College of Lake County
Community College District No. 532
Tuesday, November 17, 2026, 5:00 PM

BOARD OF TRUSTEES MEETING

The Board of Trustees of Community College District No. 532, Lake County, Illinois, will convene a Board of Trustees Meeting on Tuesday, November 17, 2026, at 5:00 PM, in Grayslake Campus, Conference Center A013, 19351 West Washington Street, Grayslake, IL 60030. Virtual meeting access is available via YouTube live stream at: https://www.youtube.com/live/6bTaL_EQCgc, and the agenda is posted on the College of Lake County website.

Members of the public will be offered an opportunity to address the board during the public comment portion of the meeting. **Board Policy 124.1, Public Participation**, which can be found in the College of Lake County Policy Manual, sets forth the College's guidelines for public comment. Members of the public who wish to address the Board in person must provide their name via email to president@clcillinois.edu by 3:00 p.m. on Tuesday, November 17, 2026. Individuals will be called to the podium when it is their time to address the Board.

AGENDA

1. **Call to Order and Roll Call**
2. **Approval of the Agenda**
3. **Receipt of Notices, Communications, Hearings and Petitions**
4. **Reports**
   - 4.1. Chair's Report
   - 4.2. Student Trustee's Report
   - 4.3. President's Report
     - 4.3.1. Higher Learning Commission Update
5. **Consent Agenda (Action Items)**
   - 5.1. Approval of the Minutes
     - 5.1.1. Regular Meeting Minutes of October 27, 2026
   - 5.2. Financial
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     - 5.2.2. Ratifying Bills, Authorizing Budget Transfers and Accepting the Monthly Financial Report 4
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5.4. Human Resources
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5.5. Contracts and Grants

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7. **New Business (Action Items)**

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7.2. Policy 440 - Student Records Policy - Revised - Second Reading 43

7.3. Resolution Estimating Amounts Necessary to be Levied for the Year 2026 44

7.4. Annual Chiller Maintenance 47

8. **Executive Session (Closed)**
Closed Session requested under 5 ILC 120, Section 2(c)(2) and 2(c)(11)

9. **Other Matters for Information or Discussion**

10. **Adjournment**

5.2.1. RESOLUTION APPROVING REIMBURSEMENT OF BUSINESS-RELATED TRAVEL EXPENSES

Lead Staff: James Beckom, Vice President of Business Services and Finance

WHEREAS the list of reimbursements for business-related travel expenses is required to be approved by the Board of Trustees in accordance with the College of Lake County Policy 108 and Policy 960 and 50 ILCS 150/1 et seq.; and

WHEREAS the monthly expenses to be approved pursuant to 50 ILCS 150/1 et seq., are set forth below;

NOW BE IT RESOLVED that the Board of Trustees approve the reimbursement for business-related travel expenses in the amount of $1,187.84 for travel associated with Association of Community College Trustees (ACCT) Leadership Congress, and Illinois Community College Trustees Association (ICCTA) Executive Committee meetings.

PASSED this 17th day of November 2026 by the Board of Trustees, College of Lake County, Community College District No. 532, Grayslake, Illinois.

Recommendation: Adopt the resolution approving reimbursement of business-related travel expenses.

5.2.2. RESOLUTION RATIFYING BILLS, AUTHORIZING BUDGET TRANSFERS AND ACCEPTING THE MONTHLY FINANCIAL REPORT

Lead Staff: James Beckom, Vice President of Business Services and Finance

WHEREAS the list of bills has been provided to the Board of Trustees in accordance with the College of Lake County Policy 713 – Approval of Bills for Payment; and

WHEREAS no budget transfers exceeding the threshold of $25,000 are recommended to the FY27 Budget;

NOW BE IT RESOLVED that the Board of Trustees approves the bills provided under separate cover and accepts the monthly financial report.

PASSED this 17th day of November 2026 by the Board of Trustees, College of Lake County, Community College District No. 532, Grayslake, Illinois.

Recommendation: Adopt the resolution Approving and Ratifying Bills and Authorizing Budget Transfers.

Operating Funds
Financial Highlights

REVENUE: The revenues in the operating funds reflect 33.1 percent of budgeted revenues through September 2026. At the end of September 2025, the College had received 31.1 percent of the amount budgeted.

As of September 30, 2026, the College had received revenues equal to $33.1 million in FY27 for local taxes. Local tax revenue is budgeted at $92.0 million for FY27.

Also, as of September 30, 2026, student enrollment reflected 27.8 percent of the tuition revenue. At the end of September 2025, the College had received 26.3 percent of the amount budgeted. The timing of when students enroll impacts when tuition revenue is recorded.

EXPENDITURES: The expenditures in the operating funds as of September 30, 2026, reflect 22.6 percent of budgeted expenditures for the year. In comparison, as of September 30, 2025, the College had expended 24.5 percent of the amount budgeted. The College is trending on track with the FY27 budget plan.

College Lake County
Connect to Your Future

Monthly Financial Report

FOR THE MONTH ENDED

September 30, 2026

Education Fund
Balance Sheet - Fund 01
As of September 30, 2026

ASSETS

CASH	
Cash In Bank	8,261,667
Change Funds	8,800
INVESTMENTS	
Other Investments	37,642,367
RECEIVABLES	
Taxes Receivable - Current Levy	37,251,601
Allowance Uncollectible Taxes	(360,139)
Student Tuition Receivable	10,564,915
Allowance for Uncollectable Tuition	(11,496,293)
Vendor Receivables	575,113
Other Receivables	41,592
ACCRUED REVENUE	
Accrued Interest	146,181
INTERFUND	9,685,499
PREPAID EXPENSES	
Prepaid Expenses	85,236
TOTAL ASSETS	**92,406,538**

LIABILITIES AND FUND BALANCE

LIABILITIES	
PAYROLL DEDUCTIONS PAYABLE	
Payroll Deductions Payable	3,674,966
ACCOUNTS PAYABLE	
Accounts Payable	778,006
ACCRUED EXPENSES	
Accrued Expense	1,193,830
DEFERRED REVENUES	
Property Taxes	35,354,193
Total Tuition & Fees	3,027,860
Miscellaneous Deferred Revenues	100,000
OTHER LIABILITIES	
Other Liabilities	1,009,187
Vacation Accrual	3,336,587
TOTAL LIABILITIES	**48,474,629**
FUND BALANCE	
Fund Balance	43,931,909
TOTAL FUND BALANCE	**43,931,909**
TOTAL LIABILITIES & FUND BALANCE	**92,406,538**

College of Lake County
Education Fund - Fund 01
Statement of Changes in Fund Balance
Month Ending: September 30, 2026

	Year to Date		Prior Year to Date	
	Actual	Percent	Actual	Percent
INCOME				
Current Taxes	26,186,686	67.16%	23,687,419	67.43%
CPPRT Corp Pers Prop Repl Tax	88,550	0.23%	47,756	0.14%
ICCB Credit Hour Grants	2,614,982	6.71%	1,872,827	5.33%
Vocational Education	349,000	0.90%	-	0.00%
Tuition	7,150,410	18.34%	6,644,051	18.91%
Graduation Fees	750	0.00%	62,369	0.18%
Transcript Fees	34,090	0.09%	37,855	0.11%
Laboratory Fees	102,745	0.26%	46,517	0.13%
Payment Plan Enrollment Fee	7,002	0.02%	-	0.00%
Credit By Exam Fees	150	0.00%	-	0.00%
Comprehensive Fees	2,102,004	5.39%	1,513,892	4.31%
Gain(Loss) on Investment	36,737	0.09%	329,073	0.94%
Other Interest	317,886	0.82%	855,136	2.43%
Library Fines	70	0.00%	186	0.00%
Miscellaneous Revenue	1,946	0.00%	33,916	0.10%
Over Short	1	0.00%	(3,600)	-0.01%
Total Income	38,993,009	100%	35,127,398	100%

EXPENDITURES				
Salaries	20,487,100	77.06%	19,957,294	70.77%
Employee Benefits	3,174,496	11.94%	4,096,473	14.53%
Contractual Services	1,406,045	5.29%	1,661,207	5.89%
General Material & Supplies	687,289	2.59%	459,714	1.63%
Travel/Conference Meeting Exp	165,893	0.62%	135,978	0.48%
Fixed Charges	20,432	0.08%	7,887	0.03%
Utilities	12,876	0.05%	9,269	0.03%
Building Maintenance	-	0.00%	40,489	0.14%
Capital Outlay	51,963	0.20%	(194)	0.00%
Other Expenditures	581,162	2.19%	1,830,979	6.49%
Total Expense	26,587,256	100%	28,199,098	100%

Beginning Fund Balance	32,690,589		35,279,849
Add: Revenues	38,993,009		35,127,398
Less: Expenses	(26,587,256)		(28,199,098)
Operating Transfers	(1,164,433)		(140,783)
Ending Fund Balance	43,931,909		42,067,367

Maintenance Fund
Balance Sheet - Fund 02
As of September 30, 2026

ASSETS

INVESTMENTS	
Other Investments	11,012,824
RECEIVABLES	
Taxes Receivable - Current Levy	9,772,074
Allowance Uncollectible Taxes	(90,963)
INTERFUND	(2,310,477)
PREPAID EXPENSES	
Prepaid Expenses	272,881
TOTAL ASSETS	**18,656,339**

LIABILITIES AND FUND BALANCE

LIABILITIES	
PAYROLL DEDUCTIONS PAYABLE	
Payroll Deductions Payable	(2,513)
ACCOUNTS PAYABLE	
Accounts Payable	622,619
DEFERRED REVENUES	
Property Taxes	9,274,304
TOTAL LIABILITIES	**9,894,409**
FUND BALANCE	
Fund Balance	8,761,930
TOTAL FUND BALANCE	**8,761,930**
TOTAL LIABILITIES & FUND BALANCE	**18,656,339**

RECONCILIATION	
BEGINNING FUND BALANCE	7,373,188
ADD: REVENUE	6,950,913
LESS: EXPENDITURES	(3,562,171)
OPERATING TRANSFERS	(2,000,000)
ENDING FUND BALANCE	8,761,930

College of Lake County
Maintenance Fund - Fund 02
Statement of Changes in Fund Balance
Month Ending: September 30, 2026

	Year to Date		Prior Year to Date	
	Actual	Percent	Actual	Percent
INCOME				
Current Taxes	6,869,201	98.82%	6,205,739	99.70%
Building Rentals	7,117	0.10%	18,749	0.30%
Other Interest	48,382	1%	-	0%
Gain(Loss) on Investment	26,172	0%	-	0%
Miscellaneous Revenue	40	0%	-	0%
Total Income	6,950,913	100%	6,224,488	100%
EXPENDITURES				
Salaries	1,326,544	37.24%	1,305,908	42.48%
Employee Benefits	432,848	12.15%	365,876	11.90%
Contractual Services	231,604	6.50%	205,366	6.68%
General Material & Supplies	234,086	6.57%	193,573	6.30%
Travel/Conference Meeting Exp	3,425	0.10%	589	0.02%
Fixed Charges	689,943	19.37%	111,420	3.62%
Utilities	660,535	18.54%	897,728	29.21%
Capital Outlay	6,387	0.18%	3,306	0.11%
Other Expenditures	(23,200)	-0.65%	(9,927)	-0.32%
Total Expense	3,562,171	100%	3,073,839	100%
Beginning Fund Balance	7,373,188		7,075,693	
Add: Revenues	6,950,913		6,224,488	
Less: Expenses	(3,562,171)		(3,073,839)	
Operating Transfers	(2,000,000)		-	
Ending Fund Balance	8,761,930		10,226,343	

5.3.1. LAKESHORE CAMPUS WINDOW REPLACEMENT

Lead Staff: James Beckom, Vice President of Business Services and Finance

Funding Source: FY27 budget

Funding Request: $31,036.50

Vendor	Amount
Reflection Window & Wall	$28,215.00

Explanation of Purchase: This purchase is for materials and labor to replace two double-pane windows with broken inner panes at Lakeshore Campus 34 North Sheridan.

Recommendation: Approve a contract with Reflection Window & Wall of Chicago, IL to purchase and install materials for $28,215.00 with a ten percent contingency of $2,821.50 for a total not to exceed amount of $31,036.50.

5.3.2. GRAYSLAKE CAMPUS T-WING LED LIGHTING RETROFIT

Lead Staff: James Beckom, Vice President of Business Services and Finance

Funding Source: FY27 budget

Funding Request: $34,390.36

Vendor	Amount
RPM Building Solutions	$31,263.97

Explanation of Purchase: This purchase is for materials and labor to retrofit fluorescent light fixtures to LED fixtures in the T-Wing lower level at the Grayslake Campus.

Recommendation: Approve a contract with RPM Building Solutions of Crystal Lake, IL to purchase and install materials for $31,263.97 with a ten percent contingency of $3,126.39 for a total not to exceed amount of $34,390.36.

5.3.3. GRAYSLAKE CAMPUS SIGNAGE DESIGN SERVICES

Lead Staff: James Beckom, Vice President of Business Services and Finance

Funding Source: Foundation

Funding Request: $36,000.00

Vendor	Amount
Legat Architects, Inc.	$36,000.00

Explanation of Purchase: This purchase is for design services for signage assessment and replacement as needed at the Grayslake Campus.

Recommendation: Approve a contract from November 18, 2026, to project completion with Legat Architects, Inc of Chicago, IL in a not to exceed amount of $36,000.00.

5.3.4. GRAYSLAKE CAMPUS L-WING/LIBRARY BUILDING CONTROL PANEL

Lead Staff: James Beckom, Vice President of Business Services and Finance

Funding Source: FY27 budget

Funding Request: $39,559.30

Vendor	Amount
Metropolitan Pump Company	$35,963.00

Explanation of Purchase: This purchase is for materials and labor to replace the building control panel for the submersible pumps in the L-Wing/Library at the Grayslake Campus.

Recommendation: Approve a contract with Metropolitan Pump Company of Romeoville, IL to purchase and install materials for $35,963.00 with a ten percent contingency of $3,596.30 for a total not to exceed amount of $39,559.30.

5.3.5. GRAYSLAKE CAMPUS AUTOMOTIVE LIFT CONCRETE PITS

Lead Staff: James Beckom, Vice President of Business Services and Finance

Funding Source: Rev Up 3 Grant

Funding Request: $55,423.50

Bids	Amount
JLJ Contracting	$50,385.00
Built by Burke	$195,384.61

Explanation of Purchase: This purchase is for materials and labor to remove existing automotive hydraulic lifts and provide concrete pits for new lifts.

Recommendation Approve a contract with JLJ contract of Broadview, IL for $50,385.00 with a ten percent contingency of $5,038.50 for a total not to exceed amount of $55,423.50.

5.3.6. GRAYSLAKE CAMPUS INTERMEDIATE DISTRIBUTION FRAME (IDF) ROOM CONVERSION

Lead Staff: James Beckom, Vice President of Business Services and Finance

Funding Source: FY27 budget

Funding Request: $247,747.50

Bids	Amount
Joseph J. Henderson & Son, Inc.	$225,225.00
Construction, Inc.	$228,500.00
Manusos General Contracting	$265,470.00

Explanation of Purchase: This purchase is for materials and labor to convert an unused chemical storage room into a new IDF room.

Recommendation: Approve a contract with Joseph J. Henderson & Son of Gurnee, IL for $225,225.00 plus a ten percent contingency of $22,522.50 for a total not to exceed amount of $247,747.50.

5.4.1. PROMOTIONS

The following employee applied for and was selected for promotion in the Board-approved position noted below.

	Employee Name	Current Job Family, Position Number, Position Title, Department	Proposed Job Family, Position Number, Position Title, Department	Effective Date	Contract Dates
1	Newsome, Jianni	Classified Position Number: 0330 Administrative Assistant, Student Activities and Inclusion Department	Specialist Position Number: 1405 Student Organization Outreach and Program Coordinator, Student Activities and Inclusion Department	11/23/2026	11/23/2026-6/30/2027

Recommendation: Approve the above action.

5.4.2. RESIGNATIONS AND RETIREMENTS

	Reason	Employee Name	Current Job Classification, Position Number, Position Title, Department	Effective Date (Last Day Worked)
1	Resignation	Ochoa, Viviana	Classified Position Number: 1403 Assistant to the Dean, Southlake Campus Division	11/12/2026
2	Resignation	Gilliland, Renee	Classified Position Number: 1281 Office Assistant, Biological and Health Sciences Operations Department	11/12/2026
3	Resignation	Eder, Melicia	Specialist Position Number: 0943 Senior Program Coordinator, Community and Workforce Education Services Department	11/19/2026
4	Retirement	Dikelsky, Carol	Administrator Position Number: 1775 Director, Strategic Advancement Unit	1/15/2027
Recommendation: Approve the above action.				

6.1. POLICY 938 – FAMILY MEDICAL LEAVE – REVISED – FIRST READING

Policy 938 – Family Medical Leave is presented for a First Reading. Revised language of this policy provides greater consistency and clarity regarding family medical leave and aligns with the federal and state statutes of Family and Medical Leave Act (FMLA).

The policy has been reviewed by the College's legal counsel and vetted through CLC's shared governance system, which includes representation from all impacted staff.

Recommended changes are highlighted in red and reflect changes presented as the First Reading. No action will be taken at this time.

938 FAMILY AND MEDICAL LEAVE ACT

The College recognizes the importance ~~value~~ of providing eligible employees with leave for qualifying family and medical reasons. Family and medical leave shall be provided in accordance with the federal Family and Medical Leave Act (FMLA), the State of Illinois Family and Medical Leave Act (ILFMLA) and the provisions of this policy. ~~leave opportunities to employees which enable them to participate in the early child rearing of their children and to care for family members with serious health conditions, or to be absent from work due to their own serious illness without being forced to choose between such family obligations and their job security. For the purposes of this policy, a family member is defined as a spouse, son, daughter, parent, or civil union partner. In accordance with State and Federal Family and Medical Leave Acts, eligible College of Lake County employees shall be entitled to Family Medical Leave, on a gender neutral basis, provided the leave is taken pursuant to the following provisions:~~

A. ~~B.~~ Employee Eligibility

1. An employee who has been employed for at least twelve (12) months, has worked at least 1,000 ~~1,250~~ hours during the previous twelve (12) month period, shall be entitled to twelve (12) weeks of unpaid leave during a rolling twelve (12) month period measured backward from the date an employee uses any FMLA ~~Family Medical Leave~~. Such leave shall be administered by ~~the~~ Human Resources ~~Department~~ in accordance with f~~F~~ederal and s~~S~~tate statutes. ~~The Board of Trustees shall receive annual reports regarding FMLA leaves.~~
2. An employee who has been employed for at least twelve (12) months, has worked at least 1,000 ~~1,250~~ hours during the previous twelve (12) month period and who is the spouse, son, daughter, parent or next of kin of a covered military service member shall be entitled to a total of twenty-six (26) weeks of leave during a twelve (12) month period to care for a covered military service member. Such leave shall be administered by ~~the~~ Human Resources ~~Department~~ in accordance with f~~F~~ederal and s~~S~~tate statutes.

B. ~~A.~~ Leave Reasons ~~Purpose of the Leave~~

Eligible employees may take FMLA ~~shall be allowed Family Medical Leave~~ for one (1) or more of the following qualifying reasons:

1. ~~Because of t~~The birth of a child of the employee and to care for such child;
2. ~~Because a~~ The placement of a child with the employee ~~has been~~

~~placed with the employee~~ for adoption or foster care and to care for the newly placed child;

3. To care for a spouse, child or parent with ~~family member of the employee (as defined herein) who suffers from~~ a serious health condition; or
4. ~~Because of a~~ The employee's own serious health condition that makes the employee unable to perform the essential functions of their ~~his/her~~ position.
5. A qualifying exigency arising from the employee's spouse, child, or parent being on covered active duty in the armed forces; or care for a covered military service member's spouse, child, parent, or next of kin.~~Because the spouse, son, daughter, parent or next of kin of an employee is on active duty or has been notified of an impending call or order to active duty in the armed forces in support of a contingency operation.~~

C. Leave Terms

1. Employees must provide a qualifying reason for the requested leave to enable the College to determine whether the leave qualifies under this policy and applicable law.
2. Leave for the birth or placement of a child must be completed within one (1) calendar year after the date of birth or placement.
3. Leave of up to twelve (12) weeks may be taken intermittently or on a reduced schedule if medically necessary for the employee's own serious health condition or to care for a qualifying family member with a serious health condition.
4. Employees are required to use all available accrued paid time off concurrently with FMLA leave and the time off will count toward the employee's twelve (12) week FMLA entitlement, in accordance with applicable College policy and law.

D. Employee Notice Requirements

Employees must provide thirty (30) days advance notice of foreseeable leave whenever practicable; otherwise, notice must be given as soon as practicable. When the need for a leave is foreseeable, the employee is required to notify their supervisor and Human Resources of their intention to take leave pursuant to this policy. If notice is not practicable, the employee must provide notice as soon as practicable. Failure to provide timely notice of foreseeable leave may result in a delay of FMLA leave being approved until complete FMLA documentation is received, consistent with applicable law.

E. Certification Requests

The College will require an employee requesting FMLA leave to provide certification from the appropriate health care provider or legal documentation in the case of adoption or foster care.

1. For foreseeable leaves, certifications shall be provided to Human Resources within fifteen (15) calendar days from the date the College requests such certification or as soon thereafter as practicable.
2. For unforeseeable leaves, the employee is required to provide certification as soon as is practicable, under the particular circumstances, after the date the College requests such certification.
3. In cases where the College has reason to doubt the validity of a medical certification, it may require the employee to obtain a second opinion, at the College's expense.
4. The College reserves the right to require certification at any time if it has reason to question the validity, appropriateness or duration of a leave, even when the certification was not initially required to support the leave request.
5. For foreseeable leave requests, the College may delay or deny approval of the leave until the required certification is provided.
6. For unforeseeable leave requests, the College may deny continuation of the leave until the employee submits the requested certification. Failure to provide timely and complete certification may result in the denial, delay, or discontinuation of leave protections and benefits associated with the leave.
7. The College may request recertification at reasonable intervals, but not more than once every thirty (30) days. The College may request recertification, regardless of the length of time since the last request, for the following:
    a. When the employee requests a leave extension;
    b. When the circumstances described by the original certification change significantly (i.e., the nature or duration of the illness changes significantly); or
    c. When the College receives information that casts doubt upon the continuing validity of the original certification.

F. Maintenance of Health Benefits

The College shall maintain the eligible employee's existing group health and

insurance coverage for up to twelve (12) weeks or up to twenty-six (26) weeks for FMLA related to a covered military service member. Coverage will be provided at the same level and under the same conditions as if the employee has remained actively employed and has not taken leave.

1. If the employee uses accrued paid leave during this period, the employee remains responsible for their standard applicable share of group health and insurance premiums.
2. If the employee is on unpaid leave, the College will continue to pay its employer-paid share of applicable, group health and insurance premiums. The employee is responsible for timely payment of their employee-paid share of premiums directly to the College in accordance with established procedures.

G. Return to Employment

At the end of the leave period taken pursuant to this policy, the employee shall be returned to the position held immediately prior to taking the leave. If that position is unavailable, the College shall return the employee to an available position the employee is qualified to hold with equivalent pay and benefits and other terms and conditions of employment. The right to reinstatement ceases and the employment relationship between the employee and the College will be deemed terminated if the employee unequivocally informs the College of their intent not to return to employment at the end of the leave period.

Employees who take leave for their own serious health condition must provide a written medical release from their health care provider before returning to work. The certification must confirm the employee's ability to resume work and perform the essential functions of their position, with or without reasonable accommodation, as applicable. The College reserves the right to delay an employee's return to work until the required certification has been received and reviewed. An employee will not be permitted to return to work until the required medical clearance has been provided.

If unable to return to work the employee may consider requesting Post Family and Medical Leave (Post-FML), seek an accommodation under the Americans with Disability Act (ADA) or apply for long-term disability through the College and SURS if applicable.

938. 1 COLLEGE EXTENDED FAMILY MEDICAL LEAVE

An employee who has been employed by the College on a continuous full-time basis for at least thirty-six (36) months shall be eligible for up to nine (9) months of unpaid leave immediately following exhaustion of the twelve (12) week Family Medical Leave Act leave period. An employee who has been employed by the College on a continuous basis for less than thirty-six (36) months, but more than one (1) year, may be granted one (1) year of unpaid leave (which includes the twelve (12) weeks required by the Family Medical leave Act) due to extenuating circumstances on a non-precedential basis. Granting a leave for more than twelve (12) weeks in duration within a fiscal year shall be submitted to the Director of Human Resources, and such leave shall be administered by the Human Resources Department, in accordance with Federal and State statutes. Such unpaid leave beyond the mandated FMLA leave twelve (12) weeks shall be referred to as "938.1 Leave or "College Extended Family Medical Leave". The granting or denial of "938.1 Leave" shall be non-precedential. The Board of Trustees shall receive annual reports regarding FMLA leaves.

C. Terms of Leave

1. The employee must state a qualifying reason for the needed leave to allow the College to determine whether the purpose for the leave is allowable.

2. The entitlement to leave because of the birth or placement of a child expires one (1) calendar year after the date of birth or placement.

3. The combined total Family Medical Leave for CLC employees who are married to each other or who are civil union partners may not exceed twelve (12) weeks during the applicable leave period for the birth of a child, or placement of a child for adoption, foster care, or to care for a family member with a serious health condition. The combined total "post family medical leave" for CLC employees who are married to each other may not exceed one (1) year during the applicable period for the birth of a child, or placement of child for adoption, foster care, or to care for a family member with serious health condition.

4. Leave of up to twelve (12) weeks may be taken on an intermittent basis (in separate blocks of time due to a single illness or injury) or a reduced schedule (reducing the number of hours per week or per day) if medically necessary when the purpose of the leave is to care for a seriously ill family member or because of the employee's own serious health condition.

5. If the employee requests paid accrued leave and the College determines the purpose of the leave is applicable under this policy, the College shall notify the employee that paid leave must be utilized prior to any unpaid leave and

~~will be counted against the twelve (12) weeks of leave granted under this policy. This notice shall be made before the leave begins or before a leave extension is granted, unless the College does not have sufficient information to determine the reason for the leave until after the leave has begun or has been given insufficient notice by the employee.~~

~~D. Notice Requirements~~

~~When the need for a leave is foreseeable, (i.e., based upon an expected birth or placement for adoption, for foster care, or planned medical treatment for the employee or the employee's seriously ill family member), the employee is required to notify his/her supervisor and the Executive Director of Human Resources, or designee, not less than thirty (30) days before the date the leave is to begin of his/her intention to take leave pursuant to this policy. If the circumstances (i.e., date of birth or planned treatment) require the leave to begin in less than thirty (30) days, the employee shall notify his/her supervisor and the Executive Director of Human Resources, or designee, as soon as practicable. The employee shall make a reasonable effort to schedule the planned treatment so as not to unduly disrupt operations, subject to the approval of the health care provider involved in administering the treatment. The College may deny an employee's leave request until at least thirty (30) days after the date the employee provides notice of the intention to take leave for unreasonable failure to provide timely advance notice for foreseeable leaves.~~

~~E. Medical Certification~~

~~The College will require requests seeking leave to care for a seriously ill family member or because of the employee's own serious health condition be supported by medical certification from the family member's or the employee's appropriate health care provider. For foreseeable leaves, the certifications shall be provided the Executive Director of Human Resources, or designee, within fifteen (15) calendar days from the date the College requests such certification or as soon thereafter as practicable. For unforeseeable leaves, the employee is required to provide certification as soon as is practicable, under the particular circumstances, after the date the College requests such certification.~~

~~Certification shall contain the following:~~

~~1. The date the serious health condition began;~~

~~2. The physician's best medical judgment concerning the probable duration of the condition;~~

3. A diagnosis of the condition and a brief statement of the prescribed regimen, including whether inpatient hospitalization is required;

4. If the purpose of the leave is to care for a seriously ill family member, a statement that the employee is needed to care for the family member including an estimate of the amount of time the employee will be needed;

5. If the purpose of the leave is because of the employee's own serious health condition, a statement that the employee is unable to perform the functions of his/her position;

6. In the case where intermittent or reduced schedule leave is required for planned medical treatment, a statement of the dates and duration of such treatment;

7. In the case where intermittent or reduced schedule leave is requested to care for a seriously ill family member or because of the employee's serious health condition, a statement that the intermittent or reduced leave schedule is medically necessary, as to the seriously ill employee or necessary for the care of the family member, including the expected duration of its necessity.

In cases where the College has reason to doubt the validity of a medical certification, it may require the employee to obtain a second opinion, at College expense. The College shall select the physician to supply the second opinion. In cases where the medical opinion in the first and second certifications conflict, the College may require the employee to obtain a third certification, at College expense. The third physician shall be jointly selected by the College and the employee and the third certification shall be final and binding upon both the College and the employee.

The College reserves the right to request certification at a later date in cases where it does not initially request medical certification to support the leave request but it later has reason to question the appropriateness or duration of the leave. The College may deny a leave request, for foreseeable leaves, or deny continuation of leave, for unforeseeable leave, until the employee provides the required certification.

F. Medical Recertification

The College may request recertification at reasonable intervals, but not more than once every thirty (30) days. The College may request recertification, regardless of the length of time since the last request, for the following:

1. When the employee requests a leave extension;

2. When the circumstances described by the original certification change significantly (i.e., the nature or duration of the illness changes significantly); or

3. When the College receives information that casts doubt upon the continuing validity of the original certification.

G. Return to Employment

At the end of the leave period taken pursuant to this policy, the employee shall be returned to the position held immediately prior to taking the leave. If that position is unavailable, the College shall return the employee to an available position the employee is qualified to hold with equivalent pay and benefits and other terms and conditions of employment. The right to reinstatement ceases and the employment relationship between the employee and the College will be deemed terminated if the employee unequivocally informs the College of his/her intent not to return to employment at the end of the leave period.

The College shall require the employee to submit medical certification from his/her health care provider that the employee is now able to resume work if the basis for the leave was the employee's own serious health condition that made the employee unable to perform the functions of his/her job. The College shall deny the employee's return to work until the certification is submitted.

The right to reinstatement also ceases if the employee is unable to perform the essential functions of his/her position at the end of the leave period. In such cases, the employee shall submit medical certification as stated previously in this policy. In cases where the College has reason to doubt the validity of a medical certification, it may require the employee to obtain a second opinion, at College expense. The College shall select the physician to supply the second opinion. In cases, where the medical opinions in the first and second certifications conflict, the College may require the employee to obtain a third certification, at College expense. The third physician shall be jointly selected by the College and the employee and the third certification shall be binding upon both the College and the employee.

H. Maintenance of Health Benefits

The College shall maintain the eligible employee's existing group health plan coverage for up to twelve (12) months. Such health plan coverage shall be at the same level and under the same conditions coverage would have been provided

~~had the employee not taken the leave. The College's flexible compensation allocation shall not be continued during the period of unpaid leave. Therefore, the employee shall be responsible for his/her applicable share of dependent health care premiums. In cases that do not involve a leave for a serious health condition that makes the employee unable to perform the functions of his/her position, the College may recover from the employee, its share of any premium payments for any period of unpaid leave if the employee fails to return to work after their leave entitlement has been exhausted. The College may also recover any portion of the premium it paid which the employee was obligated to pay.~~

~~Employees that substitute paid leave for unpaid leave under this policy, will have their share of the health care premiums paid by the method the College normally utilizes during any employee's paid leave. If the leave is unpaid, the employee shall pay his/her share of the premium under the College's existing procedures for employees on unpaid leave.~~

~~**I. Status of Other Benefits**~~

~~With the consent of the insurance carriers, the existing level of coverage for dental insurance, life insurance and disability insurance may be continued atthe College's expense for those taking a leave of twelve (12) weeks, or fewer. For those requesting "post family medical leave," basic life and disability insurance may be continued at the College's expense. However, continuation of dental insurance and any optional coverages for life and/or disability shall be at the employee's expense.~~

Adopted	04/13/1994
Amended	09/22/2009
Amended	02/24/2015
Amended	06/23/2015
Amended	XX/XX/2026

6.2. POLICY 938.1 – COLLEGE EXTENDED FAMILY MEDICAL LEAVE – REVISED – FIRST READING

Policy 938.1 – College Extended Family Medical Leave is presented for a First Reading. Revised language of this policy provides greater consistency and clarity to the Post-Family Medical Leave (Post-FML) policy.

The policy has been reviewed by the College's legal counsel and vetted through CLC's shared governance system, which includes representation from all impacted staff.

Recommended changes are highlighted in red and reflect changes presented as the First Reading. No action will be taken at this time.

938.1 POST-~~COLLEGE EXTENDED~~ FAMILY AND MEDICAL LEAVE (POST-FML)

The College recognizes that employees may occasionally require more time off than the twelve (12) weeks provided under the Family and Medical Leave Act (FMLA) or up to twenty-six (26) weeks for the care of a covered military service member. Post-Family and Medical Leave (Post-FML) is an unpaid benefit provided by the College for full-time employees who have qualified for FMLA but remain unable to return to work after exhausting their FMLA entitlement.

A. Eligibility and Leave Terms

1. To be eligible for Post-FML, an employee must have at least one (1) year of continuous full-time service with the College.

2. Eligible employees may request up to forty (40) weeks of unpaid leave for the following reasons:
   a. The birth of a child of the employee and to care for such child;
   b. The placement of a child with the employee for adoption or foster care and to care for the newly placed child;
   c. To care for a spouse, child or parent with a serious health condition; or
   d. The employee's own serious health condition that makes the employee unable to perform the essential functions of their position.
   Or eligible employees may request up to twenty-six (26) weeks of unpaid leave for the care of a covered military service member.

3. Employees are required to use all available accrued paid time off concurrently with Post-FML and the time off will count toward their Post-FML entitlement, in accordance with applicable College policy.

4. Post-FML must be taken as a single, continuous block of time. It is not available on an intermittent or reduced-schedule basis.

5. The Post-FML benefit concludes permanently once the employee returns to work.

B. Request and Approval

An employee must submit a formal request in writing to the Chief Human Resources Officer or designee. The written request must be submitted in advance of the employee's FMLA leave expiring. Requests will be reviewed, and subsequently granted or denied, on a non-precedential basis. If approved, Post-FML must begin immediately following the final day of the employee's FMLA leave.

C. Recertification Requests

The College may require an employee requesting Post-FML to recertify with the appropriate health care provider and may require updated legal documentation in the case of adoption or foster care.

Request for recertification will be made at reasonable intervals, but not more than once every thirty (30) days.

The College may require recertification, regardless of the length of time since the last request for the following reasons:

1. When the employee requests a leave extension;

2. When the circumstances described by the original certification change significantly (i.e., the nature or duration of the illness changes significantly); or

3. When the College receives information that casts doubt upon the continuing validity of the original certification.

D. Maintenance of Health Benefits

1. If an employee uses accrued paid leave during this period, the employee remains responsible for their standard applicable share of group health and insurance premiums. The College will continue to pay its employer-paid share of applicable group health and insurance premiums.

2. If an employee is on unpaid leave, the employee is responsible for timely payment of their employee-paid share of premiums directly to the College in accordance with established procedures. The College will grant a sixty (60) day grace period and will continue to pay its employer-paid share of applicable group health and insurance premiums. After sixty (60) days on unpaid leave an employee will be offered continuation coverage under COBRA, where applicable. Coverage under voluntary benefit plans will be administered in accordance with the terms of the applicable plan and may be discontinued, suspended or otherwise affected during the unpaid leave period.

E. Return to Employment

At the end of the leave period taken pursuant to this policy, the employee shall be returned to the position held immediately prior to taking the leave. If that position is

unavailable, the College shall return the employee to an available position the employee is qualified to hold with equivalent pay and benefits and other terms and conditions of employment. The right to reinstatement ceases and the employment

relationship between the employee and the College will be deemed terminated if the employee unequivocally informs the College of their intent not to return to employment at the end of the leave period.

Employees who take leave for their own serious health condition must provide a written medical release from their health care provider before returning to work. The certification must confirm the employee's ability to resume work and perform the essential functions of their position, with or without reasonable accommodation, as applicable.

The College reserves the right to delay an employee's return to work until the required certification has been received and reviewed. An employee will not be permitted to return to work until the required medical clearance has been provided.

If unable to return to work the employee may consider requesting an accommodation under the Americans with Disability Act (ADA) or applying for long-term disability through the College and SURS if applicable.

~~An employee who has been employed by the College on a continuous full-time basis for at least thirty-six (36) months shall be eligible for up to nine (9) months of unpaid leave immediately following exhaustion of the twelve (12) week Family Medical Leave Act leave period. An employee who has been employed by the College on a continuous basis for less than thirty-six (36) months, but more than one (1) year, may be granted one (1) year of unpaid leave (which includes the twelve (12) weeks required by the Family Medical leave Act) due to extenuating circumstances on a non-precedential basis. Granting a leave for more than twelve (12) weeks in duration within a fiscal year shall be submitted to the Director of Human Resources, and such leave shall be administered by the Human Resources Department, in accordance with Federal and State statutes. Such unpaid leave beyond the mandated FMLA leave twelve (12) weeks shall be referred to as "938.1 Leave or "College Extended Family Medical Leave". The granting or denial of "938.1 Leave" shall be non-precedential. The Board of Trustees shall receive annual reports regarding FMLA leaves.~~

~~**A. Terms of Leave**~~

1. ~~The employee must state a qualifying reason for the needed leave to allow the College to determine whether the purpose for the leave is allowable.~~
2. ~~The entitlement to leave because of the birth or placement of a child expires one (1) calendar year after the date of birth or placement.~~

3. The combined total Family Medical Leave for CLC employees who are married to each other or who are civil union partners may not exceed twelve (12) weeks during the applicable leave period for the birth of a child, or placement of a child for adoption, foster care, or to care for a family member with a serious health condition. The combined total "post family medical leave" for CLC employees who are married to each other may not exceed one (1) year during the applicable period for the birth of a child, or placement of child for adoption, foster care, or to care for a family member with serious health condition.
4. Leave of up to twelve (12) weeks may be taken on an intermittent basis (in separate blocks of time due to a single illness or injury) or a reduced schedule (reducing the number of hours per week or per day) if medically necessary when the purpose of the leave is to care for a seriously ill family member or because of the employee's own serious health condition.
5. If the employee requests paid accrued leave and the College determines the purpose of the leave is applicable under this policy, the College shall notify the employee that paid leave must be utilized prior to any unpaid leave and will be counted against the twelve (12) weeks of leave granted under this policy. This notice shall be made before the leave begins or before a leave extension is granted, unless the College does not have sufficient information to determine the reason for the leave until after the leave has begun or has been given insufficient notice by the employee.

B. Notice Requirements

When the need for a leave is foreseeable, (i.e., based upon an expected birth or placement for adoption, for foster care, or planned medical treatment for the employee or the employee's seriously ill family member), the employee is required to notify his/her supervisor and the Executive Director of Human Resources, or designee, not less than thirty (30) days before the date the leave is to begin of his/her intention to take leave pursuant to this policy. If the circumstances (i.e., date of birth or planned treatment) require the leave to begin in less than thirty (30) days, the employee shall notify his/her supervisor and the Executive Director of Human Resources, or designee, as soon as practicable. The employee shall make a reasonable effort to schedule the planned treatment so as not to unduly disrupt operations, subject to the approval of the health care provider involved in administering the treatment. The College may deny an employee's leave request until at least thirty (30) days after the date the employee provides notice of the intention to take leave for unreasonable failure to provide timely advance notice for foreseeable leaves.

C. Medical Certification

The College will require requests seeking leave to care for a seriously ill family member or because of the employee's own serious health condition be supported by medical certification from the family member's or the employee's appropriate health care provider. For foreseeable leaves, the certifications shall be provided the Executive Director of Human Resources, or

designee, within fifteen (15) calendar days from the date the College requests such certification or as soon thereafter as practicable. For unforeseeable leaves, the employee is required to provide certification as soon as is practicable, under the particular circumstances, after the date the College requests such certification.

Certification shall contain the following:

1. The date the serious health condition began;
2. The physician's best medical judgment concerning the probable duration of the condition;
3. A diagnosis of the condition and a brief statement of the prescribed regimen, including whether inpatient hospitalization is required;
4. If the purpose of the leave is to care for a seriously ill family member, a statement that the employee is needed to care for the family member including an estimate of the amount of time the employee will be needed;
5. If the purpose of the leave is because of the employee's own serious health condition, a statement that the employee is unable to perform the functions of his/her position;
6. In the case where intermittent or reduced schedule leave is required for planned medical treatment, a statement of the dates and duration of such treatment;
7. In the case where intermittent or reduced schedule leave is requested to care for a seriously ill family member or because of the employee's serious health condition, a statement that the intermittent or reduced leave schedule is medically necessary, as to the seriously ill employee or necessary for the care of the family member, including the expected duration of its necessity.

In cases where the College has reason to doubt the validity of a medical certification, it may require the employee to obtain a second opinion, at College expense. The College shall select the physician to supply the second opinion. In cases where the medical opinion in the first and second certifications conflict, the College may require the employee to obtain a third certification, at College expense. The third physician shall be jointly selected by the College and the employee and the third certification shall be final and binding upon both the College and the employee.

The College reserves the right to request certification at a later date in cases where it does not initially request medical certification to support the leave request but it later has reason to question the appropriateness or duration of the leave. The College may deny a leave request, for foreseeable leaves, or deny continuation of leave, for unforeseeable leave, until the employee provides the required certification.

D. Medical Recertification

The College may request recertification at reasonable intervals, but not more than once every thirty (30) days. The College may request recertification, regardless of the length of time since the last request, for the following:

1. When the employee requests a leave extension;

2. When the circumstances described by the original certification change significantly (i.e., the nature or duration of the illness changes significantly); or
3. When the College receives information that casts doubt upon the continuing validity of the original certification.

E. Return to Employment

At the end of the leave period taken pursuant to this policy, the employee shall be returned to the position held immediately prior to taking the leave. If that position is unavailable, the College shall return the employee to an available position the employee is qualified to hold with equivalent pay and benefits and other terms and conditions of employment. The right to reinstatement ceases and the employment relationship between the employee and the College will be deemed terminated if the employee unequivocally informs the College of his/her intent not to return to employment at the end of the leave period.

The College shall require the employee to submit medical certification from his/her health care provider that the employee is now able to resume work if the basis for the leave was the employee's own serious health condition that made the employee unable to perform the functions of his/her job. The College shall deny the employee's return to work until the certification is submitted.

The right to reinstatement also ceases if the employee is unable to perform the essential functions of his/her position at the end of the leave period. In such cases, the employee shall submit medical certification as stated previously in this policy. In cases where the College has reason to doubt the validity of a medical certification, it may require the employee to obtain a second opinion, at College expense. The College shall select the physician to supply the second opinion. In cases, where the medical opinions in the first and second certifications conflict, the College may require the employee to obtain a third certification, at College expense. The third physician shall be jointly selected by the College and the employee and the third certification shall be binding upon both the College and the employee.

F. Maintenance of Health Benefits

The College shall maintain the eligible employee's existing group health plan coverage for up to twelve (12) months. Such health plan coverage shall be at the same level and under the same conditions coverage would have been provided had the employee not taken the leave. The College's flexible compensation allocation shall not be continued during the period of unpaid leave. Therefore, the employee shall be responsible for his/her applicable share of dependent health care premiums. In cases that do not involve a leave for a serious health condition that makes the employee unable to perform the functions of his/her position, the College may recover from the employee, its share of any premium payments for any period of unpaid leave if the employee fails to return to work after their leave entitlement has been exhausted. The College may also recover any portion of the premium it paid which the employee was obligated to pay.

~~Employees that substitute paid leave for unpaid leave under this policy, will have their share of the health care premiums paid by the method the College normally utilizes during any employee's paid leave. If the leave is unpaid, the employee shall pay his/her share of the premium under the College's existing procedures for employees on unpaid leave.~~

~~**G. Status of Other Benefits**~~

~~With the consent of the insurance carriers, the existing level of coverage for dental insurance, life insurance and disability insurance may be continued atthe College's expense for those taking a leave of twelve (12) weeks, or fewer. For those requesting "post family medical leave," basic life and disability insurance may be continued at the College's expense. However, continuation of dental insurance and any optional coverages for life and/or disability shall be at the employee's expense.~~

Adopted 04/13/1994
Amended 09/22/2009
Amended 02/24/2015
Amended06/23/2015
Amended XX/XX/2026

6.3. POLICY 955 – HEALTH INSURANCE PORTABILITY AND ACCOUNTABILITY ACT COMPLIANCE POLICY – REVISED – FIRST READING

Policy 955 – Health Insurance Portability and Accountability Act Compliance policy is presented for a First Reading. Revised language of this policy provides greater consistency and clarity and aligns with the federal statute of Health Insurance Portability and Accountability Act (HIPAA).

The policy has been reviewed by the College's legal counsel and vetted through CLC's shared governance system, which includes representation from all impacted staff.

Recommended changes are highlighted in red and reflect changes presented as the First Reading. No action will be taken at this time.

955 HEALTH INSURANCE PORTABILITY AND ACCOUNTABILITY ACT ~~COMPLIANCE POLICY~~

~~Group health plans sponsored by t~~The College of Lake County (the "College") ~~including medical, dental, vision, prescription drug plans, employee assistance plans and flexible spending account plans, may be subject to the Privacy Rule of the Health Insurance Portability and Accountability Act (HIPAA) or general HIPAA requirements. When applicable, these plans~~ shall comply with the Health Insurance Portability and Accountability Act (HIPAA) (Public Law 104-191). ~~and its Privacy Rule and shall be amended to reflect compliance.~~

The College shall comply with all applicable provisions of HIPAA, including requirements governing the privacy, security, and confidentiality of protected health information. This policy applies to College-sponsored health benefit plans and other College operations subject to HIPAA. Protected health information shall not be used or disclosed for employment-related decisions except as permitted by law. The College will maintain appropriate administrative procedures to ensure compliance with HIPAA and related regulations.~~Further, activities undertaken by the College of Lake County's Health Center also may subject the College and its employees to the HIPAA Privacy Rule.~~

The Chief Human Resources Officer is the HIPAA Privacy Officer and responsible for the College's HIPAA compliance programs. If the Chief Human Resources Officer position is vacant, the President will temporarily designate a HIPAA Officer. ~~To the extent the College is aware of any health information of any plan participant or student, the College has always valued the confidentiality of such health information. It remains the policy of the College that a plan participant's health information will not be used or disclosed for employment-related actions or decisions affecting the benefits of an individual employee. Also, it remains the policy of the College to respect the confidentiality of student health information acquired through activities of the Health Center. Further, it is the policy of the College of Lake County to comply with all applicable provisions of HIPAA and its Privacy Rule. This Policy shall be implemented according to established administrative procedures, which may be obtained from the Human Resources Office.~~

Adopted 01/27/2004
Amended XX/XX/2026

7. NEW BUSINESS

7.1. POLICY 410 – SEMESTER CREDIT HOUR SYSTEM – REVISED – SECOND READING

Policy 410 - Semester Hour Credit System is presented for a Second Reading. The revisions of this policy align with the 2030 Strategic Plan and the Lancer Success Framework's definition of student success.

The policy revision includes input obtained through the shared governance system.

There are no revisions for the Second Reading.

Recommendation: Approve Policy 410 – Semester Credit Hour System.

410 SEMESTER HOUR CREDIT SYSTEM

The unit of credit is the semester hour. The ~~regular~~ academic year is divided into two (2) semesters and a summer session.

Adopted 11/26/1968
Amended XX/XX/XXXX

7.2. POLICY 440 – STUDENT RECORDS POLICY – REVISED – SECOND READING

Policy 440- Student Records Policy is presented for a Second Reading. The revisions of this policy align with the 2030 Strategic Plan and the Lancer Success Framework's definition of student success.

The policy revision includes input obtained through the shared governance system and has been reviewed by the College's legal counsel.

There are no revisions for the Second Reading.

Recommendation: Approve Policy 440 – Student Records Policy.

440 STUDENT RECORDS POLICY

The Family Educational Rights and Privacy Act (FERPA) of 1974, codified at 20 U.S.C. § 1232g with implementing regulations at 34 C.F.R. Part 99, establishes the right of students to inspect their records and limits the disclosure of the contents thereof to other individuals. The requirements for implementation of the Act, as amended, shall be set forth in the ~~Student Handbook and~~ College Catalog and in the Student Rights and Responsibilities and shall be available at offices that maintain student educational records.

Adopted 03/27/1979
Amended 06/27/2000
Amended

7.3. RESOLUTION ESTIMATING AMOUNTS NECESSARY TO BE LEVIED FOR THE YEAR 2026

Lead Staff: James Beckom, Vice President of Business Services and Finance

Background: This resolution, which estimates the amounts necessary to be levied for 2026, is based on changes in inflation and equalized assessed value (EAV) including new construction and dissolving tax increment financing (TIF) district. The Property Tax Extension Limitation Law (PTELL) limiting rate for the 2026 levy, is 5.0 percent. The 2026 EAV is projected to increase approximately 7.6 percent as compared to 2025, with new construction for 2026 projected to total $152.7 million and dissolving TIF district totaling $25.8 million.

The proposed levy would increase taxes for the operating and special tax levy funds by 4.975 percent from the 2025 tax extensions. The debt service tax levy is based on an established schedule of bond payments. The debt service levy is not included in the definition of aggregate levy pursuant to Section 18-55 of the Truth in Taxation Law, 35 ILCS 200/18-55.

Levy Funds	2025 Levy Extension	2026 Levy Estimated	Estimated Increase	Percent Change
Operating & Special (Capped)	$89,861,922	$94,332,553	$4,470,631	4.975%
Debt Service (Non-Capped)	$2,124,783	$0	($2,124,783)	-----
Total	$91,986,705	$94,332,553	$2,345,848	2.550%

The Lake County Clerk will determine the actual amount of taxes to be extended on the 2026 levy after applying the tax cap (PTELL) formula, including the addition of the new property in the tax base. Based on assumptions indicated in the projections above, it is anticipated that the tax rate for capped funds in 2026 will be approximately $0.2559 per $100 of equalized assessed valuation, as compared to $0.2665 levied in 2025.

Recommendation: Approve the resolution estimating amounts necessary to be levied for the year 2026.

7.3. RESOLUTION ESTIMATING AMOUNTS NECESSARY TO BE LEVIED FOR THE YEAR 2026

WHEREAS, the *Truth in Taxation Law,* 35 ILCS 200/18-55 et. seq. requires that all taxing districts in the State of Illinois determine the estimated amounts of taxes necessary to be levied for the year not less than 20 days prior to the official adoption of the aggregate tax levy of the district; and

WHEREAS, if the estimated aggregate amount necessary to be levied, exclusive of election costs and bond and interest costs, exceeds 105 percent of the amount of property taxes extended or estimated to be extended upon the final aggregate levy of the preceding year (plus any amount abated by the taxing district prior to such extension), then the governing board of the district shall give public notice of, and shall hold a public hearing on, the district's intent to adopt an aggregate tax levy in an amount that is more than 105 percent of such extension or estimated extension for the preceding year; and

WHEREAS, the amount of property taxes extended or estimated to be extended on the levy of Community College District No. 532 for corporate and special purpose taxes (the aggregate levy) for 2025 was $89,861,922; and

WHEREAS, the estimated amounts of money necessary to be raised by corporate and special purpose taxes for 2026 upon the taxable property of the College District is $94,332,553;

NOW, THEREFORE, BE IT RESOLVED by the Board of Trustees of Community College District No. 532, County of Lake, State of Illinois, as follows:

Section 1: The estimated aggregate levy necessary for 2026 is $94,332,553.

Section 2: The estimated aggregate levy for 2026 does *not* exceed 105 percent of the taxes extended (plus any amount abated prior to extension) on the College District's aggregate levy for 2025.

Section 3: In light of Section 2 above, the provisions of Sections 18-65 through 18-85 of the *Truth in Taxation Law* do not apply to the adoption of the 2026 aggregate levy, and the College District is not required to publish notice of or conduct a hearing thereon.

Section 4: This resolution shall be in full force and effect forthwith upon its passage.

ADOPTED this 17th day of November 2026.

BOARD OF TRUSTEES
COMMUNITY COLLEGE DISTRICT NO. 532
COUNTY OF LAKE
STATE OF ILLINOIS

By: _____
Chair

ATTEST:

By: _____
Secretary

7.4. ANNUAL CHILLER MAINTENANCE

Lead Staff: James Beckom, Vice President of Business Services and Finance

Funding Source: FY27 budget

Funding Request: $994,764.00

Vendors	Amount
Midwest Mechanical Service	$994,764.00

Explanation of Purchase: This purchase is for a labor and materials maintenance contract to service 19 College chillers and the annual tuning (efficiency adjustments) of 37 boilers across all campuses including the Advanced Technology Center.

This cooperative purchase is pursuant to the Illinois Compiled Statutes, 30 ILCS 525/ Governmental Joint Purchasing Act and the College's Procurement Policy 712 and was competitively bid under the Omnia contract # 159053.

Recommendation: Approve a five-year contract from July 1, 2027, to June 30, 2032, with Midwest Mechanical Service of Lombard, IL in a not-to-exceed amount of $994,764.00.