audit of the College financial statements and the single Audit of Federal Funds for the fiscal year ending June 30, 2017**

Trustee Whittington moved and Student Trustee Tatum seconded to appoint the firm Crowe Horwath, LLP, to conduct an audit of the College financial statements and the single Audit of Federal Funds for the fiscal year ending June 30, 2017. On roll call, John Daly, Anthony DeFilippo, Janet Rogers, Terry Wells, Joseph Whittington and Frank M. Zuccarelli voted aye. Nays: None. Student Trustee Tatum voted aye. Motion carried.

**F. Approval to accept the estimated amount of taxes to be levied for 2016 as required by law**

Trustee DeFilippo moved and Trustee Daly seconded to accept the estimated amount of taxes to be levied for 2016 as required by law. On roll call, John Daly, Anthony DeFilippo, Janet Rogers, Terry Wells, Joseph Whittington and Frank M. Zuccarelli voted aye. Nays: None. Student Trustee Tatum voted aye. Motion carried.

**G. Approval to reconsider the vote taken at the October 13, 2016 Board of Trustees meeting, and to rescind the Board's October 13<sup>th</sup> acceptance of the bid for the purchase of two echocardiograph machines due to a typographical error in the board agenda request form; and to accept the bid of Sentinel Imaging Group, Inc. in the amount of \$88,895.00, for the purchase of two (2) echocardiograph machines utilizing Perkins Grant funds**

Trustee DeFilippo moved and Trustee Rogers seconded that the Board reconsider the vote taken at the October 13, 2016 Board of Trustees meeting, and to rescind the Board's October 13<sup>th</sup> acceptance of the bid for the purchase of two echocardiograph machines due to a typographical error in the board agenda request form; and to accept the bid of Sentinel Imaging Group, Inc. in the amount of \$88,895.00, for the purchase of two (2) echocardiograph machines utilizing Perkins Grant funds. On roll call, John Daly, Anthony DeFilippo, Janet Rogers, Terry Wells, Joseph Whittington and Frank M. Zuccarelli voted aye. Nays: None. Student Trustee Tatum voted aye. Motion carried.



**H. Approval of resolution providing for the issue of not to exceed \$10,000,000 of debt certificates of the District for the purpose of financing certain capital projects, providing for the repayment of the debt certificates and providing for the sale of the debt certificates to the purchaser thereof**

Trustee DeFilippo moved and Trustee Daly seconded to approve the resolution providing for the issue of not to exceed \$10,000,000 of debt certificates of the District for the purpose of financing certain capital projects, providing for the repayment of the debt certificates and providing for the sale of the debt certificates to the purchaser thereof. On roll call, John Daly, Anthony DeFilippo, Janet Rogers, Terry Wells, Joseph Whittington and Frank M. Zuccarelli voted aye. Nays: None. Student Trustee Tatum voted aye. Motion carried.

**I. Approval of Martin Lareau as Special Assistant to the Secretary of the Board**

Trustee Daly moved and Trustee DeFilippo seconded to appoint Martin Lareau as Special Assistant to the Secretary of the Board. On roll call, John Daly, Anthony DeFilippo, Janet Rogers, Terry Wells, Joseph Whittington and Frank M. Zuccarelli voted aye. Nays: None. Student Trustee Tatum voted aye. Motion carried.

**VII. PERSONNEL RECOMMENDATIONS**

**A. Retirements/Resignations/Terminations**

Trustee Daly moved and Trustee Whittington seconded to approve the resignation of Lorrin Paun as a grant-funded Testing and Course Specialist in the Business and Career Institute, effective November 11, 2016, and grant permission to advertise to fill the vacated, grant-funded position. On roll call, John Daly, Anthony DeFilippo, Janet Rogers, Terry Wells, Joseph Whittington and Frank M. Zuccarelli voted aye. Nays: None. Student Trustee Tatum voted aye. Motion carried.

**B. Approval to amend retirement date**

Trustee Daly moved and Trustee Wells seconded to amend the retirement date of Rebecca Admave, Dean of Extension Services, from December 31, 2016 to February 28, 2017, at the request of Administration. On roll call, John Daly, Anthony DeFilippo, Janet Rogers, Terry Wells, Joseph Whittington and Frank M. Zuccarelli voted aye. Nays: None. Student Trustee Tatum voted aye. Motion carried.

**C. Appointments**

Trustee Rogers moved and Trustee Wells seconded to approve the following appointments:

1. Appointment of Natalie Page as the Associate Dean of Academic Services, effective January 3, 2017, and grant permission to advertise to fill the vacated position.

2. Appointment of Rebecca Garcia as the grant-funded Director of Extension Service, effective November 14, 2016, and grant permission to advertise to fill the vacated, grant-funded position.

On roll call, John Daly, Anthony DeFilippo, Janet Rogers, Terry Wells, Joseph Whittington and Frank M. Zuccarelli voted aye. Nays: None. Student Trustee Tatum voted aye. Motion carried.

**VIII. CLOSED SESSION**

There was none.

**ADJOURNMENT**

At 8:43 p.m., Trustee Daly moved and Trustee Whittington seconded that the Board Meeting be adjourned. On roll call, John Daly, Anthony DeFilippo, Janet Rogers, Terry Wells, Joseph Whittington and Frank M. Zuccarelli voted aye. Nays: None. Student Trustee Tatum voted aye. Motion carried.

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Martin Lareau, Board Secretary

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Frank M. Zuccarelli, Chairman



**SOUTH SUBURBAN COLLEGE BOARD AGENDA REQUEST**      Agenda Item FY17-VI.A

For Board Information in December, 2016.

For Board Action in December, 2016.

**Board Committee:**

- Policy
- Finance
- Architectural
- Other

**Funding:**

- College Operating
- College Capital
- Protection, Health and Safety

- Grant Funded
- Student Life
- Special Levies

**PROPOSAL SUMMARY**

[Empty box for Proposal Summary]

**ESTIMATED COST OR BENEFIT**

[Empty box for Estimated Cost or Benefit]

**JUSTIFICATION OF ACTION**

Please refer to the attached Investment Report and Financial Summary enclosed in your Board packet for the period ending October 31, 2016. This action supports Vision Statement Strategic Direction 2, SSC.2.17 to continue to provide an efficient, transparent, and financially secure institution.

**MOTION**

Move to accept the Financial Report as presented.

- \*Are funds available in the budget? \_\_\_\_\_
- \*Is this related to any previous Board action? \_\_\_\_\_
- \*Specify above if matching funds are required.
- \*Is this part of a large project requiring additional funds? (Explain) \_\_\_\_\_
- \*Attach supplemental information as necessary

**Approvals**

Tom Fallick 12/2/16  
Controller/Treasurer

Mark Garcia 12/2/16  
Vice-President

Don Manning 12/2/16  
President

**SOUTH SUBURBAN COLLEGE**  
South Holland, Illinois

To: Board of Trustees  
 From: Tim Pollert  
 Date: November 29, 2016  
 Subject: Financial Report For The Period Ending October 31, 2016

Following is a Financial Summary Sheet and a set of Investment Reports for the above mentioned period. The first page is a Consolidated Statement of Revenues, Expenditures and Fund Balances for all funds. In the Operating Funds, a combination of the Educational and the Operations and Maintenance Funds, the following occurred:

<u>Monthly Revenue</u>	<u>Year to Date Revenue</u>
\$1,173,441.55	\$9,936,468.45
<u>Monthly Expenditures</u>	<u>Year to Date Expenditures</u>
\$1,814,209.78	\$10,480,726.20

Activity for the month and year to date totals in all funds are as follows:

<u>Monthly Revenue</u>	<u>Year to Date Revenue</u>
\$1,613,238.09	\$16,864,386.50
<u>Monthly Expenditures</u>	<u>Year to Date Expenditures</u>
\$2,332,436.38	\$17,903,242.80
<u>Net Monthly Position</u>	<u>Year to Date Net Position</u>
(\$719,198.29)	(\$1,038,856.30)

On page eight of the Investment Report you will see our investments for the period:

<u>Total Investments</u>	<u>Average Rate of Return</u>	<u>Basis Point Change from Last Month</u>
\$17,018,829.57	2.07%	2

**SOUTH SUBURBAN COLLEGE**  
South Holland, Illinois

	<b>Revenue Educational</b>	<b>Revenue O&amp;M</b>	<b>Monthly Total</b>
July	\$3,363,572.17	\$49,592.37	\$3,413,164.54
August	\$3,171,862.34	\$6,529.95	\$3,178,392.29
September	\$1,600,083.07	\$571,387.00	\$2,171,470.07
October	\$1,128,150.22	\$45,291.33	\$1,173,441.55
November			\$0.00
December			\$0.00
January			\$0.00
February			\$0.00
March			\$0.00
April			\$0.00
May			\$0.00
June			\$0.00
YTD	\$9,263,667.80	\$672,800.65	\$9,936,468.45

	<b>Expenditures Educational</b>	<b>Expenditures O&amp;M</b>	<b>Monthly Total</b>
July	\$2,428,682.14	\$249,107.68	\$2,677,789.82
August	\$2,524,782.05	\$350,774.26	\$2,875,556.31
September	\$2,672,688.14	\$440,482.15	\$3,113,170.29
October	\$1,517,192.76	\$297,017.02	\$1,814,209.78
November			\$0.00
December			\$0.00
January			\$0.00
February			\$0.00
March			\$0.00
April			\$0.00
May			\$0.00
June			\$0.00
YTD	\$9,143,345.09	\$1,337,381.11	\$10,480,726.20

**SOUTH SUBURBAN COLLEGE**  
South Holland, Illinois

	<b>Revenues All Funds</b>	<b>Expenditures All Funds</b>	<b>Monthly Total</b>
July	\$3,680,322.44	\$4,980,438.60	(\$1,300,116.16)
August	\$4,175,979.81	\$3,111,586.48	\$1,064,393.33
September	\$7,394,846.16	\$7,478,781.34	(\$83,935.18)
October	\$1,613,238.09	\$2,332,436.38	(\$719,198.29)
November			
December			
January			
February			
March			
April			
May			
June			
YTD	\$16,864,386.50	\$17,903,242.80	(\$1,038,856.30)

	<b>Investment Total</b>	<b>Average Rate of Return</b>	<b>Basis Point Change from Last Month</b>
July	\$12,857,744.83	1.60%	3
August	\$16,019,990.38	2.03%	43
September	\$18,366,748.79	2.05%	2
October	\$17,018,829.57	2.07%	2
November			
December			
January			
February			
March			
April			
May			
June			









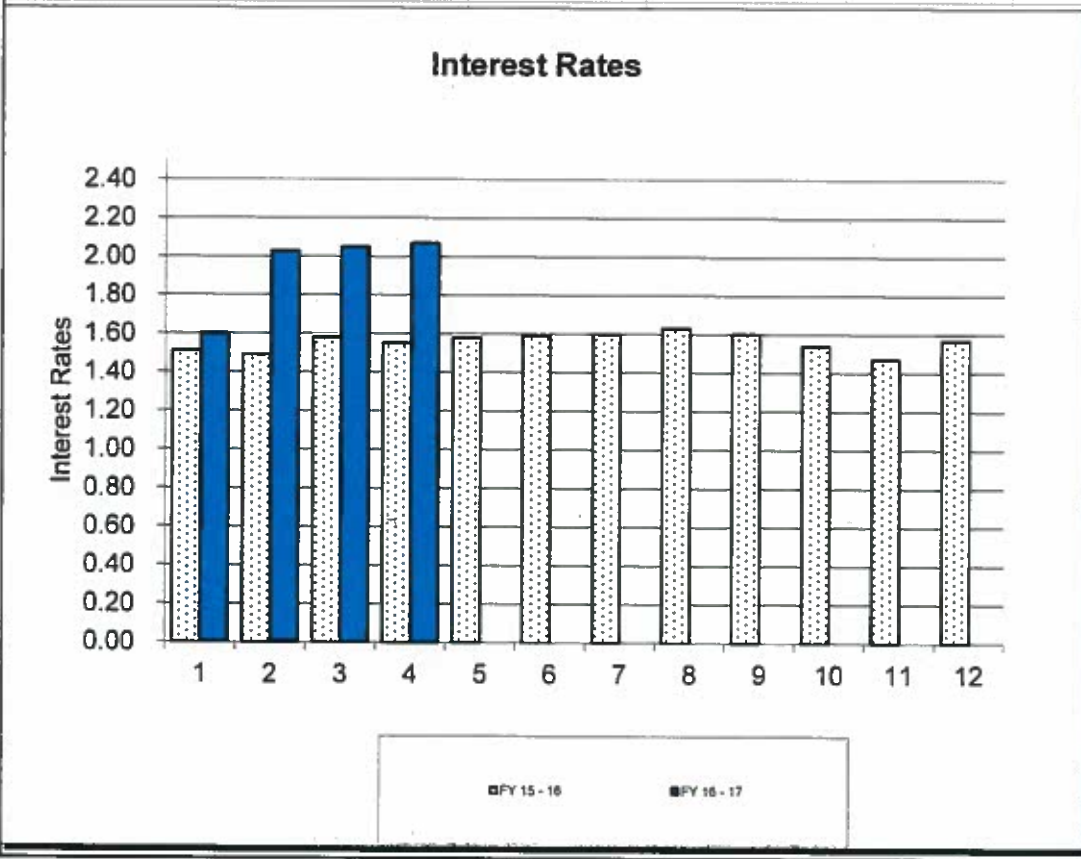


SOUTH SUBURBAN COLLEGE

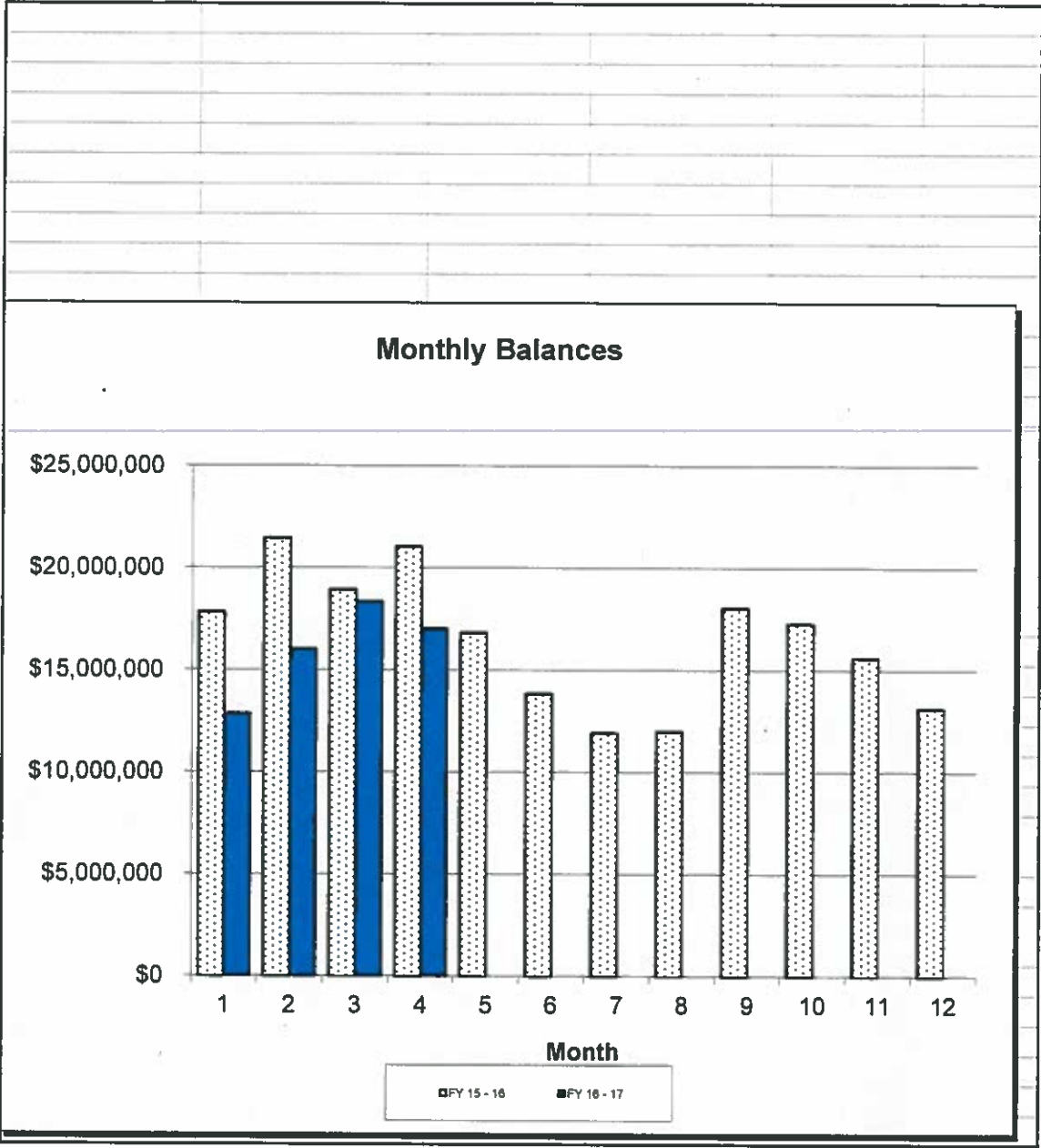
Investment		Page 4	Page 6	Total	Percent to Total
10	U. S. Government Securities	0.00	0.00	0.00	0%
20	Time Deposits	1,985,102.90	0.00	1,985,102.90	12%
30	Commercial Paper	0.00	0.00	0.00	0%
40	Mutual Funds	0.00	0.00	0.00	0%
50	Illinois Funds	7,639,825.17	0.00	7,639,825.17	45%
60	Repurchase Agreements	0.00	0.00	0.00	0%
90	Other	7,393,901.50	0.00	7,393,901.50	43%
	<b>Total</b>	<b>17,018,829.57</b>	<b>0.00</b>	<b>17,018,829.57</b>	<b>100%</b>
	<b>Average %</b>	<b>2.07</b>			

**South Suburban College**

<b>Investment Summary</b>				
	<b>F Y 2015 - 2016</b>		<b>F Y 2016 - 2017</b>	
<b>Month</b>	<b>Month End Balance</b>	<b>Percent Return</b>	<b>Month End Balance</b>	<b>Percent Return</b>
July	\$17,832,656	1.51	\$12,857,745	1.60
August	21,459,058	1.49	16,019,990	2.03
September	18,954,395	1.58	18,366,749	2.05
October	21,048,837	1.55	17,018,830	2.07
November	16,820,149	1.58		
December	13,844,350	1.59		
January	11,923,718	1.60		
February	12,013,711	1.63		
March	18,046,571	1.60		
April	17,282,157	1.54		
May	15,613,457	1.47		
June	13,123,619	1.57		



South Suburban College





**SOUTH SUBURBAN COLLEGE BOARD AGENDA REQUEST**

Agenda Item FY17-VI.B

For Board Information in December, 2016.

For Board Action in December, 2016.

**BOARD COMMITTEE:**

- Policy
- Finance
- Architectural
- Other

**FUNDING:**

- College Operating
- College Capital
- Protection, Health, and Safety
- Grant Funded
- Student Life
- Special Levies

**PROPOSAL SUMMARY**

[Empty box for Proposal Summary]

**ESTIMATED COST OR BENEFIT**

[Empty box for Estimated Cost or Benefit]

**JUSTIFICATION OF ACTION**

Paying the bills supports (Vision Statement Strategic Direction 2, SSC.2.17) to continue to provide an efficient, transparent, and financially secure institution.

**MOTION**

Hereby authorize the Treasurer to pay the following list of bills:

Education Fund	\$2,258,094.56
Operation & Maintenance Fund	352,653.51
Auxiliary Enterprise Fund	71,059.87
Restricted Funds	391,722.65
Audit Fund	1,000.00
Special Levies Fund	82,256.57
Flex Plan Fund	<u>5,299.36</u>
<b>Total</b>	<b>\$3,162,086.52</b>

- \* Are funds available in the budget? yes
- \* Is this related to any previous Board action?
- \* Specify above if matching funds are required.
- \* Is this part of a large project requiring additional funds? (Explain)           No
- \* Attach supplemental information as necessary

**APPROVALS**

Jim Talbot 12/2/16  
Controller/Treasurer

Mark Lareau 12/2/16  
Vice-President

Don 12/2/16  
President



**SOUTH SUBURBAN COLLEGE BOARD AGENDA REQUEST**

**Agenda Item FY17-VI.C**

For Board Action in December  
Board Committee:

Date 11/18/16

- Policy
- Finance
- Architectural
- Other

Funding:

- College Operating
- College Capital
- Protection, Health and Safety
- Grant Funded
- Student Life
- Special Levies

**PROPOSAL SUMMARY**

To establish a total levy for tax year 2016 in the amount of \$18,382,430. This is an increase of \$451,627 or 2.52% when compared to the 2015 actual tax extensions.

**ESTIMATED COST OR BENEFIT**

**JUSTIFICATION OF ACTION**

Annually, the Board of Trustees needs to establish how much money must be raised from local taxes for all funds as authorized by State Statutes. This action supports Vision Statement Strategic Direction 2, SSC.2.17 to continue to provide an efficient, transparent, and financially secure institution.

**MOTION**

To adopt the resolution concerning the proposed 2016 tax levy of Community College District No. 510, South Suburban College of Cook County and certificate of tax levy as attached.

- \*Are funds available in the budget?
- \*Is this related to any previous Board action?
- \*Specify above if matching funds are required.

\*Is this part of a large project requiring additional funds? (Explain)

\*Attach supplemental information as necessary

Approvals

*Zim Plot* 12/2/16  
Controller/Treasurer

*Mark Forean* 12/2/16  
Vice-President

*Don Murray* 12/2/16  
President

**A RESOLUTION ADOPTING THE 2016 TAX LEVY  
FOR COMMUNITY COLLEGE DISTRICT #510  
COUNTY OF COOK, STATE OF ILLINOIS**

**WHEREAS**, The Board of Trustees of Community College District #510, County of Cook and State of Illinois (hereinafter referred to as the "District") estimates that its 2016 Tax Levy shall be less than 105% of the amount extended or estimated to be extended upon the levy of the preceding year; and

**WHEREAS**, the Board of Trustees of Community College District #510, ascertained that the 2016 taxes be levied as follows: Educational Fund \$11,693,582, Operations and Maintenance Fund \$2,812,586, Audit Fund \$99,000, Liability, Protection and Settlement Fund \$1,299,885, Social Security/ Medicare Insurance Fund Purposes \$261,877; for the year 2016 to be collected in the year 2017 and that the levy for the year 2016 be allocated 50% for fiscal year 2017 and 50% for fiscal year 2018: and

**WHEREAS**, the Board of Trustees of Community College District #510, agree it is in the best interest of the College to pass such Tax Levy, and a copy of that Levy is provided in Schedule A, attached to this Resolution; and

**WHEREAS**, it is the intent of District #510 to levy taxes as provided pursuant to Chapter 110, Illinois Compiled Statutes, 805/3-20.5 of the Illinois Public Community College Act; and

**WHEREAS**, it is the intent of District #510 to levy an additional tax as provided for in Chapter 110, Illinois Compiled Statutes, 805/3-14.3 of the Illinois Public Community College Act or in Chapter 110, Illinois Compiled Statutes, 805/3-1 of the Illinois Public Community College Act; and

**WHEREAS**, the State Board has issued a Certificate of Eligibility for the County Clerk to extend such additional tax; and

**NOW THEREFORE BE IT RESOLVED** by the Board of Trustees of Community College District #510, County of Cook and State of Illinois, as follows:

**SECTION 1:** That there is hereby levied on the equalized assessed valuation of the taxable property of this District for the year 2016, the following sums:

Educational Fund	\$11,693,582
Operations and Maintenance Fund	2,812,586
Audit Fund	99,000
Liability, Protection and Settlement	1,299,885
Social/Medicare Insurance	261,877

**SECTION 2:** The Secretary of the Board shall file a certified copy of this resolution with the Cook County Clerk on or before December 20, 2016.

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**SECTION 3:** This Resolution shall be effective from and after its passage and approval as provided by law.

made the motion to adopt

seconded

Adopted this 8<sup>th</sup> day of December 2016, at South Holland Illinois.

**AYES:**

**NAYS:**

**ABSENT:**

\_\_\_\_\_  
**CHAIRMAN**

**ATTEST:**

\_\_\_\_\_  
**SECRETARY**

Tax Levy Resolution



Levy Worksheet For  
Tax Year 2016

Fund	2015 Levy	2015 Rate	2016 Levy	2016 Rate	Maximum Rate
Educational	\$11,182,329	0.3868	11,693,582	0.4127	0.75
O&M	2,891,059	0.1000	2,812,586	0.0993	0.1
PH&S	0	0.0000	0	0.0000	0.1
Audit	109,273	0.0038	\$99,000	0.0035	0.005
Liability Insurance	1,275,648	0.0441	1,299,885	0.0459	N/A
SS/Medicare	256,994	0.0089	\$261,877	0.0092	N/A
Worker's Comp	0	0.0000	0	0.0000	N/A
Unemployment	0	0.0000	0	0.0000	N/A
<b>Total Operations &amp; Special Purposes:</b>	<b>\$15,715,303</b>	<b>0.5436</b>	<b>16,166,930</b>	<b>0.5706</b>	
Increase/Decrease				\$451,627	
% Increase/Decrease				2.87%	
Bond & Interest			\$2,065,500		N/A
Less: Abatement					
Plus: Uncollectables			150,000		
<b>Total Bond &amp; Interest</b>	<b>\$2,215,500</b>	<b>0.0766</b>	<b>\$2,215,500</b>	<b>0.0664</b>	
Increase/Decrease				\$0	
% Increase/Decrease				0.00%	
<b>Adjusted Total</b>	<b>\$17,930,803</b>	<b>0.6202</b>	<b>\$18,382,430</b>	<b>0.6370</b>	
Increase/Decrease				\$451,627	
% Increase/Decrease				2.52%	
<b>Equalized Assessed Valuation</b>					
2012 EAV	\$ 3,681,325,985				
2013 EAV	\$ 3,336,752,258				
2014 EAV	\$ 3,109,474,542				
2015 EAV	\$ 2,891,058,520				
2016 EAV Estimate	\$ 2,833,237,350				

**TRUTH IN TAXATION**  
**CERTIFICATE OF COMPLIANCE**

I, Frank M. Zuccarelli, hereby certify that I am the presiding officer of the Board of Trustees of Community College District No. 510, County of Cook and State of Illinois, and as such presiding officer I certify that the levy ordinance, a copy of which is attached, was adopted pursuant to, and in all respects in compliance with the provisions of the Illinois Property Tax Code - Truth in Taxation Law, 35 ILCS 200/18-60 through 18-80.

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This certificate applies to the 2016 levy.

Dated this 8<sup>th</sup> day of December, 2016.

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Frank M. Zuccarelli, Chairman  
Board of Trustees  
Community College District No. 510  
County of Cook and State of Illinois



SOUTH SUBURBAN COLLEGE BOARD AGENDA REQUEST

Agenda Item FY17-VI.D

For Board Action in December  
Board Committee:

Date 11/18/16

- Policy
- Finance
- Architectural
- Other

Funding:

- College Operating
- College Capital
- Protection, Health and Safety
- Grant Funded
- Student Life
- Special Levies

PROPOSAL SUMMARY

To adopt the attached resolution authorizing the County Clerk to reduce the levy amount in the education fund, if our total levy exceeds the tax cap limitations set forth by the Property Tax Extension Limitation Law.

ESTIMATED COST OR BENEFIT

JUSTIFICATION OF ACTION

It is recommended that any reduction in our tax levy be made in the Education fund. This action supports Vision Statement Strategic Direction 2, SSC.2.17 to continue to provide an efficient, transparent, and financially secure institution.

MOTION

To adopt the resolution directing the Cook County Clerk to reduce the 2016 levy should it be capped under the Property Tax Extension Limitation Law.

- \*Are funds available in the budget? \_\_\_\_\_
- \*Is this related to any previous Board action? \_\_\_\_\_
- \*Specify above if matching funds are required.

\*Is this part of a large project requiring additional funds? (Explain) \_\_\_\_\_

\*Attach supplemental information as necessary

Approvals

*[Signature]* 12/2/16  
Controller/Treasurer

*[Signature]* 12/2/16  
Vice-President

*[Signature]* 12/2/16  
President

**RESOLUTION DIRECTING THE COOK COUNTY  
CLERK HOW TO REDUCE THE 2016 LEVY  
SHOULD IT BE CAPPED UNDER THE PROPERTY  
TAX EXTENSION LIMITATION LAW**

**WHEREAS**, the Board of Trustees of Community College District #510, County of Cook, State of Illinois (the "Board") has by resolution adopted the 2016 Levy on December 8, 2016; and

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**WHEREAS**, the adopted levy may exceed the amount permitted by the Property Tax Extension Limitation Law (PTELL) as determined by the Cook County Clerk; and

**WHEREAS**, the law requires the Board to notify the Cook County Clerk as to what funds should not be limited; and

**WHEREAS**, the law requires the Board to notify the Cook County Clerk as to what funds should be limited, either proportionately or otherwise; and

**WHEREAS**, it is in the best interest of South Suburban College to choose which funds should be reduced by the Cook County Clerk.

**NOW, THEREFORE, BE IT RESOLVED** by the Board of Trustees of Community College District #510, County of Cook and the State of Illinois, as follows:

**SECTION 1:** The following four funds should not be reduced:

- Operations and Maintenance
- Protection, Health and Safety
- Audit
- Social Security/Medicare

**SECTION 2:** One hundred percent (100%) of the money needed to reduce the levy should be taken from the following fund:  
Education

**SECTION 3:** The Secretary of the Board shall file a certified copy of this resolution with the Cook County Clerk on or before December 20, 2016.

**SECTION 4:** This Resolution shall be in full force and effect from and after its passage.

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made the motion to adopt.

seconded.

Adopted this 8<sup>th</sup> day of December 2016 at South Holland, Illinois.

AYES:

NAYS:

ABSENT:

\_\_\_\_\_  
Chairman

ATTEST:

\_\_\_\_\_  
Secretary

PTELA Resolution



**SOUTH SUBURBAN COLLEGE BOARD AGENDA REQUEST**      Agenda Item FY17-VI.E

For Board Information in December, 2016.

For Board Action in December, 2016.

**Board Committee:**

- Policy
- Finance
- Architectural
- Other

**Funding:**

- College Operating
- College Capital
- Protection, Health and Safety

- Grant Funded
- Student Life
- Special Levies

**PROPOSAL SUMMARY**

To adopt the resolution of intent to issue \$10,000,000 in funding bonds to pay claims against the District.

**ESTIMATED COST OR BENEFIT**

**JUSTIFICATION OF ACTION**

To authorize the issuance of \$10 million of funding bonds for the purpose of financing infrastructure improvements, IT capital and various other capital upgrades. This action supports Vision Statement Strategic Direction 2, SSC.2.17 to continue to provide an efficient, transparent, and financially secure institution.

**MOTION**

Move to adopt the resolution of intent to issue \$10,000,000 in funding bonds to pay claims against the District.

- \*Are funds available in the budget? \_\_\_\_\_
- \*Is this related to any previous Board action? \_\_\_\_\_
- \*Specify above if matching funds are required.

\*Is this part of a large project requiring additional funds? (Explain) \_\_\_\_\_

\*Attach supplemental information as necessary

**Approvals**

*Tom Tolbert* 12/2/16  
Controller/Treasurer

*Mark Foreau* 12/2/16  
Vice-President

*Joe Murray* 12/2/16  
President

MINUTES of a rescheduled regular public meeting of the Board of Trustees of Community College District No. 510, County of Cook and State of Illinois, held in the Board Room (No. 2334) at 15800 South State Street, South Holland, Illinois, in said Community College District at 7:00 o'clock P.M., on the 8th day of December, 2016.

\* \* \*

The Chairman called the meeting to order and directed the Secretary to call the roll.

Upon the roll being called, Frank M. Zuccarelli, the Chairman, and the following Trustees were physically present at said location: \_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_

The following Trustees were allowed by a majority of the members of the Board of Trustees in accordance with and to the extent allowed by rules adopted by the Board of Trustees to attend the meeting by video or audio conference: \_\_\_\_\_

\_\_\_\_\_

No Trustee was not permitted to attend the meeting by video or audio conference.

The following Trustees were absent and did not participate in the meeting in any manner or to any extent whatsoever: \_\_\_\_\_

\_\_\_\_\_

The Chairman announced that in view of the current financial condition of the District, the Board of Trustees would consider the adoption of a resolution declaring its intention to issue funding bonds pursuant to Article 3A of the Public Community College Act and directing that notice of such intention be published.

Whereupon Trustee \_\_\_\_\_ presented and the Secretary read by title a resolution as follows, a copy of which was provided to each member of the Board of Trustees prior to said meeting and to everyone in attendance at said meeting who requested a copy:

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RESOLUTION setting forth and describing in detail claims heretofore authorized and allowed for proper community college purposes which are presently outstanding and unpaid, declaring the intention to avail of the provisions of Article 3A of the Public Community College Act of the State of Illinois, as amended, and to issue bonds for the purpose of paying claims against Community College District No. 510, County of Cook and State of Illinois, and directing that notice of such intention be published as provided by law.

\* \* \*

WHEREAS, pursuant to the provisions of Article 3A of the Public Community College Act of the State of Illinois, as amended (the "*Act*"), Community College District No. 510, County of Cook and State of Illinois (the "*District*"), is authorized to issue bonds to pay claims against the District; and

WHEREAS, the District has presently outstanding and unpaid claims in the aggregate amount of \$10,000,000 (the "*Claims*"), all of the Claims having been heretofore authorized and allowed for proper community college purposes; and

WHEREAS, there are not sufficient funds on hand and available with which to pay the Claims, and the Board of Trustees of the District (the "*Board*") has determined and does hereby determine that it is necessary and in the best interests of the District that the Claims be paid from proceeds of bonds in the principal amount of \$10,000,000 (the "*Bonds*"); and

WHEREAS, before the Bonds can be issued pursuant to the Act, the Board must examine and consider the Claims and must adopt a resolution declaring the Claims to be authorized and allowed for proper community college purposes, set forth and describe in detail the Claims, declare its intention to issue the Bonds for the purpose of paying the Claims and direct that notice of such intention to issue the Bonds be given as provided by law; and

WHEREAS, the Board has examined and considered the Claims:

NOW, THEREFORE, Be It and It Is Hereby Resolved by the Board of Trustees of Community College District No. 510, County of Cook 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 this reference.

*Section 2. The Claims.* The Claims are set forth and described on *Exhibit A* attached hereto, and it is hereby found, determined and declared that the Claims are presently outstanding and unpaid, were heretofore authorized and allowed for proper community college purposes and constitute valid and binding obligations of the District.

*Section 3. Declaration of Intent.* The Board does hereby determine and declare its intention to avail the provisions of Article 3A of the Act and to issue Bonds in the amount of \$10,000,000 for the purpose of paying the Claims.

*Section 4. Notice of Intent.* In accordance with the provisions of Section 5 of the Local Government Debt Reform Act of the State of Illinois, as amended, notice of said intention to avail of the provisions of Article 3A of the Act and to issue the Bonds shall be given by publication of such notice once in the *Daily Southtown*, the same being a newspaper of general circulation in the District.

*Section 5. Form of Notice.* The notice of intention to issue the Bonds shall be in substantially the following form:

**NOTICE OF INTENTION OF  
COMMUNITY COLLEGE DISTRICT NO. 510  
COUNTY OF COOK AND STATE OF ILLINOIS  
TO ISSUE \$10,000,000  
FUNDING BONDS**

PUBLIC NOTICE is hereby given that on the 8th day of December, 2016, the Board of Trustees (the "*Board*") of Community College District No. 510, County of Cook and State of Illinois (the "*District*"), adopted a resolution declaring its intention and determination to issue bonds in the aggregate amount of \$10,000,000 for the purpose of paying presently outstanding and unpaid claims against the District, all of which unpaid claims have been heretofore authorized and allowed for proper community college purposes and it is the intention of the Board to avail of the provisions of Article 3A (Sections 3A-6 to 3A-9, inclusive) of the Public Community College Act of the State of Illinois, and all laws amendatory thereof and supplementary thereto, and to issue said bonds for the purpose of paying such unpaid claims.

A petition may be filed with the Secretary of the Board (the "*Secretary*") within thirty (30) days after the date of publication of this notice, signed by not less than \_\_\_\_\_ voters of the District, said number of voters being equal to ten per cent (10%) of the registered voters of the District, requesting that the proposition to issue said bonds as authorized by the provisions of said Article 3A be submitted to the voters of the District. If such petition is filed with the Secretary within thirty (30) days after the date of publication of this notice and on or before the 2nd day of January, 2017, an election on the proposition to issue said bonds shall be held on the 4th day of April, 2017. If such petition is filed with the Secretary within thirty (30) days after the date of publication of this notice and after the 2nd day of January, 2017, an election on the proposition to issue said bonds shall be held on the 20th day of March, 2018. The Circuit Court may declare that an emergency referendum should be held prior to either of said election dates pursuant to the provisions of Section 2A-1.4 of the Election Code of the State of Illinois, as

amended. If no such petition is filed within said thirty (30) day period, then the District shall thereafter be authorized to issue said bonds for the purpose hereinabove provided.

By order of the Board of Trustees of Community College District No. 510, County of Cook and State of Illinois.

DATED this 8th day of December, 2016.

Martin Lareau  
Secretary, Board of Trustees,  
Community College District No. 510,  
County of Cook and State of Illinois

Frank M. Zuccarelli  
Chairman, Board of Trustees,  
Community College District No. 510,  
County of Cook and State of Illinois

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Note to Publisher: Please be certain that this notice appears over the names of the Chairman and Secretary of the Board.

*Section 6. Further Proceedings.* If no petition signed by the requisite number of voters is filed with the Secretary of the Board within thirty (30) days after the date of the publication of such notice of intention to issue the Bonds, the Board shall, by appropriate proceedings to be hereafter taken, fix the details concerning the issue of the Bonds and provide for the levy of a direct annual tax to pay the principal and interest on the same.

*Section 7. 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 8. Repealer and Effective Date.* All resolutions and parts of resolutions in conflict herewith be and the same are hereby repealed and that this Resolution be in full force and effect forthwith upon its adoption.

Adopted December 8, 2016.

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Chairman, Board of Trustees

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Secretary, Board of Trustees

**EXHIBIT A**

Debt Certificates, Series 2016, dated December 7, 2016, of the District

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Trustee \_\_\_\_\_ moved and Trustee \_\_\_\_\_  
seconded the motion that said resolution as presented and read by title be adopted.

After a full and complete discussion thereof, the Chairman directed the Secretary to call the roll for a vote upon the motion to adopt said resolution.

Upon the roll being called, the following Trustees voted AYE: \_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_

The following Trustees voted NAY: \_\_\_\_\_

Whereupon the Chairman declared the motion carried and said resolution adopted, and in open meeting approved and signed said resolution and directed the Secretary to record the same in full in the records of the Board of Trustees of Community College District No. 510, County of Cook and State of Illinois, which was done.

Other business not pertinent to the adoption of said resolution was duly transacted at said meeting.

Upon motion duly made, seconded and carried, the meeting was adjourned.

\_\_\_\_\_  
Secretary, Board of Trustees

STATE OF ILLINOIS     )  
                                  ) SS  
COUNTY OF COOK     )

**CERTIFICATION OF MINUTES AND RESOLUTION**

I, the undersigned, do hereby certify that I am the duly qualified and acting Secretary of the Board of Trustees of Community College District No. 510, County of Cook and State of Illinois (the "Board"), and that as such official I am the keeper of the records and files of the Board.

I do further certify that the foregoing constitutes a full, true and complete transcript of the minutes of the meeting of the Board held on the 8th day of December, 2016, insofar as same relates to the adoption of a resolution entitled:

RESOLUTION setting forth and describing in detail claims heretofore authorized and allowed for proper community college purposes which are presently outstanding and unpaid, declaring the intention to avail of the provisions of Article 3A of the Community College Act of the State of Illinois, as amended, and to issue bonds for the purpose of paying claims against Community College District No. 510, County of Cook and State of Illinois, and directing that notice of such intention be published as provided by law.

a true, correct and complete copy of which said resolution as adopted at said meeting appears in the foregoing transcript of the minutes of said meeting.

I do further certify that the deliberations of the Board on the adoption of said resolution were conducted openly, that the vote on the adoption of said resolution was taken openly, that said meeting was held at a specified time and place convenient to the public, that notice of said meeting was duly given to all of the news media requesting such notice, that an agenda for said meeting was posted at the location where said meeting was held and at the principal office of the Board at least 48 hours in advance of the holding of said meeting, that a true, correct and complete copy of said agenda as so posted is attached hereto as *Exhibit A*, that at least one copy of said agenda was continuously available for public review during the entire 48-hour period preceding said meeting, that said meeting was called and held in strict compliance with the provisions of the Open Meetings Act of the State of Illinois, as amended, and with the provisions of the Public Community College Act of the State of Illinois, as amended, and that the Board has complied with all of the provisions of said Acts and with all of the procedural rules of the Board in the conduct of said meeting and in the adoption of said resolution.



IN WITNESS WHEREOF, I hereunto affix my official signature, this 8th day of December, 2016.

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Secretary, Board of Trustees

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STATE OF ILLINOIS     )  
  ) SS  
COUNTY OF COOK     )

**NO PETITION CERTIFICATE**

I, the undersigned, do hereby certify that I am the duly qualified and acting Secretary of the Board of Trustees (the "*Board*") of Community College District No. 510, County of Cook and State of Illinois (the "*District*"), and as such official I do further certify that pursuant to a resolution entitled:

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RESOLUTION setting forth and describing in detail claims heretofore authorized and allowed for proper community college purposes which are presently outstanding and unpaid, declaring the intention to avail of the provisions of Article 3A of the Public Community College Act of the State of Illinois, as amended, and to issue bonds for the purpose of paying claims against Community College District No. 510, County of Cook and State of Illinois, and directing that notice of such intention be published as provided by law.

(the "*Resolution*") duly adopted by the Board on the 8th day of December, 2016, notice of intention of the District to issue \$10,000,000 Funding Bonds (the "*Notice*") was published on the \_\_\_\_ day of \_\_\_\_\_, 2016, in the *Daily Southtown*, the same being a newspaper of general circulation in the District, and was not posted electronically on the District's World Wide Web pages.

I do further certify that except for the Resolution and the Notice, no resolution has been adopted by the Board declaring the intention to issue funding bonds and no notice of intention to issue funding bonds of the District has been published during the last twelve months.

I do further certify that no petition has ever been filed in my office as Secretary of the Board or has ever been presented to me as such official requesting that the proposition to issue said bonds be submitted to the voters of the District, but that I provided a petition form regarding the same to every individual requesting one.

IN WITNESS WHEREOF, I hereunto affix my official signature, this \_\_\_\_ day of \_\_\_\_\_, 2017.

---

Secretary, Board of Trustees

---

STATE OF ILLINOIS )  
 ) SS  
 COUNTY OF COOK )

**PETITION**

We, the undersigned, do hereby certify that we are voters of Community College District No. 510, County of Cook and State of Illinois, and as such voters, we do hereby request that the following proposition be submitted to the voters of said Community College District: "Shall the Board of Trustees of South Suburban Community College District No. 510, County of Cook and State of Illinois, be authorized to issue \$10,000,000 bonds for the purpose of paying claims against said Community College District as provided for by Article 3A (Sections 3A-6 to 3A-9, inclusive) of the Public Community College Act?"; and we do hereby further request that the Secretary of said Board of Trustees of said Community College District certify said proposition to the County Clerk of The County of Cook, Illinois, for submission to said voters at the next election at which said proposition may lawfully be submitted to said voters:

SIGNATURE	STREET ADDRESS OR RURAL ROUTE NUMBER	CITY, VILLAGE OR TOWN	COUNTY
_____	_____	_____	Cook County, Illinois
_____	_____	_____	Cook County, Illinois
_____	_____	_____	Cook County, Illinois
_____	_____	_____	Cook County, Illinois
_____	_____	_____	Cook County, Illinois
_____	_____	_____	Cook County, Illinois
_____	_____	_____	Cook County, Illinois
_____	_____	_____	Cook County, Illinois
_____	_____	_____	Cook County, Illinois
_____	_____	_____	Cook County, Illinois

The undersigned, being first duly sworn, deposes and certifies that he or she is at least 18 years of age, his or her residence address is \_\_\_\_\_ (Street Address), \_\_\_\_\_ (City, Village or Town), \_\_\_\_\_ County, \_\_\_\_\_ (State), that he or she is a citizen of the United States of America, that the signatures on the foregoing petition were signed in his or her presence and are genuine, that to the best of his or her knowledge and belief the persons so signing were at the time of signing said petition registered voters of said Community College District and that their respective residences are correctly stated therein.

Signed and sworn to before me this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_.

\_\_\_\_\_  
 Illinois Notary Public

My commission expires \_\_\_\_\_

(NOTARY SEAL)



**SOUTH SUBURBAN COLLEGE BOARD AGENDA REQUEST**

ITEM No. FY17-VI.F

For Board Action on **December 8, 2016**

**BOARD COMMITTEE:**

- Policy
- Finance
- Architectural
- Other

**FUNDING:**

- College Operating
- College Capital
- Protection, Health, and Safety

- Grant Funded
- Student Life
- Special Levies

**PROPOSAL SUMMARY**

The Calendar Committee has met to recommend Academic Calendars for the Fall 2018, Spring 2019, and Summer 2019 semesters. Members of the committee included four (4) administrators, three (3) faculty, and one (1) support staff member.

**ESTIMATED COST OR BENEFIT**

No cost.

**JUSTIFICATION OF ACTION**

The committee recommends that the Board adopt the attached proposed Fall 2018, Spring 2019, and Summer 2019 calendars. This action will assist in providing credit courses and associate degree programs for an academically prepared student body. (Strategic Direction # 2 - Student Success and Completion, Goal - SSC 2.1)

**MOTION**

Move that the Board of Trustees adopt the proposed Academic Calendars for the Fall 2018, Spring 2019, and Summer 2019 semesters.

- \* Are funds available in the budget? N/A
- \* Is this related to any previous Board action? No
- \* Specify above if matching funds are required.
- \* Is this part of a large project requiring additional funds? (Explain) No
- \* Attach supplemental information as necessary

**APPROVALS:**

*[Signature]* 11/30/16  
Appropriate Vice President

*[Signature]* 12/2/16  
President

## PROPOSED FALL 2018 – ACADEMIC CALENDAR

Thursday, August 16	Faculty Development (full day)
Friday, August 17	½ day (morning) Faculty Development
Saturday, August 18	Adjunct Development Day
Monday, August 20	First meeting of day and evening classes 1 <sup>st</sup> 8 week and 16 week credit classes
Thursday, August 23	Last day of refund period for 1 <sup>st</sup> 8 and 16 week college credit classes
Friday, August 31	10 <sup>th</sup> Day of the 2018FA Term
Monday, September 3	<b>Labor Day – College Closed NO CLASSES - BOTH CAMPUSES</b>
Monday, September 17	First meeting of day and evening classes 12 week credit classes
Thursday, September 20	Last day of refund period for 12 week college credit classes
Monday, October 1	Last day to withdraw from 1 <sup>st</sup> 8 week classes
Monday, October 8	<b>Columbus Day – College Closed NO CLASSES - BOTH CAMPUSES</b>
Monday, October 15	First meeting of 2 <sup>nd</sup> 8 week credit classes
Thursday, October 18	Last day of refund period for 2 <sup>nd</sup> 8 week credit classes
Friday, November 9	<b>Veterans' Day – College Closed NO CLASSES - BOTH CAMPUSES</b>
Thurs.–Sat, Nov. 22-24	<b>THANKSGIVING RECESS – College Closed NO CLASSES - BOTH CAMPUSES</b>
Monday, November 26	Last day to withdraw for 2 <sup>nd</sup> 8, 12 week and 16 week college credit classes
Sat., December 8	Last meeting of day and evening college credit classes
Mon.-Sat., Dec. 10-15	<b>FINALS WEEK</b>
Monday, December 17	Final Grades due by 11:59 p.m. for credit, noncredit, BCI and Community Education where applicable
December 24 - January 1	College Closed

## PROPOSED SPRING 2019 – ACADEMIC CALENDAR

Wednesday, January 2	College reopens
Thursday, January 10	Full day Faculty Development
Friday, January 11	Faculty Development ½ day morning
Saturday, January 12	Adjunct Development Day
Monday, January 14	First meeting of day and evening 1st 8 and 16 week credit classes
Thursday, January 17	Last day of refund period for 1st 8-week and 16-week credit classes
Monday, January 21	<b>Martin Luther King Holiday – College Closed NO CLASSES - BOTH CAMPUSES</b>
Monday, February 11	First meeting of day and evening 12 week credit classes
Thursday, February 14	Last day of refund period for 12-week credit classes
Monday, February 18	<b>Presidents' Day – College Closed NO CLASSES - BOTH CAMPUSES</b>
Monday, February 25	Last day to withdraw from 1 <sup>st</sup> 8 week classes
Friday, March 1	<b>Pulaski Day Observed – College Closed NO CLASSES - BOTH CAMPUSES</b>
Saturday, March 9	End of 1 <sup>st</sup> 8 week classes
Mon-Sat, March 11-16	<b>Midterm Break <i>College Open</i> NO CREDIT CLASSES - BOTH CAMPUSES</b>
Monday, March 18	First meeting of 2 <sup>nd</sup> 8 week classes
Thursday, March 21	Last day of refund period – 2 <sup>nd</sup> 8-week classes
Thursday, April 18	<b>Spring Break – <i>College Open</i> NO CREDIT CLASSES</b>
Friday, April 19	<b>Spring Day – College Closed NO CLASSES - BOTH CAMPUSES</b>
Saturday, April 20	<b>NO CREDIT CLASSES</b>
Monday, April 29	Last day to withdraw from 2 <sup>nd</sup> 8 week, 12 week and 16 week credit classes
Saturday, May 11	Last meeting of day and evening college credit classes
Mon.-Sat., May 13-18	<b>FINALS WEEK</b>
Sunday, May 19	Graduation

Monday, May 20

Final Grades due by 11:59 p.m. for credit, noncredit, BCI and Community Education where applicable

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## **PROPOSED SUMMER 2019 – ACADEMIC CALENDAR**

Monday, May 27	<b>MEMORIAL DAY – College Closed - NO CLASSES</b>
Monday, June 3	First meeting of day and evening classes
Thursday, June 6	Last day of refund period
Thursday, July 4	<b>Independence Day – College Closed - NO CLASSES</b>
Monday, July 15	Last day to withdraw from day/evening classes
Friday, July 26	Last meeting of day and evening classes
Monday, July 29	Grades due 11:59 p.m.



**SOUTH SUBURBAN COLLEGE BOARD AGENDA REQUEST**

**Agenda Item**   FY17-VI.G  

For Board Information in December, 2016

Board Meeting Date: December 8, 2016

**BOARD COMMITTEE:**

- Policy
- Finance
- Architectural
- Other

**FUNDING:**

- College Operating
- College Capital
- Protection, Health, and Safety
- Grant Funded
- Student Life
- Special Levies

**PROPOSAL SUMMARY**

The proposal is to set the Board Meeting dates for 2017. The Board Meetings will be held the second Thursday of the month at 8:00 p.m. in the Board Room with one exception: the July meeting will be held at the Oak Forest Center.

**ESTIMATED COST OR BENEFIT**

N/A

**JUSTIFICATION OF ACTION**

State statute requires that the meeting dates for the Board of Trustees be set the previous year. (Strategic Plan/Core Values: Community – Providing transparency for our community.)

**MOTION**

Move that the Board of Trustees set the dates of the South Suburban College Board meetings for 2017.

- \* Are funds available in the budget?   N/A
- \* Is this related to any previous Board action?   No
- \* Is this part of a large project requiring Additional funds?   No

**APPROVALS**

  
 Secretary to the Board      11/21/16  
 Date

  
 President      12/2/16  
 Date



**South Suburban College**  
**South Holland, Illinois**

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**TO:** Don Manning

**FROM:** Marty Lareau

**DATE:** November 21, 2016

**SUBJECT:** 2017 Board Meeting Dates

We respectfully request Board approval for the 2017 Board meeting dates. We have cross-referenced with the academic calendar and find no conflicts. The second Thursday of every month of 2017 is as follows:

January 12  
February 9  
March 9  
April 13  
May 11  
June 8  
July 13\*  
August 10  
September 14  
October 12  
November 9  
December 14

\*Meeting to be held at the Oak Forest Center



**SOUTH SUBURBAN COLLEGE BOARD AGENDA REQUEST**

ITEM: **FY17-VI.H**

Board Meeting Date: **December 8, 2016**

**BOARD COMMITTEE**

**FUNDING**

- Policy
- Finance
- Architectural
- Other

- Operating
- College Capital
- Protection, Health and Safety

- Grant Funded
- Student Life
- Special Levies

**PROPOSAL SUMMARY**

Move that the Board of Trustees amend the motion passed at the last Board meeting designating Martin Lareau as Special Assistant to the Secretary of the Board of Trustees to insert the name of Janet M. Rogers as said Secretary.

**ESTIMATED COST OR BENEFIT**

N/A


**JUSTIFICATION OF ACTION**

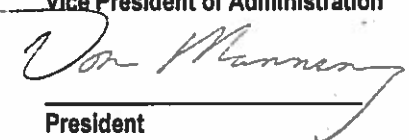
**MOTION**

Move that the Board of Trustees amend the motion passed at the last Board meeting designating Martin Lareau as Special Assistant to the Secretary of the Board of Trustees to insert the name of Janet M. Rogers as said Secretary.

**Approvals:**

- \* Are funds available in the budget? N/A
- \* Is this related to any previous Board action? N/A
- \* Is this part of a large project requiring additional funds? (Explain) N/A

  
 Vice President of Administration      12/2/16  
 Date

  
 President      12/2/16  
 Date



SOUTH SUBURBAN COLLEGE BOARD AGENDA REQUEST

For Board Information in

For Board Action in *December 2016*

BOARD COMMITTEE:

- Policy
- Finance
- Architectural
- Other

FUNDING:

- College Operating
- College Capital
- Protection, Health, and Safety
- Grant Funded
- Student Life
- Special Levies

PROPOSAL SUMMARY

Move that the Board of Trustees appoint **Alexis Underwood** as an Information Receptionist of the Counseling Center effective January 3, 2017 and grant permission to advertise the vacated position of Administrative Assistant I in the Allied Health Department.

ESTIMATED COST OR BENEFIT

This position is Grade V as a regular full-time support staff position for 35 hours per week, 52 weeks per year.

JUSTIFICATION OF ACTION


The request is to fill the vacated position of Information Receptionist. This action supports Strategic Plan/Core Value, SSC 2.21: Provide an attractive, safe, healthy and welcoming learning environment for all students.

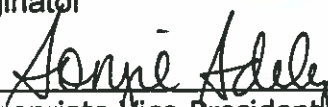
MOTION


Move that the Board of Trustees appoint **Alexis Underwood** as an Information Receptionist of the Counseling Center effective January 3, 2017 and grant permission to advertise the vacated position of Administrative Assistant I in the Allied Health Department.


- \* Are funds available in the budget? YES
- \* Is this related to any previous Board action? YES
- \* Specify above if matching funds are required.
- \* Is this part of a large project requiring additional funds? (Explain) No
- \* Attach supplemental information as necessary

APPROVALS

: 12/2/16  
 Originator

: 12/2/16  
 Appropriate Vice-President

: 12/2/16  
 Director of Human Resources

: 12/2/16  
 President

SOUTH SUBURBAN COLLEGE BOARD AGENDA REQUEST

Agenda Item FY17-VII.B.2

For Board Action in: December 2016

Board Meeting Date: December 8, 2016

BOARD COMMITTEE:

- Policy
- Finance
- Architectural
- Other

FUNDING:

- College Operating
- College Capital
- Protection, Health, and Safety

- Grant Funded
- Student Life
- Special Levies

PROPOSAL SUMMARY

Request permission from the Board to fill the position of Testing and Course Specialist as approved at the November 2016 Board Meeting.

ESTIMATED COST OR BENEFIT

Grant funded salary of \$33,000 per year; 40 hours per week; 52 weeks per year.

JUSTIFICATION OF ACTION

Due to the resignation of Lorrin Paun, which was effective November 11, 2016, filling this position is necessary to continue to provide the customer service and support to our testing center and clients. (Strategic Direction 4, PD 4.1, PD 4.3, PD 4.5, PD 4.6).

MOTION

Move that the Board of Trustees approve the appointment of Brianna Wells as Testing and Course Specialist, Business & Career Institute effective December 12, 2016.

- \* Are funds available in the budget?
- \* Is this related to any previous Board action?
- \* Specify above if matching funds are required.
- \* Is this part of a large project requiring additional funds? (Explain) \_\_\_\_\_
- \* Attach supplemental information as necessary

APPROVALS

*Becky Adnaw*  
Originator 11/30/16

*[Signature]*  
Director of Human Resources 12/1/16

*[Signature]*  
Vice President 11/30/16

*[Signature]*  
President 12/2/16



SOUTH SUBURBAN COLLEGE BOARD AGENDA REQUEST

ITEM: FY17-VII.C.1

Board Meeting Date: December 8, 2016

BOARD COMMITTEE:

- Policy
- Finance
- Architectural
- Other

FUNDING:

- College Operating
- College Capital
- Protection, Health, and Safety
- Grant Funded
- Student Life
- Special Levies

PROPOSAL SUMMARY

Move to reappoint non-tenured faculty for the 2017-2018 academic year.

ESTIMATED COST OR BENEFIT

Based upon continuing placement on the faculty salary schedule.

JUSTIFICATION OF ACTION

The following faculty have been evaluated in accordance with the procedures outlined in the Faculty Association agreement and are recommended for reappointment: **Greg Horn and Ruchi Jairath**. This action will assist in the effort to provide credit courses and associate degree programs for an academically prepared student body. (Strategic Direction # 2 - Student Success and Completion, Goal - SSC 2.1)

MOTION

Move that the Board of Trustees reappoint the following faculty members as instructors for the 2017-2018 academic year: **Greg Horn and Ruchi Jairath**.

- \* Are funds available in the budget? No
- \* Is this related to any previous Board action? No
- \* Is this part of a large project requiring additional funds? (Explain) No

Approvals:

[Signature] 12/1/16  
 Director of Human Resources Date

[Signature] 11/29/16  
 Appropriate Vice President Date

[Signature] 12/2/16  
 President Date



**SOUTH SUBURBAN COLLEGE BOARD AGENDA REQUEST**

ITEM: FY17-VII-C.3

Board Meeting Date: December 8, 2016

**BOARD COMMITTEE:**

- Policy
- Finance
- Architectural
- Other

**FUNDING:**

- College Operating
- College Capital
- Protection, Health, and Safety
- Grant Funded
- Student Life
- Special Levies

**PROPOSAL SUMMARY**

To grant tenure to the faculty being recommended for tenure appointments at the completion of the spring 2017 semester.

**ESTIMATED COST OR BENEFIT**

Based upon continuing placement on the faculty salary schedule.

**JUSTIFICATION OF ACTION**

Each year, the Board of Trustees considers recommendations for faculty eligible for tenure. The following faculty member has been evaluated in accordance with the procedures outlined in the Faculty Association agreement and is recommended for tenure: **Adrienne Reaves**. This action supports **Strategic Direction 2, SSC 2.1** and will assist in the effort to provide credit courses and associate degree programs for an academically prepared student body.

**MOTION**

Move that the Board of Trustees grant tenure to the following faculty member at the completion of the spring 2017 semester: **Adrienne Reaves**.

**Approvals:**

- \* Are funds available in the budget? No
- \* Is this related to any previous Board action? No
- \* Is this part of a large project requiring additional funds? (Explain) No

  
 Director of Human Resources

  
 Appropriate Vice President

  
 President

12/1/16  
Date

11/30/16  
Date

12/2/16  
Date





# SOUTH SUBURBAN COLLEGE BOARD AGENDA REQUEST

ITEM: FY17-VII.D.1

Board Meeting Date: December 8, 2016

## BOARD COMMITTEE

- Policy
- Finance
- Architectural
- Other

## FUNDING

- Operating
- College Capital
- Protection, Health and Safety
- Grant Funded
- Student Life
- Special Levies

## PROPOSAL SUMMARY

Move that the Board of Trustees accept the Memorandum of Understanding between South Suburban College Faculty Association (a chapter of Local 1600 AFT) and Community College District #510 for the spring 2017 semester.

## ESTIMATED COST OR BENEFIT

Full-time faculty who elect to be part of this program will be paid according to the contractual agreement for overload pay.

## JUSTIFICATION OF ACTION

In this Memorandum of Understanding, the parties agree that full-time faculty in specific departments shall be allowed to teach an additional extra overload class for overload pay during the spring 2017 semester, in accordance with the rotation plans of their respective departments. Guidelines for this additional extra overload work are outlined in the attached Memorandum of Understanding. This action will assist SSC in providing credit courses and associate degree programs for an academically prepared student body. **(Strategic Direction # 2 - Student Success and Completion, Goal - SSC 2.1)**

## MOTION

Move that the Board of Trustees accept the Memorandum of Understanding between South Suburban College Faculty Association (a chapter of Local 1600 AFT) and Community College District #510 for the spring 2017 semester.

### Approvals:

- \* Are funds available in the budget? Yes
- \* Is this related to any previous Board action? No
- \* Is this part of a large project requiring additional funds? (Explain) No

 Originator	<u>11/29/16</u> Date
 Director of Human Resources	<u>12/1/16</u> Date
 Appropriate Vice President	<u>11/29/16</u> Date
 President	<u>12/2/16</u> Date