

Rock Valley College
Community College District No. 511
3301 N Mulford Road, Rockford, IL 61114
COMMITTEE OF THE WHOLE MEETING
Educational Resource Center, Performing Arts Room, Room 0214
5:15 p.m. Tuesday, August 13, 2024

Livestreaming Link: https://www.youtube.com/channel/UCswa3Fs614pWAR_4iDZPTNZA

AGENDA

- A. Call to Order**
- B. Roll Call**
- C. Board Member Attendance by Means Other than Physical Presence**
- D. Communications and Petitions (Public Comment)**
- E. Recognition of Visitors**
- F. Review of Minutes:** Committee of the Whole July 9, 2024
- G. General Presentation**
 - 1. PMA Presentation: Financing Plan for Capital Projects
- H. Teaching, Learning & Communications Discussion: Board Liaison Trustee Simpson**
 - 1. Enrollment Update
 - 2. Higher Learning Commission (HLC) Quarterly Update
 - 3. Dual and Articulated Credit Memorandum of Understanding (MOU)
 - a. Meridian C.U.S.D. #223
 - b. North Boone C.U.S.D. #200
 - c. Winnebago C.U.S.D. #323
 - 4. Running Start Intergovernmental Agreements (IGA)
 - a. North Boone C.U.S.D. #200
 - b. Winnebago C.U.S.D. #323
 - 5. Senior Semester Intergovernmental Agreement (IGA)
 - a. North Boone C.U.S.D #200
- I. Finance Discussion: Board Liaison Trustee Gorski**
 - 1. Purchase Reports (A and B)
 - 2. Cash and Investment Report
 - 3. Resolution calling a public hearing concerning the intent of the Board of Trustees to sell not to exceed \$14,700,000 Working Cash Fund Bonds for the purpose of increasing the working cash fund of the District
 - 4. *Informational Only*
 - a. Purchase Orders Quarterly Report \$10,000 - \$25,000 (April 2024 – June 2024)
- J. Operations Discussion: Board Liaison Trustee Kennedy**
 - 1. Personnel Report
 - 2. College Bookstore Contract
 - 3. Classroom Building II Update
 - 4. Rock Valley College Events Calendar
 - 5. *Informational Only*
 - a. Employee Personnel Quarterly Update (April 2024 – June 2024)
- K. Other Business: Unfinished Business/New Business**
- L. Adjourn to Closed Session** to discuss 1) The purchase or lease of real property for the use of the public body per Section 2 (c) (5) in accordance with the Illinois Open Meetings Act.
- M. Reconvene Open Session**

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Community College District No. 511
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COMMITTEE OF THE WHOLE MEETING
Educational Resource Center, Performing Arts Room, Room 0214
5:15 p.m. Tuesday, August 13, 2024

- N. Next Regular Board of Trustees Meeting:** August 27, 2024, at 5:15 p.m.; The meeting will be held in the Performing Arts Room (PAR, Room 0214) in the Educational Resource Center (ERC) on the main campus.
- O. Next Committee of the Whole Meeting:** September 10, 2024, at 5:15 p.m.; The meeting will be held in the Performing Arts Room (PAR, Room 0214) in the Educational Resource Center (ERC) on the main campus.
- P. Adjourn**

Robert Trojan, Board Chair

Rock Valley College
Community College District No. 511
3301 N. Mulford Road, Rockford, IL 61114
BOARD OF TRUSTEES COMMITTEE OF THE WHOLE MEETING
5:15 p.m. Tuesday, July 9, 2024
MINUTES

Call to Order

The Rock Valley College (RVC) Board of Trustees Committee of the Whole meeting convened on Tuesday, July 9, 2024, in the Performing Arts Room (PAR, Room 0214) in the Educational Resource Center (ERC) on the main campus. Chairperson Robert Trojan called the meeting to order at 5:15 p.m.

Roll Call

The following members of the Board of Trustees were present at roll call:

Ms. Gloria Cardenas Cudia	Mr. Paul Gorski
Mr. Richard Kennedy	Mr. Robert Trojan
Ms. Kristen Simpson	Mr. Nico Mikos, RVC Student Trustee
Mr. John Nelson joined the meeting at 5:18 p.m.	

The following Trustee was absent at roll call: Ms. Crystal Soltow.

Also present: Dr. Howard J. Spearman, President; Mr. Keith Barnes, Vice President of Equity and Inclusion; Dr. Patrick Peyer, Vice President of Student Affairs; Ms. Heather Snider, Vice President of Institutional Effectiveness and Communications; Ms. Terrica Huntley, Vice President of Human Resources; Dr. Hansen Stewart, Vice President of Career and Technical Education and Workforce Development; Mr. Rick Jenks, Vice President of Operations; Dr. Amanda Smith, Vice President of Academic Affairs; Ms. Ellen Olson, Vice President of Finance; Ms. Ann Kerwitz, Assistant to the President; Ms. Betsabe Saucedo, Assistant to the President; Ms. Araceli Olvera, Interim Executive Assistant; Ms. Tracy Luethje, Executive Assistant to the Vice President of Operations; Attorney Christopher Gorman, Robbins Schwartz.

Board Member Attendance by Means Other Than Physical Presence

There were no Board Members attending by means other than physical presence.

Communications and Petitions

There were no communications and petitions to be recognized.

Recognition of Visitors

There were no visitors to be recognized.

Review of Minutes

There were no comments on the minutes from the June 11, 2024, Board of Trustees Committee of the Whole meeting.

General Presentations

1. Downtown West Campus Update

Mr. Dominick Demonica of Demonica Kemper Architects (DKA) presented the Downtown West Campus Update, providing designs and an updated timeline. Mr. Demonica stated that they are starting the site permit processes and design development and are still on track for the 2026 opening of the Downtown West Campus. Mr. Demonica explained the site development, entrances, and parking lot designs and discussed the career and technical

education (CTE) building and a community building. Mr. Demonica introduced Mr. Greg Spitzer of DKA. Mr. Spitzer discussed the exterior designs and aesthetics of the Downtown West Campus. Discussion ensued.

Mr. Greg Kladar, Vice President for Pre-Construction of Ringland-Johnson, discussed the budget. Mr. Kladar stated that the preliminary cost is currently at \$52,785,209, which is \$619,239 above budget, and that the team is still working on getting the budget down to the goal of \$52,165,970. Discussion ensued.

Teaching, Learning & Communications Discussion: Board Liaison Trustee Simpson

1. Enrollment Update

Ms. Heather Snider, vice president of institutional effectiveness and communications, presented the Enrollment Update. Ms. Snider stated the College is at 92% to goal for Summer II and 73% to goal for Fall. For Summer II and Fall combined, the College is 76% to goal and 74% to the stretch goal.

2. Early College Items

As an introduction to the Early College items on the agenda, Dr. Hansen Stewart, vice president of career and technical education and workforce development, provided an overview of the Dual and Articulated Credit and Running Start programs and agreements with the area high school districts.

To provide consistency across school districts and align with the Dual Credit Quality Act, RVC developed the Dual and Articulated Credit Memorandum of Understanding (MOU) to utilize districts offering dual credit for high school courses. These dual credit courses are taught by qualified high school instructors and are designed to allow eligible students to receive college credit in high school.

Running Start is a formal program that allows qualified students to attend RVC for their junior and senior high school years. Students may enroll in a two-year degree completion program in which students take courses that meet the requirements for both a high school diploma and an RVC associate degree simultaneously or a one-year program that meets the requirements for both a high school diploma and one year of RVC credit courses simultaneously.

The Senior Semester Intergovernmental Agreement (IGA) allows qualified district students to attend RVC for their final high school semester of senior year. Students take dual credit courses that meet the requirements for both a high school diploma and one semester of RVC credit courses simultaneously. Discussion ensued.

Dual and Articulated Credit Memorandum of Understanding (MOU)

Belvidere C.U.S.D. #100
Boylan Catholic High School
Byron C.U.S.D. #226
Harlem Unit School District #122
Hononegah C.S.D. #207
Keith Country Day School (new)
Oregon C.U.S.D. #220

Running Start Intergovernmental Agreement (IGA)

Belvidere C.U.S.D. #100
Byron C.U.S.D. #226
Durand C.U.S.D. #322
Harlem Unit School District #122

Senior Semester Intergovernmental Agreement (IGA)

Byron C.U.S.D. #226

3. American Association of Community Colleges (AACC) Presentation – Burning Out or Building Up / *Informational Only*

The AACC Presentation – Burning Out or Building Up was included in the July 9, 2024, Committee of the Whole packet. On the Committee of the Whole Agenda, “Informational Only” is used after some presentations. The presentations marked with “Informational Only” will be included in the packets, but there will be no presentations at the Board of Trustees Committee of the Whole meeting. Trustees are to

review those presentations before the meeting, and if they have any questions, they can ask them at the Committee of the Whole.

The Burning Out or Building Up presentation was presented at the April 2024 AACC Conference in Louisville, KY. Howard J. Spearman, Ph.D., president, Dr. Amanda Smith, vice president of academic affairs, and Dr. Hansen Stewart, vice president of CTE and Workforce Development, represented RVC.

4. AACC Presentation – Building Opportunities for Economic Mobility Through the Workforce Equity Initiative / *Informational Only*

The Building Opportunities for Economic Mobility Through the Workforce Equity Initiative presentation was included in the July 9, 2024, Committee of the Whole packet as “Informational Only.” It was presented at the AACC Conference in Louisville, KY, in April 2024. Dr. Smith, Dr. Stewart, Mr. Joseph Agbeko, dean of College Readiness and Learner Supports, and Mr. Peter Held, dean of Workforce Development, represented RVC.

Finance Discussion: Board Liaison Trustee Gorski

1. Purchase Reports

Ms. Ellen Olson, vice president of finance, presented the purchase reports.

Purchase Report A – FY2024 Amendment:

A. Advertising – (College and Program Advertising – (Communications and Marketing)

- | | | | |
|--------------|-------------|----|-------------|
| 1. Hulu, LLC | Burbank, CA | \$ | 996.00 (1)* |
|--------------|-------------|----|-------------|
- Discussion ensued on item A.

Purchase Report B – FY2025 Purchases:

A. Training Services – (Contract Instructors – IDOT Careers Training)

- | | | | |
|-------------------------------------|----------------|----|----------------|
| 1. ABS Training and Consulting, LLC | West Allis, WI | \$ | 25,000.00 (1)* |
| Not to Exceed | | | |

B. Robots and Training Carts – (Instructional Equipment – Welding)

- | | | | |
|------------------------------|---------------|----|-----------------|
| 2. Aidex Educational Systems | Rossville, IN | \$ | 117,450.00 (2)* |
|------------------------------|---------------|----|-----------------|

C. Contractual Services – (Other Contractual Services – Purchasing Card)

- | | | | |
|----------------------------|-------------------|----|-----------------|
| 3. Heartland Financial USA | Overland Park, KS | \$ | 910,000.00 (3)* |
| Not to Exceed | | | |

D. Abatement Services – (Capital – Downtown West Site Improvements)

- | | | | |
|---------------------------------|-------------------|----|-----------------|
| 4. Hogan Environmental Cleaning | East Troy, WI | \$ | 457,380.00 (4)* |
| NES, Inc. | Frankfort, IL | \$ | 466,334.00 |
| Husar Abatement LTD | Franklin Park, IL | \$ | 503,800.00 |
| Colfax Corporation | Chicago, IL | \$ | 647,900.00 |

E. Cyber Security Assessment – (Other Contractual Services – General Institution Exp.)

- | | | | |
|---------------------------------|-------------------|----|----------------|
| 5. Illumination Consulting, LTD | Cherry Valley, IL | \$ | 29,340.00 (5)* |
| Sikich, LLC | Rockford, IL | \$ | 64,000.00 |
| Sentinel Technologies | Downers Grove, IL | \$ | 143,455.00 |
| CDW-G | Chicago, IL | \$ | 188,475.00 |

F. Robots and Training Carts – (Instructional Equipment – Mechatronics)

- | | | | |
|-----------------------------|---------------|----|-----------------|
| 6. Lincoln Electric Company | Cleveland, OH | \$ | 345,800.00 (6)* |
|-----------------------------|---------------|----|-----------------|

G. Professional Services – (Capital – Downtown West Site Improvements)

7. MidWest Environmental Consulting	Yorkville, IL	\$ 48,100.00 (7)*
		Not to Exceed

H. Professional Services – (Remodeling: Professional Services – Security System Upgrades)

8. Schneider Electric	Homewood, IL	\$ 34,336.00 (8)*
Discussion ensued on items B, C, D, E, F, G, and H.		

2. Cash and Investment Report

Ms. Olson presented the Cash and Investment Report through June 30, 2024. Total operating cash is \$47,712,784. Total operating cash and investments are \$95,190,321. Total capital funds are \$18,733,561. Since May 31, 2024, the change in capital funds is \$5,725,242. The change in operating cash and investments since May 31, 2024, is \$7,826,977. Ms. Olson stated that the total operating cash and investment funds were 88.69% of the FY2024 operating budget.

3. Reimbursement Resolution Classroom Building II (CLII) and Health Sciences Center (HSC) Project

Ms. Olson presented the Reimbursement Resolution for CLII and the HSC project. Ms. Olson stated that it is expected that RVC will be issuing debt obligations to pay for this capital project. Ms. Olson explained that the resolution would permit RVC to reimburse itself for a portion of the capital expenditures associated with the project. The items can include design costs, architecture and engineering services, construction, furniture, fixtures, equipment, and any potential EPA mitigation costs. The reimbursement for the capital expenditures associated with the altering, remodeling, and equipping CLII and the HSC are not to exceed \$14,700,000.

4. Reimbursement Resolution New District Facility Downtown Rockford, Illinois

Ms. Olson presented the Reimbursement Resolution for the New District Facility in Downtown Rockford, Illinois. RVC is expecting to issue debt obligations to pay for the capital project. The resolution will permit RVC to reimburse itself for a portion of the capital expenditures associated with the project. The items can include design costs, architecture and engineering services, construction, furniture, fixtures, equipment, and any potential EPA mitigation costs. The reimbursement for the capital expenditures associated with the construction and equipping of the future downtown location is not to exceed \$9,000,000.

Operations Discussion: Board Liaison Trustee Kennedy

1. Personnel Report

Mr. Rick Jenks, vice president of operations, presented the Personnel Report. Mr. Jenks stated that there are three appointments, four placeholders, and two departures. Mr. Jenks provided an update that employment offers for two of the placeholder positions have been made and accepted and to expect a redline version of the Personnel Report at the Regular Board meeting. Discussion ensued.

2. Classroom Building II (CLII) Update

Mr. Jenks gave a quick overview of the CLII progress with the Capital Development Board (CDB). He stated that he and Ms. Olson are working on the financing and that CDB is still on track for the architect selection on the CLII project on August 26, 2024.

3. Change Order Update

Mr. Jenks explained that the pathway project on campus needed an additional 239 cubic yards of the core out and stone base installation. Mr. Jenks stated that the change order would be for the additional 239 cubic yards

above the contingency. The change order is for \$15,535.00 and was approved on July 3, 2024, bringing the contingency running total to \$46,716.95.

4. Rock Valley College Events Calendar

Mr. Jenks presented the RVC on-campus events calendar for July, August, and September 2024 and highlighted several events. Discussion ensued.

New Business/Unfinished Business

Unfinished Business: There was no unfinished business.

New Business: Dr. Spearman introduced Ms. Araceli Olvera, who will transition to Ms. Betsy Saucedo's position as Ms. Saucedo transitions to Human Resources as of August 1, 2024. Dr. Spearman stated that Ms. Ann Kerwitz, assistant to the president, will be out of the office for approximately two weeks, and if anyone needs anything, to contact him or Betsy.

Trustee Trojan announced that the notice for the Board of Trustees election has been moved up a month and that the first day to circulate nominating petitions will be August 20, 2024. The election will be held on Tuesday, April 1, 2025, and three board members will be elected for six years each. Statements of candidacy and nominating petitions need to be filed in the Financial Services office at Rock Valley College's main campus beginning on November 12, 2024, and ending on November 18, 2024.

Next Regular Board of Trustees Meeting

The next Regular Board of Trustees Meeting will be held on July 23, 2024, at 5:15 p.m. The meeting will be held in the Performing Arts Room (PAR, Room 0214) in the Educational Resource Center (ERC) on the main campus.

Next Committee of the Whole Meeting

The next Committee of the Whole Meeting will be held on August 13, 2024, at 5:15 p.m. The meeting will be held in the Performing Arts Room (PAR, Room 0214) in the Educational Resource Center (ERC) on the main campus.

Adjourn

At 6:54 p.m., Trustee Nelson made a motion, seconded by Trustee Cardenas Cudia, to adjourn the meeting. The motion was approved by a unanimous roll call vote.

Submitted by: Tracy L. Luethje

Richard Kennedy, Secretary

Robert Trojan, Chairperson



PMATM
SECURITIES

Financing Plan for Capital Projects

**Rock
Valley
College**

Tammie Beckwith Schallmo

Senior Vice President, Managing Director

Jennifer Currier

Vice President, Senior Quantitative Analyst

PMA Securities, LLC

August 13, 2024



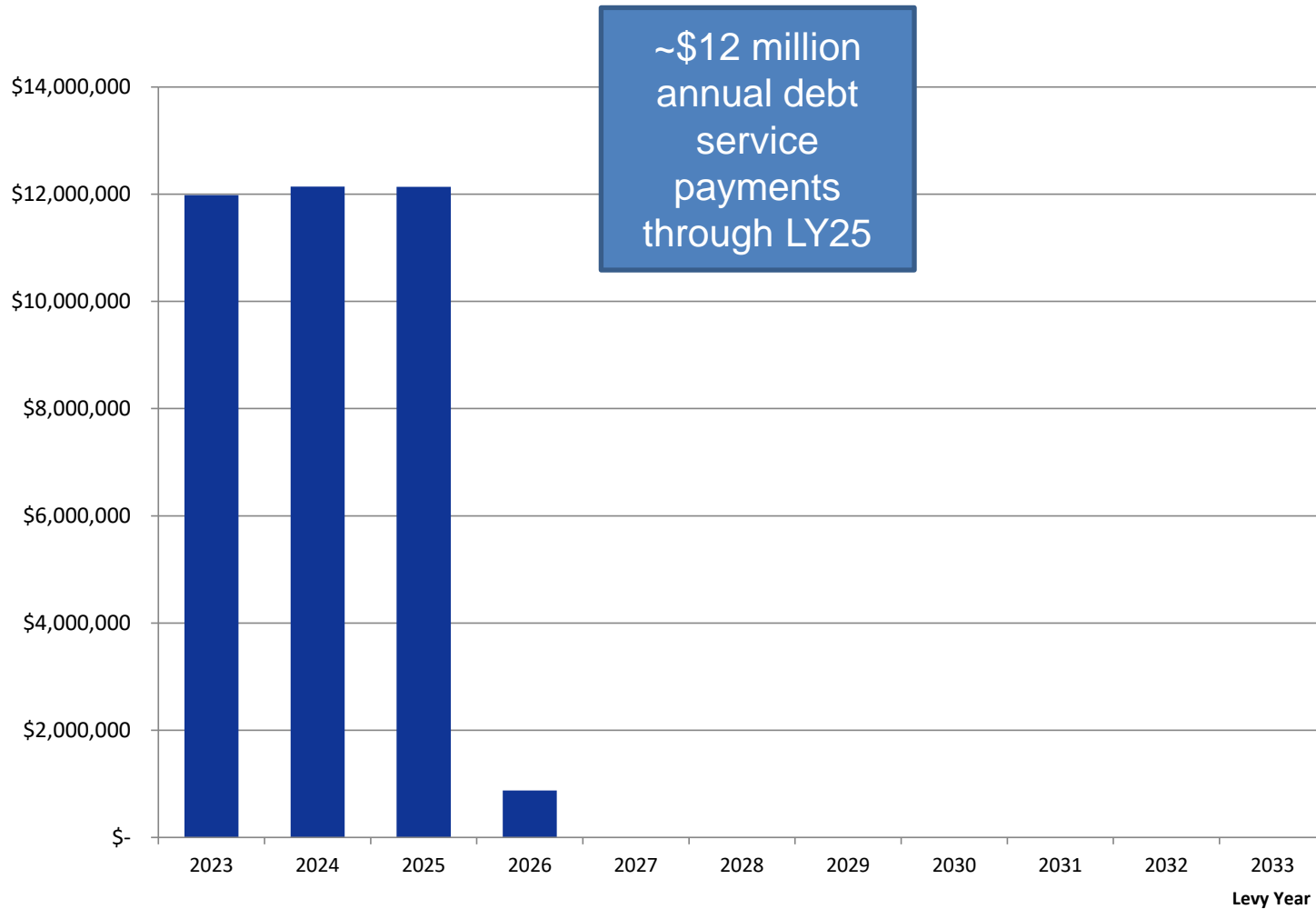
Existing Debt Service

General Obligation Debt Service

\$23,675,000										
\$17,805,000 Taxable GO \$12,955,000										
GO Comm GO Comm										
Community College College										
College Refunding Refunding										
Levy	Fiscal	Prior Bonds	Bonds,	Bonds,	Bonds,	Capitalized	Total General		Growth	B&I Tax
Year	Year	Debt Service	Series 2015C	Series 2022A	Series 2022B	Interest	Bonds Debt	EAV	Rate	Rate
							Service			
2020	2022	\$ 11,538,573	\$ 605,370	\$ —	\$ —	\$ —	\$ 12,143,943	\$ 6,373,157,081	4.69%	0.1905
2021	2023	11,537,425	605,370	—	—	—	12,142,795	6,683,597,509	4.87%	0.1817
2022	2024	4,878,053	141,950	6,473,900	647,750	(646,620)	11,495,033	7,160,941,744	7.14%	0.1605
2023	2025	-	141,950	11,350,500	647,750	(158,339)	11,981,861	7,855,825,940	9.70%	0.1525
2024	2026	-	141,950	6,715,600	5,282,750	-	12,140,300	8,012,942,459	2.00%	0.1515
2025	2027	-	3,400,595	-	8,736,000	-	12,136,595	8,173,201,308	2.00%	0.1485
2026	2028	-	874,620	-	-	-	874,620	8,336,665,334	2.00%	0.0105
2027	2029	-	-	-	-	-	-	8,503,398,641	2.00%	0.0000
2028	2030	-	-	-	-	-	-	8,673,466,614	2.00%	0.0000
2029	2031	-	-	-	-	-	-	8,846,935,946	2.00%	0.0000
2030	2032	-	-	-	-	-	-	9,023,874,665	2.00%	0.0000
2031	2033	-	-	-	-	-	-	9,204,352,158	2.00%	0.0000
2032	2034	-	-	-	-	-	-	9,388,439,201	2.00%	0.0000
2033	2035	-	-	-	-	-	-	9,576,207,985	2.00%	0.0000
2034	2036	-	-	-	-	-	-	9,767,732,145	2.00%	0.0000
2035	2037	-	-	-	-	-	-	9,963,086,788	2.00%	0.0000
2036	2038	-	-	-	-	-	-	10,162,348,524	2.00%	0.0000
2037	2039	-	-	-	-	-	-	10,365,595,494	2.00%	0.0000
2038	2040	-	-	-	-	-	-	10,572,907,404	2.00%	0.0000
2039	2041	-	-	-	-	-	-	10,784,365,552	2.00%	0.0000
2040	2042	-	-	-	-	-	-	11,000,052,863	2.00%	0.0000
2041	2043	-	-	-	-	-	-	11,220,053,920	2.00%	0.0000
2042	2044	-	-	-	-	-	-	11,444,454,999	2.00%	0.0000
2043	2045	-	-	-	-	-	-	11,673,344,099	2.00%	0.0000
Total DS From										
Current FY:		\$ -	\$ 4,559,115	\$ 18,066,100	\$ 14,666,500	\$ (158,339)	\$ 37,133,376			



Annual Debt Service Levies



Note: Estimated savings are net of all costs of issuance. Based on current market rates as of March 3, 2020.



Financing Considerations

- ▶ Arbitrage rebate/construction draw schedule
- ▶ Bond market conditions and interest rate risk
- ▶ Number and timing of bond issues



Upcoming Capital Projects & Sources of Funds

- ▶ Classroom II Building & Health Sciences Center
 - ▶ To be funded with \$14.7 million Series 2024 Working Cash Bonds

- ▶ Downtown Rockford Facility (current project cost of \$50,785,208)
 - ▶ To be funded with Debt Certificates-to-Funding Bonds



What does Arbitrage Mean? What about Rebate?

- ▶ What is ***arbitrage***?
 - ▶ Difference between (i) what would have been earned if tax-exempt bond proceeds were invested at bond yield and (ii) the earnings on the investment of such tax-exempt bond proceeds in higher yielding securities
- ▶ What is ***rebate***?
 - ▶ An issuer must pay (rebate) arbitrage profits to the federal government
- ▶ Are there exceptions to the rebate?
 - ▶ Small Issuer Exception
 - ▶ Spend-Down Exceptions



Arbitrage Rebate Exceptions

- ▶ The US Tax Code generally prohibits positive arbitrage on the investment of bond proceeds (i.e. investment earnings in excess of the bond yield)
- ▶ Small issuer exception for community colleges
 - ▶ Issue less than \$15 million of tax-exempt bonds in a calendar year



Spend Down Requirements

- ▶ When issuing **tax exempt bonds**, the College should consider the following IRS requirements:
 - ▶ The College must reasonably expect to spend or contractually obligate 5% of a bond issue within six months of issuance
 - ▶ The College must reasonably expect to spend 85% of the bond proceeds in three years
 - ▶ The College must diligently spend the bond proceeds
- ▶ During the aforementioned 3-Year “Temporary Period”, bond proceeds may be invested at materially higher yields than the bond yield



After the Temporary Period

- ▶ After three years from the closing date on the bonds (upon expiration of the Temporary Period), tax-exempt bond proceeds:
 - ▶ Must be yield restricted
 - ▶ May not be invested in investments guaranteed by the federal government (such as FDIC-insured CDs)
 - ▶ Exception: may invest in US Treasury Securities



Spend Down Exceptions

- ▶ **“Reward”** for spending bond proceeds quickly
- ▶ Allowed to keep positive arbitrage
- ▶ Must meet each spending benchmark, no catch up allowed

6-Month	18-Month	2-Year (ACP)
All gross proceeds	All new money	Construction issues
✓ 6 months 100%*	✓ 6 months 15%	✓ 6 months 10%
	✓ 12 months 60%	✓ 12 months 45%
	✓ 18 months 100%**	✓ 18 months 75%
		✓ 24 months 100%**

▶ * Exceptions for 5% of the proceeds of the issue if spent within one year
▶ ** De minimis (lesser of 3% or \$250K) and reasonable retainage (5% spent in 12 months) exceptions may apply for last benchmark



Downtown Project Draw Schedule

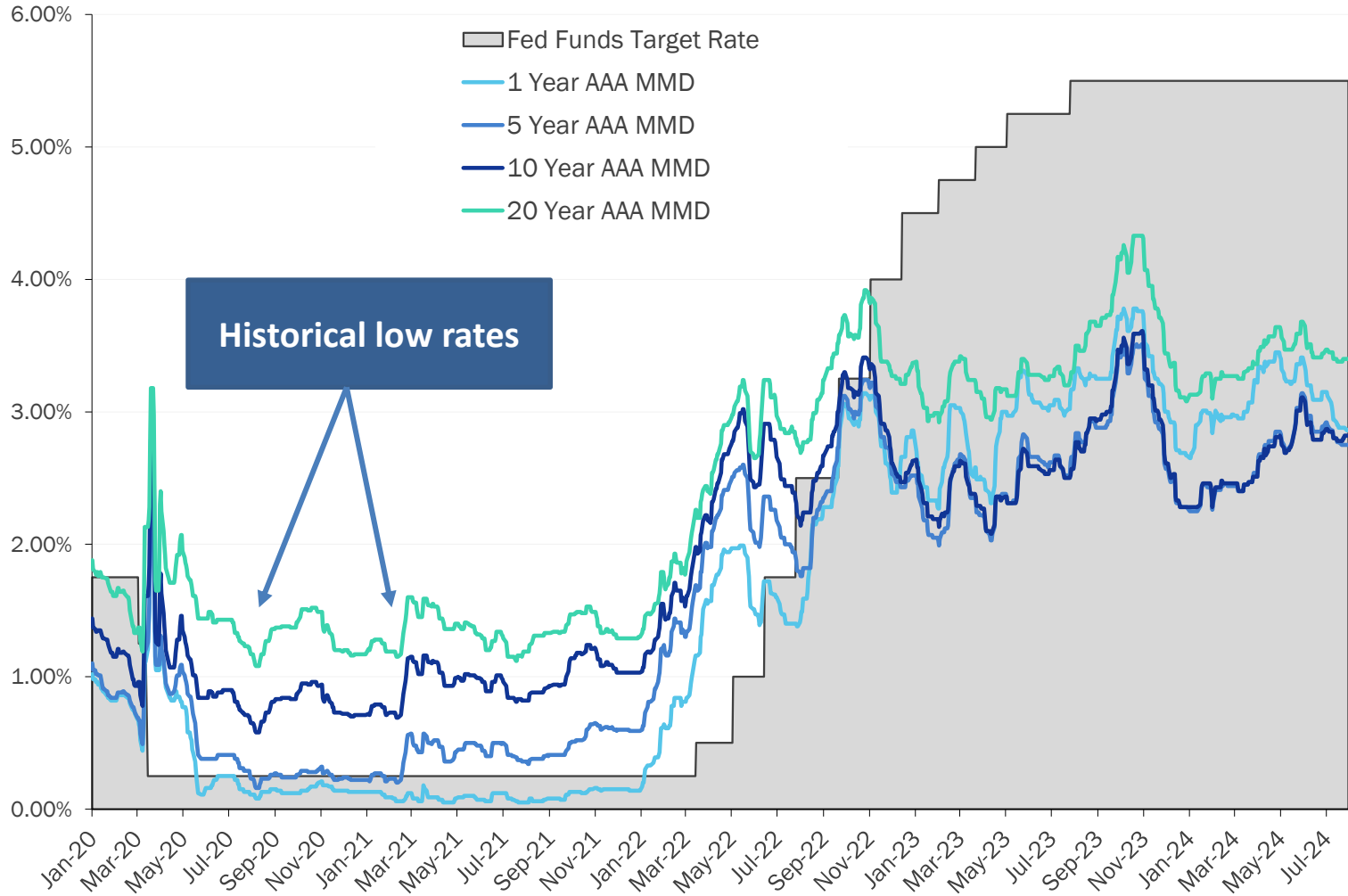
- ▶ The current estimated monthly draw schedule for the Downtown facility indicates that the project will be completed by October 2026
- ▶ It also indicates that the College will meet every spending benchmark for the 24-month arbitrage rebate exception (assuming the College issues Debt Certificates in April 2025)

<u>Exception Test Date</u>	<u>Required Spending Target</u>	<u>District Estimate*</u>
October 2025	10%	32%
April 2026	45%	75%
October 2026	75%	100%

*Does not include estimated interest earnings



Historical Tax-Exempt Interest Rates since January 1, 2020



*The Municipal Market Data "MMD" is a AAA municipal bond market index produced by TM3. As of July 31, 2024.



Financing Scenarios

- ▶ **\$14.7 Million Working Cash Bond proceeds generated in November 2024** (Classroom Building II and Health Sciences Building Project)

AND

- ▶ **Scenario 1:** \$50.785 million Debt Certificate proceeds generated in April 2025
 - ▶ Subsequent Funding Bonds issued in August 2025

OR

- ▶ **Scenario 2**
 - ▶ \$36.4 million Debt Certificate proceeds generated in April 2025 (Downtown Facility)
 - ▶ Subsequent Funding Bonds issued in August 2025
 - ▶ \$14.385 million Debt Certificate proceeds generated in March 2026
 - ▶ Subsequent Funding Bonds issued in July 2026



Scenario 1

General Obligation Debt Service

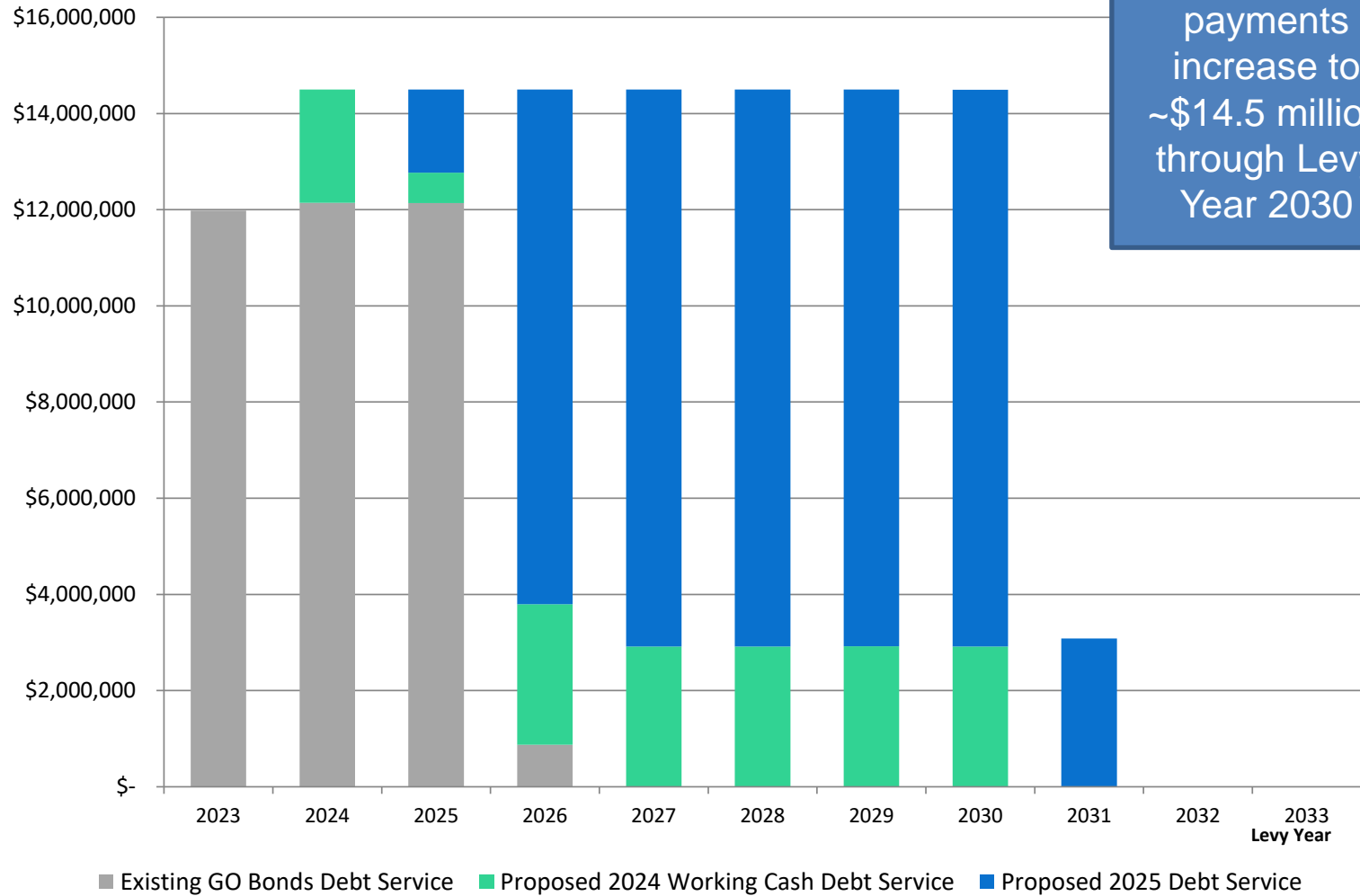
						\$23,675,000							
		\$17,805,000	Taxable GO	\$12,955,000									
		GO	Comm	GO Comm		PROPOSED							
		Community	College	College		GO Bonds,						Total General	
		College	Refunding	Refunding		Series 2024	PROPOSED					Obligation	
Ley	Fiscal	Prior Bonds	Bonds,	Bonds,	Bonds,	(Working Cash)	GO Bonds,	Capitalized	Bonds Debt	EAV	Growth	B&I Tax	
Year	Year	Debt Service	Series 2015C	Series 2022A	Series 2022B	(1)	Series 2025 (1)	Interest	Service		Rate	Rate	
2020	2022	\$ 11,538,573	\$ 605,370	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 12,143,943	\$ 6,373,157,081	4.69%	0.1905	
2021	2023	11,537,425	605,370	-	-	-	-	-	12,142,795	6,683,597,509	4.87%	0.1817	
2022	2024	4,878,053	141,950	6,473,900	647,750	-	-	(646,620)	11,495,033	7,160,941,744	7.14%	0.1605	
2023	2025	-	141,950	11,350,500	647,750	-	-	(158,339)	11,981,861	7,855,825,940	9.70%	0.1525	
2024	2026	-	141,950	6,715,600	5,282,750	2,358,798	-	-	14,499,098	8,012,942,459	2.00%	0.1809	
2025	2027	-	3,400,595	-	8,736,000	632,000	3,553,633	(1,822,527)	14,499,702	8,173,201,308	2.00%	0.1774	
2026	2028	-	874,620	-	-	2,922,000	10,699,250	-	14,495,870	8,336,665,334	2.00%	0.1739	
2027	2029	-	-	-	-	2,917,500	11,578,250	-	14,495,750	8,503,398,641	2.00%	0.1705	
2028	2030	-	-	-	-	2,917,500	11,578,000	-	14,495,500	8,673,466,614	2.00%	0.1671	
2029	2031	-	-	-	-	2,921,500	11,574,250	-	14,495,750	8,846,935,946	2.00%	0.1639	
2030	2032	-	-	-	-	2,919,000	11,576,000	-	14,495,000	9,023,874,665	2.00%	0.1606	
2031	2033	-	-	-	-	-	3,081,750	-	3,081,750	9,204,352,158	2.00%	0.0335	
2032	2034	-	-	-	-	-	-	-	-	9,388,439,201	2.00%	0.0000	
2033	2035	-	-	-	-	-	-	-	-	9,576,207,985	2.00%	0.0000	
2034	2036	-	-	-	-	-	-	-	-	9,767,732,145	2.00%	0.0000	
2035	2037	-	-	-	-	-	-	-	-	9,963,086,788	2.00%	0.0000	
2036	2038	-	-	-	-	-	-	-	-	10,162,348,524	2.00%	0.0000	
2037	2039	-	-	-	-	-	-	-	-	10,365,595,494	2.00%	0.0000	
2038	2040	-	-	-	-	-	-	-	-	10,572,907,404	2.00%	0.0000	
2039	2041	-	-	-	-	-	-	-	-	10,784,365,552	2.00%	0.0000	
2040	2042	-	-	-	-	-	-	-	-	11,000,052,863	2.00%	0.0000	
2041	2043	-	-	-	-	-	-	-	-	11,220,053,920	2.00%	0.0000	
2042	2044	-	-	-	-	-	-	-	-	11,444,454,999	2.00%	0.0000	
2043	2045	-	-	-	-	-	-	-	-	11,673,344,099	2.00%	0.0000	
Total DS From													
Current FY:		\$ -	\$ 4,559,115	\$ 18,066,100	\$ 14,666,500	\$ 17,588,298	\$ 63,641,133	\$ (1,980,866)	\$ 116,540,281				
						Net Proceeds:	\$ 14,700,000	\$ 50,785,208					

(1) Rates based upon market conditions as of July 24, 2024 and recent bond sales which PMA believes to be accurate and reliable plus 0.50%. Estimated 2024 TIC = 4.09%.

NOTE: Scenarios where a greater portion of the overall debt is issued in advance of the expenditures of the proceeds will likely result in higher fees earned by the investment manager of the debt proceeds.



Scenario 1





Scenario 2

General Obligation Debt Service

Ley Year	Fiscal Year	Prior Bonds Debt Service	\$23,675,000				PROPOSED GO Bonds, Series 2024 (Working Cash) (1)	PROPOSED GO Bonds, Series 2025 (1)	PROPOSED GO Bonds, Series 2026 (1)	Capitalized Interest	Total General Obligation Bonds Debt Service	EAV	Growth Rate	B&I Tax Rate
			\$17,805,000 Taxable GO Community College Bonds, Series 2015C	\$23,675,000 Taxable GO Comm College Refunding Bonds, Series 2022A	\$12,955,000 Taxable GO Comm College Refunding Bonds, Series 2022B									
2020	2022	\$ 11,538,573	\$ 605,370	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 12,143,943	\$ 6,373,157,084	4.69%	0.1905	
2021	2023	11,537,425	605,370	-	-	-	-	-	-	12,142,795	6,683,597,509	4.87%	0.1817	
2022	2024	4,878,053	141,950	6,473,900	647,750	-	-	-	(646,620)	11,495,033	7,160,941,744	7.14%	0.1605	
2023	2025	-	141,950	11,350,500	647,750	-	-	-	(158,339)	11,981,861	7,855,825,940	9.70%	0.1525	
2024	2026	-	141,950	6,715,600	5,282,750	2,358,798	-	-	-	14,499,098	8,012,942,459	2.00%	0.1809	
2025	2027	-	3,400,595	-	8,736,000	632,000	2,513,067	-	(784,523)	14,497,139	8,173,201,308	2.00%	0.1774	
2026	2028	-	874,620	-	-	2,922,000	6,649,000	4,052,731	-	14,498,351	8,336,665,334	2.00%	0.1739	
2027	2029	-	-	-	-	2,917,500	8,007,750	3,570,500	-	14,495,750	8,503,398,641	2.00%	0.1705	
2028	2030	-	-	-	-	2,917,500	8,861,500	2,720,500	-	14,499,500	8,673,466,614	2.00%	0.1672	
2029	2031	-	-	-	-	2,921,500	8,871,500	2,705,500	-	14,498,500	8,846,935,946	2.00%	0.1639	
2030	2032	-	-	-	-	2,919,000	8,892,000	2,685,500	-	14,496,500	9,023,874,665	2.00%	0.1606	
2031	2033	-	-	-	-	-	1,291,500	1,270,500	-	2,562,000	9,204,352,158	2.00%	0.0278	
2032	2034	-	-	-	-	-	-	-	-	-	9,388,439,201	2.00%	0.0000	
2033	2035	-	-	-	-	-	-	-	-	-	9,576,207,985	2.00%	0.0000	
2034	2036	-	-	-	-	-	-	-	-	-	9,767,732,145	2.00%	0.0000	
2035	2037	-	-	-	-	-	-	-	-	-	9,963,086,788	2.00%	0.0000	
2036	2038	-	-	-	-	-	-	-	-	-	10,162,348,524	2.00%	0.0000	
2037	2039	-	-	-	-	-	-	-	-	-	10,365,595,494	2.00%	0.0000	
2038	2040	-	-	-	-	-	-	-	-	-	10,572,907,404	2.00%	0.0000	
2039	2041	-	-	-	-	-	-	-	-	-	10,784,365,552	2.00%	0.0000	
2040	2042	-	-	-	-	-	-	-	-	-	11,000,052,863	2.00%	0.0000	
2041	2043	-	-	-	-	-	-	-	-	-	11,220,053,920	2.00%	0.0000	
2042	2044	-	-	-	-	-	-	-	-	-	11,444,454,999	2.00%	0.0000	
2043	2045	-	-	-	-	-	-	-	-	-	11,673,344,099	2.00%	0.0000	
Total DS From Current FY:		\$ -	\$ 4,559,115	\$ 18,066,100	\$ 14,666,500	\$ 17,588,298	\$ 45,086,317	\$ 17,005,231	\$ (942,862)	\$ 116,028,699				
Net Proceeds:		\$ 14,700,000	\$ 36,400,000	\$ 14,385,208	\$ 50,785,208									

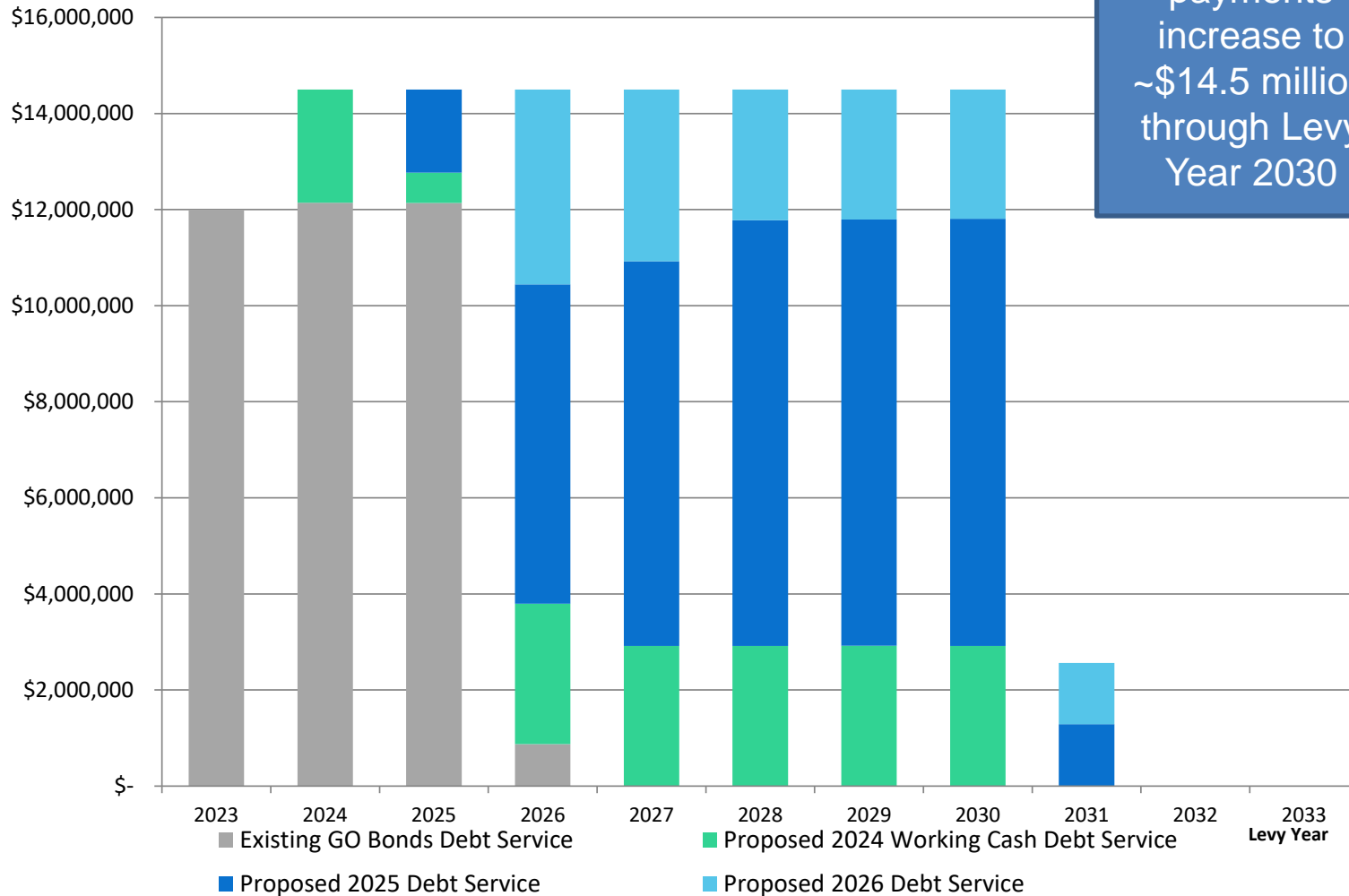
(1) Rates based upon market conditions as of July 24, 2024 and recent bond sales which PMA believes to be accurate and reliable plus 0.50%. Estimated 2024 TIC = 4.09%.

NOTE: Scenarios where a greater portion of the overall debt is issued in advance of the expenditures of the proceeds will likely result in higher fees earned by the investment manager of the debt proceeds.



Scenario 2

Annual debt service payments increase to ~\$14.5 million through Levy Year 2030





Scenario Summary

	Scenario 1	Scenario 2
December 2024 Working Cash Proceeds	\$14,700,000	\$14,700,000
April 2025 Debt Certificate Proceeds	\$50,785,208	\$36,400,000
March 2026 Debt Certificate Proceeds	n/a	\$14,385,208
Estimated Net Debt Service (1).....	\$79,406,905	\$78,895,322
Estimated Investment Earnings on \$50.785 Million Project (2).....	\$2,119,300	\$1,484,399
Est. Debt Service Less Investment Earnings (1)(2).....	\$77,287,604	\$77,410,924

Sized to meet school construction arbitrage rebate exception

(1) Rates based upon market conditions as of July 24, 2024 and recent bond sales which PMA believes to be accurate and reliable plus

(2) Based on preliminary draw schedule provided by the College in July 2024 and investment rates as of July 26, 2024. Assumes entire \$50.785 million project meets spenddown exception from arbitrage rebate.

NOTE: Scenarios where a greater portion of the overall debt is issued in advance of the expenditures of the proceeds will likely result in higher fees earned by the investment manager of the debt proceeds.



PMA Recommendation

- ▶ At this time PMA recommends that the College proceed with Scenario 1



Timeline for Series 2024 Working Cash Bonds

July 23	Board adopts reimbursement resolution at regular meeting
August 27	Board adopts Resolution calling Bond Issue Notification Act (BINA) hearing at regular meeting
~August 29	Legal notice published in the newspaper
September 24	Board holds BINA hearing at regular meeting
October 22	Board approves parameters resolution authorizing the sale of Working Cash Bonds at regular meeting
October 28	Working Cash Bonds sold; delegates approve final results
November 18	Bonds close; College receives Working Cash Bond proceeds

Proposed Timeline for Debt Certificates-to-Funding Bonds Issued in 2025

July 23 (2024)	Board approves reimbursement resolution at regular meeting
February 25	Board adopts parameters resolution for sale of Debt Certificates at regular meeting
Mid-March	Debt Certificates sold; delegates approve final results
Late April	Debt Certificates close; College receives proceeds
May 27	Board adopts Resolution of Intent and Resolution calling Bond Issue Notification Act (BINA) hearing for Funding Bonds at regular meeting
~May 29	Legal notices for Funding Bonds published in the newspaper
June 24	Board holds BINA hearing for Funding Bonds at regular meeting
~June 30	30-day petition period ends for Funding Bonds
July 22	Board approves parameters resolution authorizing sale of Funding Bonds at regular meeting
Late July	Funding Bonds sold; delegates approve final results
Mid August	Funding Bonds close; Debt Certificates paid off



Disclosure

The information contained herein is solely intended to suggest/discuss potentially applicable financing applications and is not intended to be a specific buy/sell recommendation, nor is it an official confirmation of terms. Any terms discussed herein are preliminary until confirmed in a definitive written agreement.

The analysis or information presented herein is based upon hypothetical projections and/or past performance that have certain limitations. No representation is made that it is accurate or complete or that any results indicated will be achieved. In no way is past performance indicative of future results. Changes to any prices, levels, or assumptions contained herein may have a material impact on results. Any estimates or assumptions contained herein represent our best judgment as of the date indicated and are subject to change without notice. Examples are merely representative and are not meant to be all-inclusive. The information set forth herein was gathered from sources which we believe, but do not guarantee, to be accurate. Neither the information, nor any options expressed, constitute a solicitation by us for purposes of sale or purchase of any securities or commodities. Investment/financing decisions by market participants should not be based on this information.

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FY2025 Enrollment Update

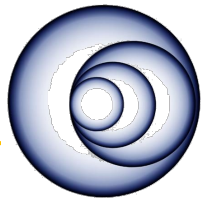
Board of Trustees Committee of the Whole – August 13, 2024

Term	Unduplicated Headcount				Credit Hours				Budget		Stretch	
	FY2024	FY2025	Change	% Change	FY2024	FY2025	Change	% Change	Budget	% to Budget	Goal	% to Goal
Summer II	1,852	1,861	9	0.49%	7,900	8,260	360	4.56%	9,000	92%	9,000	92%
Fall	4,392	4,312	-80	-1.82%	45,616.5	44,971.5	-645	-1.41%	51,100	88%	52,800	85%
Subtotal (Summer II + Fall)	6,244	6,173	-71	-1.14%	53,516.5	53,231.5	-285	-0.53%	60,100	89%	61,800	86%
Winterim	--	--	--	--	--	--	--	--	900	--	1,200	--
Spring	--	--	--	--	--	--	--	--	45,000	--	47,500	--
Subtotal (Summer II + Fall + Winterim + Spring)	--	--	--	--	--	--	--	--	106,000	--	110,500	--
Summer I	--	--	--	--	--	--	--	--	4,000	--	4,500	--
Total	--	--	--	--	--	--	--	--	110,000	--	115,000	--

Sources: FY2025 Summer II Enrollment Ticker (Final) and Fall Enrollment Ticker 08/06/2024

Important Dates:

- Summer II registration opened March 4th, tuition was due May 28th, classes began June 17th, and classes ended August 6th.
- Fall priority registration opened March 18th, tuition was due July 30th, and classes begin August 17th.



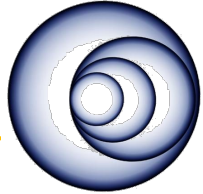
Rock Valley College

Higher Learning Commission (HLC): Institutional Accreditation Update

Rock Valley College Board of Trustees Committee of the Whole

August 13, 2024

Dr. Lisa M. Mehlig, Executive Director of Outcomes Assessment, HLC Liaison



Preparing for Institutional Accreditation Reaffirmation



- Comprehensive Review
 - HLC Assurance Argument Lock Date: September 16
 - Site Visit: October 14 & 15, 2024
 - Preparation for the Board of Trustees
- Criterion Subcommittees disbanded; 3 new subcommittees formed

Writing	Engagement	Site Visit
<ul style="list-style-type: none">• Revise draft of assurance argument• Compile evidentiary files• Review Federal Compliance documentation	<ul style="list-style-type: none">• Session planning for Fall Professional Development Day• Preparing information and engagement activities for faculty, staff, and students.	<ul style="list-style-type: none">• Preparing Main Campus• Reviewing web site and intranet• Hospitality for the site visit



Assessment Academy Project

- Final year of a 5-year project
 - Impact Report Part I - Reflection: October 6, 2024
 - Results Forum: October 16 & 17, 2024
 - Impact Report Part II - Sustainability Plan: November 3, 2024
- Project Activities
 - Developing an Assessment Tool Kit
 - Curriculum Mapping
 - Professional Development

**2024 – 2025 Dual and Articulated Credit Memorandum of Understanding (MOU)
Between Meridian C.U.S.D. #223 and Rock Valley College**

Background: The Dual and Articulated Credit initiative is designed to provide qualified high school students the opportunity to enroll in dual credit classes at their high school in designated transfer, career, and technical education pathways that lead to advanced standing for certificate and degree opportunities at Rock Valley College. Furthermore, this initiative facilitates students' transition from secondary coursework into Rock Valley College.

Dual and articulated credit offerings have increased annually with the further development of the Dual Credit Quality Act. These initiatives and their continued development and implementation remain at the forefront of Rock Valley College's partnerships with regional school districts.

The school district will provide, at its cost, a school district dual credit instructor who is qualified to deliver dual credit instruction in compliance with the Illinois State Board of Education, the Illinois Community College Board, and the Higher Learning Commission. The school district will also provide, at its cost, appropriate academic support to ensure the delivery of quality instruction.

Appendix A notes the courses approved to be taught at Meridian C.U.S.D. #223 as dual credit for the 2024 – 2025 academic year.

Recommendation: It is recommended that the Rock Valley College Board of Trustees approves the Dual and Articulated Credit Memorandum of Understanding between Rock Valley College and Meridian C.U.S.D. #223 beginning August 1, 2024, and ending June 30, 2025.
Attorney Reviewed.

Howard J. Spearman, Ph.D.
President

Board Approval: _____
Secretary, Board of Trustees

Attachments: Dual and Articulated Credit Memorandum of Understanding – Meridian C.U.S.D. #223

Dual and Articulated Credit
Memorandum of Understanding between
Rock Valley College and Meridian School District 223

This Memorandum of Understanding ("MOU" or "Agreement") is entered into this 13 day of June, 2024 between Meridian School District 223 ("School District"), located at 207 West Main Street, Stillman Valley, Illinois 61084 and Rock Valley College ("RVC" or "the College"), located at 3301 N. Mulford Road, Rockford, Illinois 61114 (collectively, the "Parties").

WHEREAS, School District and Rock Valley College have come together and would like to offer high school students enrolled in School District an opportunity to receive dual high school and college level credit through the Dual and Articulated Credit program; and

WHEREAS, the Parties desire to enter into this Agreement to facilitate the transition of students from secondary coursework into Rock Valley College; and

WHEREAS, the Parties herein desire to enter into an Agreement setting forth the services and guidelines to be provided and followed by each Party.

NOW, THEREFORE, it is hereby agreed by and between the Parties as follows:

1. School District and Rock Valley College will make available to eligible students participating in the Dual and Articulated Credit Program certain agreed upon "dual credit courses" and "articulated credit courses," as listed in Appendix A which is attached hereto and incorporated herein.
2. All dual credit courses shall be taught by qualified and approved School District instructors ("School District Dual Credit Instructors") during the academic year.
3. All dual credit and articulated credit courses shall be taught at the School District's campuses, unless otherwise noted in Appendix A.
4. It is further agreed upon by the Parties that the School District will:
 - a. Designate a School District point-of-contact for all dual credit and articulated credit course offerings.
 - b. Follow the procedures outlined in Appendix B which is attached hereto and incorporated herein, regarding Curriculum Development, Feedback, and Approval;
 - c. Verify that School District Dual Credit Instructors meet Rock Valley College's minimum qualifications to teach including:
 - i. Each School District Dual Credit Instructor must submit a *Rock Valley College Dual Credit at the High School Instructor Application*.
 - ii. The School District must complete an *Instructor Verification* form for each School District Dual Credit Instructor to verify that official transcripts and formal identification of the Instructor are on record at the District office for ICCB and HLC auditing purposes.

- d. Follow the procedures outlined in Appendix D for articulated credit courses which is attached hereto and incorporated herein;
- e. Collaborate with Rock Valley College Early College Department on a shared Google Sheet to track students' completed Enrollment Forms and submit course rosters for each dual credit and articulated credit course. Dual credit course rosters will be used for Rock Valley College course registration and articulated credit course rosters will be used to track students' articulated credit eligibility;
- f. Send Rock Valley College initial dual credit course rosters via the shared Google Sheet, in June for fall semester and year-long courses, and November for the spring semester courses, and verify final rosters within 2 weeks after the high school start date;
- g. Send verified articulated credit course rosters via the shared Google Sheet within 30 days after the high school start date;
- h. Ensure that School District Dual Credit Instructors follow Rock Valley College's master course syllabus with identified learning outcomes for each course, and utilize appropriate textbooks for each course as agreed upon by School District and Rock Valley College;
- i. Ensure that School District Dual and Articulated Credit Instructors submit high school course syllabi that are in alignment with the Rock Valley College Master Course Syllabus, and include all information specific to course curriculum (learning outcomes, course objectives, methods of assessment, course outline), and samples of class assignments, projects, and exams to Early College Department for review on an annual basis, and utilize the approved syllabus, appropriate textbooks, resources, and RVC approved final project or exam (if necessary) for each course as agreed upon by School District and Rock Valley College;
- j. Be responsible for School District Dual Credit Instructors submitting a final instructor course syllabus for each course section to the Rock Valley College Early College Department by the end of the second week of high school classes each semester;
- k. Require all School District Dual Credit Instructors to attend Dual Credit Instructor workshops and other related meetings hosted by Rock Valley College to discuss dual credit processes and procedures *at least* once each academic year, for purposes of ensuring that student learning outcomes are met and that the Instructor is able to deliver quality, rigorous college credit coursework;
- l. Allow Rock Valley College's chief academic officer or his or her designee, in consultation with the School District's superintendent or his or her designee, the opportunity to conduct course evaluations in a manner consistent with RVC's review and evaluation policies and procedures for on-campus adjunct faculty, to include peer review visits to the School District on an annual basis. This evaluation shall be limited to the course and the ability of the Instructor to deliver quality, rigorous college credit coursework. This evaluation shall not impact the Instructor's performance evaluation under Article 24A of the School Code;
- m. Require all School District Dual Credit Instructors to complete the following steps in Rock Valley College Self Service, in accordance with the calendar dates determined by Rock Valley College and as outlined in Appendix C, which is attached hereto and incorporated herein: Rock Valley

College Enrollment Verification ("EVR"), midterm grades, and final grades, which become part of each student's official college record;

- n. Distribute on the first day of class, the instructor course syllabus to each student registered in a Dual Credit course section;
- o. Ensure that all students enrolled in courses for college credit meet Rock Valley College course prerequisites and placement requirements or are concurrently enrolled in transitional courses, remedial courses, or receiving a mutually agreed upon academic intervention; and
- p. Provide necessary academic support and guidance to students enrolled in the program.

5. It is further agreed upon by the Parties that Rock Valley College will:

- a. Provide courses from Illinois Community College Board ("ICCB") approved programs;
- b. Provide the School District with copies of all official college credit master course syllabi which contain course descriptions, prerequisites, learning outcomes, course requirements, and methods of evaluation for courses referenced in Appendix A;
- c. Follow the Curriculum Development, Feedback and Approval procedure outlined in Appendix B;
- d. Provide the School District with a list of the currently approved textbooks for dual credit courses being taught at the School District;
- e. Review the resume and transcripts of any School District Dual Credit Instructor recommended by the School District to teach a dual credit course to ensure compliance with minimum Illinois Community College Board and Higher Learning Commission qualifications to teach dual credit requirements;
- f. Provide guidance on appropriate placement of students using multiple measures;
- g. Evaluate and document the performance of students who complete dual credit courses, and share such data with the School District. The evaluation shall not impact the instructor's performance evaluation under the School Code.
- h. Award appropriate college credit and record student grades on a permanent college transcript which will be maintained by Rock Valley College;
- i. Award appropriate college credit and record a 'T' grade on students' permanent college transcripts for students who earn a final grade of 'A' or 'B' in an articulated credit course listed in Appendix A and following the procedures outlined in Appendix D;
- j. Review this MOU annually for accuracy and pricing; and
- k. Host bi-annual meetings in the fall and spring semesters between the School District and College to discuss dual credit matters and renewal of agreements.

6. School District will provide, at its cost, School District Dual Credit Instructors who are qualified to deliver dual credit instruction in compliance with applicable standards established by the Illinois State Board of Education ("ISBE"), ICCB, and the Higher Learning Commission ("HLC"), and will also provide, at its cost, appropriate academic support to participating students to ensure delivery of quality instruction.
7. School District will provide associated instructional costs such as instructional materials and supplies, as needed.
8. Rock Valley College will charge a per-student enrollment fee of \$50.00 for each dual credit course for the 2024-2025 academic year and will waive associated student fees. The per-student enrollment fee shall not apply to students who enroll in dual credit courses for high school credit only pursuant to Section 14 of this Agreement.
9. By Rock Valley College waiving associated student fees, the participating student will not be eligible for utilization of Rock Valley College student organizations and select student support services.
10. If the School District cannot provide instructional coverage and Rock Valley College is capable, at the School District's cost, a separate agreement will need to be drafted to outline the expenses associated with Rock Valley College's instructional delivery of the dual credit course at the School District campuses.
11. Recommended modifications to this Agreement will be mutually agreed upon by the Parties and shall be in writing. Such modifications will not jeopardize credit for the students currently enrolled in courses covered under this Agreement.
12. For classes desired to be offered as part of a pathway but that do not have a qualified dual credit teacher or enough qualifying students enrolled, the College will determine if those courses can be offered as articulated credit and how district students will earn that credit, as referenced in Appendixes A and D.
13. The Parties will work collaboratively and utilize the following processes to ensure that individual students with disabilities have access to Dual Credit at High School courses, provided that they are able to meet the criteria for entry into such courses:
 - a. The School District will ensure that all of its students have access to dual credit course offering information prior to course selection.
 - b. Once dual credit course rosters are finalized, the School District will indicate on the shared Google Sheet which dual credit students have an IEP or 504 plan and document the provided accommodations within the established School District practices for record keeping of these services.
 - c. A student with a disability shall have access to the supplementary aids and accommodations included in their individualized education program under Article 14 of the Illinois School Code or Section 504 Plan under the federal Rehabilitation Act of 1973 while the student is accessing a dual credit course on the School District's campus, in accordance with established School District practices for providing these services.
 - d. The School District and RVC shall regularly communicate regarding the progress, performance and individual needs of students with disabilities who are enrolled in Dual Credit at High School courses.


Nothing contained herein shall be construed as to release the School District from its obligations as the "Resident District" and/or "Local Education Agency," as those terms may be defined in State or federal laws, rules and/or regulations relating to students with disabilities. The School District represents and warrants that, at all times and during all situations governed by this Agreement, it shall remain the Resident District and Local Education Agency for any and all students with disabilities participating in Dual Credit at High School hereunder.

14. The School District will allow high school students who do not otherwise meet the College's academic eligibility requirements for receipt of college credit to enroll in dual credit courses taught at the high school, for high school credit only.
 - a. To the extent practicable, students enrolled in a dual credit course for high school credit only will be placed in a separate section than those students who are enrolled in the course for both high school and college credit.
 - b. The School District will establish procedures, prior to the first day of class, to notify all individual high school students enrolled in a mixed enrollment dual credit course that includes students who have and have not met the criteria for dual credit coursework of whether or not they are eligible to earn college credit or the course.
 - c. The School District shall ensure that its instructors maintain the rigor of dual credit courses taught at the high school and including students not deemed ready for college-level coursework according to the College's standards.


15. In carrying out its respective obligations under this Agreement, each Party and its employees shall maintain the confidentiality of all personally identifiable information concerning the students enrolled in dual and/or articulated credit courses, and shall adhere to all applicable federal, State and local laws, rules and regulations now in effect or later adopted relating to the confidentiality of student records and information, including but not limited to the Family Educational Rights and Privacy Act ("FERPA"), 20 U.S.C. §1232g, and Illinois School Student Records Act ("ISSRA"), 105 ILCS 10/1 et seq. With regard to the education records/school student records and information to which a Party and/or its employees shall be granted access under this Agreement, that Party and its employees shall be deemed "school officials" with legitimate educational interests in such records and information. The Party and its employees shall have the right to access and use such records and information solely for the purpose of performing the Party's obligations under this Agreement. The Party and its employees shall not re-disclose personally identifiable student information that is received under this Agreement to any third party, except as directed or permitted by the other Party, or as required by law. Each Party shall have in place reasonable policies and procedures, which the other Party may monitor or audit upon request and with reasonable notice, to prevent such re-disclosure.

To the extent feasible, the College and School District shall annually assess disaggregated data pertaining to dual credit course enrollments, completions, and subsequent postsecondary enrollment and performance. If applicable, this assessment shall include an analysis of dual credit courses with credit sections for dual credit and for high school credit only pursuant to Section 14 of this Agreement that reviews student characteristics by credit section in relation to gender, race and ethnicity, and low-income status. School District shall be responsible for providing dis-aggregated data concerning students enrolled in dual credit courses for high school credit only.

16. This Agreement will be in effect August 1, 2024 and end on June 30, 2025.

 7-3-24
High School Superintendent Date

Rock Valley College President Date


Board of Education Date
6-13-24

Rock Valley College Board of Trustees Date

Appendix A Dual Credit Courses

The following Rock Valley College courses will be offered at Meridian School District as dual credit effective during this Agreement:

Dual Credit Courses
CIS 102 – Introduction to Computers and Information Systems
CIS 170 – Programming Logic & Design
ENG 101 – Composition I
ENG 103 – Composition II
GEL 101 – Introduction to Geology
HLT 110 – Medical Terminology
MTH 135 – Calculus
MTH 220 – Elements of Statistics
PSY 170 – General Psychology

Appendix B

Curriculum Development, Feedback, and Approval

Dual credit courses taught at the high school are sanctioned by the Dual Credit Quality Act (110 ILCS 277). In order for a dual credit course to run at a high school, the following must occur:

1. Dual Credit Instructor Application Process
2. Dual Credit Course Application Process
3. Annual Dual Credit Course Peer Review (including syllabus submission)
4. Dual Credit Student Survey Collection

Appendix C
Dual Credit Roster & Grading Procedures for
Dual Credit Instructors

1. School District Dual Credit Instructors set up their Rock Valley College network account and password to complete the following processes in RVC Self Service. Individual notices will be sent to each instructor at the start of each course with EVR, midterm, and final deadline dates. Reminder emails will also be sent prior to each deadline date. Missed deadline dates for EVR, midterm grades, and final grades will result in manual processes for the instructor and RVC.
2. Instructors complete the Enrollment Verification ("EVR") process by the tenth day of classes to ensure the high school roster **matches** the Rock Valley College course roster of registered students seeking college credit for their participation in the course. This includes an instructor duty to initiate the following:
 - a) Drop any student who has never attended the course or who does not want dual credit.
 - b) Contact the RVC Early College Office if a student who has been attending is not on the RVC roster so that they can be added.
3. Instructors submit Midterm Grades by the assigned **midterm date**.
 - a) Mark "S" for each student who is currently passing the course with a 'C' or better.
 - b) Mark "D" for each student who is currently earning a 'D' in the course.
 - c) Mark "F" for each student who is currently earning a 'F' in the course.
4. Instructors send Early College notice of a student's intent to withdraw from a course by the assigned **Withdrawal** deadline. Student receives a 'W' grade on their Official RVC Transcript.
5. Instructors submit Final Grades in Self Service by the assigned **final grading deadline**, and the final grade is reported on students' Official RVC Transcripts.

Appendix D Articulated Credit Policy & Procedures

1. School District communicates intent to offer articulated credit course no later than 6 months before start of intended school year, and adds course information to the shared District and RVC Google Sheet.
2. High school instructor submits syllabus, textbook, and samples of assignments, tests and projects to Early College for review. Updated information must be submitted annually.
3. Rock Valley College will determine approval of the course and it will be added to Appendix A of the MOU.
4. District verifies high school rosters within 30 days from the start of the high school class via the shared Google Sheet between School District and College.
5. Students in articulated courses complete a Rock Valley College Online Enrollment Form within the first week of class.
6. High School provides official, verified high school final grading roster to Early College upon completion of the high school course.
7. Students who earn an 'A' or 'B' in the high school course will be eligible for articulated credit upon the successful completion ('C' or better) in the subsequent course(s), as indicated in Appendix A.
8. Subsequent course(s) must be enrolled in and successfully completed no later than one year after the student's high school graduation.
9. Students register for subsequent course(s) as part of dual credit offerings at the School District or in classes offered at Rock Valley College campuses.
10. The student will receive articulated credit from RVC upon successful completion of subsequent course(s) within timeframe given above.

**2024 – 2025 Dual and Articulated Credit Memorandum of Understanding (MOU)
Between North Boone C.U.S.D. #200 and Rock Valley College**

Background:

The Dual and Articulated Credit initiative is designed to provide qualified high school students the opportunity to enroll in dual credit classes at their high school in designated transfer, career, and technical education pathways that lead to advanced standing for certificate and degree opportunities at Rock Valley College. Furthermore, this initiative facilitates students' transition from secondary coursework into Rock Valley College.

Dual and articulated credit offerings have increased annually with the further development of the Dual Credit Quality Act. These initiatives and their continued development and implementation remain at the forefront of Rock Valley College's partnerships with regional school districts.

The school district will provide, at its cost, a school district dual credit instructor who is qualified to deliver dual credit instruction in compliance with the Illinois State Board of Education, the Illinois Community College Board, and the Higher Learning Commission. The school district will also provide, at its cost, appropriate academic support to ensure the delivery of quality instruction.

Appendix A notes the courses planned to be taught at the District as dual credit for the 2024 – 2025 academic year.

Recommendation:

It is recommended that the Rock Valley College Board of Trustees approves the Dual Credit Memorandum of Understanding between Rock Valley College and North Boone School District #200 beginning August 1, 2024, and ending June 30, 2025. **Attorney Reviewed.**

Howard J. Spearman, Ph.D.
President

Board Approval: _____
Secretary, Board of Trustees

Attachments: Dual and Articulated Credit Memorandum of Understanding – North Boone C.U.S.D. #200

Dual and Articulated Credit
Memorandum of Understanding between
Rock Valley College and North Boone Community Unit School
District 200

This Memorandum of Understanding ("MOU" or "Agreement") is entered into this ____ day of June, 2024 between North Boone Community Unit School District 200 ("School District"), located at 6248 North Boone School Road, Poplar Grove, Illinois 61065 and Rock Valley College ("RVC" or "the College"), located at 3301 N. Mulford Road, Rockford, Illinois 61114 (collectively, the "Parties").

WHEREAS, School District and Rock Valley College have come together and would like to offer high school students enrolled in School District an opportunity to receive dual high school and college level credit through the Dual and Articulated Credit program; and

WHEREAS, the Parties desire to enter into this Agreement to facilitate the transition of students from secondary coursework into Rock Valley College; and

WHEREAS, the Parties herein desire to enter into an Agreement setting forth the services and guidelines to be provided and followed by each Party.

NOW, THEREFORE, it is hereby agreed by and between the Parties as follows:

1. School District and Rock Valley College will make available to eligible students participating in the Dual and Articulated Credit Program certain agreed upon "dual credit courses" and "articulated credit courses," as listed in Appendix A which is attached hereto and incorporated herein.
2. All dual credit courses shall be taught by qualified and approved School District instructors ("School District Dual Credit Instructors") during the academic year.
3. All dual credit and articulated credit courses shall be taught at the School District's campuses, unless otherwise noted in Appendix A.
4. It is further agreed upon by the Parties that the School District will:
 - a. Designate a School District point-of-contact for all dual credit and articulated credit course offerings.
 - b. Follow the procedures outlined in Appendix B which is attached hereto and incorporated herein, regarding Curriculum Development, Feedback, and Approval;
 - c. Verify that School District Dual Credit Instructors meet Rock Valley College's minimum qualifications to teach including:
 - i. Each School District Dual Credit Instructor must submit a *Rock Valley College Dual Credit at the High School Instructor Application*.
 - ii. The School District must complete an *Instructor Verification* form for each School District Dual Credit Instructor to verify that official transcripts and formal identification of the Instructor are on record at the District office for ICCB and HLC auditing purposes.

- d. Follow the procedures outlined in Appendix D for articulated credit courses which is attached hereto and incorporated herein;
- e. Collaborate with Rock Valley College Early College Department on a shared Google Sheet to track students' completed Enrollment Forms and submit course rosters for each dual credit and articulated credit course. Dual credit course rosters will be used for Rock Valley College course registration and articulated credit course rosters will be used to track students' articulated credit eligibility;
- f. Send Rock Valley College initial dual credit course rosters via the shared Google Sheet, in June for fall semester and year-long courses, and November for the spring semester courses, and verify final rosters within 2 weeks after the high school start date;
- g. Send verified articulated credit course rosters via the shared Google Sheet within 30 days after the high school start date;
- h. Ensure that School District Dual Credit Instructors follow Rock Valley College's master course syllabus with identified learning outcomes for each course, and utilize appropriate textbooks for each course as agreed upon by School District and Rock Valley College;
- i. Ensure that School District Dual and Articulated Credit Instructors submit high school course syllabi that are in alignment with the Rock Valley College Master Course Syllabus, and include all information specific to course curriculum (learning outcomes, course objectives, methods of assessment, course outline), and samples of class assignments, projects, and exams to Early College Department for review on an annual basis, and utilize the approved syllabus, appropriate textbooks, resources, and RVC approved final project or exam (if necessary) for each course as agreed upon by School District and Rock Valley College;
- j. Be responsible for School District Dual Credit Instructors submitting a final instructor course syllabus for each course section to the Rock Valley College Early College Department by the end of the second week of high school classes each semester;
- k. Require all School District Dual Credit Instructors to attend Dual Credit Instructor workshops and other related meetings hosted by Rock Valley College to discuss dual credit processes and procedures *at least* once each academic year, for purposes of ensuring that student learning outcomes are met and that the Instructor is able to deliver quality, rigorous college credit coursework;
- l. Allow Rock Valley College's chief academic officer or his or her designee, in consultation with the School District's superintendent or his or her designee, the opportunity to conduct course evaluations in a manner consistent with RVC's review and evaluation policies and procedures for on-campus adjunct faculty, to include peer review visits to the School District on an annual basis. This evaluation shall be limited to the course and the ability of the Instructor to deliver quality, rigorous college credit coursework. This evaluation shall not impact the Instructor's performance evaluation under Article 24A of the School Code;
- m. Require all School District Dual Credit Instructors to complete the following steps in Rock Valley College Self Service, in accordance with the calendar dates determined by Rock Valley College and as outlined in Appendix C, which is attached hereto and incorporated herein: Rock Valley

College Enrollment Verification ("EVR"), midterm grades, and final grades, which become part of each student's official college record;

- n. Distribute on the first day of class, the instructor course syllabus to each student registered in a Dual Credit course section;
- o. Ensure that all students enrolled in courses for college credit meet Rock Valley College course prerequisites and placement requirements or are concurrently enrolled in transitional courses, remedial courses, or receiving a mutually agreed upon academic intervention; and
- p. Provide necessary academic support and guidance to students enrolled in the program.

5. It is further agreed upon by the Parties that Rock Valley College will:

- a. Provide courses from Illinois Community College Board ("ICCB") approved programs;
- b. Provide the School District with copies of all official college credit master course syllabi which contain course descriptions, prerequisites, learning outcomes, course requirements, and methods of evaluation for courses referenced in Appendix A;
- c. Follow the Curriculum Development, Feedback and Approval procedure outlined in Appendix B;
- d. Provide the School District with a list of the currently approved textbooks for dual credit courses being taught at the School District;
- e. Review the resume and transcripts of any School District Dual Credit Instructor recommended by the School District to teach a dual credit course to ensure compliance with minimum Illinois Community College Board and Higher Learning Commission qualifications to teach dual credit requirements;
- f. Provide guidance on appropriate placement of students using multiple measures;
- g. Evaluate and document the performance of students who complete dual credit courses, and share such data with the School District. The evaluation shall not impact the instructor's performance evaluation under the School Code.
- h. Award appropriate college credit and record student grades on a permanent college transcript which will be maintained by Rock Valley College;
- i. Award appropriate college credit and record a 'T' grade on students' permanent college transcripts for students who earn a final grade of 'A' or 'B' in an articulated credit course listed in Appendix A and following the procedures outlined in Appendix D;
- j. Review this MOU annually for accuracy and pricing; and
- k. Host bi-annual meetings in the fall and spring semesters between the School District and College to discuss dual credit matters and renewal of agreements.

6. School District will provide, at its cost, School District Dual Credit Instructors who are qualified to deliver dual credit instruction in compliance with applicable standards established by the Illinois State Board of Education ("ISBE"), ICCB, and the Higher Learning Commission ("HLC"), and will also provide, at its cost, appropriate academic support to participating students to ensure delivery of quality instruction.
7. School District will provide associated instructional costs such as instructional materials and supplies, as needed.
8. Rock Valley College will charge a per-student enrollment fee of \$50.00 for each dual credit course for the 2024-2025 academic year and will waive associated student fees. The per-student enrollment fee shall not apply to students who enroll in dual credit courses for high school credit only pursuant to Section 14 of this Agreement.
9. By Rock Valley College waiving associated student fees, the participating student will not be eligible for utilization of Rock Valley College student organizations and select student support services.
10. If the School District cannot provide instructional coverage and Rock Valley College is capable, at the School District's cost, a separate agreement will need to be drafted to outline the expenses associated with Rock Valley College's instructional delivery of the dual credit course at the School District campuses.
11. Recommended modifications to this Agreement will be mutually agreed upon by the Parties and shall be in writing. Such modifications will not jeopardize credit for the students currently enrolled in courses covered under this Agreement.
12. For classes desired to be offered as part of a pathway but that do not have a qualified dual credit teacher or enough qualifying students enrolled, the College will determine if those courses can be offered as articulated credit and how district students will earn that credit, as referenced in Appendixes A and D.
13. The Parties will work collaboratively and utilize the following processes to ensure that individual students with disabilities have access to Dual Credit at High School courses, provided that they are able to meet the criteria for entry into such courses:
 - a. The School District will ensure that all of its students have access to dual credit course offering information prior to course selection.
 - b. Once dual credit course rosters are finalized, the School District will indicate on the shared Google Sheet which dual credit students have an IEP or 504 plan and document the provided accommodations within the established School District practices for record keeping of these services.
 - c. A student with a disability shall have access to the supplementary aids and accommodations included in their individualized education program under Article 14 of the Illinois School Code or Section 504 Plan under the federal Rehabilitation Act of 1973 while the student is accessing a dual credit course on the School District's campus, in accordance with established School District practices for providing these services.
 - d. The School District and RVC shall regularly communicate regarding the progress, performance and individual needs of students with disabilities who are enrolled in Dual Credit at High School courses.

Nothing contained herein shall be construed as to release the School District from its obligations as the "Resident District" and/or "Local Education Agency," as those terms may be defined in State or federal laws, rules and/or regulations relating to students with disabilities. The School District represents and warrants that, at all times and during all situations governed by this Agreement, it shall remain the Resident District and Local Education Agency for any and all students with disabilities participating in Dual Credit at High School hereunder.

14. The School District will allow high school students who do not otherwise meet the College's academic eligibility requirements for receipt of college credit to enroll in dual credit courses taught at the high school, for high school credit only.
 - a. To the extent practicable, students enrolled in a dual credit course for high school credit only will be placed in a separate section than those students who are enrolled in the course for both high school and college credit.
 - b. The School District will establish procedures, prior to the first day of class, to notify all individual high school students enrolled in a mixed enrollment dual credit course that includes students who have and have not met the criteria for dual credit coursework of whether or not they are eligible to earn college credit or the course.
 - c. The School District shall ensure that its instructors maintain the rigor of dual credit courses taught at the high school and including students not deemed ready for college-level coursework according to the College's standards.

15. In carrying out its respective obligations under this Agreement, each Party and its employees shall maintain the confidentiality of all personally identifiable information concerning the students enrolled in dual and/or articulated credit courses, and shall adhere to all applicable federal, State and local laws, rules and regulations now in effect or later adopted relating to the confidentiality of student records and information, including but not limited to the Family Educational Rights and Privacy Act ("FERPA"), 20 U.S.C. §1232g, and Illinois School Student Records Act ("ISSRA"), 105 ILCS 10/1 et seq. With regard to the education records/school student records and information to which a Party and/or its employees shall be granted access under this Agreement, that Party and its employees shall be deemed "school officials" with legitimate educational interests in such records and information. The Party and its employees shall have the right to access and use such records and information solely for the purpose of performing the Party's obligations under this Agreement. The Party and its employees shall not re-disclose personally identifiable student information that is received under this Agreement to any third party, except as directed or permitted by the other Party, or as required by law. Each Party shall have in place reasonable policies and procedures, which the other Party may monitor or audit upon request and with reasonable notice, to prevent such re-disclosure.

To the extent feasible, the College and School District shall annually assess disaggregated data pertaining to dual credit course enrollments, completions, and subsequent postsecondary enrollment and performance. If applicable, this assessment shall include an analysis of dual credit courses with credit sections for dual credit and for high school credit only pursuant to Section 14 of this Agreement that reviews student characteristics by credit section in relation to gender, race and ethnicity, and low-income status. School District shall be responsible for providing dis-aggregated data concerning students enrolled in dual credit courses for high school credit only.

16. This Agreement will be in effect August 1, 2024 and end on June 30, 2025.

M. Schumaker 7/16/24
High School Superintendent Date

Rock Valley College President Date

Fred Marshall 7/16/24
Board of Education Date

Rock Valley College Board of Trustees Date

Appendix A
Dual Credit Courses

The following Rock Valley College courses will be offered at North Boone Community Unit School District as dual credit effective during this Agreement:

Dual Credit Courses
ENG 101 – Composition I
ENG 103 – Composition II

Appendix B Curriculum Development, Feedback, and Approval

Dual credit courses taught at the high school are sanctioned by the Dual Credit Quality Act (110 ILCS 277). In order for a dual credit course to run at a high school, the following must occur:

1. Dual Credit Instructor Application Process
2. Dual Credit Course Application Process
3. Annual Dual Credit Course Peer Review (including syllabus submission)
4. Dual Credit Student Survey Collection

Appendix C Dual Credit Roster & Grading Procedures for Dual Credit Instructors

1. School District Dual Credit Instructors set up their Rock Valley College network account and password to complete the following processes in RVC Self Service. Individual notices will be sent to each instructor at the start of each course with EVR, midterm, and final deadline dates. Reminder emails will also be sent prior to each deadline date. Missed deadline dates for EVR, midterm grades, and final grades will result in manual processes for the instructor and RVC.
2. Instructors complete the Enrollment Verification ("EVR") process by the tenth day of classes to ensure the high school roster **matches** the Rock Valley College course roster of registered students seeking college credit for their participation in the course. This includes an instructor duty to initiate the following:
 - a) Drop any student who has never attended the course or who does not want dual credit.
 - b) Contact the RVC Early College Office if a student who has been attending is not on the RVC roster so that they can be added.
3. Instructors submit Midterm Grades by the assigned **midterm date**.
 - a) Mark "S" for each student who is currently passing the course with a 'C' or better.
 - b) Mark "D" for each student who is currently earning a 'D' in the course.
 - c) Mark "F" for each student who is currently earning a 'F' in the course.
4. Instructors send Early College notice of a student's intent to **withdraw** from a course by the assigned **Withdrawal** deadline. Student receives a 'W' grade on their Official RVC Transcript.
5. Instructors submit Final Grades in Self Service by the assigned **final grading deadline**, and the final grade is reported on students' Official RVC Transcripts.

Appendix D Articulated Credit Policy & Procedures

1. School District communicates intent to offer articulated credit course no later than 6 months before start of intended school year, and adds course information to the shared District and RVC Google Sheet.
2. High school instructor submits syllabus, textbook, and samples of assignments, tests and projects to Early College for review. Updated information must be submitted annually.
3. Rock Valley College will determine approval of the course and it will be added to Appendix A of the MOU.
4. District verifies high school rosters within 30 days from the start of the high school class via the shared Google Sheet between School District and College.
5. Students in articulated courses complete a Rock Valley College Online Enrollment Form within the first week of class.
6. High School provides official, verified high school final grading roster to Early College upon completion of the high school course.
7. Students who earn an 'A' or 'B' in the high school course will be eligible for articulated credit upon the successful completion ('C' or better) in the subsequent course(s), as indicated in Appendix A.
8. Subsequent course(s) must be enrolled in and successfully completed no later than one year after the student's high school graduation.
9. Students register for subsequent course(s) as part of dual credit offerings at the School District or in classes offered at Rock Valley College campuses.
10. The student will receive articulated credit from RVC upon successful completion of subsequent course(s) within timeframe given above.

**2024 – 2025 Dual and Articulated Credit Memorandum of Understanding
Between Winnebago C.U.S.D. #323 and Rock Valley College**

Background: The Dual and Articulated Credit initiative is designed to provide qualified high school students the opportunity to enroll in dual credit classes at their high school in designated transfer, career, and technical education pathways that lead to advanced standing for certificate and degree opportunities at Rock Valley College. Furthermore, this initiative facilitates students' transition from secondary coursework into Rock Valley College.

Dual and articulated credit offerings have increased annually with the further development of the Dual Credit Quality Act. These initiatives and their continued development and implementation remain at the forefront of Rock Valley College's partnerships with regional school districts.

The school district will provide, at its cost, a school district dual credit instructor who is qualified to deliver dual credit instruction in compliance with the Illinois State Board of Education, the Illinois Community College Board, and the Higher Learning Commission. The school district will also provide, at its cost, appropriate academic support to ensure the delivery of quality instruction.

Appendix A notes the courses approved to be taught at Winnebago Community Unit School District No. 323 as dual credit for the 2024 – 2025 academic year.

Recommendation: It is recommended that the Rock Valley College Board of Trustees approves the Dual and Articulated Credit Memorandum of Understanding between Rock Valley College and Winnebago Community Unit School District No. 323, beginning August 1, 2024, and ending June 30, 2025. **Attorney Reviewed.**

Howard J. Spearman, Ph.D.
President

Board Approval: _____
Secretary, Board of Trustees

Attachments: Dual and Articulated Credit Memorandum of Understanding – Winnebago C.U.S.D. #323

Dual and Articulated Credit
Memorandum of Understanding between
Rock Valley College and Winnebago School District 323

This Memorandum of Understanding ("MOU" or "Agreement") is entered into this 10th day of June, 2024 between Winnebago School District 323 ("School District"), located at 304 East McNair Road, Winnebago, Illinois 61088 and Rock Valley College ("RVC" or "the College"), located at 3301 N. Mulford Road, Rockford, Illinois 61114 (collectively, the "Parties").

WHEREAS, School District and Rock Valley College have come together and would like to offer high school students enrolled in School District an opportunity to receive dual high school and college level credit through the Dual and Articulated Credit program; and

WHEREAS, the Parties desire to enter into this Agreement to facilitate the transition of students from secondary coursework into Rock Valley College; and

WHEREAS, the Parties herein desire to enter into an Agreement setting forth the services and guidelines to be provided and followed by each Party.

NOW, THEREFORE, it is hereby agreed by and between the Parties as follows:

1. School District and Rock Valley College will make available to eligible students participating in the Dual and Articulated Credit Program certain agreed upon "dual credit courses" and "articulated credit courses," as listed in Appendix A which is attached hereto and incorporated herein.
2. All dual credit courses shall be taught by qualified and approved School District instructors ("School District Dual Credit Instructors") during the academic year.
3. All dual credit and articulated credit courses shall be taught at the School District's campuses, unless otherwise noted in Appendix A.
4. It is further agreed upon by the Parties that the School District will:
 - a. Designate a School District point-of-contact for all dual credit and articulated credit course offerings.
 - b. Follow the procedures outlined in Appendix B which is attached hereto and incorporated herein, regarding Curriculum Development, Feedback, and Approval;
 - c. Verify that School District Dual Credit Instructors meet Rock Valley College's minimum qualifications to teach including:
 - i. Each School District Dual Credit Instructor must submit a *Rock Valley College Dual Credit at the High School Instructor Application*.
 - ii. The School District must complete an *Instructor Verification* form for each School District Dual Credit Instructor to verify that official transcripts and formal identification of the Instructor are on record at the District office for ICCB and HLC auditing purposes.

- d. Follow the procedures outlined in Appendix D for articulated credit courses which is attached hereto and incorporated herein;
- e. Collaborate with Rock Valley College Early College Department on a shared Google Sheet to track students' completed Enrollment Forms and submit course rosters for each dual credit and articulated credit course. Dual credit course rosters will be used for Rock Valley College course registration and articulated credit course rosters will be used to track students' articulated credit eligibility;
- f. Send Rock Valley College initial dual credit course rosters via the shared Google Sheet, in June for fall semester and year-long courses, and November for the spring semester courses, and verify final rosters within 2 weeks after the high school start date;
- g. Send verified articulated credit course rosters via the shared Google Sheet within 30 days after the high school start date;
- h. Ensure that School District Dual Credit Instructors follow Rock Valley College's master course syllabus with identified learning outcomes for each course, and utilize appropriate textbooks for each course as agreed upon by School District and Rock Valley College;
- i. Ensure that School District Dual and Articulated Credit Instructors submit high school course syllabi that are in alignment with the Rock Valley College Master Course Syllabus, and include all information specific to course curriculum (learning outcomes, course objectives, methods of assessment, course outline), and samples of class assignments, projects, and exams to Early College Department for review on an annual basis, and utilize the approved syllabus, appropriate textbooks, resources, and RVC approved final project or exam (if necessary) for each course as agreed upon by School District and Rock Valley College;
- j. Be responsible for School District Dual Credit Instructors submitting a final instructor course syllabus for each course section to the Rock Valley College Early College Department by the end of the second week of high school classes each semester;
- k. Require all School District Dual Credit Instructors to attend Dual Credit Instructor workshops and other related meetings hosted by Rock Valley College to discuss dual credit processes and procedures *at least* once each academic year, for purposes of ensuring that student learning outcomes are met and that the Instructor is able to deliver quality, rigorous college credit coursework;
- l. Allow Rock Valley College's chief academic officer or his or her designee, in consultation with the School District's superintendent or his or her designee, the opportunity to conduct course evaluations in a manner consistent with RVC's review and evaluation policies and procedures for on-campus adjunct faculty, to include peer review visits to the School District on an annual basis. This evaluation shall be limited to the course and the ability of the Instructor to deliver quality, rigorous college credit coursework. This evaluation shall not impact the Instructor's performance evaluation under Article 24A of the School Code;
- m. Require all School District Dual Credit Instructors to complete the following steps in Rock Valley College Self Service, in accordance with the calendar dates determined by Rock Valley College and as outlined in Appendix C, which is attached hereto and incorporated herein: Rock Valley

College Enrollment Verification ("EVR"), midterm grades, and final grades, which become part of each student's official college record;

- n. Distribute on the first day of class, the instructor course syllabus to each student registered in a Dual Credit course section;
 - o. Ensure that all students enrolled in courses for college credit meet Rock Valley College course prerequisites and placement requirements or are concurrently enrolled in transitional courses, remedial courses, or receiving a mutually agreed upon academic intervention; and
 - p. Provide necessary academic support and guidance to students enrolled in the program.
5. It is further agreed upon by the Parties that Rock Valley College will:
- a. Provide courses from Illinois Community College Board ("ICCB") approved programs;
 - b. Provide the School District with copies of all official college credit master course syllabi which contain course descriptions, prerequisites, learning outcomes, course requirements, and methods of evaluation for courses referenced in Appendix A;
 - c. Follow the Curriculum Development, Feedback and Approval procedure outlined in Appendix B;
 - d. Provide the School District with a list of the currently approved textbooks for dual credit courses being taught at the School District;
 - e. Review the resume and transcripts of any School District Dual Credit Instructor recommended by the School District to teach a dual credit course to ensure compliance with minimum Illinois Community College Board and Higher Learning Commission qualifications to teach dual credit requirements;
 - f. Provide guidance on appropriate placement of students using multiple measures;
 - g. Evaluate and document the performance of students who complete dual credit courses, and share such data with the School District. The evaluation shall not impact the instructor's performance evaluation under the School Code.
 - h. Award appropriate college credit and record student grades on a permanent college transcript which will be maintained by Rock Valley College;
 - i. Award appropriate college credit and record a 'T' grade on students' permanent college transcripts for students who earn a final grade of 'A' or 'B' in an articulated credit course listed in Appendix A and following the procedures outlined in Appendix D;
 - j. Review this MOU annually for accuracy and pricing; and
 - k. Host bi-annual meetings in the fall and spring semesters between the School District and College to discuss dual credit matters and renewal of agreements.

6. School District will provide, at its cost, School District Dual Credit Instructors who are qualified to deliver dual credit instruction in compliance with applicable standards established by the Illinois State Board of Education ("ISBE"), ICCB, and the Higher Learning Commission ("HLC"), and will also provide, at its cost, appropriate academic support to participating students to ensure delivery of quality instruction.
7. School District will provide associated instructional costs such as instructional materials and supplies, as needed.
8. Rock Valley College will charge a per-student enrollment fee of \$50.00 for each dual credit course for the 2024-2025 academic year and will waive associated student fees. The per-student enrollment fee shall not apply to students who enroll in dual credit courses for high school credit only pursuant to Section 14 of this Agreement.
9. By Rock Valley College waiving associated student fees, the participating student will not be eligible for utilization of Rock Valley College student organizations and select student support services.
10. If the School District cannot provide instructional coverage and Rock Valley College is capable, at the School District's cost, a separate agreement will need to be drafted to outline the expenses associated with Rock Valley College's instructional delivery of the dual credit course at the School District campuses.
11. Recommended modifications to this Agreement will be mutually agreed upon by the Parties and shall be in writing. Such modifications will not jeopardize credit for the students currently enrolled in courses covered under this Agreement.
12. For classes desired to be offered as part of a pathway but that do not have a qualified dual credit teacher or enough qualifying students enrolled, the College will determine if those courses can be offered as articulated credit and how district students will earn that credit, as referenced in Appendixes A and D.
13. The Parties will work collaboratively and utilize the following processes to ensure that individual students with disabilities have access to Dual Credit at High School courses, provided that they are able to meet the criteria for entry into such courses:
 - a. The School District will ensure that all of its students have access to dual credit course offering information prior to course selection.
 - b. Once dual credit course rosters are finalized, the School District will indicate on the shared Google Sheet which dual credit students have an IEP or 504 plan and document the provided accommodations within the established School District practices for record keeping of these services.
 - c. A student with a disability shall have access to the supplementary aids and accommodations included in their individualized education program under Article 14 of the Illinois School Code or Section 504 Plan under the federal Rehabilitation Act of 1973 while the student is accessing a dual credit course on the School District's campus, in accordance with established School District practices for providing these services.
 - d. The School District and RVC shall regularly communicate regarding the progress, performance and individual needs of students with disabilities who are enrolled in Dual Credit at High School courses.

Nothing contained herein shall be construed as to release the School District from its obligations as the "Resident District" and/or "Local Education Agency," as those terms may be defined in State or federal laws, rules and/or regulations relating to students with disabilities. The School District represents and warrants that, at all times and during all situations governed by this Agreement, it shall remain the Resident District and Local Education Agency for any and all students with disabilities participating in Dual Credit at High School hereunder.

14. The School District will allow high school students who do not otherwise meet the College's academic eligibility requirements for receipt of college credit to enroll in dual credit courses taught at the high school, for high school credit only.
 - a. To the extent practicable, students enrolled in a dual credit course for high school credit only will be placed in a separate section than those students who are enrolled in the course for both high school and college credit.
 - b. The School District will establish procedures, prior to the first day of class, to notify all individual high school students enrolled in a mixed enrollment dual credit course that includes students who have and have not met the criteria for dual credit coursework of whether or not they are eligible to earn college credit or the course.
 - c. The School District shall ensure that its instructors maintain the rigor of dual credit courses taught at the high school and including students not deemed ready for college-level coursework according to the College's standards.

15. In carrying out its respective obligations under this Agreement, each Party and its employees shall maintain the confidentiality of all personally identifiable information concerning the students enrolled in dual and/or articulated credit courses, and shall adhere to all applicable federal, State and local laws, rules and regulations now in effect or later adopted relating to the confidentiality of student records and information, including but not limited to the Family Educational Rights and Privacy Act ("FERPA"), 20 U.S.C. §1232g, and Illinois School Student Records Act ("ISSRA"), 105 ILCS 10/1 et seq. With regard to the education records/school student records and information to which a Party and/or its employees shall be granted access under this Agreement, that Party and its employees shall be deemed "school officials" with legitimate educational interests in such records and information. The Party and its employees shall have the right to access and use such records and information solely for the purpose of performing the Party's obligations under this Agreement. The Party and its employees shall not re-disclose personally identifiable student information that is received under this Agreement to any third party, except as directed or permitted by the other Party, or as required by law. Each Party shall have in place reasonable policies and procedures, which the other Party may monitor or audit upon request and with reasonable notice, to prevent such re-disclosure.

To the extent feasible, the College and School District shall annually assess disaggregated data pertaining to dual credit course enrollments, completions, and subsequent postsecondary enrollment and performance. If applicable, this assessment shall include an analysis of dual credit courses with credit sections for dual credit and for high school credit only pursuant to Section 14 of this Agreement that reviews student characteristics by credit section in relation to gender, race and ethnicity, and low-income status. School District shall be responsible for providing dis-aggregated data concerning students enrolled in dual credit courses for high school credit only.

16. This Agreement will be in effect August 1, 2024 and end on June 30, 2025.



06/10/2024

High School Superintendent

Date

Rock Valley College President

Date



06/10/2024

Board of Education

Date

Rock Valley College Board of Trustees

Date

Appendix A Dual Credit Courses

The following Rock Valley College courses will be offered at Winnebago School District as dual credit effective during this Agreement:

Dual Credit Courses
BIO 103 – Introductory Life Science
BIO 104 – Introductory Life Science Lab
ENG 101 – Composition I
FWS 243 – First Aid, General Safety, CPR, & AED
HLT 110 – Medical Terminology
MTH 135 – Calculus with Analytic Geometry
MTH 220 – Elements of Statistics

Appendix B Curriculum Development, Feedback, and Approval

Dual credit courses taught at the high school are sanctioned by the Dual Credit Quality Act (110 ILCS 27/). In order for a dual credit course to run at a high school, the following must occur:

1. Dual Credit Instructor Application Process
2. Dual Credit Course Application Process
3. Annual Dual Credit Course Peer Review (including syllabus submission)
4. Dual Credit Student Survey Collection

Appendix C
Dual Credit Roster & Grading Procedures for
Dual Credit Instructors

1. School District Dual Credit Instructors set up their Rock Valley College network account and password to complete the following processes in RVC Self Service. Individual notices will be sent to each instructor at the start of each course with EVR, midterm, and final deadline dates. Reminder emails will also be sent prior to each deadline date. Missed deadline dates for EVR, midterm grades, and final grades will result in manual processes for the instructor and RVC.
2. Instructors complete the Enrollment Verification ("EVR") process by the tenth day of classes to ensure the high school roster **matches** the Rock Valley College course roster of registered students seeking college credit for their participation in the course. This includes an instructor duty to initiate the following:
 - a) Drop any student who has never attended the course or who does not want dual credit.
 - b) Contact the RVC Early College Office if a student who has been attending is not on the RVC roster so that they can be added.
3. Instructors submit Midterm Grades by the assigned **midterm date**.
 - a) Mark "S" for each student who is currently passing the course with a 'C' or better.
 - b) Mark "D" for each student who is currently earning a 'D' in the course.
 - c) Mark "F" for each student who is currently earning a 'F' in the course.
4. Instructors send Early College notice of a student's intent to withdraw from a course by the assigned **Withdrawal** deadline. Student receives a 'W' grade on their Official RVC Transcript.
5. Instructors submit Final Grades in Self Service by the assigned **final grading deadline**, and the final grade is reported on students' Official RVC Transcripts.

Appendix D Articulated Credit Policy & Procedures

1. School District communicates intent to offer articulated credit course no later than 6 months before start of intended school year, and adds course information to the shared District and RVC Google Sheet.
2. High school instructor submits syllabus, textbook, and samples of assignments, tests and projects to Early College for review. Updated information must be submitted annually.
3. Rock Valley College will determine approval of the course and it will be added to Appendix A of the MOU.
4. District verifies high school rosters within 30 days from the start of the high school class via the shared Google Sheet between School District and College.
5. Students in articulated courses complete a Rock Valley College Online Enrollment Form within the first week of class.
6. High School provides official, verified high school final grading roster to Early College upon completion of the high school course.
7. Students who earn an 'A' or 'B' in the high school course will be eligible for articulated credit upon the successful completion ('C' or better) in the subsequent course(s), as indicated in Appendix A.
8. Subsequent course(s) must be enrolled in and successfully completed no later than one year after the student's high school graduation.
9. Students register for subsequent course(s) as part of dual credit offerings at the School District or in classes offered at Rock Valley College campuses.
10. The student will receive articulated credit from RVC upon successful completion of subsequent course(s) within timeframe given above.

**2024 - 2025 Running Start Intergovernmental Agreement (IGA)
North Boone C.U.S.D. #200**

Background: Running Start is a formal program that allows qualified students from North Boone Community Unit School District #200 to attend Rock Valley College (RVC) for their junior and senior years of high school. Students may enroll in a two-year degree completion program in which students take dual credit courses that meet the requirements for both a high school diploma and a Rock Valley College Associate’s Degree simultaneously or a one-year program that meets the requirements for both a high school diploma and one year of Rock Valley College credit courses simultaneously. The Running Start program will be administered through the Early College office at Rock Valley College in conjunction with North Boone Community Unit School District #200.

Students selected for Running Start need to be academically and socially ready for college. Running Start provides an opportunity for students to work toward a more challenging educational environment and to excel both in high school and college; at the same time, they may continue to participate in sports and activities at their high schools as their schedule allows. The Running Start program provides students additional experiences to develop the independence, study skills, and confidence needed to succeed beyond high school and into college.

The financial arrangement between Rock Valley College and North Boone Community Unit School District #200 requires the district to calculate the cost equivalent of tuition and fees with the assistance of the College for the courses taken per Running Start student and pay the College the cost associated with this tuition and fees calculation. Participating students will then be financially responsible for paying the remaining balance of tuition and fees, along with covering the costs for any repeated courses and the cost of textbooks and course supplies. The district’s financial assistance helps reduce the overall college cost for students and their families.

Recommendation: It is recommended that the Rock Valley College Board of Trustees approves the Running Start Intergovernmental Agreement with North Boone C.U.S.D. #200, effective the date both parties have approved and executed the Agreement, for classes beginning Summer 2024. **Attorney Reviewed.**

Howard J. Spearman, Ph.D.
President

Board Approval: _____
Secretary, Board of Trustees

Attachment: Intergovernmental Agreement: Running Start – North Boone C.U.S.D. #200

**INTERGOVERNMENTAL AGREEMENT BETWEEN BOARD
OF EDUCATION OF
NORTH BOONE COMMUNITY UNIT SCHOOL DISTRICT
NO. 200, BOONE COUNTY, ILLINOIS
AND
BOARD OF TRUSTEES OF ILLINOIS COMMUNITY COLLEGE DISTRICT NO. 511,
WINNEBAGO COUNTY, ILLINOIS
FOR RUNNING START PROGRAM**

This Agreement is made and entered into by and between the Board of Education of North Boone Community Unit School District No. 200, Boone County, Illinois ("DISTRICT") and the Board of Trustees of Illinois Community College District No. 511, Winnebago County, Illinois ("COLLEGE") (together, the "Parties") in the exercise of their intergovernmental cooperation powers under the Illinois Constitution of 1970, and the Illinois Intergovernmental Cooperation Act and their respective powers under the School Code and the Public Community COLLEGE Act.

WHEREAS, the Parties are authorized to enter into intergovernmental agreements for cooperative projects and use agreements in any manner not prohibited by law or by ordinance, pursuant to Article VII, § 10 of the Illinois Constitution of 1970, the Intergovernmental Cooperation Act (5 ILCS 220/1 *et seq.*), the School Code (105 ILCS 5/1-1 *et seq.*), and the Public Community COLLEGE Act (110 ILCS 805/1-1 *et seq.*); and

WHEREAS, Running Start is a program that allows select, qualified, academically motivated students enrolled in Illinois Community COLLEGE DISTRICT 511 public high schools an opportunity to earn both their high school diploma and associate degree concurrently by attending COLLEGE full-time during their junior and/or senior years of high school; and

WHEREAS, the Parties have determined that shared commitment to Running Start goals benefits their constituencies and enhances educational opportunities for the communities they serve; and

WHEREAS, the Parties have determined that it is in their respective best interests and that of their constituencies to enter into this Intergovernmental Agreement for Running Start Program (hereinafter "Agreement").

NOW, THEREFORE, IT IS AGREED between the Parties, in consideration of their mutual promises and undertakings set forth herein and for other good valuable consideration, as follows:

Section 1 Incorporation of Preamble Recitals

The foregoing recitals are hereby found to be true and correct and are incorporated herein by reference.

Section 2 Implementation of Running Start

DISTRICT and COLLEGE agree to collaborate to implement Running Start as a joint program,

administered jointly by Rock Valley COLLEGE and North Boone School DISTRICT, subject to the following terms and conditions.

- A. The Parties intend to establish and offer Running Start to provide eligible DISTRICT students with full-time instruction at COLLEGE during their junior and senior years of high school in satisfaction of:
 - 1) DISTRICT's requirements for earning a high school diploma; and
 - 2) COLLEGE's requirements for earning an associate's degree
- B. Any DISTRICT student interested in Running Start will meet with DISTRICT Counselor to discuss whether he/she meets the pre-selection criteria set forth in the Running Start Program Process Procedures (Appendix A). If an interested DISTRICT student meets said pre-selection criteria, he/she will follow the application process set forth in the Running Start Procedures to Fulfill Qualifications and Admissions (Appendix B).
- C. This Agreement does not cover those students who are not recruited by and identified by the DISTRICT to participate in the Running Start program.
- D. Instruction for DISTRICT students accepted into Running Start shall be provided by COLLEGE, which shall charge the DISTRICT the cost equivalent of in-district tuition and fees for courses taken per student per school year.
- E. The Running Start courses offered pursuant to this Agreement and the respective course locations are attached hereto and incorporated by reference as Appendix D. The courses listed in Appendix D will be mutually agreed upon by both parties no later than March of each year that this Agreement is in effect, and are subject to change based upon availability of eligible instructors, student interest and availability in specific courses, and/or local board policy.
- F. If a DISTRICT student is receiving a D, F or W, or is otherwise not meeting Running Start academic standards, at the midterm grading period, COLLEGE will notify the DISTRICT Counselor within one week after the midterm date. COLLEGE and DISTRICT agree to communicate within seven (7) days and develop a success plan with the student for the remainder of the semester. The success plan will be shared in writing with COLLEGE, DISTRICT and student.
- G. At semester end, COLLEGE will provide the DISTRICT Counselor with transcripts for all students enrolled in Running Start.

Section 3 DISTRICT Obligations

DISTRICT will:

- A. DISTRICT will recruit eligible students to participate in Running Start.

- B. DISTRICT will ensure students who meet the free lunch or breakfast eligibility guidelines pursuant to Section 10-20.13(b) of the Illinois School Code (105 ILCS 5/10-20.13(b)) and who are accepted into Running Start are provided equal access to Running Start consistent with the requirements of the Illinois School Code.
- C. DISTRICT will be responsible for communicating to the COLLEGE the list of eligible and approved students for the Running Start Program by the COLLEGE's annual deadline.
- D. DISTRICT Counselor will be responsible for initiating communication to the Running Start students and a parent or guardian the enrollment and selection of courses defined as Running Start schedules and making any necessary schedule changes through utilizing College Schedule Change Forms.
- E. DISTRICT will be responsible for communicating to Running Start students and their parents or a guardian in regard to resolving disputes within the overall operation of the Running Start program, including the DISTRICT Running Start selection process results and qualifications.
- F. DISTRICT will be responsible for securing COLLEGE placement test scores from students for the selection process (pursuant to Appendix B).
- G. DISTRICT will be responsible for the pre-selection and final selection process (pursuant to Appendix B).
- H. DISTRICT will provide the COLLEGE with no less than one and no more than two points of contact i.e. DISTRICT Counselor to ensure effective and accurate communication.
- I. DISTRICT will provide advising for high school graduation requirements to Running Start students.
- J. DISTRICT will provide all counseling services to Running Start students
- K. DISTRICT will provide students who successfully complete Running Start with credit towards a high school diploma.
- L. DISTRICT will communicate to the DISTRICT 200 students and their parents or a guardian that they are responsible for covering textbooks and associated instructional material costs.
- M. DISTRICT will calculate the cost equivalent of in-district tuition and fees with the assistance of the COLLEGE for the courses taken per Running Start students and pay the COLLEGE the cost associated with this in-district tuition and fees calculation.
- N. If DISTRICT identifies and recommends instructors for use in the Running Start Program which are then approved by COLLEGE, DISTRICT shall be responsible for hiring and compensating such instructors.
- O. DISTRICT agrees to work with their Running Start students who have an IEP or 504 plan annually. DISTRICT will be responsible for including in the annual transition planning meeting a comprehensive transitional plan for Running Start. Rock Valley College Disability Support Services and Early College Department are available to assist with the transition

planning.

Section 4 COLLEGE Obligations

COLLEGE will provide participating DISTRICT students with:

- A. COLLEGE will provide technology accounts for Online Services, Eagle, and RVC Mail.
- B. COLLEGE will provide a mandatory orientation, including a review of COLLEGE policies and procedures and a copy of COLLEGE's Student Handbook.
- C. COLLEGE will offer the mandatory STU 100, Planning for Success, during the summer semester preceding their fall semester enrollment. DISTRICT is responsible for the tuition and fees for STU 100 Planning for Success.
- D. COLLEGE will provide instruction opportunities to achieve an Associate of Arts Degree or an Associate in Science degree.
- E. COLLEGE will provide final grades for courses within two weeks of the completion of each semester.
- F. COLLEGE will be responsible for administering COLLEGE placement test with and for students (pursuant to Appendix B).
- G. COLLEGE will ensure that any employee or agent of COLLEGE who has direct and regular contact with participating DISTRICT students undergoes a criminal history records check.
- H. COLLEGE will ensure that instructors for Running Start courses are properly qualified to teach such courses, consistent with the Dual Credit Quality Act, 110 ILCS 27/16(5) and ILCS 27/20. COLLEGE shall approve any instructors which DISTRICT identifies and recommends for use in the Running Start Program. Any DISTRICT-recommended instructors shall be hired and compensated by DISTRICT.
- I. COLLEGE will take appropriate steps to ensure that Running Start courses are equivalent in quality and rigor to other courses offered at the COLLEGE for college credit. COLLEGE will ensure that Running Start student learning outcomes are the same as other courses taught at COLLEGE. In addition, COLLEGE will annually evaluate course content, delivery, and rigor, consistent with COLLEGE policy, in consultation with the DISTRICT'S superintendent.
- J. COLLEGE reserves the right to modify or cancel classes based on instructor availability and/or student interest. COLLEGE will support and implement schedule request changes made by DISTRICT Counselor and commit to ensuring any schedule changes of DISTRICT 200 students are approved by DISTRICT Counselor or DISTRICT Director of Career Readiness before being made. In such circumstances the COLLEGE will notify the DISTRICT counselor of such changes.

- K. COLLEGE will maintain appropriate academic control over the curriculum of all Running Start Program courses, consistent with State and/or Federal law and as required or negotiated by the Higher Learning Commission.

Section 5 Participating DISTRICT Students' Obligations

The DISTRICT will cause participating DISTRICT students to comply with the following requirements (pursuant to Appendix B):

- A. Student will complete information in the COLLEGE Welcome Packet.
- B. Student will attend mandatory COLLEGE Running Start Orientation.
- C. Student will respond to email communication via COLLEGE Mail on a daily basis.
- D. Student will schedule an advising appointment each semester with a COLLEGE advisor and DISTRICT Counselor in advance of assigned priority registration dates.
- E. Student will schedule an appointment each semester with a designated DISTRICT Counselor to ensure each DISTRICT student meets all requirements for Running Start and high school graduation.
- F. Student will keep all scheduled appointments.
- G. Student will adhere to COLLEGE and DISTRICT policies and procedures.
- H. Student will demonstrate qualities of integrity, honesty, civility and respect in their conduct both in and out of the classroom as noted in the COLLEGE Student Handbook.
- I. Student will meet and maintain requirements as set forth in the Running Start Academic Conduct Policies (Appendix C).
- J. Students not meeting the Academic Conduct Policies will be placed on Academic Probation for one semester and be required to develop an Individual Academic Recovery Plan or be dismissed. This plan will be shared with the DISTRICT Counselor and signed by the DISTRICT, COLLEGE, parent/guardian, and student. Students who do not meet the terms of the Academic Conduct Policy after the Academic Probation semester may be dismissed from Running Start.
- K. Student will meet with the DISTRICT and a parent or guardian to ensure the applicable high school graduation requirements are met.

Section 6 Shared Obligations and Understandings of the Parties

- A. The DISTRICT and COLLEGE acknowledge and agree that this Agreement solely

memorializes implementation of Running Start, and that there are no other promises, representations, or agreements between the Parties except as provided in this Agreement.

- B. DISTRICT and COLLEGE agree to comply with all applicable federal and State nondiscrimination and equal opportunity laws, rules and regulations. DISTRICT and COLLEGE shall not engage in unlawful discrimination or harassment against any person based on race, color, ancestry, national origin, religion, pregnancy, sexual orientation, order of protection status, gender identity or expression, age, marital status, disability, genetic information, unfavorable military discharge, veteran status, or sex (including sexual harassment, sexual violence, sexual assault, domestic violence, dating violence and/or stalking), or any other legally protected category. The Parties will coordinate regarding an appropriate response to any report of alleged harassment, including sexual harassment, involving students or employees involved in the Running Start Program, taking into consideration the nature of the report, the parties involved and the location and context in which the alleged harassment occurred.

- C. In carrying out its respective obligations under this Agreement, each Party and its employees shall maintain the confidentiality of all personally identifiable information concerning the students enrolled in Running Start courses, and shall adhere to all applicable federal, State and local laws, rules and regulations now in effect or later adopted relating to the confidentiality of student records and information, including but not limited to the Family Educational Rights and Privacy Act ("FERPA"), 20 U.S.C. §1232g, and Illinois School Student Records Act ("ISSRA"), 105 ILCS 10/1 et seq. With regard to the education records/school student records and information to which a Party and/or its employees shall be granted access under this Agreement, that Party and its employees shall be deemed "school officials" with legitimate educational interests in such records and information. The Party and its employees shall have the right to access and use such records and information solely for the purpose of performing the Party's obligations under this Agreement. The Party and its employees shall not re-disclose personally identifiable student information that is received under this Agreement to any third party, except as directed or permitted by the other Party, or as required by law. Each Party shall have in place reasonable policies and procedures, which the other Party may monitor or audit upon request and with reasonable notice, to prevent such re-disclosure.

- D. It is understood and agreed that neither party to this Agreement shall be legally liable for any negligent or wrongful acts either of commission or omission, chargeable to the other, unless such liability is imposed by law and this Agreement shall not be construed as seeking to enlarge or diminish any obligation or duty owed by one party against the other party or against third parties.

- E. The Parties agree that their respective representatives shall use their best efforts to

timely communicate with one another as needed to pursue the objectives and implementation of Running Start, and to work cooperatively to resolve any issues which may from time to time arise in the course of their collaboration. The Parties shall, not less than annually, review the provisions of this Agreement and identify any updates, as may be needed. Any such updates are subject to the requirements of Section 8.E, below.

Section 7 Participation in Running Start Program by Students with Disabilities

The Parties will work collaboratively and utilize the following processes to ensure that individual students with disabilities have access to Running Start Program courses, provided that they are able to meet the criteria for entry into such courses:

- A. The DISTRICT will identify all eligible students based upon the requirements as set forth in the Running Start Pre-Selection Criteria (Appendix A) and DISTRICT Procedures to Fulfill Qualifications and Admissions (Appendix B).
- B. The process is established as follows:
 - The DISTRICT will identify students who have a current IEP or 504 Plan on the final and approved DISTRICT Running Start list, as referenced in Appendix B.
 - The DISTRICT will ensure that each student with an IEP or 504 Plan and their parent/guardian is informed of the differences in college ADA accommodations versus high school accommodations.
 - The DISTRICT Counselor and COLLEGE Early College department will assist with connecting students to Disability Support Services so that college accommodations can be developed prior to the start of Running Start coursework.
 - The DISTRICT will assist in providing students a copy of their current IEP or 504 Plan to provide to the COLLEGE Disability Support Services.
- C. A student with a disability shall have access to the supplementary aids and accommodations included in their individualized education program under Article 14 of the Illinois School Code or Section 504 Plan under the federal Rehabilitation Act of 1973 while the student is accessing a Running Start Program course on DISTRICT's high school campus, in accordance with established DISTRICT practices for providing these services.
- D. A student with a disability who accesses a Running Start Program course on COLLEGE's campus shall have access to appropriate supplementary aids and/or accommodations for which the student is eligible through COLLEGE's Disability Support Services office. The Parties agree that the COLLEGE'S Disability Support Services office will coordinate with and involve the District in identifying appropriate supplementary aids and/or accommodations for eligible students.
- E. DISTRICT and COLLEGE shall regularly communicate regarding the progress,

performance and individual needs of students with disabilities who are enrolled in Running Start Program courses.

Nothing contained herein shall be construed as to release DISTRICT from its obligations as the "Resident District" and/or "Local Education Agency," as those terms may be defined in State or federal laws, rules and/or regulations relating to students with disabilities. DISTRICT represents and warrants that, at all times and during all situations governed by this Agreement, it shall remain the Resident District and Local Education Agency for any and all students with disabilities participating in the Running Start Program hereunder.

Section 8 Miscellaneous Provisions

- A. **Effective Date.** This Agreement becomes effective upon the date as of which it has been approved and fully executed by both of the Board of Education of DISTRICT and the Board of Trustees of COLLEGE
- B. **Term of Agreement; Non-Assignability.** This initial term of this Agreement shall commence on the Effective Date and expire automatically on June 30, 2025. This agreement is applicable for the Running Start Class who begins Summer 2024 and for program applicants and participants who begin the Running Start program in Summer 2025. This Agreement is not transferable or assignable by the Parties. There are no third-party beneficiaries to this Agreement.
- C. **Termination.** Either Party shall have the right to terminate this Agreement at the end of any semester during the initial term and any extension thereof, by in whole or in part upon providing written notice of termination to the other Party at least 30 days prior to the last day of student attendance in any such semester
- D. **Notices.** All notice required pursuant to this Agreement shall be sent by means capable of providing a confirmation of receipt, including (a) deposit with postage pre-paid in the U.S. mail, certified and return receipt requested, (b) personal service, or (c) facsimile transmittal, to the Parties at their addresses set out below or as otherwise specified in writing to one another. All notices mailed shall be deemed effective three days after mailing

If to DISTRICT:

North Boone Community
Unit School District No. 200
Att'n: Superintendent
6248 N. Boone School Road
Poplar Grove, IL 61065
Facsimile: (815) 765-2053

with a copy to counsel;

Scott Nemanich
Klein, Thorpe and Jenkins, Ltd.
15010 S. Ravinia Ave., Suite 10
Orland Park, IL 60462
Facsimile: (708) 349-1506
Email: senemanich@ktjlaw.com

If to COLLEGE:

Illinois Community COLLEGE
DISTRICT No. 511
Att'n: Chief Academic Officer
3301 North Mulford Rd.
Rockford, IL 61114
Facsimile: (815) 921-6974

with a copy to counsel.

Joseph J. Perkoski
Robbins-Schwartz
190 South LaSalle St.; Suite 2550
Chicago, IL 60603-3410
Facsimile: (312) 332-7768
Email: jperkoski@robbins-schwartz.com

E. **Amendments.** No change, modification or amendment to this Agreement shall be valid unless reduced to writing and approved by the Parties' respective governing boards.

F. **Good Faith and Dispute Resolution.** The Parties agree to use their best, good faith efforts to promote and operate the Running Start program. In the event of a dispute arising under this Agreement which cannot be resolved informally by the Parties' designated representatives and the Parties' respective governing boards, the Parties agree to first engage in mediation to resolve the conflict. If mediation is unsuccessful, the Parties may, by subsequent written agreement, elect to engage in binding arbitration pursuant to the procedures of the American Arbitration Association, in lieu of litigation.

G. **Severability.** If for any reason any provision of this Agreement is determined by an arbitrator to be invalid or unenforceable, that provision shall be deemed severed and the balance of the Agreement shall otherwise remain in full force and effect.

The failure of a Party to this Agreement to insist upon strict and prompt performance of the terms and conditions shall not constitute or be construed as a waiver or relinquishment of that Party's right thereafter to enforce any such term or condition, but the same shall continue in full force and effect.

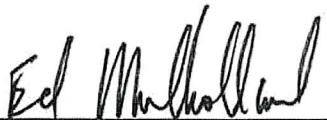
H. **Governing Law.** This Agreement shall be governed by and interpreted according to the laws of the State of Illinois.

- i. **Signature in Counterparts.** This Agreement may be executed in counterparts, each of which shall be an original, but all of which shall constitute on and the same instrument. Counterparts may be exchanged in PDF format by email.

WHEREFORE, the Parties by their respective officers have executed this Agreement on the dates set forth below.


**Board of Education North
Boone School District
No. 200
Boone County, Illinois**

**Board of Trustees
Illinois Community COLLEGE
District No. 511
Winnebago County, Illinois**



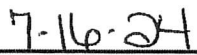
President

President



Secretary

Secretary



Date

Date

APPENDIX A
DISTRICT Running Start Program Process Procedures

Pre-Selection Criteria for DISTRICT High School Students

1. Meet with the DISTRICT Counselor regarding the selection process.
2. Must be in their high school sophomore or junior year to apply for Running Start.
3. Have a minimum 3.0 cumulative high school GPA.
4. Be on track for high school graduation by the end of the sophomore year for the 2-year program; junior year for the 1-year program.
5. Completed one year of Algebra and one year of Geometry with a grade of "B" or higher in each semester by the end of the sophomore year. Two years of Algebra completed with a grade of "B" or higher is preferred.
6. Completed two years of English with a grade of "B" or higher in each semester by the end of the sophomore year.
7. Completed one year of Chemistry with a grade of "B" or higher in each semester by the end of the sophomore year for the 2-year program; junior year for the 1-year program.
8. Have a positive recommendation from the DISTRICT high school Principal and/or Counselor.
9. Have the permission of a parent or legal guardian.
10. Work with the DISTRICT Counselor to complete steps outlined in Appendix B.
11. DISTRICT may implement additional pre-selection criteria above and beyond the minimum pre-selection criteria given above.

APPENDIX B
DISTRICT Procedures to Fulfill Qualifications and Admissions

Note: "DISTRICT" refers to North Boone DISTRICT 200. "RVC" refers to Rock Valley COLLEGE's Early COLLEGE Office.

1. DISTRICT determines list of students who are qualified.
2. DISTRICT determines who is interested in applying for the Running Start Program.
3. DISTRICT interested students complete an RVC Application for Credit Courses.
4. DISTRICT testing proctors will administer ACCUPLACER testing at DISTRICT campuses, or alternatively schedule a test date at the COLLEGE Testing Center. (Students must complete RVC Applications no less than 1 week prior to testing.)
5. DISTRICT students will take the RVC ACCUPLACER placement test in Reading, English, and Math, or submit ACT/SAT scores for possible waiver of the placement test.
6. DISTRICT students will be allowed one re-test in Reading, English, and Math during the Running Start application process for a cost of \$5 per subject re-test. If testing is proctored at the high school, RVC will waive re-test fees.
7. COLLEGE provides ACCUPLACER scores report to DISTRICT.
8. DISTRICT Counselors review and determine if students are ready for COLLEGE coursework as part of the RVC Running Start Program based on ACCUPLACER scores.
9. DISTRICT staff will place student's data into a shared file that is compatible with MS Excel or Google Sheets format. The file will include the RVC Student ID for each student and specify all students who are qualified based on DISTRICT selection criteria.
10. DISTRICT submits file of fully qualified students to RVC.
11. COLLEGE will verify qualified students and send the confirmed report back to DISTRICT to complete the DISTRICT selection process.
12. After DISTRICT selection process is conducted, DISTRICT will send final and approved DISTRICT Running Start student list to RVC.
13. DISTRICT Counselors notify ALL students of award of placement into DISTRICT Running Start Program OR placement on DISTRICT waiting list.
14. COLLEGE sends welcome packet to DISTRICT students to final and approved DISTRICT Running Start students.
15. DISTRICT students return completed welcome packet forms to COLLEGE.
16. DISTRICT manages DISTRICT Running Start waiting list, if such list exists.
17. DISTRICT sends transcripts to COLLEGE of accepted Running Start students after spring grades are posted to confirm eligibility requirements have successfully been met.
18. Based on transcripts, DISTRICT will determine if a student no longer meets Running Start eligibility requirements and DISTRICT will inform impacted student.
19. Students and DISTRICT Counselors are responsible for ensuring students will meet DISTRICT High School graduation requirements.
20. COLLEGE schedules students each semester and provides student schedules to DISTRICT Counselor for students enrolled in the DISTRICT Running Start Program.
21. DISTRICT Counselors work with students each semester to verify students are on track with their individual COLLEGE Student Academic Master Plan (STAMP) and high school graduation requirements.

22. When a student scheduling change or STAMP change is requested by the DISTRICT or the DISTRICT student, the student submits the "RVC Schedule Change Form" to DISTRICT Counselor for approval.
23. RVC provides students access to COLLEGE advisors to assist with changes to STAMP and scheduling, as needed.
24. If approved, DISTRICT Counselor submits the signed "RVC Schedule Change Form" to RVC for processing.
25. RVC provides student transcripts to DISTRICT Counselor for each semester completed by participating students within two weeks of final grades posting.

APPENDIX C

Running Start Student Academic Conduct Policies

All *Running Start* students at Rock Valley College (RVC) are expected to demonstrate qualities of integrity, honesty, civility, and respect in their conduct, both in and out of the classroom. All RVC policies can be viewed in the Student Handbook found on our website: www.rockvalleycollege.edu/studenthandbook. Adherence to all policies is essential and required to remain in the *Running Start* program.

ADVISING & COMMUNICATION

Running Start students are expected to:

- Meet with your high school Program Counselor for high school graduation and semester schedules.
- Only add or drop classes with your high school Counselor.
- Meet with an RVC Advisor for RVC graduation requirements.
- Respond to communication via RVC Mail and EAGLE accounts on a daily basis.
- Keep all scheduled appointments.

ATTENDANCE POLICY

Students are expected to attend every class meeting and arrive on time. There is no college policy permitting absences. Each faculty member will decide when and how absences affect grades. It is the responsibility of the student to adhere to the course syllabus. If a student needs to miss class, they must contact their instructor and their home high school office.

MAINTAINING ACADEMIC INTEGRITY

Please refer to page 47 of the Student Handbook: <http://www.rockvalleycollege.edu/studenthandbook>

ACADEMIC EARLY WARNING

Transitioning from high school to college can be a challenge and students may find it difficult to adjust. The Early Warning System is designed to assist students by alerting the Dean of Students office of any student who misses class or struggles academically within the first few weeks of school. This early intervention is intended to make a difference in the student's academic performance before midterm and set a pattern of success for the rest of the semester. Notification to the Dean of Students is dependent upon faculty report.

ACADEMIC PROBATION & INDIVIDUAL ACADEMIC RECOVERY PLAN (IARP)

Students must earn a cumulative grade point average (GPA) of 2.5 or higher and not receive a "D", "W" or "F" for a course, or they will be placed on Academic Probation for one semester and be required to develop an IARP. If during the probation semester students fail to raise their GPA to 2.5 or higher or they earn an additional "D", "W" or "F", then they **will** be dismissed from the program and be returned to high school. Assistance to improve academic performance is available by taking advantage of the following:

- Meet with instructors to review course expectations and create a plan of action. Instructor office hours can be found on the course syllabus.
- Visit the Tutoring Center, Writing Center, and/or Math Lab for instruction, tutoring, and study skills enhancement. These services are free to RVC students.
- Students will be **required** to meet regularly with their high school program counselor to insure academic recovery.

DISMISSAL FROM PROGRAM

All *Running Start* students will be dismissed from the program as a result of *any* of the following:

- Failure to attend and complete STU 100: Planning for Success in their first summer semester with a grade of "B" or higher. No repeat allowed.
- Failure to raise cumulative GPA to 2.5 or earn "D", "F" or "W" during the Academic Probation semester.
- Demonstration of behavior and/or attitudes that undermine the integrity and privilege of program participation, as deemed by RVC and/or the participating School District.
- Violation of any of the Code of Conduct policies and/or Academic Misconduct policies.
- If high school graduation and/or RVC graduation is in jeopardy. Dismissal is determined by the participating School District in consultation with RVC.

In addition, students in their **first year** of *Running Start* will also be dismissed from the program as a result of *any* of the following:

- Earning a combination of three "D", "F" or "W" grades in a single semester.
- Earning two "F" grades in a single semester.
- Earning a semester or cumulative GPA less than 2.0.
- Needing to recover more than 7 credits by the end of the first year in the program.

Appendix D
Running Start Program Course Offerings 2024-2025
Running Start Courses Approved to be taken at an RVC Campus

Allied Health					
RVC Course Code	RVC Course Name	RVC Credits	HS Course Code	HS Course Name	HS Credits
FWS-110	Fitness Walking	1		Physical Education	0.5
FWS-116	Step Aerobics	1		Physical Education	0.5
FWS-119	Cardio Kickboxing	1		Physical Education	0.5
FWS-121	Cardio Fitness & Conditioning	1		Physical Education	0.5
FWS-126	Beginning Weight Lifting	1		Physical Education	0.5
FWS-127	Advanced Weight Lifting	2		Physical Education	0.5
FWS-128	Sports Performance Fitness	1		Physical Education	0.5
FWS-131	Basketball & Touch Football	1		Physical Education	0.5
FWS-133	Power Volleyball	1		Physical Education	0.5
FWS-151	Tae Kwon Do	1		Physical Education	0.5
FWS-220	Intro Career Opportunity in PE	3		Elective	0.5
FWS-231	Contemporary Health Issues	3		Elective	0.5
FWS-233	Community Health	3		Elective	0.5
FWS-235	Alcohol and Drug Education	3		Elective	0.5
FWS-236	Human Sexuality	3		Elective	0.5
FWS-237	Nutrition for Optimum Living	3		Elective	0.5
FWS-243	First Aid/Gen Safety/CPR/AED	3		Elective	0.5
FWS-250	Introduction Sport Management	3		Elective	0.5
FWS-253	Introduction to Coaching	3		Elective	0.5
FWS-254	ASEP Sport First Aid and CPR	3		Elective	0.5
FWS-255	Sociology of Sport	3		Elective	0.5
FWS-256	History of Phy Ed & Sport	3		Elective	0.5
FWS-258	Sport & Exercise Psychology	3		Elective	0.5
FWS-260	Intro to Exercise Science	3		Elective	0.5
FWS-261	Nutrition for Fitness&Sport	3		Elective	0.5
FWS-263	Nutrit, Exercise & Weight Cntr	3		Elective	0.5
FWS-265	Personal Fitness and Wellness	3		Elective	0.5
FWS-266	Personal Trng I-Concepts&Appl	3		Elective	0.5

FWS-267	Persnl Trng II-Concepts&Appl.	3		Elective	0.5
HLT-110	Medical Terminology	2		Elective	0.5

Business

RVC Course Code	RVC Course Name	RVC Credits	HS Course Code	HS Course Name	HS Credits
ATG-110	Financial Accounting	4		Elective	1
ATG-111	Managerial Accounting	4		Elective	1
BUS-101	Introduction to Business	3		Elective	0.5
BUS-103	Business Mathematics	3		Elective	0.5
BUS-105	Consumer Econ and Prsnl Fin	3		Consumer Education	0.5
BUS-130	Entrepreneurship Principles	3		Elective	0.5
BUS-131	Entrepreneurship Planning	3		Elective	0.5
BUS-170	Intro Organizational Behavior	3		Elective	0.5
BUS-200	Legal Environment in Bus	3		Elective	0.5
BUS-223	Business Statistics	3		Elective	0.5
BUS-230	Entrepreneurship Capstone	3		Elective	0.5
BUS-279	Principles of Finance	3		Elective	0.5
BUS-282	International Business	3		Elective	0.5
MGT-170	Business Communications	3		Elective	0.5
MGT-270	Principles of Management	3		Elective	0.5
MGT-271	Human Resource Manage	3		Elective	0.5
MGT-274	Leadership	3		Elective	0.5
MKT-260	Principles of Marketing	3		Elective	0.5
MKT-265	Salesmanship	3		Elective	0.5
MKT-266	Principles of Advertising	3		Elective	0.5
MKT-288	Customer Relations	3		Elective	0.5
OFF-118	Computer Keyboarding	1		Elective	0.5

Communications

RVC Course Code	RVC Course Name	RVC Credits	HS Course Code	HS Course Name	HS Credits
COM-113	Intro to Public Relations	3		Elective	0.5
COM-119	News Writing	3		Elective	0.5
COM-120	News Editing	3		Elective	0.5

COM-130	Intro to Mass Communication	3	Elective	0.5
COM-140	Writing for Multimedia	3	Elective	0.5
COM-156	Audio Production I	3	Elective	0.5
COM-157	Video Production I	3	Elective	0.5
COM-208	Screenwriting	3	Elective	0.5
COM-218	Broadcast Performance	3	Elective	0.5
COM-221	Photojournalism	3	Elective	0.5
COM-251	Film History and Appreciation	3	Elective	0.5
COM-252	International History of Film	3	Elective	0.5
COM-256	Advanced Audio Production	3	Elective	0.5
COM-257	Advanced Video Production	3	Elective	0.5
COM-260	Advanced Post-Production	3	Elective	0.5
COM-296	Documentary Production	3	Elective	0.5
COM-297	Motion Picture Production	3	Elective	0.5
ENG-101	Composition I	3	English 11	0.5
ENG-103	Composition II	3	English 12	0.5
ENG-108	Intro Creative Writing	3	English or Elective	0.5
ENG-109	Creative Writing II	3	English or Elective	0.5
ENG-110	Intro to Technical Writing	3	English or Elective	0.5
ENG-200	Language, Power & Public Life	3	English or Elective	0.5
LIT-101	Introduction to Literature	3	English or Elective	0.5
LIT-139	Mythology	3	Elective	0.5
LIT-140	The Bible As Literature	3	Elective	0.5
LIT-141	Film and Literature	3	English or Elective	0.5
LIT-142	Exploring Literature: Poetry	3	English or Elective	0.5
LIT-144	Exploring Literature: Fiction	3	English or Elective	0.5
LIT-152	Multicultural American Lit	3	English or Elective	0.5
LIT-154	Intro Non-Western Literature	3	English or Elective	0.5
LIT-201	American Lit Before 1865	3	English or Elective	0.5
LIT-202	American Literature Since 1865	3	English or Elective	0.5
SPH-131	Fundamentals of Communication	3	English or Elective	0.5
SPH-201	Interpersonal Communication	3	English or Elective	0.5
SPH-202	Intercultural Communication	3	English or Elective	0.5
SPH-211	Group Leadership	3	Elective	0.5

Computers and Information Systems

RVC Course Code	RVC Course Name	RVC Credits	HS Course Code	HS Course Name	HS Credits
CIS-102	Intro Computer & Info Systems	3		Elective	0.5
CIS-120	Intro to Microsoft Word	1		Elective	0.5
CIS-121	Introduction to Excel	1		Elective	0.5
CIS-124	Introduction to Powerpoint	1		Elective	0.5
CIS-130	Introduction to Access	2		Elective	0.5
CIS-170	Programming Logic & Design	3		Elective	0.5
CIS-180	Intro to Visual Basic Prgrmg.	4		Elective	1
CIS-240	Intro to Java Programming	4		Elective	1
CIS-245	Program Android-Mobile Devices	4		Elective	1
CIS-254	Database Programming	4		Elective	1
CIS-276	Intro to C/C++ Programming	4		Elective	1
CIS-277	Advanced C/C++ Programming	4		Elective	1
CIS-279	Visual C# Programming	4		Elective	1
CIS-280	Program iOS Apple Mobile Dev	4		Elective	1
CIS-290	Special Topics in CIS	1		Elective	0.5
CIS-291	Internship Field Project	1		Elective	0.5
GAT-101	Intro to Graphic Arts Tech	4		Elective	1
GAT-110	Introduction to Photoshop	2		Elective	0.5
GAT-115	Introduction to Illustrator	2		Elective	0.5
GAT-150	Typography	2		Elective	0.5
GAT-178	Fundamentals of Desktop Publis	3		Elective	0.5
GAT-190	Image Generation and Output	2		Elective	0.5
GAT-215	Advanced Illustrator	2		Elective	0.5
GAT-220	Adv Photoshop Grap Arts Indus.	3		Elective	0.5
PCT-110	Networking Essentials	3		Elective	0.5
PCT-111	Windows Active Directory	3		Elective	0.5
PCT-112	Windows Server Fundamentals	3		Elective	0.5
PCT-113	Microsoft Win Infrastructure	3		Elective	0.5
PCT-120	Cisco Networking I	4		Elective	1
PCT-122	Cisco Networking II	4		Elective	1
PCT-124	Cisco Networking III	4		Elective	1

PCT-126	Cisco Networking IV	4	Elective	1
PCT-130	Intro Network Security Fndmntl	3	Elective	0.5
PCT-132	Advanced Network Security	3	Elective	0.5
PCT-140	IP Telephony I	4	Elective	1
PCT-142	IP Telephony II	4	Elective	1
PCT-211	VMWare vSphere:Install/Config	3	Elective	0.5
PCT-262	A+ Essentials	3	Elective	0.5
PCT-270	Introduction to Unix/Linux	3	Elective	0.5
PCT-275	Cisco Firewall Design	4	Elective	1
PCT-290	Special Topic in PC Tech	1	Elective	0.5
WEB-101	Programming Related-Internet	4	Elective	1
WEB-102	Adv Program Related - Internet	4	Elective	1
WEB-111	Introduction to Multimedia	3	Elective	0.5
WEB-225	Digital Photography	3	Elective	0.5
WEB-233	Introduction to Javascript	4	Elective	1
WEB-234	PHP Programming	4	Elective	1

Engineering and Technology

RVC Course Code	RVC Course Name	RVC Credits	HS Course Code	HS Course Name	HS Credits
EGR-101	Introduction to Engineering	2	Elective		0.5
EGR-135	Engineering Graphics/CAD	4	Elective		1
EGR-206	Statics	3	Elective		0.5
EGR-207	Dynamics	3	Elective		0.5
EGR-221	Elem Mech of Defmabl Bodies	3	Elective		0.5
EGR-231	Engineering Circuit Analysis	4	Elective		1
EGR-250	Digital Electronics	4	Elective		1

Humanities / Fine Arts

RVC Course Code	RVC Course Name	RVC Credits	HS Course Code	HS Course Name	HS Credits
ART-101	Drawing and Composition I	3	Elective		0.5
ART-102	Drawing and Composition II	3	Elective		0.5
ART-103	Design I	3	Elective		0.5
ART-111	Painting I	3	Elective		0.5

ART-121	Ceramics I	3	Elective	0.5
ART-122	Ceramics II	3	Elective	0.5
ART-131	Introduction to Visual Art	3	Elective	0.5
ART-141	Intro Non-Western Visual Art	3	Elective	0.5
ART-201	Life Drawing	3	Elective	0.5
ART-203	Design II	3	Elective	0.5
ART-212	Painting II	3	Elective	0.5
ART-216	Relief Printmaking	3	Elective	0.5
ART-251	History of Art I	3	Elective	0.5
ART-252	History of Art II	3	Elective	0.5
CRM-101	Intro to Criminal Justice	3	Elective	0.5
CRM-102	Intro to Probation & Parole	3	Elective	0.5
CRM-103	Intro to Corrections	3	Elective	0.5
CRM-104	Intro to Private Security	3	Elective	0.5
CRM-105	Police Report Writing	3	Elective	0.5
CRM-120	Criminal Investigation	3	Elective	0.5
CRM-125	Criminal Proced & Civil Rights	3	Elective	0.5
CRM-127	Ethics in Law Enforcement	3	Elective	0.5
CRM-210	Criminal Law	3	Elective	0.5
CRM-225	Juvenile Procedures	3	Elective	0.5
CRM-260	Police Organization & Admin	3	Elective	0.5
CRM-271	Patrol Procedures	3	Elective	0.5
CRM-281	Rules of Evidence	3	Elective	0.5
CRM-282	Interviews & Interrogations	3	Elective	0.5
ECE-100	Intro to Early Childhood Ed.	3	Elective	0.5
ECE-101	The Developing Child	3	Elective	0.5
ECE-103	Health, Safety & Nutrition of Young Child	3	Elective	0.5
ECE-105	Observation and Assessment of Young Children	3	Elective	0.5
ECE-113	Infant and Toddler Curriculum	3	Elective	0.5
ECE-201	Language Development	3	Elective	0.5
ECE-202	Child, Family & Community	3	Elective	0.5
ECE-203	Curriculum Plan-Young Child	3	Elective	0.5
ECE-205	Org & Superv-Early Child Facil	3	Elective	0.5

EDU-202	Children's Literature	3	Elective	0.5
EDU-224	Introduction to Education	3	Elective	0.5
EDU-234	Intro Technology for Teachers	3	Elective	0.5
EDU-244	Students With Disabilities	3	Elective	0.5
FRN-101	Beginning French	4	Elective	1
FRN-102	Continuatn of Begng French	4	Elective	1
GRM-101	Beginning German	4	Elective	1
GRM-102	Continuatn of Begng German	4	Elective	1
HUM-111	Intro to Humanities I	3	Elective	0.5
HUM-112	Intro to Humanities II	3	Elective	0.5
HUM-114	Intro Hum III:Contem West Wrl	3	Elective	0.5
HUM-125	Intro Non-Western Humanities	3	Elective	0.5
HUM-211	War & West Hum Thru Mid Ages	3	Elective	0.5
HUM-212	War & W.Hum-Renaiss to Present	3	Elective	0.5
HUM-250	Leadership Development Stud	3	Elective	0.5
MUS-101	Fundamentals of Music	3	Elective	0.5
MUS-102	Intro to Music Literature	3	Elective	0.5
MUS-104	Intro to American Music	3	Elective	0.5
MUS-106	Intro to Non-Western Music	3	Elective	0.5
MUS-131	Class Piano I	2	Elective	0.5
MUS-132	Class Piano II	2	Elective	0.5
MUS-191	Chorus I	1	Elective	0.5
MUS-194	Instrumental Ensemble I	1	Elective	0.5
MUS-195	Band I	1	Elective	0.5
MUS-198	Orchestra I	1	Elective	0.5
MUS-294	Instrumental Ensemble II	1	Elective	0.5
MUS-295	Band II	1	Elective	0.5
MUS-298	Orchestra II	1	Elective	0.5
PHL-150	Intro to Philosophy	3	Elective	0.5
PHL-151	Intro Non-Western Philosophy	3	Elective	0.5
PHL-152	Environmental Ethics	3	Elective	0.5
PHL-153	Medical Ethics	3	Elective	0.5
PHL-154	Introduction to Religion	3	Elective	0.5
PHL-155	World Religions	3	Elective	0.5

PHL-156	Religion in American Society	3	Elective	0.5
PHL-157	Foundational Religious Texts	3	Elective	0.5
PHL-255	Logic	3	Elective	0.5
PHL-256	Contemporary Moral Issues	3	Elective	0.5
PHL-260	Philosophy of Religion	3	Elective	0.5
SPN-101	Beginning Spanish	4	Elective	0.5
SPN-102	Continuation Beginning Spanish	4	Elective	0.5
SPN-203	Intermediate Spanish	3	Elective	0.5
SPN-204	Continue Intermediate Spanish	3	Elective	0.5
THE-133	Introduction to the Theater	3	Elective	0.5
THE-134	Stagecraft & Theater Lighting	3	Elective	0.5
THE-135	Acting I	3	Elective	0.5
THE-235	Acting II	3	Elective	0.5

Life Sciences

RVC Course Code	RVC Course Name	RVC Credits	HS Course Code	HS Course Name	HS Credits
BIO-100	Introductory Human Biology	3		Science or Elective	0.5
BIO-103	Introductory Life Science	3		Science or Elective	0.5
BIO-104	Intro Life Science Lab	1		Science or Elective	0.5
BIO-106	Environmental Science	3		Science or Elective	0.5
BIO-107	Environmental Biology Lab	1		Science or Elective	0.5
BIO-113	Plants and Society	4		Science or Elective	1
BIO-140	Introduction to Evolution	3		Science or Elective	0.5
BIO-150	Microbes and Society	3		Science or Elective	0.5
BIO-152	Microbes & Society Laboratory	1		Science or Elective	0.5
BIO-162	Human Heredity	3		Science or Elective	0.5
BIO-171	Biology of Human Disease	3		Science or Elective	0.5
BIO-185	Foundations Anat & Physiol	5		Science or Elective	1
BIO-201	Fundamentals of Biology I	4		Science or Elective	1
BIO-202	Fundamentals of Biology II	4		Science or Elective	1
BIO-274	Microbiology	4		Science or Elective	1
BIO-281	Anatomy and Physiology I	4		Science or Elective	1
BIO-282	Anatomy and Physiology II	4		Science or Elective	1

Mathematics

RVC Course Code	RVC Course Name	RVC Credits	HS Course Code	HS Course Name	HS Credits
MTH-115	General Education Math	3		Math or Elective	0.5
MTH-120	College Algebra	3		Math or Elective	0.5
MTH-125	Plane Trigonometry	3		Math or Elective	0.5
MTH-132	College Algebra & Trigonometry	5		Math or Elective	1
MTH-135	Calculus W/Analytic Geom I	5		Math or Elective	1
MTH-164	Computer in Mathematics C/C++	4		Math or Elective	1
MTH-211	Calc for Business & Soc Scienc	4		Math or Elective	1
MTH-216	Math for Elem Teachers I	3		Elective	0.5
MTH-217	Math for Elem Teachers II	3		Elective	0.5
MTH-220	Elements of Statistics	3		Math or Elective	0.5
MTH-235	Calculus W/Analytic Geom II	4		Math or Elective	1
MTH-236	Calculus W/Analyt Geom III	4		Math or Elective	1
MTH-240	Differential Equations	3		Math or Elective	0.5
MTH-250	Modern Linear Algebra	4		Math or Elective	1

Physical Sciences

RVC Course Code	RVC Course Name	RVC Credits	HS Course Code	HS Course Name	HS Credits
ATS-105	Intro to Atmospheric Science	4		Science or Elective	1
CHM-110	General Organic & BioChem I	4		Science or Elective	1
CHM-120	General Chemistry I	4		Science or Elective	1
CHM-130	General Chemistry II	4		Science or Elective	1
CHM-210	General, Organic & BioChem II	4		Science or Elective	1
CHM-220	Organic Chemistry I	5		Science or Elective	1
CHM-230	Organic Chemistry II	5		Science or Elective	1
CHM-240	General Biological Chemistry	3		Science or Elective	0.5
GEL-101	Introduction to Geology	4		Science or Elective	1
GEL-107	Geology of the Solar System	3		Science or Elective	0.5
GEL-206	Environmental Geology	3		Science or Elective	0.5
PGE-100	Physical Geography	3		Social Studies or Elective	0.5
PGE-102	Physical Geography With Lab	4		Social Studies or Elective	1

PGE-240	Global Climate Change	3	Science or Elective	0.5
PHY-201	Mechanics and Heat	5	Elective	1
PHY-202	Waves/Elec/Light & Modrn Phys	5	Elective	1
PHY-215	Mechanics, Wave Motion, Thermo	5	Elective	1
PHY-225	Electr, Magnetism, Light, Phys	5	Elective	1

Social Sciences

RVC Course Code	RVC Course Name	RVC Credits	HS Course Code	HS Course Name	HS Credits
ANP-102	Intro Biolo Anthro & Archaeol	3		Social Studies or Elective	0.5
ANP-103	Intro to Cultural Anthro	3		Social Studies or Elective	0.5
GEO-130	World Geography	3		Social Studies or Elective	0.5
HST-140	History of Western Civ I	3		Social Studies or Elective	0.5
HST-141	History of Western Civ II	3		Social Studies or Elective	0.5
HST-142	History of U S to 1865	3		Social Studies or Elective	0.5
HST-143	History of U S Since 1865	3		Social Studies or Elective	0.5
HST-144	Current Hist 1945 to Present	3		Social Studies or Elective	0.5
HST-151	African History Survey to 1600	3		Social Studies or Elective	0.5
HST-152	African Hist Survey Since 1600	3		Social Studies or Elective	0.5
HST-162	History of Latin America I	3		Social Studies or Elective	0.5
HST-163	History of Latin America II	3		Social Studies or Elective	0.5
HST-172	History of Middle East to 1453	3		Social Studies or Elective	0.5
HST-173	History Middle East Since 1453	3		Social Studies or Elective	0.5
HST-182	Hist of Eastern Civ to 1500	3		Social Studies or Elective	0.5
HST-183	Hist of East Civ Since 1500	3		Social Studies or Elective	0.5
HST-192	History of World Until 1750	3		Social Studies or Elective	0.5
HST-193	Hist of the World Since 1750	3		Social Studies or Elective	0.5
HST-210	History of Women of the U.S.	3		Social Studies or Elective	0.5

PSC-150	Intro to Political Science	3	Social Studies or Elective	0.5
PSC-160	American National Government	3	Social Studies or Elective	0.5
PSC-161	State and Local Government	3	Social Studies or Elective	0.5
PSC-210	Intro to Legal System	3	Social Studies or Elective	0.5
PSC-211	The American Presidency	3	Social Studies or Elective	0.5
PSC-269	International Relations	3	Social Studies or Elective	0.5
SOC-190	Introduction to Sociology	3	Social Studies or Elective	0.5
SOC-290	Social Problems	3	Social Studies or Elective	0.5
SOC-291	Criminology	3	Elective	0.5
SOC-292	Sociology of Deviance	3	Social Studies or Elective	0.5
SOC-294	Urban Sociology	3	Social Studies or Elective	0.5
SOC-295	Racial and Ethnic Relations	3	Social Studies or Elective	0.5
SOC-298	Sociology of Sex and Gender	3	Social Studies or Elective	0.5
SOC-299	Sociology of the Family	3	Social Studies or Elective	0.5

STU Student Development

RVC Course Code	RVC Course Name	RVC Credits	HS Course Code	HS Course Name	HS Credits
STU-100	Planning for Success	1		Elective	0.5
STU-101	Career Planning	2		Elective	0.5
STU-103	Workplace Ethics	1		Elective	0.5

**2024-2025 Running Start Intergovernmental Agreement (IGA)
Winnebago C.U.S.D. #323**

Background: Running Start is a formal program that allows qualified students from Winnebago C.U.S.D. #323 to attend Rock Valley College (RVC) for their junior and senior years of high school. Students may enroll in a two-year degree completion program in which students take dual credit courses that meet requirements for both a high school diploma and a Rock Valley College Associate Degree simultaneously or a one-year program that meets the requirements for both a high school diploma and one year of Rock Valley College credit courses simultaneously. The Running Start program will be administered through the Early College office at Rock Valley College in conjunction with Winnebago C.U.S.D. #323.

Students selected for Running Start need to be academically and socially ready for college. Running Start provides an opportunity for students to work toward a more challenging educational environment and excel both in high school and college; at the same time, they may continue to participate in sports and activities at their high schools as their schedule allows. The Running Start program provides students additional experiences to develop the independence, study skills, and confidence needed to succeed beyond high school and into college.

The financial arrangement between Rock Valley College and Winnebago C.U.S.D. #323 requires the District to calculate the cost equivalent of tuition and fees with the assistance of the College for the courses taken per Running Start student and pay the College the cost associated with this tuition and fees calculation. Participating students will then be financially responsible for paying the remaining balance of tuition and fees and covering the costs for any repeated courses, textbooks, and course supplies. The District's financial assistance helps reduce the overall college cost for students and their families.

Recommendation: It is recommended that the Rock Valley College Board of Trustees approves the Running Start Intergovernmental Agreement with Winnebago C.U.S.D. #323, effective the date both parties have approved and executed the Agreement, for classes beginning Summer 2024. **Attorney Reviewed.**

Howard J. Spearman, Ph.D.
President

Board Approval: _____
Secretary, Board of Trustees

Attachment: Intergovernmental Agreement: Running Start – Winnebago C.U.S.D. #323

**INTERGOVERNMENTAL AGREEMENT BETWEEN BOARD
OF EDUCATION OF
WINNEBAGO COMMUNITY UNIT SCHOOL DISTRICT NO.
323, WINNEBAGO COUNTY, ILLINOIS
AND
BOARD OF TRUSTEES OF ILLINOIS COMMUNITY COLLEGE DISTRICT NO. 511,
WINNEBAGO COUNTY, ILLINOIS
FOR RUNNING START PROGRAM**

This Agreement is made and entered into by and between the Board of Education of Winnebago Community Unit School District No. 323, Winnebago County, Illinois ("DISTRICT") and the Board of Trustees of Illinois Community College District No. 511, Winnebago County, Illinois ("COLLEGE") (together, the "Parties") in the exercise of their intergovernmental cooperation powers under the Illinois Constitution of 1970, and the Illinois Intergovernmental Cooperation Act and their respective powers under the School Code and the Public Community COLLEGE Act.

WHEREAS, the Parties are authorized to enter into intergovernmental agreements for cooperative projects and use agreements in any manner not prohibited by law or by ordinance, pursuant to Article VII, § 10 of the Illinois Constitution of 1970, the Intergovernmental Cooperation Act (5 ILCS 220/1 *et seq.*), the School Code (105 ILCS 5/1-1 *et seq.*), and the Public Community COLLEGE Act (110 ILCS 805/1-1 *et seq.*); and

WHEREAS, Running Start is a program that allows select, qualified, academically motivated students enrolled in Illinois Community COLLEGE DISTRICT 511 public high schools an opportunity to earn both their high school diploma and associate degree concurrently by attending COLLEGE full-time during their junior and/or senior years of high school; and

WHEREAS, the Parties have determined that shared commitment to Running Start goals benefits their constituencies and enhances educational opportunities for the communities they serve; and

WHEREAS, the Parties have determined that it is in their respective best interests and that of their constituencies to enter into this Intergovernmental Agreement for Running Start Program (hereinafter "Agreement").

NOW, THEREFORE, IT IS AGREED between the Parties, in consideration of their mutual promises and undertakings set forth herein and for other good valuable consideration, as follows:

Section 1 Incorporation of Preamble Recitals

The foregoing recitals are hereby found to be true and correct and are incorporated herein by reference.

Section 2 Implementation of Running Start

DISTRICT and COLLEGE agree to collaborate to implement Running Start as a joint program,

administered jointly by Rock Valley COLLEGE and Winnebago School DISTRICT, subject to the following terms and conditions.

- A. The Parties intend to establish and offer Running Start to provide eligible DISTRICT students with full-time instruction at COLLEGE during their junior and senior years of high school in satisfaction of:
 - 1) DISTRICT's requirements for earning a high school diploma; and
 - 2) COLLEGE's requirements for earning an associate's degree.
- B. Any DISTRICT student interested in Running Start will meet with DISTRICT Counselor to discuss whether he/she meets the pre-selection criteria set forth in the Running Start Program Process Procedures (Appendix A). If an interested DISTRICT student meets said pre-selection criteria, he/she will follow the application process set forth in the Running Start Procedures to Fulfill Qualifications and Admissions (Appendix B).
- C. This Agreement does not cover those students who are not recruited by and identified by the DISTRICT to participate in the Running Start program.
- D. Instruction for DISTRICT students accepted into Running Start shall be provided by COLLEGE, which shall charge the DISTRICT the cost equivalent of in-district tuition and fees for courses taken per student per school year.
- E. The Running Start courses offered pursuant to this Agreement and the respective course locations are attached hereto and incorporated by reference as Appendix D. The courses listed in Appendix D will be mutually agreed upon by both parties no later than March of each year that this Agreement is in effect, and are subject to change based upon availability of eligible instructors, student interest and availability in specific courses, and/or local board policy.
- F. If a DISTRICT student is receiving a D, F or W, or is otherwise not meeting Running Start academic standards, at the midterm grading period, COLLEGE will notify the DISTRICT Counselor within one week after the midterm date. COLLEGE and DISTRICT agree to communicate within seven (7) days and develop a success plan with the student for the remainder of the semester. The success plan will be shared in writing with COLLEGE, DISTRICT and student.
- G. At semester end, COLLEGE will provide the DISTRICT Counselor with transcripts for all students enrolled in Running Start.

Section 3 DISTRICT Obligations

DISTRICT will:

- A. DISTRICT will recruit eligible students to participate in Running Start.

- B. DISTRICT will ensure students who meet the free lunch or breakfast eligibility guidelines pursuant to Section 10-20.13(b) of the Illinois School Code (105 ILCS 5/10-20.13(b)) and who are accepted into Running Start are provided equal access to Running Start consistent with the requirements of the Illinois School Code.
- C. DISTRICT will be responsible for communicating to the COLLEGE the list of eligible and approved students for the Running Start Program by the COLLEGE's annual deadline.
- D. DISTRICT Counselor will be responsible for initiating communication to the Running Start students and a parent or guardian the enrollment and selection of courses defined as Running Start schedules and making any necessary schedule changes through utilizing College Schedule Change Forms.
- E. DISTRICT will be responsible for communicating to Running Start students and their parents or a guardian in regard to resolving disputes within the overall operation of the Running Start program, including the DISTRICT Running Start selection process results and qualifications.
- F. DISTRICT will be responsible for securing COLLEGE placement test scores from students for the selection process (pursuant to Appendix B).
- G. DISTRICT will be responsible for the pre-selection and final selection process (pursuant to Appendix B).
- H. DISTRICT will provide the COLLEGE with no less than one and no more than two points of contact i.e. DISTRICT Counselor to ensure effective and accurate communication.
- I. DISTRICT will provide advising for high school graduation requirements to Running Start students.
- J. DISTRICT will provide all counseling services to Running Start students.
- K. DISTRICT will provide students who successfully complete Running Start with credit towards a high school diploma.
- L. DISTRICT will communicate to the DISTRICT 323 students and their parents or a guardian that they are responsible for covering textbooks and associated instructional material costs.
- M. DISTRICT will calculate the cost equivalent of in-district tuition and fees with the assistance of the COLLEGE for the courses taken per Running Start students and pay the COLLEGE the cost associated with this in-district tuition and fees calculation.
- N. If DISTRICT identifies and recommends instructors for use in the Running Start Program which are then approved by COLLEGE, DISTRICT shall be responsible for hiring and compensating such instructors.
- O. DISTRICT agrees to work with their Running Start students who have an IEP or 504 plan annually. DISTRICT will be responsible for including in the annual transition planning meeting a comprehensive transitional plan for Running Start. Rock Valley College Disability Support Services and Early College Department are available to assist with the transition

planning.

Section 4 COLLEGE Obligations

COLLEGE will provide participating DISTRICT students with:

- A. COLLEGE will provide technology accounts for Online Services, Eagle, and RVC Mail.
- B. COLLEGE will provide a mandatory orientation, including a review of COLLEGE policies and procedures and a copy of COLLEGE's Student Handbook.
- C. COLLEGE will offer the mandatory STU 100, Planning for Success, during the summer semester preceding their fall semester enrollment. DISTRICT is responsible for the tuition and fees for STU 100 Planning for Success.
- D. COLLEGE will provide instruction opportunities to achieve an Associate of Arts Degree or an Associate in Science degree.
- E. COLLEGE will provide final grades for courses within two weeks of the completion of each semester.
- F. COLLEGE will be responsible for administering COLLEGE placement test with and for students (pursuant to Appendix B).
- G. COLLEGE will ensure that any employee or agent of COLLEGE who has direct and regular contact with participating DISTRICT students undergoes a criminal history records check.
- H. COLLEGE will ensure that instructors for Running Start courses are properly qualified to teach such courses, consistent with the Dual Credit Quality Act, 110 ILCS 27/16(5) and ILCS 27/20. COLLEGE shall approve any instructors which DISTRICT identifies and recommends for use in the Running Start Program. Any DISTRICT-recommended instructors shall be hired and compensated by DISTRICT.
- I. COLLEGE will take appropriate steps to ensure that Running Start courses are equivalent in quality and rigor to other courses offered at the COLLEGE for college credit. COLLEGE will ensure that Running Start student learning outcomes are the same as other courses taught at COLLEGE. In addition, COLLEGE will annually evaluate course content, delivery, and rigor, consistent with COLLEGE policy, in consultation with the DISTRICT'S superintendent.
- J. COLLEGE reserves the right to modify or cancel classes based on instructor availability and/or student interest. COLLEGE will support and implement schedule request changes made by DISTRICT Counselor and commit to ensuring any schedule changes of DISTRICT 323 students are approved by DISTRICT Counselor or DISTRICT Director of Career Readiness before being made. In such circumstances the COLLEGE will notify the DISTRICT counselor of such changes.

- K. COLLEGE will maintain appropriate academic control over the curriculum of all Running Start Program courses, consistent with State and/or Federal law and as required or negotiated by the Higher Learning Commission.

Section 5 Participating DISTRICT Students' Obligations

The DISTRICT will cause participating DISTRICT students to comply with the following requirements (pursuant to Appendix B):

- A. Student will complete information in the COLLEGE Welcome Packet.
- B. Student will attend mandatory COLLEGE Running Start Orientation.
- C. Student will respond to email communication via COLLEGE Mail on a daily basis.
- D. Student will schedule an advising appointment each semester with a COLLEGE advisor and DISTRICT Counselor in advance of assigned priority registration dates.
- E. Student will schedule an appointment each semester with a designated DISTRICT Counselor to ensure each DISTRICT student meets all requirements for Running Start and high school graduation.
- F. Student will keep all scheduled appointments.
- G. Student will adhere to COLLEGE and DISTRICT policies and procedures.
- H. Student will demonstrate qualities of integrity, honesty, civility and respect in their conduct both in and out of the classroom as noted in the COLLEGE Student Handbook.
- I. Student will meet and maintain requirements as set forth in the Running Start Academic Conduct Policies (Appendix C).
- J. Students not meeting the Academic Conduct Policies will be placed on Academic Probation for one semester and be required to develop an Individual Academic Recovery Plan or be dismissed. This plan will be shared with the DISTRICT Counselor and signed by the DISTRICT, COLLEGE, parent/guardian, and student. Students who do not meet the terms of the Academic Conduct Policy after the Academic Probation semester may be dismissed from Running Start.
- K. Student will meet with the DISTRICT and a parent or guardian to ensure the applicable high school graduation requirements are met.

Section 6 Shared Obligations and Understandings of the Parties

- A. The DISTRICT and COLLEGE acknowledge and agree that this Agreement solely

memorializes implementation of Running Start, and that there are no other promises, representations, or agreements between the Parties except as provided in this Agreement.

- B. DISTRICT and COLLEGE agree to comply with all applicable federal and State nondiscrimination and equal opportunity laws, rules and regulations. DISTRICT and COLLEGE shall not engage in unlawful discrimination or harassment against any person based on race, color, ancestry, national origin, religion, pregnancy, sexual orientation, order of protection status, gender identity or expression, age, marital status, disability, genetic information, unfavorable military discharge, veteran status, or sex (including sexual harassment, sexual violence, sexual assault, domestic violence, dating violence and/or stalking), or any other legally protected category. The Parties will coordinate regarding an appropriate response to any report of alleged harassment, including sexual harassment, involving students or employees involved in the Running Start Program, taking into consideration the nature of the report, the parties involved and the location and context in which the alleged harassment occurred.

- C. In carrying out its respective obligations under this Agreement, each Party and its employees shall maintain the confidentiality of all personally identifiable information concerning the students enrolled in Running Start courses, and shall adhere to all applicable federal, State and local laws, rules and regulations now in effect or later adopted relating to the confidentiality of student records and information, including but not limited to the Family Educational Rights and Privacy Act ("FERPA"), 20 U.S.C. §1232g, and Illinois School Student Records Act ("ISSRA"), 105 ILCS 10/1 et seq. With regard to the education records/school student records and information to which a Party and/or its employees shall be granted access under this Agreement, that Party and its employees shall be deemed "school officials" with legitimate educational interests in such records and information. The Party and its employees shall have the right to access and use such records and information solely for the purpose of performing the Party's obligations under this Agreement. The Party and its employees shall not re-disclose personally identifiable student information that is received under this Agreement to any third party, except as directed or permitted by the other Party, or as required by law. Each Party shall have in place reasonable policies and procedures, which the other Party may monitor or audit upon request and with reasonable notice, to prevent such re-disclosure.

- D. It is understood and agreed that neither party to this Agreement shall be legally liable for any negligent or wrongful acts either of commission or omission, chargeable to the other, unless such liability is imposed by law and this Agreement shall not be construed as seeking to enlarge or diminish any obligation or duty owed by one party against the other party or against third parties.

- E. The Parties agree that their respective representatives shall use their best efforts to

timely communicate with one another as needed to pursue the objectives and implementation of Running Start, and to work cooperatively to resolve any issues which may from time to time arise in the course of their collaboration. The Parties shall, not less than annually, review the provisions of this Agreement and identify any updates, as may be needed. Any such updates are subject to the requirements of Section 8.E, below.

Section 7 Participation in Running Start Program by Students with Disabilities

The Parties will work collaboratively and utilize the following processes to ensure that individual students with disabilities have access to Running Start Program courses, provided that they are able to meet the criteria for entry into such courses:

- A. The DISTRICT will identify all eligible students based upon the requirements as set forth in the Running Start Pre-Selection Criteria (Appendix A) and DISTRICT Procedures to Fulfill Qualifications and Admissions (Appendix B).
- B. The process is established as follows:
 - The DISTRICT will identify students who have a current IEP or 504 Plan on the final and approved DISTRICT Running Start list, as referenced in Appendix B.
 - The DISTRICT will ensure that each student with an IEP or 504 Plan and their parent/guardian is informed of the differences in college ADA accommodations versus high school accommodations.
 - The DISTRICT Counselor and COLLEGE Early College department will assist with connecting students to Disability Support Services so that college accommodations can be developed prior to the start of Running Start coursework.
 - The DISTRICT will assist in providing students a copy of their current IEP or 504 Plan to provide to the COLLEGE Disability Support Services.
- C. A student with a disability shall have access to the supplementary aids and accommodations included in their individualized education program under Article 14 of the Illinois School Code or Section 504 Plan under the federal Rehabilitation Act of 1973 while the student is accessing a Running Start Program course on DISTRICT's high school campus, in accordance with established DISTRICT practices for providing these services.
- D. A student with a disability who accesses a Running Start Program course on COLLEGE's campus shall have access to appropriate supplementary aids and/or accommodations for which the student is eligible through COLLEGE's Disability Support Services office. The Parties agree that the COLLEGE'S Disability Support Services office will coordinate with and involve the District in identifying appropriate supplementary aids and/or accommodations for eligible students.
- E. DISTRICT and COLLEGE shall regularly communicate regarding the progress,

performance and individual needs of students with disabilities who are enrolled in Running Start Program courses.

Nothing contained herein shall be construed as to release DISTRICT from its obligations as the "Resident District" and/or "Local Education Agency," as those terms may be defined in State or federal laws, rules and/or regulations relating to students with disabilities. DISTRICT represents and warrants that, at all times and during all situations governed by this Agreement, it shall remain the Resident District and Local Education Agency for any and all students with disabilities participating in the Running Start Program hereunder.

Section 8 Miscellaneous Provisions

- A. **Effective Date.** This Agreement becomes effective upon the date as of which it has been approved and fully executed by both of the Board of Education of DISTRICT and the Board of Trustees of COLLEGE.
- B. **Term of Agreement; Non-Assignability.** This initial term of this Agreement shall commence on the Effective Date and expire automatically on June 30, 2025. This agreement is applicable for the Running Start Class who begins Summer 2024 and for program applicants and participants who begin the Running Start program in Summer 2025. This Agreement is not transferable or assignable by the Parties. There are no third-party beneficiaries to this Agreement.
- C. **Termination.** Either Party shall have the right to terminate this Agreement at the end of any semester during the initial term and any extension thereof, by in whole or in part upon providing written notice of termination to the other Party at least 30 days prior to the last day of student attendance in any such semester.
- D. **Notices.** All notice required pursuant to this Agreement shall be sent by means capable of providing a confirmation of receipt, including (a) deposit with postage pre-paid in the U.S. mail, certified and return receipt requested, (b) personal service, or (c) facsimile transmittal, to the Parties at their addresses set out below or as otherwise specified in writing to one another. All notices mailed shall be deemed effective three days after mailing.

If to DISTRICT:

Winnebago Community Unit School
District No. 323
Att'n: Superintendent
303 East McNair Road
Winnebago, IL 61088
Facsimile: (815) 335-7574

with a copy to counsel;

Scott Nemanich
Hinshaw & Culbertson LLC
222 North LaSalle St. Suite 300
Orland Park, IL 60462
Facsimile: (815) 726-0353

If to COLLEGE:

Illinois Community COLLEGE
DISTRICT No. 511
Att'n: Chief Academic Officer
3301 North Mulford Rd.
Rockford, IL 61114
Facsimile: (815) 921-6974

with a copy to counsel:

Joseph J. Perkoski
Robbins-Schwartz
190 S. LaSalle St.; Suite 2550
Chicago, IL 60603-3410
Facsimile: (312) 332-7768
Email: jperkoski@robbins-schwartz.com

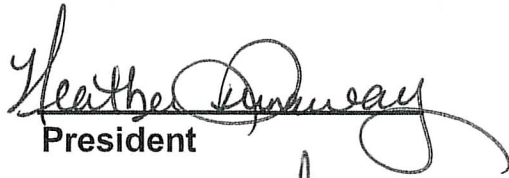
- E. **Amendments.** No change, modification or amendment to this Agreement shall be valid unless reduced to writing and approved by the Parties' respective governing boards.
- F. **Good Faith and Dispute Resolution.** The Parties agree to use their best, good faith efforts to promote and operate the Running Start program. In the event of a dispute arising under this Agreement which cannot be resolved informally by the Parties' designated representatives and the Parties' respective governing boards, the Parties agree to first engage in mediation to resolve the conflict. If mediation is unsuccessful, the Parties may, by subsequent written agreement, elect to engage in binding arbitration pursuant to the procedures of the American Arbitration Association, in lieu of litigation.
- G. **Severability.** If for any reason any provision of this Agreement is determined by an arbitrator to be invalid or unenforceable, that provision shall be deemed severed and the balance of the Agreement shall otherwise remain in full force and effect.
- The failure of a Party to this Agreement to insist upon strict and prompt performance of the terms and conditions shall not constitute or be construed as a waiver or relinquishment of that Party's right thereafter to enforce any such term or condition, but the same shall continue in full force and effect.
- H. **Governing Law.** This Agreement shall be governed by and interpreted according to the laws of the State of Illinois.
- I. **Signature in Counterparts.** This Agreement may be executed in counterparts, each of which shall be an original, but all of which shall constitute on and the same

instrument. Counterparts may be exchanged in PDF format by email.

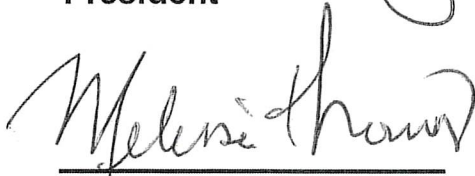
WHEREFORE, the Parties by their respective officers have executed this Agreement on the dates set forth below.

**Board of Education
Winnebago School
District No. 323
Winnebago County,
Illinois**

**Board of Trustees
Illinois Community COLLEGE
District No. 511
Winnebago County, Illinois**


President

President


Secretary

Secretary

6.10.24

Date

Date

APPENDIX A
DISTRICT Running Start Program Process Procedures

Pre-Selection Criteria for DISTRICT High School Students

1. Meet with the DISTRICT Counselor regarding the selection process.
2. Must be in their high school sophomore or junior year to apply for Running Start.
3. Have a minimum 3.0 cumulative high school GPA.
4. Be on track for high school graduation by the end of the sophomore year for the 2-year program; junior year for the 1-year program.
5. Completed one year of Algebra and one year of Geometry with a grade of "B" or higher in each semester by the end of the sophomore year. Two years of Algebra completed with a grade of "B" or higher is preferred.
6. Completed two years of English with a grade of "B" or higher in each semester by the end of the sophomore year.
7. Completed one year of Chemistry with a grade of "B" or higher in each semester by the end of the sophomore year for the 2-year program; junior year for the 1-year program.
8. Have a positive recommendation from the DISTRICT high school Principal and/or Counselor.
9. Have the permission of a parent or legal guardian.
10. Work with the DISTRICT Counselor to complete steps outlined in Appendix B.
11. DISTRICT may implement additional pre-selection criteria above and beyond the minimum pre-selection criteria given above.

APPENDIX B

DISTRICT Procedures to Fulfill Qualifications and Admissions

Note: "DISTRICT" refers to Winnebago DISTRICT 323. "RVC" refers to Rock Valley COLLEGE's Early COLLEGE Office.

1. DISTRICT determines list of students who are qualified.
2. DISTRICT determines who is interested in applying for the Running Start Program.
3. DISTRICT interested students complete an RVC Application for Credit Courses.
4. DISTRICT testing proctors will administer ACCUPLACER testing at DISTRICT campuses, or alternatively schedule a test date at the COLLEGE Testing Center. (Students must complete RVC Applications no less than 1 week prior to testing.)
5. DISTRICT students will take the RVC ACCUPLACER placement test in Reading, English, and Math, or submit ACT/SAT scores for possible wavier of the placement test.
6. DISTRICT students will be allowed one re-test in Reading, English, and Math during the Running Start application process for a cost of \$5 per subject re-test. If testing is proctored at the high school, RVC will waive re-test fees.
7. COLLEGE provides ACCUPLACER scores report to DISTRICT.
8. DISTRICT Counselors review and determine if students are ready for COLLEGE coursework as part of the RVC Running Start Program based on ACCUPLACER scores.
9. DISTRICT staff will place student's data into a shared file that is compatible with MS Excel or Google Sheets format. The file will include the RVC Student ID for each student and specify all students who are qualified based on DISTRICT selection criteria.
10. DISTRICT submits file of fully qualified students to RVC.
11. COLLEGE will verify qualified students and send the confirmed report back to DISTRICT to complete the DISTRICT selection process.
12. After DISTRICT selection process is conducted, DISTRICT will send final and approved DISTRICT Running Start student list to RVC.
13. DISTRICT Counselors notify ALL students of award of placement into DISTRICT Running Start Program OR placement on DISTRICT waiting list.
14. COLLEGE sends welcome packet to DISTRICT students to final and approved DISTRICT Running Start students.
15. DISTRICT students return completed welcome packet forms to COLLEGE.
16. DISTRICT manages DISTRICT Running Start waiting list, if such list exists.
17. DISTRICT sends transcripts to COLLEGE of accepted Running Start students after spring grades are posted to confirm eligibility requirements have successfully been met.
18. Based on transcripts, DISTRICT will determine if a student no longer meets Running Start eligibility requirements and DISTRICT will inform impacted student.
19. Students and DISTRICT Counselors are responsible for ensuring students will meet DISTRICT High School graduation requirements.
20. COLLEGE schedules students each semester and provides student schedules to DISTRICT Counselor for students enrolled in the DISTRICT Running Start Program.
21. DISTRICT Counselors work with students each semester to verify students are on track with their individual COLLEGE Student Academic Master Plan (STAMP) and high school graduation requirements.

22. When a student scheduling change or STAMP change is requested by the DISTRICT or the DISTRICT student, the student submits the "RVC Schedule Change Form" to DISTRICT Counselor for approval.
23. RVC provides students access to COLLEGE advisors to assist with changes to STAMP and scheduling, as needed.
24. If approved, DISTRICT Counselor submits the signed "RVC Schedule Change Form" to RVC for processing.
25. RVC provides student transcripts to DISTRICT Counselor for each semester completed by participating students within two weeks of final grades posting.

APPENDIX C

Running Start Student Academic Conduct Policies

All *Running Start* students at Rock Valley College (RVC) are expected to demonstrate qualities of integrity, honesty, civility, and respect in their conduct, both in and out of the classroom. All RVC policies can be viewed in the Student Handbook found on our website: www.rockvalleycollege.edu/studenthandbook. Adherence to all policies is essential and required to remain in the *Running Start* program.

ADVISING & COMMUNICATION

Running Start students are expected to:

- Meet with your high school Program Counselor for high school graduation and semester schedules.
- Only add or drop classes with your high school Counselor.
- Meet with an RVC Advisor for RVC graduation requirements.
- Respond to communication via RVC Mail and EAGLE accounts on a daily basis.
- Keep all scheduled appointments.

ATTENDANCE POLICY

Students are expected to attend every class meeting and arrive on time. There is no college policy permitting absences. Each faculty member will decide when and how absences affect grades. It is the responsibility of the student to adhere to the course syllabus. If a student needs to miss class, they must contact their instructor and their home high school office.

MAINTAINING ACADEMIC INTEGRITY

Please refer to page 47 of the Student Handbook: <http://www.rockvalleycollege.edu/studenthandbook>

ACADEMIC EARLY WARNING

Transitioning from high school to college can be a challenge and students may find it difficult to adjust. The Early Warning System is designed to assist students by alerting the Dean of Students office of any student who misses class or struggles academically within the first few weeks of school. This early intervention is intended to make a difference in the student's academic performance before midterm and set a pattern of success for the rest of the semester. Notification to the Dean of Students is dependent upon faculty report.

ACADEMIC PROBATION & INDIVIDUAL ACADEMIC RECOVERY PLAN (IARP)

Students must earn a cumulative grade point average (GPA) of 2.5 or higher and not receive a "D", "W" or "F" for a course, or they will be placed on Academic Probation for one semester and be required to develop an IARP. If during the probation semester students fail to raise their GPA to 2.5 or higher or they earn an additional "D", "W" or "F", then they **will** be dismissed from the program and be returned to high school. Assistance to improve academic performance is available by taking advantage of the following:

- Meet with instructors to review course expectations and create a plan of action. Instructor office hours can be found on the course syllabus.
- Visit the Tutoring Center, Writing Center, and/or Math Lab for instruction, tutoring, and study skills enhancement. These services are free to RVC students.
- Students will be **required** to meet regularly with their high school program counselor to insure academic recovery.

DISMISSAL FROM PROGRAM

All *Running Start* students will be dismissed from the program as a result of *any* of the following:

- Failure to attend and complete STU 100: Planning for Success in their first summer semester with a grade of "B" or higher. No repeat allowed.
- Failure to raise cumulative GPA to 2.5 or earn "D", "F" or "W" during the Academic Probation semester.
- Demonstration of behavior and/or attitudes that undermine the integrity and privilege of program participation, as deemed by RVC and/or the participating School District.
- Violation of any of the Code of Conduct policies and/or Academic Misconduct policies.
- If high school graduation and/or RVC graduation is in jeopardy. Dismissal is determined by the participating School District in consultation with RVC.

In addition, students in their **first year** of *Running Start* will also be dismissed from the program as a result of *any* of the following:

- Earning a combination of three "D", "F" or "W" grades in a single semester.
- Earning two "F" grades in a single semester.
- Earning a semester or cumulative GPA less than 2.0.
- Needing to recover more than 7 credits by the end of the first year in the program.

Appendix D
Running Start Program Course Offerings 2024-2025
Running Start Courses Approved to be taken at an RVC Campus

Allied Health					
RVC Course Code	RVC Course Name	RVC Credits	HS Course Code	HS Course Name	HS Credits
FWS-110	Fitness Walking	1	RSFWS-110	Fitness Walking	.5 Elective
FWS-116	Step Aerobics	1	RSFWS-116	Step Aerobics	.5 Elective
FWS-119	Cardio Kickboxing	1	RSFWS-119	Cardio Kickboxing	.5 Elective
FWS-121	Cardio Fitness & Conditioning	1	RSFWS-121	Cardio Fitness & Conditioning	.5 Elective
FWS-126	Beginning Weight Lifting	1	RSFWS-126	Beginning Weight Lifting	.5 Elective
FWS-127	Advanced Weight Lifting	2	RSFWS-127	Advanced Weight Lifting	.5 Elective
FWS-128	Sports Performance Fitness	1	RSFWS-128	Sports Performance Fitness	.5 Elective
FWS-131	Basketball & Touch Football	1	RSFWS-131	Basketball & Touch Football	.5 Elective
FWS-133	Power Volleyball	1	RSFWS-133	Power Volleyball	.5 Elective
FWS-151	Tae Kwon Do	1	RSFWS-151	Tae Kwon Do	.5 Elective
FWS-220	Intro Career Opportunty in PE	3	RSFWS-220	Intro Career Opportunty in PE	.5 Elective
FWS-231	Contemporary Health Issues	3	RSFWS-231	Contemporary Health Issues	.5 Elective
FWS-233	Community Health	3	RSFWS-233	Community Health	.5 Elective
FWS-235	Alcohol and Drug Education	3	RSFWS-235	Alcohol and Drug Education	.5 Elective
FWS-236	Human Sexuality	3	RSFWS-236	Human Sexuality	.5 Elective
FWS-237	Nutrition for Optimum Living	3	RSFWS-237	Nutrition for Optimum Living	.5 Elective
FWS-243	First Aid/Gen Safety/CPR/AED	3	RSFWS-243	First Aid/Gen Safety/CPR/AED	.5 Elective
FWS-250	Introduction Sport Management	3	RSFWS-250	Introduction Sport Management	.5 Elective
FWS-253	Introduction to Coaching	3	RSFWS-253	Introduction to Coaching	.5 Elective
FWS-254	ASEP Sport First Aid and CPR	3	RSFWS-254	ASEP Sport First Aid and CPR	.5 Elective
FWS-255	Sociology of Sport	3	RSFWS-255	Sociology of Sport	.5 Elective
FWS-256	History of Phy Ed & Sport	3	RSFWS-256	History of Phy Ed & Sport	.5 Elective
FWS-258	Sport & Exercise Psychology	3	RSFWS-258	Sport & Exercise Psychology	.5 Elective
FWS-260	Intro to Exercise Science	3	RSFWS-260	Intro to Exercise Science	.5 Elective
FWS-261	Nutrition for Fitness&Sport	3	RSFWS-261	Nutrition for Fitness&Sport	.5 Elective
FWS-263	Nutrit, Exercise & Weight Cntr	3	RSFWS-263	Nutrit, Exercise & Weight Cntr	.5 Elective
FWS-265	Personal Fitness and Wellness	3	RSFWS-265	Personal Fitness and Wellness	.5 Elective
FWS-266	Personal Trng I-Concepts&Appl	3	RSFWS-266	Personal Trng I-Concepts&Appl	.5 Elective
FWS-267	Persnl Trng II-Concepts&Appl.	3	RSFWS-267	Persnl Trng II-Concepts&Appl.	.5 Elective
HLT-110	Medical Terminology	2	RSHLT-110	Medical Terminology	.5 Elective
Business					
RVC Course Code	RVC Course Name	RVC Credits	HS Course Code	HS Course Name	HS Credits
ATG-110	Financial Accounting	4	RSATG-110	Financial Accounting	.5 Elective
ATG-111	Managerial Accounting	4	RSATG-111	Managerial Accounting	.5 Elective
BUS-101	Introduction to Business	3	RSBUS-101	Introduction to Business	.5 Elective
BUS-103	Business Mathematics	3	RSBUS-103	Business Mathematics	.5 Elective
BUS-105	Consumer Econ and Prsnl Fin	3	RSBUS-105	Consumer Econ and Prsnl Fin	.5 Elective
BUS-130	Entrepreneurship Principles	3	RSBUS-130	Entrepreneurship Principles	.5 Elective
BUS-131	Entrepreneurship Planning	3	RSBUS-131	Entrepreneurship Planning	.5 Elective
BUS-170	Intro Organizational Behavior	3	RSBUS-170	Intro Organizational Behavior	.5 Elective
BUS-200	Legal Environment in Bus	3	RSBUS-200	Legal Environment in Bus	.5 Elective
BUS-223	Business Statistics	3	RSBUS-223	Business Statistics	.5 Elective
BUS-230	Entrepreneurship Capstone	3	RSBUS-230	Entrepreneurship Capstone	.5 Elective
BUS-279	Principles of Finance	3	RSBUS-279	Principles of Finance	.5 Elective
BUS-282	International Business	3	RSBUS-282	International Business	.5 Elective
MGT-170	Business Communications	3	RSMGT-170	Business Communications	.5 Elective
MGT-270	Principles of Management	3	RSMGT-270	Principles of Management	.5 Elective
MGT-271	Human Resource Manage	3	RSMGT-271	Human Resource Manage	.5 Elective

MGT-274	Leadership	3	RSMGT-274	Leadership	.5 Elective
MKT-260	Principles of Marketing	3	RSMKT-260	Principles of Marketing	.5 Elective
MKT-265	Salesmanship	3	RSMKT-265	Salesmanship	.5 Elective
MKT-266	Principles of Advertising	3	RSMKT-266	Principles of Advertising	.5 Elective
MKT-288	Customer Relations	3	RSMKT-288	Customer Relations	.5 Elective
OFF-118	Computer Keyboarding	1	RSOFF-118	Computer Keyboarding	.5 Elective
Communications					
RVC Course Code	RVC Course Name	RVC Credits	HS Course Code	HS Course Name	HS Credits
COM-113	Intro to Public Relations	3	RSCOM-113	Intro to Public Relations	.5 Elective
COM-119	News Writing	3	RSCOM-119	News Writing	.5 Elective
COM-120	News Editing	3	RSCOM-120	News Editing	.5 Elective
COM-130	Intro to Mass Communication	3	RSCOM-130	Intro to Mass Communication	.5 Elective
COM-140	Writing for Multimedia	3	RSCOM-140	Writing for Multimedia	.5 Elective
COM-156	Audio Production I	3	RSCOM-156	Audio Production I	.5 Elective
COM-157	Video Production I	3	RSCOM-157	Video Production I	.5 Elective
COM-208	Screenwriting	3	RSCOM-208	Screenwriting	.5 Elective
COM-218	Broadcast Performance	3	RSCOM-218	Broadcast Performance	.5 Elective
COM-221	Photojournalism	3	RSCOM-221	Photojournalism	.5 Elective
COM-251	Film History and Appreciation	3	RSCOM-251	Film History and Appreciation	.5 Elective
COM-252	International History of Film	3	RSCOM-252	International History of Film	.5 Elective
COM-256	Advanced Audio Production	3	RSCOM-256	Advanced Audio Production	.5 Elective
COM-257	Advanced Video Production	3	RSCOM-257	Advanced Video Production	.5 Elective
COM-260	Advanced Post-Production	3	RSCOM-260	Advanced Post-Production	.5 Elective
COM-296	Documentary Production	3	RSCOM-296	Documentary Production	.5 Elective
COM-297	Motion Picture Production	3	RSCOM-297	Motion Picture Production	.5 Elective
ENG-101	Composition I	3	RSENG-101	Composition I	.5 Required
ENG-103	Composition II	3	RSENG-103	Composition II	.5 Required
ENG-108	Intro Creative Writing	3	RSENG-108	Intro Creative Writing	.5 Elective
ENG-109	Creative Writing II	3	RSENG-109	Creative Writing II	.5 Elective
ENG-110	Intro to Technical Writing	3	RSENG-110	Intro to Technical Writing	.5 Elective
ENG-200	Language, Power & Public Life	3	RSENG-200	Language, Power & Public Life	.5 Elective
LIT-101	Introduction to Literature	3	RSLIT-101	Introduction to Literature	.5 Elective
LIT-139	Mythology	3	RSLIT-139	Mythology	.5 Elective
LIT-140	The Bible As Literature	3	RSLIT-140	The Bible As Literature	.5 Elective
LIT-141	Film and Literature	3	RSLIT-141	Film and Literature	.5 Elective
LIT-142	Exploring Literature: Poetry	3	RSLIT-142	Exploring Literature: Poetry	.5 Elective
LIT-144	Exploring Literature: Fiction	3	RSLIT-144	Exploring Literature: Fiction	.5 Elective
LIT-152	Multicultural American Lit	3	RSLIT-152	Multicultural American Lit	.5 Elective
LIT-154	Intro Non-Western Literature	3	RSLIT-154	Intro Non-Western Literature	.5 Elective
LIT-201	American Lit Before 1865	3	RSLIT-201	American Lit Before 1865	.5 Elective
LIT-202	American Literature Since 1865	3	RSLIT-202	American Literature Since 1865	.5 Elective
SPH-131	Fundamentals of Communication	3	RSSPH-131	Fundamentals of Communication	.5 Elective
SPH-201	Interpersonal Communication	3	RSSPH-201	Interpersonal Communication	.5 Elective
SPH-202	Intercultural Communication	3	RSSPH-202	Intercultural Communication	.5 Elective
SPH-211	Group Leadership	3	RSSPH-211	Group Leadership	.5 Elective
Computers and Information Systems					
RVC Course Code	RVC Course Name	RVC Credits	HS Course Code	HS Course Name	HS Credits
CIS-102	Intro Computer & Info Systems	3	RSCIS-102	Intro Computer & Info Systems	.5 Elective
CIS-120	Intro to Microsoft Word	1	RSCIS-120	Intro to Microsoft Word	.5 Elective
CIS-121	Introduction to Excel	1	RSCIS-121	Introduction to Excel	.5 Elective
CIS-124	Introduction to Powerpoint	1	RSCIS-124	Introduction to Powerpoint	.5 Elective
CIS-130	Introduction to Access	2	RSCIS-130	Introduction to Access	.5 Elective
CIS-170	Programming Logic & Design	3	RSCIS-170	Programming Logic & Design	.5 Elective
CIS-180	Intro to Visual Basic Prgrmng.	4	RSCIS-180	Intro to Visual Basic Prgrmng.	.5 Elective
CIS-240	Intro to Java Programming	4	RSCIS-240	Intro to Java Programming	.5 Elective

CIS-245	Program Android-Mobile Devices	4	RSCIS-245	Program Android-Mobile Devices	.5 Elective
CIS-254	Database Programming	4	RSCIS-254	Database Programming	.5 Elective
CIS-276	Intro to C/C++ Programming	4	RSCIS-276	Intro to C/C++ Programming	.5 Elective
CIS-277	Advanced C/C++ Programming	4	RSCIS-277	Advanced C/C++ Programming	.5 Elective
CIS-279	Visual C# Programming	4	RSCIS-279	Visual C# Programming	.5 Elective
CIS-280	Program iOS Apple Mobile Dev	4	RSCIS-280	Program iOS Apple Mobile Dev	.5 Elective
CIS-290	Special Topics in CIS	1	RSCIS-290	Special Topics in CIS	.5 Elective
CIS-291	Internship Field Project	1	RSCIS-291	Internship Field Project	.5 Elective
GAT-101	Intro to Graphic Arts Tech	4	RSGAT-101	Intro to Graphic Arts Tech	.5 Elective
GAT-110	Introduction to Photoshop	2	RSGAT-110	Introduction to Photoshop	.5 Elective
GAT-115	Introduction to Illustrator	2	RSGAT-115	Introduction to Illustrator	.5 Elective
GAT-150	Typography	2	RSGAT-150	Typography	.5 Elective
GAT-178	Fundamentals of Desktop Publis	3	RSGAT-178	Fundamentals of Desktop Publis	.5 Elective
GAT-190	Image Generation and Output	2	RSGAT-190	Image Generation and Output	.5 Elective
GAT-215	Advanced Illustrator	2	RSGAT-215	Advanced Illustrator	.5 Elective
GAT-220	Adv Photoshop Grap Arts Indus.	3	RSGAT-220	Adv Photoshop Grap Arts Indus.	.5 Elective
PCT-110	Networking Essentials	3	RSPCT-110	Networking Essentials	.5 Elective
PCT-111	Windows Active Directory	3	RSPCT-111	Windows Active Directory	.5 Elective
PCT-112	Windows Server Fundamentals	3	RSPCT-112	Windows Server Fundamentals	.5 Elective
PCT-113	Microsoft Win Infrastructure	3	RSPCT-113	Microsoft Win Infrastructure	.5 Elective
PCT-120	Cisco Networking I	4	RSPCT-120	Cisco Networking I	.5 Elective
PCT-122	Cisco Networking II	4	RSPCT-122	Cisco Networking II	.5 Elective
PCT-124	Cisco Networking III	4	RSPCT-124	Cisco Networking III	.5 Elective
PCT-126	Cisco Networking IV	4	RSPCT-126	Cisco Networking IV	.5 Elective
PCT-130	Intro Network Security Fndmntl	3	RSPCT-130	Intro Network Security Fndmntl	.5 Elective
PCT-132	Advanced Network Security	3	RSPCT-132	Advanced Network Security	.5 Elective
PCT-140	IP Telephony I	4	RSPCT-140	IP Telephony I	.5 Elective
PCT-142	IP Telephony II	4	RSPCT-142	IP Telephony II	.5 Elective
PCT-211	VMWare vSphere:Install/Config	3	RSPCT-211	VMWare vSphere:Install/Config	.5 Elective
PCT-262	A+ Essentials	3	RSPCT-262	A+ Essentials	.5 Elective
PCT-270	Introduction to Unix/Linux	3	RSPCT-270	Introduction to Unix/Linux	.5 Elective
PCT-275	Cisco Firewall Design	4	RSPCT-275	Cisco Firewall Design	.5 Elective
PCT-290	Special Topic in PC Tech	1	RSPCT-290	Special Topic in PC Tech	.5 Elective
WEB-101	Programming Related-Internet	4	RSWEB-101	Programming Related-Internet	.5 Elective
WEB-102	Adv Program Related - Internet	4	RSWEB-102	Adv Program Related - Internet	.5 Elective
WEB-111	Introduction to Multimedia	3	RSWEB-111	Introduction to Multimedia	.5 Elective
WEB-225	Digital Photography	3	RSWEB-225	Digital Photography	.5 Elective
WEB-233	Introduction to Javascript	4	RSWEB-233	Introduction to Javascript	.5 Elective
WEB-234	PHP Programming	4	RSWEB-234	PHP Programming	.5 Elective

Engineering and Technology

RVC Course Code	RVC Course Name	RVC Credits	HS Course Code	HS Course Name	HS Credits
EGR-101	Introduction to Engineering	2	RSEGR-101	Introduction to Engineering	.5 Elective
EGR-135	Engineering Graphics/CAD	4	RSEGR-135	Engineering Graphics/CAD	.5 Elective
EGR-206	Statics	3	RSEGR-206	Statics	.5 Elective
EGR-207	Dynamics	3	RSEGR-207	Dynamics	.5 Elective
EGR-221	Elem Mech of Defmabl Bodies	3	RSEGR-221	Elem Mech of Defmabl Bodies	.5 Elective
EGR-231	Engineering Circuit Analysis	4	RSEGR-231	Engineering Circuit Analysis	.5 Elective
EGR-250	Digital Electronics	4	RSEGR-250	Digital Electronics	.5 Elective

Humanities / Fine Arts

RVC Course Code	RVC Course Name	RVC Credits	HS Course Code	HS Course Name	HS Credits
ART-101	Drawing and Composition I	3	RSART-101	Drawing and Composition I	.5 Elective
ART-102	Drawing and Composition II	3	RSART-102	Drawing and Composition II	.5 Elective
ART-103	Design I	3	RSART-103	Design I	.5 Elective
ART-111	Painting I	3	RSART-111	Painting I	.5 Elective
ART-121	Ceramics I	3	RSART-121	Ceramics I	.5 Elective

ART-122	Ceramics II	3	RSART-122	Ceramics II	.5 Elective
ART-131	Introduction to Visual Art	3	RSART-131	Introduction to Visual Art	.5 Elective
ART-141	Intro Non-Western Visual Art	3	RSART-141	Intro Non-Western Visual Art	.5 Elective
ART-201	Life Drawing	3	RSART-201	Life Drawing	.5 Elective
ART-203	Design II	3	RSART-203	Design II	.5 Elective
ART-212	Painting II	3	RSART-212	Painting II	.5 Elective
ART-216	Relief Printmaking	3	RSART-216	Relief Printmaking	.5 Elective
ART-251	History of Art I	3	RSART-251	History of Art I	.5 Elective
ART-252	History of Art II	3	RSART-252	History of Art II	.5 Elective
CRM-101	Intro to Criminal Justice	3	RSCRM-101	Intro to Criminal Justice	.5 Elective
CRM-102	Intro to Probation & Parole	3	RSCRM-102	Intro to Probation & Parole	.5 Elective
CRM-103	Intro to Corrections	3	RSCRM-103	Intro to Corrections	.5 Elective
CRM-104	Intro to Private Security	3	RSCRM-104	Intro to Private Security	.5 Elective
CRM-105	Police Report Writing	3	RSCRM-105	Police Report Writing	.5 Elective
CRM-120	Criminal Investigation	3	RSCRM-120	Criminal Investigation	.5 Elective
CRM-125	Criminal Proced & Civil Rights	3	RSCRM-125	Criminal Proced & Civil Rights	.5 Elective
CRM-127	Ethics in Law Enforcement	3	RSCRM-127	Ethics in Law Enforcement	.5 Elective
CRM-210	Criminal Law	3	RSCRM-210	Criminal Law	.5 Elective
CRM-225	Juvenile Procedures	3	RSCRM-225	Juvenile Procedures	.5 Elective
CRM-260	Police Organization & Admin	3	RSCRM-260	Police Organization & Admin	.5 Elective
CRM-271	Patrol Procedures	3	RSCRM-271	Patrol Procedures	.5 Elective
CRM-281	Rules of Evidence	3	RSCRM-281	Rules of Evidence	.5 Elective
CRM-282	Interviews & Interrogations	3	RSCRM-282	Interviews & Interrogations	.5 Elective
ECE-100	Intro to Early Childhood Ed.	3	RSECE-100	Intro to Early Childhood Ed.	.5 Elective
ECE-101	The Developing Child	3	RSECE-101	The Developing Child	.5 Elective
ECE-103	Health, Safety & Nutrition of Young Child	3	RSECE-103	Health, Safety & Nutrition of Young C	.5 Elective
ECE-105	Observation and Assessment of Young Children	3	RSECE-105	Observation and Assessment of You	.5 Elective
ECE-113	Infant and Toddler Curriculum	3	RSECE-113	Infant and Toddler Curriculum	.5 Elective
ECE-201	Language Development	3	RSECE-201	Language Development	.5 Elective
ECE-202	Child, Family & Community	3	RSECE-202	Child, Family & Community	.5 Elective
ECE-203	Curriculum Plan-Young Child	3	RSECE-203	Curriculum Plan-Young Child	.5 Elective
ECE-205	Org & Superv-Early Child Facil	3	RSECE-205	Org & Superv-Early Child Facil	.5 Elective
EDU-202	Children's Literature	3	RSEDU-202	Children's Literature	.5 Elective
EDU-224	Introduction to Education	3	RSEDU-224	Introduction to Education	.5 Elective
EDU-234	Intro Technology for Teachers	3	RSEDU-234	Intro Technology for Teachers	.5 Elective
EDU-244	Students With Disabilities	3	RSEDU-244	Students With Disabilities	.5 Elective
FRN-101	Beginning French	4	RSFRN-101	Beginning French	.5 Elective
FRN-102	Continuatsn of Begng French	4	RSFRN-102	Continuatsn of Begng French	.5 Elective
GRM-101	Beginning German	4	RSGRM-101	Beginning German	.5 Elective
GRM-102	Continuatsn of Begng German	4	RSGRM-102	Continuatsn of Begng German	.5 Elective
HUM-111	Intro to Humanities I	3	RSHUM-111	Intro to Humanities I	.5 Elective
HUM-112	Intro to Humanities II	3	RSHUM-112	Intro to Humanities II	.5 Elective
HUM-114	Intro Hum III:Contem West Wrl	3	RSHUM-114	Intro Hum III:Contem West Wrl	.5 Elective
HUM-125	Intro Non-Western Humanities	3	RSHUM-125	Intro Non-Western Humanities	.5 Elective
HUM-211	War & West Hum Thru Mid Ages	3	RSHUM-211	War & West Hum Thru Mid Ages	.5 Elective
HUM-212	War & W.Hum-Renaiss to Present	3	RSHUM-212	War & W.Hum-Renaiss to Present	.5 Elective
HUM-250	Leadership Development Stud	3	RSHUM-250	Leadership Development Stud	.5 Elective
MUS-101	Fundamentals of Music	3	RSMUS-101	Fundamentals of Music	.5 Elective
MUS-102	Intro to Music Literature	3	RSMUS-102	Intro to Music Literature	.5 Elective
MUS-104	Intro to American Music	3	RSMUS-104	Intro to American Music	.5 Elective
MUS-106	Intro to Non-Western Music	3	RSMUS-106	Intro to Non-Western Music	.5 Elective
MUS-131	Class Piano I	2	RSMUS-131	Class Piano I	.5 Elective
MUS-132	Class Piano II	2	RSMUS-132	Class Piano II	.5 Elective
MUS-191	Chorus I	1	RSMUS-191	Chorus I	.5 Elective
MUS-194	Instrumental Ensemble I	1	RSMUS-194	Instrumental Ensemble I	.5 Elective
MUS-195	Band I	1	RSMUS-195	Band I	.5 Elective
MUS-198	Orchestra I	1	RSMUS-198	Orchestra I	.5 Elective

MUS-294	Instrumental Ensemble II	1	RSMUS-294	Instrumental Ensemble II	.5 Elective
MUS-295	Band II	1	RSMUS-295	Band II	.5 Elective
MUS-298	Orchestra II	1	RSMUS-298	Orchestra II	.5 Elective
PHL-150	Intro to Philosophy	3	RSPHL-150	Intro to Philosophy	.5 Elective
PHL-151	Intro Non-Western Philosophy	3	RSPHL-151	Intro Non-Western Philosophy	.5 Elective
PHL-152	Environmental Ethics	3	RSPHL-152	Environmental Ethics	.5 Elective
PHL-153	Medical Ethics	3	RSPHL-153	Medical Ethics	.5 Elective
PHL-154	Introduction to Religion	3	RSPHL-154	Introduction to Religion	.5 Elective
PHL-155	World Religions	3	RSPHL-155	World Religions	.5 Elective
PHL-156	Religion in American Society	3	RSPHL-156	Religion in American Society	.5 Elective
PHL-157	Foundational Religious Texts	3	RSPHL-157	Foundational Religious Texts	.5 Elective
PHL-255	Logic	3	RSPHL-255	Logic	.5 Elective
PHL-256	Contemporary Moral Issues	3	RSPHL-256	Contemporary Moral Issues	.5 Elective
PHL-260	Philosophy of Religion	3	RSPHL-260	Philosophy of Religion	.5 Elective
SPN-101	Beginning Spanish	4	RSSPN-101	Beginning Spanish	.5 Elective
SPN-102	Continuation Beginning Spanish	4	RSSPN-102	Continuation Beginning Spanish	.5 Elective
SPN-203	Intermediate Spanish	3	RSSPN-203	Intermediate Spanish	.5 Elective
SPN-204	Continue Intermediate Spanish	3	RSSPN-204	Continue Intermediate Spanish	.5 Elective
THE-133	Introduction to the Theater	3	RSTHE-133	Introduction to the Theater	.5 Elective
THE-134	Stagecraft & Theater Lighting	3	RSTHE-134	Stagecraft & Theater Lighting	.5 Elective
THE-135	Acting I	3	RSTHE-135	Acting I	.5 Elective
THE-235	Acting II	3	RSTHE-235	Acting II	.5 Elective

Life Sciences

RVC Course Code	RVC Course Name	RVC Credits	HS Course Code	HS Course Name	HS Credits
BIO-100	Introductory Human Biology	3	RSBIO-100	Introductory Human Biology	0.5
BIO-103	Introductory Life Science	3	RSBIO-103	Introductory Life Science	0.5
BIO-104	Intro Life Science Lab	1	RSBIO-104	Intro Life Science Lab	0.5
BIO-106	Environmental Science	3	RSBIO-106	Environmental Science	0.5
BIO-107	Environmental Biology Lab	1	RSBIO-107	Environmental Biology Lab	0.5
BIO-113	Plants and Society	4	RSBIO-113	Plants and Society	0.5
BIO-140	Introduction to Evolution	3	RSBIO-140	Introduction to Evolution	0.5
BIO-150	Microbes and Society	3	RSBIO-150	Microbes and Society	0.5
BIO-152	Microbes & Society Laboratory	1	RSBIO-152	Microbes & Society Laboratory	0.5
BIO-162	Human Heredity	3	RSBIO-162	Human Heredity	0.5
BIO-171	Biology of Human Disease	3	RSBIO-171	Biology of Human Disease	0.5
BIO-185	Foundations Anat & Physiol	5	RSBIO-185	Foundations Anat & Physiol	0.5
BIO-201	Fundamentals of Biology I	4	RSBIO-201	Fundamentals of Biology I	0.5
BIO-202	Fundamentals of Biology II	4	RSBIO-202	Fundamentals of Biology II	0.5
BIO-274	Microbiology	4	RSBIO-274	Microbiology	0.5
BIO-281	Anatomy and Physiology I	4	RSBIO-281	Anatomy and Physiology I	0.5
BIO-282	Anatomy and Physiology II	4	RSBIO-282	Anatomy and Physiology II	0.5

Mathematics

RVC Course Code	RVC Course Name	RVC Credits	HS Course Code	HS Course Name	HS Credits
MTH-115	General Education Math	3	RSMTH-115	General Education Math	0.5
MTH-120	College Algebra	3	RSMTH-120	College Algebra	0.5
MTH-125	Plane Trigonometry	3	RSMTH-125	Plane Trigonometry	0.5
MTH-132	College Algebra & Trigonometry	5	RSMTH-132	College Algebra & Trigonometry	0.5
MTH-135	Calculus W/Analytic Geom I	5	RSMTH-135	Calculus W/Analytic Geom I	0.5
MTH-164	Computer in Mathematics C/C++	4	RSMTH-164	Computer in Mathematics C/C++	0.5
MTH-211	Calc for Business & Soc Scienc	4	RSMTH-211	Calc for Business & Soc Scienc	0.5
MTH-216	Math for Elem Teachers I	3	RSMTH-216	Math for Elem Teachers I	0.5
MTH-217	Math for Elem Teachers II	3	RSMTH-217	Math for Elem Teachers II	0.5
MTH-220	Elements of Statistics	3	RSMTH-220	Elements of Statistics	0.5
MTH-235	Calculus W/Analytic Geom II	4	RSMTH-235	Calculus W/Analytic Geom II	0.5
MTH-236	Calculus W/Analyt Geom III	4	RSMTH-236	Calculus W/Analyt Geom III	0.5

MTH-240	Differential Equations	3	RSMTH-240	Differential Equations	0.5
MTH-250	Modern Linear Algebra	4	RSMTH-250	Modern Linear Algebra	0.5
Physical Sciences					
RVC Course Code	RVC Course Name	RVC Credits	HS Course Code	HS Course Name	HS Credits
ATS-105	Intro to Atmospheric Science	4	RSATS-105	Intro to Atmospheric Science	0.5
CHM-110	General Organic & BioChem I	4	RSCHM-110	General Organic & BioChem I	0.5
CHM-120	General Chemistry I	4	RSCHM-120	General Chemistry I	0.5
CHM-130	General Chemistry II	4	RSCHM-130	General Chemistry II	0.5
CHM-210	General, Organic & BioChem II	4	RSCHM-210	General, Organic & BioChem II	0.5
CHM-220	Organic Chemistry I	5	RSCHM-220	Organic Chemistry I	0.5
CHM-230	Organic Chemistry II	5	RSCHM-230	Organic Chemistry II	0.5
CHM-240	General Biological Chemistry	3	RSCHM-240	General Biological Chemistry	0.5
GEL-101	Introduction to Geology	4	RSGEL-101	Introduction to Geology	0.5
GEL-107	Geology of the Solar System	3	RSGEL-107	Geology of the Solar System	0.5
GEL-206	Environmental Geology	3	RSGEL-206	Environmental Geology	0.5
PGE-100	Physical Geography	3	RSPGE-100	Physical Geography	0.5
PGE-102	Physical Geography With Lab	4	RSPGE-102	Physical Geography With Lab	0.5
PGE-240	Global Climate Change	3	RSPGE-240	Global Climate Change	0.5
PHY-201	Mechanics and Heat	5	RSPHY-201	Mechanics and Heat	0.5
PHY-202	Waves/Elec/Light & Modrn Phys	5	RSPHY-202	Waves/Elec/Light & Modrn Phys	0.5
PHY-215	Mechanics, Wave Motion, Thermo	5	RSPHY-215	Mechanics, Wave Motion, Thermo	0.5
PHY-225	Electr, Magnetism, Light, Phys	5	RSPHY-225	Electr, Magnetism, Light, Phys	0.5
Social Sciences					
RVC Course Code	RVC Course Name	RVC Credits	HS Course Code	HS Course Name	HS Credits
ANP-102	Intro Biolo Anthro & Archaeol	3	RSANP-102	Intro Biolo Anthro & Archaeol	.5 Elective
ANP-103	Intro to Cultural Anthro	3	RSANP-103	Intro to Cultural Anthro	.5 Elective
GEO-130	World Geography	3	RSGEO-130	World Geography	.5 Elective
HST-140	History of Western Civ I	3	RSHST-140	History of Western Civ I	.5 Elective
HST-141	History of Western Civ II	3	RSHST-141	History of Western Civ II	.5 Elective
HST-142	History of U S to 1865	3	RSHST-142	History of U S to 1865	.5 Required
HST-143	History of U S Since 1865	3	RSHST-143	History of U S Since 1865	.5 Required
HST-144	Current Hist 1945 to Present	3	RSHST-144	Current Hist 1945 to Present	.5 Elective
HST-151	African History Survey to 1600	3	RSHST-151	African History Survey to 1600	.5 Elective
HST-152	African Hist Survey Since 1600	3	RSHST-152	African Hist Survey Since 1600	.5 Elective
HST-162	History of Latin America I	3	RSHST-162	History of Latin America I	.5 Elective
HST-163	History of Latin America II	3	RSHST-163	History of Latin America II	.5 Elective
HST-172	History of Middle East to 1453	3	RSHST-172	History of Middle East to 1453	.5 Elective
HST-173	History Middle East Since 1453	3	RSHST-173	History Middle East Since 1453	.5 Elective
HST-182	Hist of Eastern Civ to 1500	3	RSHST-182	Hist of Eastern Civ to 1500	.5 Elective
HST-183	Hist of East Civ Since 1500	3	RSHST-183	Hist of East Civ Since 1500	.5 Elective
HST-192	History of World Until 1750	3	RSHST-192	History of World Until 1750	.5 Elective
HST-193	Hist of the World Since 1750	3	RSHST-193	Hist of the World Since 1750	.5 Elective
HST-210	History of Women of the U.S.	3	RSHST-210	History of Women of the U.S.	.5 Elective
PSC-150	Intro to Political Science	3	RSPSC-150	Intro to Political Science	.5 Elective
PSC-160	American National Government	3	RSPSC-160	American National Government	.5 Required
PSC-161	State and Local Government	3	RSPSC-161	State and Local Government	.5 Elective
PSC-210	Intro to Legal System	3	RSPSC-210	Intro to Legal System	.5 Elective
PSC-211	The American Presidency	3	RSPSC-211	The American Presidency	.5 Elective
PSC-269	International Relations	3	RSPSC-269	International Relations	.5 Elective
SOC-190	Introduction to Sociology	3	RSSOC-190	Introduction to Sociology	.5 Elective
SOC-290	Social Problems	3	RSSOC-290	Social Problems	.5 Elective
SOC-291	Criminology	3	RSSOC-291	Criminology	.5 Elective
SOC-292	Sociology of Deviance	3	RSSOC-292	Sociology of Deviance	.5 Elective
SOC-294	Urban Sociology	3	RSSOC-294	Urban Sociology	.5 Elective
SOC-295	Racial and Ethnic Relations	3	RSSOC-295	Racial and Ethnic Relations	.5 Elective

SOC-298	Sociology of Sex and Gender	3	RSSOC-298	Sociology of Sex and Gender	.5 Elective
SOC-299	Sociology of the Family	3	RSSOC-299	Sociology of the Family	.5 Elective
STU Student Development					
RVC Course Code	RVC Course Name	RVC Credits	HS Course Code	HS Course Name	HS Credits
STU-100	Planning for Success	1	RSSTU-100	Planning for Success	.5 Elective
STU-101	Career Planning	2	RSSTU-101	Career Planning	.5 Elective
STU-103	Workplace Ethics	1	RSSTU-103	Workplace Ethics	.5 Elective
RVC Course Code	RVC Course Name	RVC Credits	HS Course Code	HS Course Name	HS Credits
ECO-101	Introduction to Economics	3	RSECO-101	Introduction to Economics	.5 Required
ECO-110	Principles of Economics: Macro	3	RSECO-110	Principles of Economics: Macro	
ECO-111	Principles of Economics: Micro	3	RSECO-111	Principles of Economics: Micro	
Associate Degree Required in order to earn Winnebago High School Diploma					

**2024 - 2025 Senior Semester Intergovernmental Agreement (IGA)
North Boone C.U.S.D. #200**

Background: Senior Semester is a formal program being continued in partnership with North Boone C.U.S.D. #200 during the 2024 - 2025 school year. The program allows up to 20 qualified District students to attend Rock Valley College for their final high school semester of senior year. Students take dual credit courses that meet the requirements for both a high school diploma and one semester of Rock Valley College credit courses simultaneously. The Senior Semester program is administered through the Early College office at RVC in conjunction with North Boone C.U.S.D. #200.

Students selected for Senior Semester must be academically and socially ready for college. The program provides an opportunity for students to engage in a more challenging educational environment while finishing their high school careers.

The financial arrangement between Rock Valley College and North Boone C.U.S.D. #200 requires the District to calculate the cost equivalent of tuition and fees with the assistance of the College for the courses taken per Senior Semester student and pay the College the cost associated with this tuition and fees calculation, not to exceed \$48,000 during the term of this agreement. Participating students will be financially responsible for paying the remaining balance of tuition and fees, along with covering the costs for any repeated courses, textbooks, and course supplies. The District's financial assistance helps reduce college costs for students and their families.

Recommendation: It is recommended that the Rock Valley College Board of Trustees approves the Senior Semester Intergovernmental Agreement with North Boone C.U.S.D. #200 effective upon signature for classes beginning January 2025. Said agreement shall expire on June 30, 2025. **Attorney Reviewed.**

Howard J. Spearman, Ph.D.
President

Board Approval: _____
Secretary, Board of Trustees

**INTERGOVERNMENTAL AGREEMENT BETWEEN
NORTH BOONE COMMUNITY UNIT SCHOOL DISTRICT NO. 200, BOONE
COUNTY, ILLINOIS
AND
BOARD OF TRUSTEES OF ILLINOIS COMMUNITY COLLEGE DISTRICT NO. 511,
WINNEBAGO COUNTY, ILLINOIS
FOR SENIOR SEMESTER PROGRAM**

This Agreement is made and entered into by and between the Board of Education of North Boone Community Unit School District No. 200, Boone County Illinois ("DISTRICT") and the Board of Trustees of Illinois Community COLLEGE DISTRICT No. 511, Winnebago County, Illinois ("COLLEGE") (together, the Parties") in the exercise of their intergovernmental cooperation powers under the Illinois Constitution of 1970, and the Illinois Intergovernmental Cooperation Act and their respective powers under the School Code and the Public Community COLLEGE Act.

WHEREAS, the Parties are authorized to enter into intergovernmental agreements for cooperative projects and use agreements in any manner not prohibited by law or by ordinance, pursuant to Article VII, §10 of the Illinois Constitution of 1970, the Intergovernmental Cooperation Act (5 ILCS 220/1 *et seq.*), the School Code (105 ILCS 5/1- 1 *et seq.*), and the Public Community COLLEGE Act (110 ILCS 805/1-1 *et seq.*); and

WHEREAS, Senior Semester is a program that allows select, qualified, academically motivated students enrolled in Illinois Community COLLEGE DISTRICT 511 public high schools an opportunity to earn a semester of college credits by attending COLLEGE full-time during a semester of their senior year of high school; and

WHEREAS, the Parties have determined that shared commitment to Senior Semester goals benefits their constituencies and enhances educational opportunities for the communities they serve; and

WHEREAS, the Parties have determined that it is in their respective best interests and that of their constituencies to enter into this Intergovernmental Agreement for Senior Semester Program (hereinafter Agreement").

NOW, THEREFORE, IT IS AGREED between the Parties, in consideration of their mutual promises and undertakings set forth herein and for other good valuable consideration, as follows:

Section 1 Incorporation of Preamble Recitals

The foregoing recitals are hereby found to be true and correct and are incorporated herein by reference.

Section 2 Implementation of Senior Semester

DISTRICT and COLLEGE agree to collaborate to implement Senior Semester as a joint program, administered jointly by Rock Valley COLLEGE and North Boone School District, subject to the following terms and conditions.

- A. The Parties intend to establish and offer Senior Semester to provide eligible DISTRICT students with full-time instruction at COLLEGE during a semester of their senior year of high school in satisfaction of:
 - 1) DISTRICT'S requirements for earning a high school diploma.
- B. Any DISTRICT student interested in Senior Semester will meet with a DISTRICT high school counselor to discuss whether they meet the pre-selection criteria set forth in the Senior Semester Program Process Procedures (Appendix A). If an Interested DISTRICT student meets said pre-selection criteria, they will follow the application process set forth in the Senior Semester Procedures to Fulfill Qualifications and Admissions (Appendix B).
- C. This Agreement does not cover those students who are not recruited by and identified by the DISTRICT to participate in the Senior Semester program.
- D. Instruction for DISTRICT students accepted into Senior Semester shall be provided by COLLEGE, which shall charge the DISTRICT the cost equivalent of in-district tuition and fees for courses taken per student per school year, not to exceed \$48,000 during the term of this Agreement. The total number of students permitted to participate in Senior Semester shall not exceed 20 enrolled students each year for said instruction. The cap established by this Section may be adjusted as provided In Section 3.N, below.
- E. If a DISTRICT student is not successful academically or is not meeting Senior Semester academic standards at the midterm grading period, COLLEGE will notify District staff within one week after the midterm date.
- F. At semester end, COLLEGE will provide the District staff with student transcripts enrolled in Senior Semester.

Section 3 DISTRICT Obligations

DISTRICT will:

- A. DISTRICT will recruit eligible students to participate in Senior Semester, identifying a maximum of 10 eligible students to participate In Senior Semester per school year.
- B. DISTRICT will ensure students who meet the free lunch or breakfast eligibility guidelines pursuant to Section 10-20.13(b) of the Illinois School Code (105 ILCS 5110- 20.13(b)) and who are accepted into Senior Semester are provided equal access to Senior Semester consistent with the requirements of the Illinois School Code.
- C. DISTRICT will be responsible for communicating to the COLLEGE the list of eligible and approved students for the Senior Semester program by the COLLEGE's annual deadline.
- D. DISTRICT will be responsible for communicating to the Senior Semester students and a parent or guardian the enrollment and selection of courses defined as Senior Semester schedules.
- E. DISTRICT will be responsible for communicating to Senior Semester students and their

parents or a guardian in regard to resolving disputes within the overall operation of the Senior Semester program, including but not limited to the DISTRICT Senior Semester selection process results and qualifications and expectations of student independence not governed by in loco parentis.

- F. DISTRICT will be responsible for securing COLLEGE placement test scores from students for the selection process (pursuant to Appendix B).
- G. DISTRICT will be responsible for the pre-selection and final selection process (pursuant to Appendix B).
- H. DISTRICT will provide the COLLEGE with one point-of-contact i.e.; Principal, to ensure effective and accurate communication.
- I. DISTRICT will provide advising for high school graduation requirements to Senior Semester students.
- J. DISTRICT will provide all personal and academic success counseling services to Senior Semester students.
- K. DISTRICT will provide students who successfully complete Senior Semester with credit towards a high school diploma.
- L. DISTRICT will communicate to the North Boone District 200 students and their parents or a guardian that they are responsible for covering textbook and associated instructional material costs.
- M. DISTRICT will calculate the cost equivalent of tuition and fees with the assistance of the COLLEGE for the courses taken per Senior Semester student and pay the COLLEGE the cost associated with this tuition and fees calculation. In general, it is estimated that the student enrollment of tuition and fees will not exceed \$48,000 per year, which are reasonable to provide students access to COLLEGE'S courses. Subject to COLLEGE'S availability, the DISTRICT will make final determination on the number of students enrolled in the Senior Semester program and their course selections, and shall make adjustments as needed to cover tuition and fees associated with the program while not exceeding the cap established in this Section. Alternatively, if either Party expects the cap established by this Section to be exceeded, the DISTRICT may agree in writing to increase the cap without adjustments to the number of students enrolled and/or the course selections.
- N. District agrees to work with their Senior Semester students who have an IEP or 504 plan annually. DISTRICT will be responsible for including in the annual transition planning meeting a comprehensive transitional plan for Senior Semester. Rock Valley College Disability Support Services and Early College Department are available to assist with the transition planning.

Section 4 COLLEGE Obligations

COLLEGE will:

- A. COLLEGE will provide technology accounts for Online Services, Eagle, and RVC Mail.

- B. COLLEGE will provide a mandatory orientation, including a review of COLLEGE Policies and procedures and a copy of COLLEGE's Student Handbook.
- C. COLLEGE will offer the mandatory STU 100, Planning for Success, during the Senior Semester enrollment. DISTRICT is responsible for tuition and fees for STU 100, Planning for Success.
- D. COLLEGE will provide final grades for courses within two weeks of the completion of each semester.
- E. COLLEGE will be responsible for administering COLLEGE placement test with and for students (pursuant to Appendix B).
- F. COLLEGE will ensure that any employee or agent of COLLEGE who has direct and regular contact with participating DISTRICT students undergoes a criminal history records check.
- G. COLLEGE will ensure that instructors for Senior Semester courses are properly qualified to teach such courses, consistent with the Dual Credit Quality Act, 110 ILCS 27/16(5) and 110 ILCS 27/20. COLLEGE shall approve any instructors which DISTRICT identifies and recommends for use in the Senior Semester Program. Any DISTRICT-recommended instructors shall be hired and compensated by DISTRICT.
- H. COLLEGE will take appropriate steps to ensure that Senior Semester courses are equivalent in quality and rigor to other courses offered at the COLLEGE for college credit. COLLEGE will ensure that Senior Semester student learning outcomes are the same as other courses taught at COLLEGE. In addition, COLLEGE will annually evaluate course content, delivery, and rigor, consistent with COLLEGE'S review and evaluation policy for on-campus adjunct faculty, in consultation with the DISTRICT'S superintendent.
- I. COLLEGE reserves the right to modify or cancel classes based on instructor availability and/or student interest. COLLEGE will support and implement schedule request changes made by DISTRICT Counselor and commit to ensuring any schedule changes of DISTRICT 200 students are approved by DISTRICT Counselor or DISTRICT Director of Career Readiness before being made. In such circumstances the COLLEGE will notify the DISTRICT counselor of such changes.
- J. COLLEGE will maintain appropriate academic control over the curriculum of all Senior Semester Program courses, consistent with State and/or Federal law and as required or negotiated by the Higher Learning Commission.
- K. COLLEGE will evaluate and document the performance of students who complete dual credit courses, and share such data with DISTRICT. To the extent applicable, the evaluation shall not impact the instructor's performance evaluation under the School Code.
- L. COLLEGE will make publicly available and provide to each student all institutional policies relating to the academic standing of students enrolled in dual credit courses or the transfer of credit for dual credit courses.

Section 5 Participating DISTRICT Students' Obligations

The DISTRICT will cause participating DISTRICT students to comply with the following requirements (pursuant to Appendix B):

- A. Student will complete information in the COLLEGE Welcome Packet.
- B. Student will attend mandatory COLLEGE Senior Semester Orientation.
- C. Student will respond to email communication via COLLEGE Mail on a daily basis.
- D. Student will schedule an advising appointment at the midterm of the Senior Semester with a COLLEGE advisor and DISTRICT counselor in advance of assigned priority registration dates.
- E. Student will keep all scheduled appointments.
- F. Student will adhere to COLLEGE and DISTRICT policies and procedures.
- G. Student will demonstrate qualities of integrity, honesty, civility and respect in their conduct both in and out of the classroom as noted in the COLLEGE Student Handbook.
- H. Student will meet and maintain requirements as set forth in the Senior Semester Academic Conduct Policies (pursuant to Appendix C).
- I. Student will meet with the DISTRICT and a parent or guardian to ensure the applicable high school graduation requirements are met prior to the start of the Senior Semester.

Section 6 Shared Obligations and Understandings of the Parties

- A. The DISTRICT and COLLEGE acknowledge and agree that this Agreement solely memorializes implementation of Senior Semester, and that there are no other promises, representations, or agreements between the Parties except as provided in this Agreement.
- B. DISTRICT and COLLEGE agree to comply with all applicable federal and State nondiscrimination and equal opportunity laws, rules and regulations. DISTRICT and COLLEGE shall not engage in unlawful discrimination or harassment against any person based on race, color, ancestry, national origin, religion, pregnancy, sexual orientation, order of protection status, gender identity or expression, age, marital status, disability, genetic information, unfavorable military discharge, veteran status, or sex (including sexual harassment, sexual violence, sexual assault, domestic violence, dating violence and/or stalking), or any other legally protected category. The Parties will coordinate regarding an appropriate response to any report of alleged harassment, including sexual harassment, involving students or employees involved in the Senior Semester Program, taking into consideration the nature of the report, the parties involved and the location and context in which the alleged harassment occurred.
- C. In carrying out its respective obligations under this Agreement, each Party and its employees shall maintain the confidentiality of all personally identifiable information concerning the students enrolled in Senior Semester courses, and shall adhere to all applicable federal, State and local laws, rules and regulations now in effect or later adopted relating to the confidentiality of student records and information, including but not limited to the Family Educational Rights and Privacy Act ("FERPA"), 20 U.S.C. §1232g, and Illinois School Student Records Act ("ISSRA"), 105 ILCS 10/1 et seq. With regard to the education records/school student records and information to which a Party and/or its employees shall be granted access under this Agreement, that Party and its employees shall be deemed "school officials" with legitimate educational interests in such records and information. The Party and its employees shall have the right to access and

use such records and information solely for the purpose of performing the Party's obligations under this Agreement. The Party and its employees shall not re-disclose personally identifiable student information that is received under this Agreement to any third party, except as directed or permitted by the other Party, or as required by law. Each Party shall have in place reasonable policies and procedures, which the other Party may monitor or audit upon request and with reasonable notice, to prevent such re-disclosure.

- D. It is understood and agreed that neither party to this Agreement shall be legally liable for any negligent or wrongful acts either of commission or omission, chargeable to the other, unless such liability is imposed by law, and this Agreement shall not be construed as seeking to enlarge or diminish any obligation or duty owed by one party against the other party or against third parties.
- E. The Parties agree that their respective representatives shall use their best efforts to timely communicate with one another as needed to pursue the objectives and implementation of Senior Semester, and to work cooperatively to resolve any issues which may from time to time arise in the course of their collaboration. The Parties shall, not less than annually, review the provisions of this Agreement and identify any updates, as may be needed. Any such updates are subject to the requirements of Section 8.E, below.

Section 7 Participation in the Senior Semester Program by Students with Disabilities

The Parties will work collaboratively and utilize the following processes to ensure that individual students with disabilities have access to Senior Semester Program courses, provided that they are able to meet the criteria for entry into such courses:

- A. The DISTRICT will identify all eligible students based upon the requirements as set forth in the Senior Semester Pre-Selection Criteria (Appendix A) and DISTRICT Procedures to Fulfill Qualifications and Admissions (Appendix B).
- B. The process is established as follows:
- The DISTRICT will identify students who have a current IEP or 504 Plan on the final and approved DISTRICT Senior Semester list, as referenced in Appendix B.
 - The DISTRICT will ensure that each student with an IEP or 504 Plan and their parent/guardian is informed of the differences in college ADA accommodations versus high school accommodations.
 - The DISTRICT Counselor and COLLEGE Early College department will assist with connecting students to Disability Support Services so that college accommodations can be developed prior to the start of Senior Semester coursework.
 - The DISTRICT will assist in providing students a copy of their current IEP or 504 Plan to provide to the COLLEGE Disability Support Services.
- C. A student with a disability shall have access to the supplementary aids and accommodations included in their individualized education program under Article 14 of the Illinois School Code or

Section 504 Plan under the federal Rehabilitation Act of 1973 while the student is accessing a Senior Semester Program course on DISTRICT's high school campus, in accordance with established DISTRICT practices for providing these services.

- D. A student with a disability who accesses a Senior Semester Program course on COLLEGE's campus shall have access to appropriate supplementary aids and/or accommodations for which the student is eligible through COLLEGE's Disability Support Services office. The Parties agree that the COLLEGE'S Disability Support Services office will coordinate with and involve the District in identifying appropriate supplementary aids and/or accommodations for eligible students.
- E. DISTRICT and COLLEGE shall regularly communicate regarding the progress, performance and individual needs of students with disabilities who are enrolled in Senior Semester Program courses.

Nothing contained herein shall be construed as to release DISTRICT from its obligations as the "Resident District" and/or "Local Education Agency," as those terms may be defined in State or federal laws, rules and/or regulations relating to students with disabilities. DISTRICT represents and warrants that, at all times and during all situations governed by this Agreement, it shall remain the Resident District and Local Education Agency for any and all students with disabilities participating in the Senior Semester Program hereunder.

Section 8 Miscellaneous Provisions

- A. **Effective Date.** This Agreement becomes effective upon the date as of which It has been approved and fully executed by both of the Board of Education of DISTRICT and the Board of Trustees of COLLEGE.
- B. **Term of Agreement; Non-Assignability.** This initial term of this Agreement shall commence on the Effective Date and expire automatically on June 30, 2025, but may be mutually extended by the parties for subsequent one (1) year terms. This Agreement is not transferable or assignable by the Parties. There are no third-party beneficiaries to this Agreement.
- C. **Termination.** Either Party shall have the right to terminate this Agreement at the end of any semester during the initial term and any extension thereof, in whole or in part upon providing written notice of termination to the other Party at least 30 days prior to the last day of student attendance in any such semester.
- D. **Notices.** All notice required pursuant to this Agreement shall be sent by means capable of providing a confirmation of receipt, including (a) deposit with postage pre-paid in the U.S. mail, certified and return receipt requested, (b) personal service, or (c) facsimile transmittal, to the Parties at their addresses set out below or as otherwise specified in writing to one another. All notices mailed shall be deemed effective three days after mailing.

If to DISTRICT:

North Boone Community Unit School
District No. 200 Att'n: Superintendent
6248 N. Boone School Road
Poplar Grove, IL 61065
Facsimile: (815) 765-2053

with a copy to counsel;

Scott Nemanich
Klein, Thorpe and Jenkins, Ltd.
15010 S. Ravinia Ave., Suite 10
Orland Park, IL 60462
Facsimile: (708) 349-1506
Email: senemanich@ktjlaw.com

If to COLLEGE:

Illinois Community COLLEGE
DISTRICT No. 511
Att'n: Chief Academic Officer
3301 North Mulford Rd.
Rockford, IL 61114
Facsimile: (815) 921-6974

with a copy to counsel:

Joseph J. Perkoski
Robbins-Schwartz
190 South LaSalle St.; Suite 2550
Chicago, IL 60603-3410
Facsimile: (312) 332-7768
Email: jperkoski@robbins-schwartz.com

E. **Amendments.** No change, modification or amendment to this Agreement shall be valid unless reduced to writing and approved by the Parties' respective governing boards.

F. **Good Faith and Dispute Resolution.** The Parties agree to use their best, good faith efforts to promote and operate the Senior Semester program. In the event of a dispute arising under this Agreement which cannot be resolved informally by the Parties' designated representatives and the Parties' respective governing boards, the Parties agree to first engage in non-binding mediation to resolve the conflict. If mediation is unsuccessful, the Parties may, by subsequent written agreement, elect to engage in binding arbitration pursuant to the procedures of the American Arbitration Association, in lieu of litigation.

G. **Severability.** If for any reason any provision of this Agreement is determined by a court or an arbitrator to be invalid or unenforceable, that provision shall be deemed severed and the balance of the Agreement shall otherwise remain in full force and effect.

The failure of a Party to this Agreement to insist upon strict and prompt performance of the terms and conditions shall not constitute or be construed as a waiver or relinquishment of that Party's right thereafter to enforce any such term or condition, but the same shall continue in full force and effect.

H. **Governing Law.** This Agreement shall be governed by and interpreted according to the laws of the State of Illinois.

I. **Signature In Counterparts.** This Agreement may be executed in counterparts, each of which shall be an original, but all of which shall constitute one and the same instrument. Counterparts may be exchanged in PDF format by email.

WHEREFORE, the Parties by their respective officers have executed this Agreement on the dates set forth below.

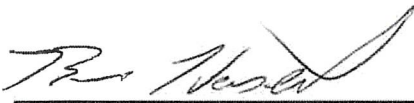
**Board of Education
North Boone School
District No. 200
Boone County, Illinois**

**Board of Trustees
Illinois Community College
District No. 511
Winnebago County, Illinois**



President

President



Secretary

Secretary

7-16-24

Date

Date

APPENDIX A
DISTRICT Senior Semester Program Process Procedures

Pre-Selection Criteria for DISTRICT High School Students

1. Meet with the DISTRICT high school counselor regarding the selection process.
2. Must be in their high school junior year to apply for Senior Semester.
3. Have a minimum 3.5 cumulative high school GPA.
4. Be on track for high school graduation by the end of the junior year for the one semester program.
5. Completed one year of Algebra 1, one year of Geometry, and Algebra 2 with a grade of "B" or higher in each semester by the end of the junior year.
6. Completed three years of English with a grade of "B" or higher in each semester by the end of the junior year.
7. Completed one year of Chemistry with a grade of "B" or higher in each semester by the end of the junior year.
8. Have a positive recommendation from the DISTRICT and school Principal and/or Counselor.
9. Have the permission of a parent or legal guardian.
10. Work with the DISTRICT high school counselor to complete steps outlined In Appendix B.
11. DISTRICT may implement additional pre-selection criteria above and beyond the minimum pre-selection criteria given above.

APPENDIX B

DISTRICT Procedures to Fulfill Qualifications and Admissions

Note: "Dean of EC" refers to Rock Valley College's Dean of Early College. "DISTRICT" refers to North Boone School District 200. "RVC" refers to Rock Valley COLLEGE's Early COLLEGE Office.

1. DISTRICT determines list of students who are qualified.
2. DISTRICT Counselors determine who is Interested in applying for the Senior Semester Program.
3. DISTRICT interested students complete an RVC Application for Admission.
4. DISTRICT testing proctors will administer ACCUPLACER testing at DISTRICT campuses, or alternatively schedule a test date at the COLLEGE Testing Center (RVC Application for Admission must be completed no less than 1 week prior to testing.)
5. DISTRICT students will take the RVC Accuplacer placement test in English and math or submit ACT/SAT scores for possible wavier of the placement test. DISTRICT students with disabilities shall be provided reasonable accommodations, consistent with policies of DISTRICT and COLLEGE.
6. DISTRICT students will be allowed one re-test in English and Math during the Senior Semester Application period for a cost of \$5 per subject re-test. If testing is proctored at the high school, RVC will waive re-test fees.
7. RVC provides ACCUPLACER scores report to District staff.
8. DISTRICT Counselors review and determine if students are ready for COLLEGE coursework as part of the RVC Senior Semester Program based on Accuplacer scores and/or SAT/ACT scores and pre-selection criteria.
9. DISTRICT staff will place student's data into a shared file that is compatible with MS Excel or Google Sheets format, with the RVC Student ID that contains all students who are qualified based on DISTRICT selection criteria.
10. DISTRICT Counselors update shared file with qualified DISTRICT Senior Semester students and alerts District staff that file has been updated.
11. District staff compiles list of all qualified DISTRICT Senior Semester students with RVC Student ID's and submits to COLLEGE.
12. COLLEGE will verify qualified students and send the confirmed report back to District staff to complete the DISTRICT selection process.
13. DISTRICT based on number of slots available (not to exceed 20 spots), District staff will select students based upon process outlined by DISTRICT.
14. After selection process is conducted, District staff will send final and approved DISTRICT Senior Semester student list to DISTRICT Master Schedule and COLLEGE.
15. DISTRICT Counselors notify ALL students of award of placement into DISTRICT Senior Semester program OR placement on DISTRICT waiting list.
16. COLLEGE sends welcome packet to DISTRICT students and request for transcripts to final and

approved DISTRICT Senior Semester students.

17. Accepted DISTRICT students return completed welcome packet forms and transcripts to COLLEGE.
18. DISTRICT staff manages DISTRICT Senior Semester waiting list.
19. Students and DISTRICT Counselors are responsible for ensuring students will meet North Boone District 200 graduation requirements.
20. COLLEGE provides schedules to district staff for students enrolled in the DISTRICT Senior Semester program.
21. District staff distributes schedules to DISTRICT counselors.
22. District staff will work with DISTRICT students and COLLEGE on any changes to schedules offered to the DISTRICT.
23. COLLEGE provides students access to college advisors to assist with scheduling, as needed
24. When a student scheduling change is requested by the DISTRICT or the DISTRICT student, the student submits the "RVC Schedule Change Form" to DISTRICT Counselor for approval.
25. If approved, DISTRICT Counselor submits the signed "RVC Schedule Change Form" to District staff for processing to the Early College Office.
26. COLLEGE provides student transcripts to district staff for semester completed by participating students within two weeks of final grades posting.

APPENDIX C

Senior Semester Academic Conduct Policies

All *Senior Semester* students at Rock Valley College (RVC) are expected to demonstrate qualities of integrity, honesty, civility, and respect in their conduct, both in and out of the classroom. All RVC policies can be viewed in the Student Handbook found on our website: www.rockvalleycollege.edu. Adherence to all policies is essential and required to remain in the *Senior Semester* program.

ADVISING & COMMUNICATION

Senior Semester students are expected to:

- Meet with your high school program counselor for high school graduation and semester schedules.
- Only add or drop classes with your high school program counselor.
- Meet with an RVC Advisor for matters relating to RVC enrollment.
- Respond to communication via RVC Mail and EAGLE accounts on a daily basis.
- Keep all scheduled appointments.

ATTENDANCE POLICY

Students are expected to attend every class meeting and arrive on time. There is no college policy permitting absences. Each faculty member will decide when and how absences affect grades. It is the responsibility of the student to adhere to the course syllabus. If a student needs to miss class, they must contact their instructor and their home high school office.

MAINTAINING ACADEMIC INTEGRITY

Please refer to page 47 of the Student Handbook: <http://www.rockvalleycollege.edu/studenthandbook>

ACADEMIC EARLY WARNING

Transitioning from high school to college can be a challenge and students may find it difficult to adjust. The Early Warning System is designed to assist students by alerting the Dean of Students office of any student who misses class or struggles academically within the first few weeks of school. This early intervention is intended to make a difference in the student's academic performance before midterm and set a pattern of success for the rest of the semester.

Assistance to improve academic performance is available by taking advantage of the following:

- Meet with instructors to review course expectations and create a plan of action. Instructor office hours can be found on the course syllabus.
- Visit the Tutoring Center, Writing Center, and/or Math Lab for instruction, tutoring, and study skills enhancement. These services are free to RVC students.

DISMISSAL FROM PROGRAM

Senior Semester students may be dismissed from the program as a result of *any* of the following:

- Demonstration of behavior and/or attitudes that undermine the integrity and privilege of program participation, as deemed by RVC and/or the participating School District.
- Violation of any of the Code of Conduct policies and/or Academic Misconduct policies.

Purchase Report-A - FY2025 Amendments

Recommendation: Board approval for items marked with an asterisk.

A. Software Licensing – (Maintenance Services Software Support – IT Administration)

C D W Government Inc

Chicago, IL

\$10,300.00*(1)

Not to Exceed

1. This expense is for the renewal of the Barracuda Energize Spam Firewall, Email Security Gateway for Cloud services, and Email Archiver. The College has 10,320 licensed users, including students, faculty, and staff. This amendment is needed due to an increase of \$1.10 to the annual license cost per user, which could not be quoted until July 2024. This is a not-to-exceed.

Original approved amount	\$65,000.00
Increase requested	\$10,300.00
New total expenditure	\$75,300.00 Not to Exceed

FY2025 Budgeted Expense
Original Board Report BR #8156-C

Howard J. Spearman, Ph.D.
President

Board Approval: _____
Secretary, Board of Trustees

Purchase Report-B - FY2025 Purchases

Recommendation: Board approval for items marked with an asterisk.

A. Professional Services – (Capital – Downtown West Site Improvements)

Helm Service	Freeport, IL	\$52,800.00*(1) Not to exceed
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1. This expense is for electrical services to safely remove mercury stats, ballasts, and PCB transformers from the Downtown West campus. Many older buildings have mercury-based products and PCB-based transformers that must be removed before demolition. Helm Service has been the College’s unit bidder for electrical services since Bid #21-08. This unit bidder contract is for five years and expires in 2026.

FY2025 Capital Expense

B. Proctoring Software – (Administrative Software – Online Learning)

Honorlock Inc	Boca Raton, FL	\$72,000.00*(2)
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2. This expense is for a three-year contract for the online proctoring software and services the Online Learning Department uses. In the summer of 2022, the E-Learning Committee researched and hosted demonstrations from multiple vendors, and they selected Honorlock for the pilot program, which started with 250 students. The program was expanded the following September to 750 students. Currently, this program has expanded to 1,049 unique users. This three-year contract will allow for the growth of the program up to 1,500 users.

*This is exempt from Bid under the Illinois State Statute (110 ILCS 805/3-27.1)
Exemption F: Purchases and contracts for the use, purchase, delivery, movement, or installation of data processing equipment, software, or services and telecommunications and interconnect equipment, software, and services.*

FY2025 Budgeted Expense

C. Police Squad Car – (Automotive – RVC Police Department)

Morrow Brothers Ford Inc	Greenfield, IL	\$55,560.00*(3)
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3. This expense is for a 2025 Ford Police Interceptor. This vehicle will replace an aging 2013 police vehicle that has high mileage. The College does not need to bid out this expense because the award is per a state bid.

FY2025 Budgeted Expense

Purchase Report-B - FY2025 Purchases

D. Demolition – (Capital – Downtown West Site Improvements)

Northern Illinois Service Company	Rockford, IL	\$914,929.00*(4) Not to exceed
Green Demolition Contractors	LaPorte, IN	\$915,800.00
N-TRAK Group	Loves Park, IL	\$1,196,959.00
McDonagh Demolition	Chicago, IL	\$1,724,835.00
Alpine Demolition Services	St. Charles, IL	\$2,225,254.00

4. This expense is for demolishing the three (3) existing buildings at the Downtown West campus. The scope of work includes the removal of the building’s foundation and backfill, rough grading, and site cleanup. This project was bid as Bid #24-19 New Downtown Campus Bid Release 2 – Demolition, and five (5) responses were received and opened on July 31, 2024. The demolition will make room for building the new Downtown West campus. The price includes a 10% contingency. The contingency will be utilized for the demolition and site cleanup exploration of contaminated soil or possible underground storage tanks.

FY2025 Capital Expense

E. Electric Vehicle – (Instructional Equipment – IGEN E-Vehicle Grant)

Tesla	Schaumburg, IL	\$51,000.00*(5)
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5. This expense is for a new Tesla Model Y for the Automotive Program. The Model Y is the most purchased E-vehicle in the United States and globally. By including this vehicle in the curriculum, the College will ensure students gain hands-on experience and skills in technology relevant to and impactful to their future careers. This purchase will be paid for by the Rev UP EV Grant.

This is exempt from Bid under the Illinois State Statute (110 ILCS 805/3-27.1)

Exemption L: Contracts for goods or services which are economically procurable from only one source.

FY2025 Grant Expense

Purchase Report-B - FY2025 Purchases

F. Lighting Upgrade – (Facilities, Plant Operations, and Maintenance – Capital Expense)

Helm Electric Facility Solution	Freeport, IL	\$502,252.00*(6)
		Not to exceed
Kelso-Burnett	Rockford, IL	\$729,600.00

6. This expense is for upgrades to the lighting in the Stenstrom Student Center (SSC). Lighting fixtures in the SSC are twenty-three (23) years old, and many are failing. Replacement fixtures are no longer available. This project will replace the existing lighting fixtures with more efficient LED technology. Bid #24-18 SSC LED Lighting Upgrade received two responses and was opened on July 30, 2024. Helm Electric was the lowest responsible bidder. This award includes a 10% contingency and is not to exceed.

FY2025 Capital Expense

Howard J. Spearman, Ph.D.
President

Board Approval: _____
Secretary, Board of Trustees

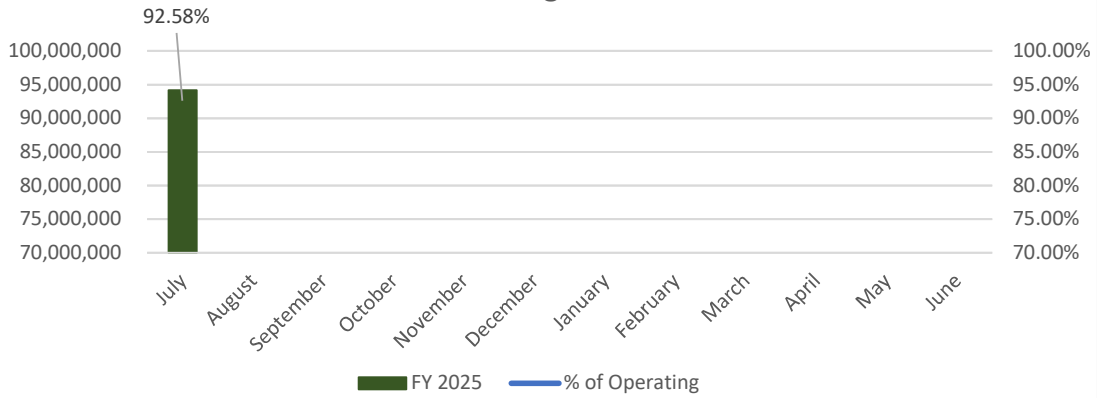
ROCK VALLEY COLLEGE
Cash and Investment Report
July 31, 2024

	<u>Month End Balance</u>
<u>Operating Cash Accounts</u>	
Illinois Bank & Trust	4,935,917
PMA Operating Cash	11,016,910
Petty Cash	7,116
ISDLAF*	25,205,338
ISDLAF Term Series	5,000,000
 Total Operating Cash:	 <u>46,165,281</u>
<u>Operating Investments Accounts</u>	
PMA Operating	41,772
ISDLAF*	100,132
CD's and CDARS	42,208,067
Treasuries	4,168,294
ISDLAF Term Series	1,250,000
FHLB Discount Notes	237,383
 Total Operating Investments:	 <u>48,005,647</u>
 <i>Total Operating Cash & Investments:</i>	 <u><u>94,170,928</u></u>
<hr/>	
Total Operating Cash and Investments on June 30, 2024	<u>95,190,321</u>
Total Operating Cash and Investments on July 31, 2024	<u>94,170,928</u>
Total Operating Cash and Investments on July 31, 2023	<u>82,104,819</u>
<i>% of Operating Budget</i>	<u>92.58%</u>
Change in Operating Cash and Investments since June 30, 2024	<u>(1,019,393)</u>

**Illinois School District Liquid Asset Fund*

	<u>Month End Balance</u>
<u>Capital Funds</u>	
Debt Service	5,893,565
Life Safety	4,365,315
CDB Escrow	590,455
Building Funds	8,117,240
 Total Capital Funds:	 <u>18,966,575</u>
<hr/>	
Total Capital Funds on June 30, 2024	<u>18,733,561</u>
Total Capital Funds on July 31, 2024	<u>18,966,575</u>
Change in Capital Funds since June 30, 2024	<u>233,014</u>

Operating Cash Balance and % Coverage of FY'24 Operating Budget



Month / Year	Cash & Investments	Capital	Total
July 2024	94,170,928	18,966,575	113,137,503
July 2023	82,104,819	17,993,199	100,098,019
June 2024	95,190,321	18,733,561	113,923,882
June 2023	83,887,036	16,942,490	100,829,526
May 2024	87,363,344	13,008,319	100,371,663
May 2023	76,503,790	13,085,170	89,588,960
April 2024	86,332,941	12,124,823	98,457,764
April 2023	75,375,546	11,330,563	86,706,108
March 2024	86,836,088	12,144,016	98,980,104
March 2023	76,720,650	11,325,913	88,046,563
February 2024	88,191,264	12,055,291	100,246,555
February 2023	73,535,274	11,506,241	85,041,515
January 2024	89,622,418	12,080,229	101,702,648
January 2023	76,505,959	11,467,053	87,973,012
December 2023	86,619,649	12,022,984	98,642,633
December 2022	76,593,409	17,140,956	93,734,364
November 2023	87,396,331	20,349,393	107,745,724
November 2022	76,181,482	18,315,921	94,497,403
October 2023	86,279,617	20,962,436	107,242,052
October 2022	79,115,154	18,105,076	97,220,230
September 2023	88,021,757	19,753,543	107,775,300
September 2022	75,483,681	19,659,183	95,142,864
August 2023	85,365,989	18,758,217	104,124,206
August 2022	72,609,823	20,355,497	92,965,321
July 2023	82,104,819	17,993,199	100,098,019
July 2022	73,227,608	19,835,297	93,062,906

**Resolution Calling for Bond Issue Notification Act Public Hearing
Working Cash Bonds Not to Exceed \$14,700,000**

Background: Rock Valley College will be altering, remodeling, and equipping District facilities, including Classroom Building II (CLII) and the Health Sciences Center (HSC). The Capital Development Board will manage the CLII project as the state will be partially funding this project.

Rock Valley College is expected to issue debt obligations to pay for this capital project.

The intent of this resolution is in anticipation of the obligation to call for a Bond Issue Notification Act (BINA) Public Hearing to be held on September 24, 2024, prior to the scheduled Board of Trustees Meeting. At this hearing, the Board will present the reasons for the proposed bond issue and permit the public to present oral or written testimony on the proposal to sell bonds in an amount not to exceed \$14,700,000 for the purpose of increasing the working cash fund of the District.

Recommendation: It is recommended that the Board of Trustees approves the resolution calling for the Bond Issue Notification Act (BINA) Public Hearing to receive public comments on the proposal to sell bonds of the Rock Valley College District in an amount not to exceed \$14,700,000 for the purpose of increasing the working cash fund of the District.

Attorney Reviewed.

Howard J. Spearman, Ph.D.
President

Board Approval: _____
Secretary, Board of Trustees

Attachment: Bond Issue Notification Act (BINA) – 14.7MM

MINUTES of a regular public meeting of the Board of Trustees of Community College District No. 511, Counties of Winnebago, Ogle, Boone, Stephenson, DeKalb and McHenry and State of Illinois, held in the Performing Arts Room of the Educational Resource Center, 3301 North Mulford Road, Rockford, Illinois, in said Community College District at 5:15 o'clock P.M., on the 27th day of August, 2024.

* * *

The meeting was called to order by the Chair and upon the roll being called, Robert Trojan, the Chair, and the following Trustees were physically present at said location: _____

_____ and _____ (non-voting student trustee).

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 Chair announced that the Bond Issue Notification Act requires that a public hearing be called and held in connection with the sale of bonds in an amount not to exceed \$14,700,000 for the purpose of increasing the working cash fund of the District and that the Board of Trustees would consider the adoption of a resolution calling such public hearing.

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:

RESOLUTION calling a public hearing concerning the intent of the Board of Trustees of Community College District No. 511, Counties of Winnebago, Ogle, Boone, Stephenson, DeKalb and McHenry and State of Illinois, to sell not to exceed \$14,700,000 Working Cash Fund Bonds for the purpose of increasing the working cash fund of the District.

* * *

WHEREAS, Community College District No. 511, Counties of Winnebago, Ogle, Boone, Stephenson, DeKalb and McHenry 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 an amount not to exceed \$14,700,000 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. 511, Counties of Winnebago, Ogle, Boone, Stephenson, DeKalb and McHenry 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 5:15 o’clock P.M. on the 24th day of September, 2024, in the Performing Arts Room of the

Educational Resource Center, 3301 North Mulford Road, Rockford, 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 *Rockford Register Star*, 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. 511, COUNTIES OF WINNEBAGO, OGLE, BOONE,
STEPHENSON, DEKALB AND MCHENRY AND STATE OF ILLINOIS
TO SELL NOT TO EXCEED \$14,700,000 WORKING CASH FUND BONDS**

PUBLIC NOTICE IS HEREBY GIVEN that Community College District No. 511, Counties of Winnebago, Ogle, Boone, Stephenson, DeKalb and McHenry and State of Illinois (the "*District*"), will hold a public hearing on the 24th day of September, 2024, at 5:15 o'clock P.M. The hearing will be held in the Performing Arts Room of the Educational Resource Center, 3301 North Mulford Road, Rockford, Illinois. The purpose of the hearing will be to receive public comments on the proposal to sell bonds of the District in an amount not to exceed \$14,700,000 for the purpose of increasing the working cash fund of the District.

By order of the Board of Trustees of Community College District No. 511, Counties of Winnebago, Ogle, Boone, Stephenson, DeKalb and McHenry and State of Illinois.

DATED the 27th day of August, 2024.

Richard Kennedy
Secretary, Board of Trustees, Community College
District No. 511, Counties of Winnebago, Ogle,
Boone, Stephenson, DeKalb and McHenry 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 August 27, 2024.

Chair, Board of Trustees

Secretary, Board of Trustees

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 Chair directed that the roll be called 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 Chair declared the motion carried and said resolution adopted, approved and signed the same in open meeting and directed the Secretary to record the same in the records of the Board of Trustees of Community College District No. 511, Counties of Winnebago, Ogle, Boone, Stephenson, DeKalb and McHenry and State of Illinois, which was done.

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

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

Secretary, Board of Trustees

STATE OF ILLINOIS)
) SS
COUNTY OF WINNEBAGO)

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. 511, Counties of Winnebago, Ogle, Boone, Stephenson, DeKalb, and McHenry and State of Illinois (the “Board”), and 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 27th day of August 2024, insofar as same relates to the adoption of a resolution entitled:

RESOLUTION calling a public hearing concerning the intent of the Board of Trustees of Community College District No. 511, Counties of Winnebago, Ogle, Boone, Stephenson, DeKalb, and McHenry and State of Illinois, to sell not to exceed \$14,700,000 Working Cash Fund Bonds for the purpose of increasing the working cash fund of the District.

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 called and 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 96 hours in advance of the holding of said meeting, that at least one copy of said agenda was continuously available for public review during the entire 96-hour period preceding said meeting, that a true, correct and complete copy of said agenda as so posted is attached hereto as *Exhibit A*, 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, the Public Community College Act of the State of Illinois, as amended, and the Bond Issue Notification Act of the State of Illinois, as amended, and that the Board has complied with all of the provisions of said Acts and said Code and with all of the procedural rules of the Board.

IN WITNESS WHEREOF, I hereunto affix my official signature, this 27th day of August, 2024.

Secretary, Board of Trustees

Rock Valley College
 Quarterly Purchase Activity
 4th Quarter FY2024
 Items between \$10,000 and \$25,000

New Blanket Purchase Orders

BPO #	BPO Date	Vendor Name	Fund	Original Amount
B0011701	4/8/2024	Integrity Concrete Coatings	02	\$11,914.00
B0011704	4/26/2024	Testing Service Corporation	03	\$16,375.00
B0011705	4/29/2024	Metal Prep Services, Inc.	02	\$18,837.50
B0011709	5/14/2024	Uni-Systems Engineering, Inc.	02	\$18,554.50

Blanket Purchase Orders Amendments

BPO #	BPO Date	Vendor Name	Fund	Original Amount	BPO New Total	BPO Maintenance Date
B0011258	7/19/2023	Wolter Inc	01	\$10,000.00	\$20,000.00	04/02/2024
B0011260	7/19/2023	Safe Chefs Food Safety Training LLC	01	\$8,250.00	\$10,950.00	04/15/2024
B0011191	7/10/2023	Sikich LLP	31	\$11,525.00	\$11,875.00	05/22/2024
B0011480	8/16/2023	Stratus Networks	02	\$9,500.00	\$17,060.00	06/11/2024
B0011289	7/21/2023	Airgas USA, LLC	01 & 05	\$4,500.00	\$21,050.00	06/27/2024
B0011562	9/26/2023	Physicians Immediate Care Ltd.	06	\$7,675.00	\$16,495.00	06/28/2024
B0011151	7/5/2023	Menard's	02	\$10,000.00	\$10,500.00	06/28/2024
B0011153	7/5/2023	Johnstone Supply of Rockford	02	\$11,000.00	\$11,507.94	06/28/2024
B0011206	7/13/2023	WQRF Television Fox 39	01	\$15,000.00	\$16,690.00	06/28/2024
B0011214	7/13/2023	WTVO-17	01	\$10,000.00	\$10,200.00	06/28/2024
B0011359	8/2/2023	Pepsi Cola Co	05	\$9,500.00	\$11,400.00	06/28/2024
B0011432	8/4/2023	Dairyhaus Homemade Ice Cream	05	\$7,000.00	\$11,250.00	06/28/2024
B0011433	8/4/2023	Nothing Bundt Cakes	05	\$6,000.00	\$12,857.00	06/28/2024
B0011448	8/11/2023	Bennie's Dry Cleaning & Laundry Ser	05	\$6,500.00	\$10,472.00	06/28/2024
B0011537	9/11/2023	Lowe's Home Improvement	05	\$8,000.00	\$10,031.00	06/30/2024
B0011270	7/21/2023	YBP Library Services	01	\$15,000.00	\$18,565.00	06/30/2024
B0011384	8/3/2023	Rush Power Systems LLC	02	\$20,000.00	\$23,625.00	06/30/2024

New Purchase Orders

PO #	PO Date	Vendor Name	Fund	Amount
P0049074	Apr 9, 2024	Adorama Camera Inc	06	11,681.04
P0049190	Apr 29, 2024	C D W Government Inc	01	19,381.86
P0049175	Apr 29, 2024	Johnson Controls Inc	02	18,354.00
P0049210	May 3, 2024	C D W Government Inc	06	14,995.04
P0049274	May 13, 2024	Barnes & Noble	06	12,780.80
P0049447	May 31, 2024	Lakeshore Learning Materials	06	10,698.45
P0049461	Jun 4, 2024	Howard Technology Solutions	01	21,542.00
P0049460	Jun 4, 2024	Howard Technology Solutions	01	19,190.00
P0049488	Jun 4, 2024	Krueger International	01	18,512.24
P0049467	Jun 4, 2024	Skid Pro Attachments	03	10,977.00
P0049468	Jun 4, 2024	Prusa Research A.S.	01	10,360.77
P0049519	Jun 7, 2024	Charles Schwab	31	16,183.50
P0049544	Jun 10, 2024	Countryman Inc	02	16,060.00
P0049527	Jun 10, 2024	C D W Government Inc	06	11,965.80
P0049560	Jun 11, 2024	Equipment Depot of Illinois	02	13,350.00
P0049567	Jun 13, 2024	Nicholson Hardware	03	12,491.00
P0049605	Jun 27, 2024	Shawn A. Robinson	06	10,000.00

Purchase Orders Amendments

PO #	PO Date	Vendor Name	Fund	Original Amount	PO New Total	PO Maintenance Date
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None to report

Personnel Report

Recommendation: The Board of Trustees approves the following personnel actions:

A. Appointments

Michael Kunz, Aviation Maintenance Technology Instructor, Full-time Faculty, Lane I, Step 8, \$68,096, effective August 17, 2024.

Matthew Cole, Automotive Service Technology Instructor, Temporary Full-time Faculty, Lane I, Step 15, \$34,048 (*prorated for the Fall 2024 semester*), effective August 16, 2024.

B. Departures

Yohanes Honu, Dean of Mathematics & Sciences, Full-time, is resigning effective August 15, 2024.

Howard J. Spearman, Ph.D.
President

Board Approval: _____
Secretary, Board of Trustees

College Bookstore Contract

Background:

Currently, Rock Valley College has the traditional bookstore model of a physical bookstore on campus. Colleges now have the ability to transition to a fully virtual bookstore model or a hybrid model that takes full advantage of the efficiency of the virtual model while maintaining the support and accessibility of a physical bookstore presence.

On April 24, 2024, Rock Valley College requested proposals for bookstore services. RFP #24-12 RVC Bookstore invited vendors to submit proposals for one of two models: a fully virtual bookstore or a hybrid with both virtual and a physical bookstore. The College is seeking a three-year contract with two (2) one-year optional renewals.

The RFP was opened on May 24, 2024. The College received ten (10) proposals from seven (7) vendors, three (3) of whom submitted responses for both models.

The vendors who submitted and the model they provided were as follows:

Vendor	Model Type
Akademos LLC	Virtual
Ambassador Education Solutions	Virtual
Barnes and Noble	Both Virtual and Hybrid
BibliU Campus	Both Virtual and Hybrid
eCampus	Virtual
Follet Higher Education Group, LLC	Both Virtual and Hybrid
RedShelf	Virtual

A seventeen-member (17) selection committee was formed, comprised of faculty, staff, and administration from various departments, including Student Services, Financial Services, Disability Support Services, Academic Affairs, Automotive, College Readiness, Operations, Online Learning, Biology, and Engineering and Technology.

The committee used a scoring matrix to evaluate the responses in order to short-list the respondents. This first matrix thoroughly evaluated twenty-one areas for evaluation, including but not limited to:

- Ability to offer and support new, used, rented, and digital textbooks
- Ability to provide efficient and effective online course materials through an easy-to-use online portal
- Customer service policies and procedures, including a buyback program, return policies, shipping options, and an opt-out option for all-access programs

- Integration with existing College software and procedures
- Ability to offer College emblematic merchandise such as apparel and graduation items
- Transition and implementation plan
- Marketing strategies
- Financials

The top four respondents were invited to give presentations detailing their virtual bookstore and user experience, faculty’s material adoption process, buyback and rental procedures, and their transition plan. Vendors who proposed a hybrid option also described their physical bookstore presence and procedures. Each presentation was followed by a question-and-answer session from the committee.

The committee used a second scoring matrix to evaluate the finalists, primarily focusing on each respondent’s alignment with the College’s goals and students’ needs. The committee discussed at length which bookstore model would best meet the needs of the College, the students, and the community. After careful consideration, the committee determined that a hybrid model with both a virtual bookstore and a physical, on-campus presence would be the best fit for the College. The committee identified BibliU as the top respondent for a hybrid model.

BibliU Campus demonstrated an excellent user interface for both students and faculty, a proven ability to integrate seamlessly with Ellucian Colleague and Canvas, flexibility to meet the College’s evolving needs for Inclusive Access and Equitable Access, and a solid transition plan to a hybrid bookstore.

Recommendation: It is recommended that the Board of Trustees approves BibliU Campus as the bookstore provider for the College and authorize the administration, in conjunction with legal counsel, to prepare and execute a contractual agreement for a hybrid model bookstore for a three-year contract with two optional one-year renewals.

Howard J. Spearman, Ph.D.
President

Board Approval: _____
Secretary, Board of Trustees

ROCK VALLEY COLLEGE 2024 - AT A GLANCE CAMPUS FACILITY EVENTS

(These are in-person scheduled events)

Date	Event	Staff	Student	Athletic	Community
August					
8/1/2024	Summer Registration Event - SSC Atrium, 4pm		X		X
8/6/2024	DEIB Community Forum with RVC Partners - SSC Atrium, 2pm	X	X		X
8/6/2024	Running Start Orientation - ERC PAR, 2pm	X	X		
8/07 - 08/10	Beauty and the Beast Showing - BST Stage, 8pm	X	X		X
8/8/2024	Rockford Promise Promising Careers - SSC Atrium, 8:30am	X	X		
8/8/2024	CLR Annual Meeting - ERC PAR, 9:30am	X	X		
8/9/2024	TRiO Fall Retreat - SSC Atrium, 8:30am	X	X		
8/10/2024	Beauty and the Beast Matinee Showing - BST Stage, 2pm	X	X		X
8/12/2024	Boys & Girls Club of Rockford PDD - SSC Atrium, 2pm				X
8/13/2024	New Student Welcome Event - SSC Atrium, 10am		X		
8/13/2024	Career Pathways Jump Start Orientation - SSC Atrium, 5:30pm	X	X		
8/14/2024	F1 Student Orientation - SSC Atrium, 10am	X	X		
8/14/2024	RAISE Student and Family Orientation - SSC Atrium, 3pm	X	X		
8/15/2024	New Student Welcome Event - SSC Atrium, 1pm		X		
8/15/2024	IEEE Rock River Valley Section Monthly Meeting - WTC 1322, 5pm				X
8/16/2024	Summer Registration Event - SSC Atrium, 3pm		X		X
8/22/2024	ISS Welcome Back Breakfast - SSC Atrium, 8am	X	X		
8/22/2024	Volleyball Game - PEC Gym, 6pm	X	X	X	X
8/23/2024	Volleyball Game - PEC Gym, 9am & 1pm	X	X	X	X
8/24/2024	Habitat for Humanity Housing Application Event- SSC Atrium, 9am				X
8/24/2024	Volleyball Game - PEC Gym, 4pm & 6pm	X	X	X	X
8/25/2024	Volleyball Game - PEC Gym, 11am & 1pm	X	X	X	X
8/26/2024	Welcome Week Kick-off - SSC Grounds, 11am	X	X		
8/27/2024	Welcome Week Club Involvement Fair - SSC Atrium, 11am	X	X		
8/28/2024	Welcome Week Open House - SSC Atrium, 11am	X	X		
8/29/2024	Retirement Planning for Business Owners - SSC Atrium, 5:30pm				X
8/30/2024	Welcome Week Leadership Training - SSC Atrium, 11 am	X	X		
8/30/2024	Volleyball Game - PEC Gym, 4pm	X	X	X	X
8/31/2024	Volleyball Game - PEC Gym, 12pm & 4pm	X	X	X	X
September					
9/3/2024	Fall Professional Development Day - PEC Gym, 8am	X			
9/6/2024	Baseball Game - Baseball Field, 2pm	X	X	X	X
9/8/2024	Baseball Game - Baseball Field, 11am	X	X	X	X
9/9/2024	1st Generation Speaker Series - SSC 1224, 12pm	X	X		
9/10/2024	Massage Therapy Completion Ceremony - SSC Atrium, 6pm	X	X		X
9/14/2024	Rockford Police K9 Unit Fundraiser - PKLT 10, 1pm				X
9/14/2024	Raise the Roof by Rockford Promise - PEC Gym, 6pm	X			X
9/15/2024	Out of the Darkness Walk - WTC Grounds, 10am	X	X		X
9/18/2024	NIU Engineering @ RVC Internship & Job Fair - WTC Lobby, 3:30pm		X		X
9/19/2024	IACAC Illinois Regional College Fair - PEC Gym, 4pm	X	X		X
9/21/2024	Lifescape Senior Expo - PEC Gym, 9am				X
09/23 - 09/26	Fall Homecoming Week - SSC Atrium, 11am	X	X		
9/28/2024	Members Alliance Community Celebration - PKLT 10, 11am	X	X		X

Quarterly Human Resources Personnel Report

FY 2024 (April-June)

<u>Hires</u>	Q1	Q2	Q3	Q4	<u>Departures</u>	Q1	Q2	Q3	Q4
SSA	7	11	6	2	SSA	6	6	4	4
FOP	0	0	1	1	FOP	0	0	0	1
FAC	1	0	1	0	FAC	0	0	1	1
ESP	0	0	0	0	ESP	0	0	0	0
PSA	2	6	7	3	PSA	3	7	5	3
ADM	2	0	1	0	ADM	0	0	0	2
<u>Total</u>	12	17	16	6	<u>Total</u>	9	13	10	11