

SAUK VALLEY COLLEGE BOARD OF TRUSTEES MEETING
Third Floor Conference Room, 3L14
November 12, 1979 8:00 p.m.

- A. Call to Order
- B. Roll Call
- C. Written Communications from Visitors
- D. Recommended Actions:
 - 1) Approval of minutes as submitted
 - 2) Donation from Northwestern Steel
 - 3) Donation from Sims Cabs, Inc.
 - 4) Donation from Donald E. Cousins
 - 5) Other items
- E. Old Business:
 - 1) Audit
 - 2) Christmas down period
 - 3) Grievance #17
 - 4) Golden Age Tuition Pass
 - 5) Review of Board Policy Manual
- F. New Business:
 - 1) Tutoring policy
 - 2) Summer school policy
 - 3) Business office annual reports
 - 4) Other items
- G. President's Report:
 - 1) Student trustee report
 - 2) Minutes of committee meetings
 - 3) Tenure law
 - 4) DVTE visitation
 - 5) Health area secretarial vacancy
 - 6) Adult learning center open house
 - 7) New brochure
 - 8) Other items

MINUTES OF THE SAUK VALLEY COLLEGE BOARD OF TRUSTEES MEETING

November 12, 1979

The Board of Trustees of Sauk Valley College met in regular meeting at 7:30 p.m. on November 12, 1979, in the Board Room of Sauk Valley College, Rural Route #1, Dixon, Illinois.

Call to Order: Chairman Reigle called the meeting to order at 7:40 p.m. and the following members answered roll call:

Kay Fisher	Lorna Keefer
Oscar Keonig	Juanita Prescott
William Reigl	Wade Abed

Absent: John Fassler Ann Powers

Minutes: It was moved by Member Keefer and seconded by Member Koenig that the Board approve the minutes of the October 22 meeting as presented. Motion voted and carried.

Affirmative Action Repairs: Tom Anderson, representing McLane & McLane, Architects, explained and presented the bids pertaining to the Affirmative Action repairs. There were three bids, including alternate, as follows:

Lindquist Construction Co.	\$16,066
Brown Construction	25,790
Strong-bilt Structure Co.	27,242

Mr. Anderson recommended the acceptance of the low bid including the alternate.

Member Koenig moved, seconded by Member Prescott, that the Lindquist Construction Company bid of \$16,066 be accepted. This includes the alternate of \$720 for doorway ramp and kick plates.

In a roll call vote, all voted aye. Motion carried.

Donations: Member Koenig moved, seconded by Member Fisher, that the college accept a donation of 18,000 pounds of steel from Northwestern Steel & Wire Co. Motion voted and carried.

Member Prescott moved, seconded by Member Keefer, that the college accept a donation of 3,000 pounds of steel from Sims Cabs, Inc. Motion voted and carried.

Member Prescott moved, seconded by Member Koenig, that the college accept the donation

of a powered aircraft from Don Cousins, to be used for demonstration purposes. Motion voted and carried.

Letters of appreciation are to be written to all donors expressing the gratitude of the college.

- Arrivals: Members Ann Powers and John Fassler arrived at 7:55 p.m.
- Building Repairs: Dean Robert Edison made a report on the status of the application with the Capital Development Board for building repairs. It was moved by Member Prescott, seconded by Member Koenig, to authorize expenditures from the Site & Construction Fund for any expenses incurred in pursuing these repairs. In a roll call vote, all voted aye. Motion carried.
- Audit: There was some discussion on the 1978-79 Audit.
- Christmas Down-Period: Member Fassler moved, seconded by Member Koenig, to accept the following resolution:
- "In consideration of the college's desire to save energy the college will close the buildings from 5 p.m. December 21, to 8 a.m. January 2, 1980. Since there are three working days included in this eleven day down period, it is moved that the classified staff be given these three working days off with pay with the understanding that this is for the 1979-80 year only and does not bind the Board to future down periods".
- In a roll call vote: Aye votes: Member Fassler, Member Fisher, Member Keefer, Member Koenig, Member Powers, Member Reigle and Member Abed. Nay vote: Member Prescott.
- Grievance: Member Fisher reported that Grievance #17 was settled by mutual agreement.
- Golden Age Tuition Pass: No change was made in the present procedure concerning Golden Age Tuition Pass.
- Tutoring Policy: It was decided to come up with a more definite policy statement regarding the Tutoring Policy for the approval of the Board.
- Summer School Policy: It was also decided to establish a more specific Summer School Policy for the approval of the Board.
- Business Office Reports: The business office reports were accepted with no questions.

Financial Aids: The Trustees were requested to review the report submitted by the Committee with discussion to occur at a future Board meeting.

President's Report: Student Trustee Wade Abed reported the need for change boxes in the West Mall. Some students would like to have breakfast served in the cafeteria. He also mentioned the desire for German classes. Student I.D. cards have been issued.

Dean Edison, in the absence of President Cole, reported on the committee meetings, the Tenure law, and the upcoming visit by the DVTE for a program audit on March 3-6, 1980.

It was mentioned that the secretarial position in the Health area has been filled.

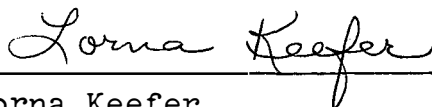
Today was the Open House at the Adult Learning Center in Rock Falls, and tomorrow night, November 13, is Career Night at the college.

Board Policy Manual: Changes in the Board Policy Manual will be discussed at the next meeting.

Adjournment: Since there was no further business, it was moved by Member Fassler, seconded by Member Koenig, that the Board adjourn. The next regular meeting will be 7:30 p.m. on November 26th. In a roll call vote, all voted aye. Motion carried.

The meeting adjourned at 9:03.

Respectfully submitted:



Lorna Keefer

SAUK VALLEY COLLEGE

RURAL ROUTE ONE,

DIXON, ILLINOIS 61021

8-1

DATE November 12, 1979

MEMORANDUM

TO: Sauk Valley College Board of Trustees

FROM: Dr. George E. Cole

Re: Annual audit

When the annual audit was presented to the Board at the last meeting, it was decided that the Board members should review the document and bring any questions they might have to the November 12 meeting.

In consideration of the fact that I will be out of town on personal business and Dean Edison will chair this meeting, he will be available to answer any questions the Board members may have on this.

mv

LINDGREN, CALLIHAN, WEAVER and VAN OSDOL

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August 30, 1979

Board of Trustees
Sauk Valley Community
College District 506
Dixon, Illinois

Ladies and Gentlemen:

Our examination of the financial statements of Sauk Valley Community College District 506 for the year ended June 30, 1979, included a review of internal accounting control to the extent we considered necessary to evaluate the system as required by generally accepted auditing standards. Under these standards, the purpose of such evaluation is to establish a basis for reliance thereon in determining the nature, timing and extent of other auditing procedures that are necessary for expressing an opinion on the financial statements.

The objective of internal accounting control is to provide reasonable, but not absolute assurance as to the safeguarding of assets against loss from unauthorized use or disposition, and the reliability of financial records for preparing financial statements and maintaining accountability for assets. The concept of reasonable assurance recognizes that the cost of a system of internal accounting control should not exceed the benefits derived and also recognizes that the evaluation of these factors necessarily requires estimates and judgments by management.

Our study and evaluation of the College's system of internal accounting control for the year ended June 30, 1979, which was made for the purpose set forth in the first paragraph, was not designed for the purpose of expressing an opinion on internal accounting control and would not necessarily disclose all weaknesses in the system. However, such study and evaluation did disclose some conditions which we would like to submit for your consideration.

Mid-Term Attendance Certification for State Funding

The ICCB, in November, 1977, issued a statement that each community college will be required to have a certified class list signed by a faculty member for each course for which apportionment is claimed, listing the students who are currently enrolled in the course and who are actively pursuing the completion of the course,

certifying that the students were in attendance at mid-term unless a written explanation for absence is signed by the faculty member and is accepted by college officials. "Currently enrolled" and "actively pursuing" imply the student is in attendance the majority of class sessions to mid-term, according to the ICCB.

Our audit testing of mid-term enrollments again disclosed potential problems regarding this certification. Our test sample of 1,881 credit hours revealed 6 student claimed for 18 hours of credit who had actually dropped the class before mid-term and 22 students claimed for 66 hours of credit who were receiving failing grades because of poor class attendance. All of these students subsequently dropped the courses, five within a very short time after mid-term. Thus, a contradiction has developed whereby the teacher has certified the class roster, but, on the other hand, has indicated the students were not actively pursuing the course by failing them for poor class attendance. Hindsight, applied to our test sample, further verified that the student quite possibly was not currently enrolled and actively pursuing the course since he did in each instance later drop the course.

In discussing this matter with College officials, we learned that a new procedure has been implemented for the 1979-80 year whereby students failing the course due to poor attendance will not be claimed in the regular mid-term apportionment. At semester's end, however, a supplemental claim will be filed for those students not claimed at mid-term who ultimately do complete the course. We believe this procedure will eliminate the problems we noted and therefore endorse its implementation.

We also noted that not all mid-term rosters had been signed by the course instructors, again particularly in the community service course area. We believe the College should investigate additional measures which may be taken to enforce its policy of requiring mid-term certification.

Student Loan Fund

We again noted an outstanding overdue loan at June 30, 1979, to a person employed by the financial aids' office. Also, our review of loans written off as uncollectible during the year revealed that a student loan was given to an individual who already had a past due loan. No documentation was available for either situation explaining extenuating circumstances which may justify these situations. We believe policies or procedures should be developed to prevent these situations from occurring in the future.

Contract Reclarifications and Updating

During the course of our audit, two contracts were noted which should be either clarified or updated:

- 1) The contract between the College and Community Unit School District No. 5 regarding food service facilities needs to be clarified regarding a definition of meals served, as the exact definition may or may not mean additional rental income for the College.
- 2) The contract covering the recreation room equipment which was initially installed at the College in 1971 appears to be no longer in force; rather, an oral agreement has taken its place. A new written contract or an amendment to the original contract should be drafted and signed by both parties.

Adult Basic Educational Grant

Our audit test of accounts receivable revealed an amount due the College for the Adult Educational Grant Program for fiscal year 1978-79 in excess of the original grant. The amount due reflected overspending in the program. The overspent portion was subsequently written off accounts receivable during the summer semester, 1979. To prevent this situation from occurring again, we recommend that the College develop a better grant monitoring system to assess the status of grants and communicate any changes in award amounts, etc. to the business office promptly.

Data Processing System

Our audit procedure included a review of the data processing system employed at the College. The problem areas and proposed suggestions for improvements are as follows:

- 1) We noted throughout the review of the data processing system that many of the existing problems were primarily due to a lack of communication between the user department (i.e. payroll) and the computer center. Therefore, we recommend that a user group be formed to discuss existing problems and future proposed data processing applications. Members of the user group should include the business manager, payroll clerks, and members of the data processing department. Suggested topics for the first meeting would be those of immediate concern to both the user department and data processing, specifically:
 - a) Elimination of unnecessary reports,
 - b) Discussion by data processing regarding the limitations and constraints of the acquired payroll software package,
 - c) Feasibility of conducting training sessions for those involved in payroll processing.

Topics for subsequent meetings should include the feasibility of consolidating in part forms used in the payroll processing system to eliminate duplication of entries, and any other topics which will serve the needs of both data processing and the business department.

- 2) We were informed that the payroll edit reports are destroyed after balancing the payroll input. We were also informed that occasionally during the processing of payroll, some employee paychecks do not get written by the computer. We therefore recommend that these edit reports be retained to determine the cause of the payroll system malfunction. Retention of the reports will aid in analyzing the problem as to whether the cause is due to faulty input, errors in data handling or processing, or a weakness in the system.
- 3) We noted that there does not exist a systems flowchart for processing the payroll data. We recommend that the entire system be flowcharted as an aid to all users of the system. When the flowchart has been completed, a written narrative of the system should be prepared and copies of the narrative should be given to all personnel involved in processing the payroll data.
- 4) We noted the lack of documentation standards for the data processing department. We discussed this situation with College officials and have agreed to assist them in obtaining documentation standards used at other data processing installations which can be used as a model in preparing standards to the department.
- 5) We noted the password control for the terminals used in processing student data was inadequate in providing proper data security. We discussed this problem with College officials and made specific suggestions regarding proper control. We have been advised that they are working toward implementing proper data file access control.

Segregation of Duties

The Uniform Accounting Manual, 1975 edition, in defining internal control (Chapter VI), states that in order for proper internal control to exist at the College, an adequate organizational structure allowing for a proper segregation of duties must be employed.

It appears that recent cutbacks in personnel, especially regarding the business office, data processing and registration, may be jeopardizing an originally adequate organizational structure in these areas. We noted that certain errors and the absence of previously prepared information in these areas may be closely associated with the decrease or combining of positions.

Although we noted no material errors or problems, the potential for them to evolve has increased. We suggest that the College consider this potential at such time in the future when they might be considering staffing changes in these areas.

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Our comments are based upon conditions noted during our audit and are not intended to be all-inclusive. They are submitted as constructive suggestions to assist you in strengthening controls and procedures and are not intended to reflect on the honesty or integrity of any employee.

We appreciate the opportunity to present these comments and recommendations for your consideration, and are prepared to discuss them further at your convenience.

Very truly yours,

LINDGREN, CALLIHAN, WEAVER & VAN OSDOL

A handwritten signature in cursive script, reading "John A. Van Osdol". The signature is written in dark ink and is positioned below the firm name.

John A. Van Osdol

SAUK VALLEY COMMUNITY COLLEGE DISTRICT 506
COLLEGE WORK STUDY AND
EDUCATIONAL OPPORTUNITY GRANTS PROGRAMS

Auditors' Report
As of June 30, 1979

LINDGREN, CALLIHAN, WEAVER & VAN OSDOL
Certified Public Accountants
Sterling, Illinois

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INTRODUCTION

The accompanying audit has been completed at the request of the Department of Health, Education, and Welfare to determine that Sauk Valley Community College District 506 has met HEW requirements in continuing the programs indicated below for the fiscal year ending June 30, 1979, and that Sauk Valley Community College District 506 has adequate systems of internal control, accounting and reporting, and has exercised suitable controls in the operation of and accounting for the funds provided for the following programs:

College Work-Study Program

The College Work-Study Program has been in operation at Sauk Valley Community College District 506, Dixon, Illinois, since 1966, having been authorized by the Higher Education Act of 1965. During that time, federal and institutional awards amounting to \$1,172,784 have been granted to 1,652 students. During the most recent year, July 1, 1978 through June 30, 1979, 190 students received \$140,128 in financial awards. Mr. Ronald Marlier is in charge of the program.

Educational Opportunity Grants Programs

The Supplemental Educational Opportunity Grants Program has been in operation at Sauk Valley Community College District 506, Dixon, Illinois, since 1966, having been authorized by the Higher Education Act of 1965. During that time, federal and institutional awards amounting to \$411,341, have been granted to 857 students. During the most recent year, July 1, 1978 through June 30, 1979, 65 students received \$40,861 in financial awards. Mr. Ronald Marlier is in charge of the program.

The Basic Educational Opportunity Grants Program has been in operation at Sauk Valley College District 506, Dixon, Illinois, since 1973, having been authorized by the Higher Education Act of 1965. During that time, federal and institutional awards amounting to \$816,818, have been granted to 1,360 students. During the most recent year, July 1, 1978 through June 30, 1979, 267 students received \$163,521 in financial awards. Mr. Ronald Marlier is in charge of the program.

The Office of Financial Aids administers the programs at the College, screening applicants and selecting those who are to receive monetary awards. The business office follows the instructions of the Office of Financial Aids in disbursing awards to students and handles the recordkeeping aspects of the programs.

HIGHLIGHTS OF AUDIT RESULTS

Our audit disclosed that Sauk Valley Community College District 506 had generally administered its student aid programs (College Work-Study and Educational Opportunity Grants Programs) in a satisfactory manner and in accordance with the Department of Health, Education and Welfare federal regulations and directives pertaining to the above programs.

LINDGREN, CALLIHAN, WEAVER and VAN OSDOL

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Board of Trustees
Sauk Valley Community
College District 506
Dixon, Illinois

We have examined the balance sheets of the College Work-Study and Educational Opportunity Grants Programs, Sauk Valley Community College District 506 as of June 30, 1979, and the related statements of changes in fund balances for the year then ended. Our examination was made in accordance with the "Standards for Audits of Governmental Organization Programs, Activities and Functions" issued in June, 1972 (1974 reprint) by the Comptroller General (GAO), applicable to examinations of financial operations and reviews of compliance with applicable laws and regulations, and with the audit requirements set forth in the Department of Health, Education, and Welfare Guide for Audits of College Work-Study, Supplementary Educational Opportunity Grant Programs, dated July, 1979, and Guide for Audits of Basic Educational Opportunity Grant Programs, dated June 1978, and accordingly, included such tests of the accounting records and such other auditing procedures as we considered necessary in the circumstances.

In our opinion, the aforementioned financial statements present fairly the financial position of the College Work-Study and Educational Opportunity Grants Programs, Sauk Valley Community College District 506 at June 30, 1979, and the related statements of changes in fund balances for the year then ended, in conformity with generally accepted accounting principles applied on a basis consistent with that of the preceding year.

Lindgren, Callihan, Weaver and VanOsdol

August 30, 1979

SAUK VALLEY COMMUNITY COLLEGE DISTRICT 506
COLLEGE WORK-STUDY PROGRAM
BALANCE SHEET
June 30, 1979

A S S E T S

Cash

\$-0-

LIABILITIES AND FUND BALANCE

Fund balance

\$-0-

SAUK VALLEY COMMUNITY COLLEGE DISTRICT 506
COLLEGE WORK - STUDY PROGRAM
STATEMENT OF CHANGES IN FUND BALANCE
For the year ended June 30, 1979

Additions-	
Total grant award authorization	\$147,135.00
Deduct-	
Amount of grant award not received	<u>-0-</u>
Balance-	
Funds provided by federal government	147,135.00
Additions-	
Funds provided by institution	<u>35,032.00</u>
Total funds provided	<u>182,167.00</u>
Deductions:	
Wages-	
On campus:	
Federal share	140,128.00
Institutional share	<u>35,032.00</u>
	175,160.00
Administrative expenses	<u>7,007.00</u>
Total	<u>182,167.00</u>
Net increase (decrease) for year	-0-
Fund balance, beginning of year	<u>-0-</u>
Fund balance, end of year	<u><u>\$ -0-</u></u>

The amounts reported above agree with the amounts reported on the Office of Education Fiscal Report OE 646, Part IV.

SAUK VALLEY COMMUNITY COLLEGE DISTRICT 506
EDUCATIONAL OPPORTUNITY GRANTS PROGRAM
BALANCE SHEET
June 30, 1979

A S S E T S

Federal grant funds receivable	\$1,463.52
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LIABILITIES AND FUND BALANCE

Cash overdraft	\$1,463.52
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Fund balance	<u>-0-</u>
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Total liabilities and fund balance	<u>\$1,463.52</u>
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SAUK VALLEY COMMUNITY COLLEGE DISTRICT 506
EDUCATIONAL OPPORTUNITY GRANTS PROGRAM
STATEMENT OF CHANGES IN FUND BALANCE
For the year ended June 30, 1979

Additions-

Total grant award authorizations:

Basic EOG Program	\$197,738.00
Supplemental EOG Program	<u>42,539.00</u>
	240,277.00

Deduct-

Amount of grant awards not received	<u>(34,281.94)</u>
-------------------------------------	--------------------

Balance-

Funds provided by federal government	<u>205,995.06</u>
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Deductions:

Basic awards	163,521.42
Supplemental awards - initial	16,616.00
Supplemental awards - continuing	24,244.79
Administrative expense - Supplemental Program	<u>1,612.85</u>

Total	<u>205,995.06</u>
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Increase during year	-0-
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Fund balance, beginning of year	<u>-0-</u>
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Fund balance, end of year	<u><u>\$ -0-</u></u>
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The amounts reported above agree with the amounts reported on the Office of Education Fiscal Report, OE 255-3 and OE 646, Part III.

FINANCIAL FINDINGS AND RECOMMENDATIONS

College Work-Study Program

During the course of our audit, we noted no material weaknesses in the College's internal controls, accounting system or reporting system.

Educational Opportunity Grants Programs

During the course of our audit, we noted no material weaknesses in the College's internal controls, accounting system or reporting system.

AUDITORS' CONCLUSIONS ON INTERNAL ACCOUNTING AND
ADMINISTRATIVE CONTROLS AND COMPLIANCE INFORMATION

We have examined the financial statements of the College Work-Study and Educational Opportunity Grants Programs, Sauk Valley Community College District 506 for the year ended June 30, 1979. Our opinion on the above statements is contained on page 3 of this report. As a part of our examination, we reviewed and tested the College's system of internal accounting to the extent we considered necessary to evaluate the system as required by "Standards for Audits of Governmental Organizations, Programs, Activities and Functions", issued by the Comptroller General (GAO) in June, 1972 (1974 reprint). Under these standards, the purpose of such evaluation is to establish a basis for reliance thereon in determining the nature, timing, and extent of other auditing procedures that are necessary for expressing an opinion on the financial statements.

We have also made a study of those internal accounting control and administrative control procedures of Sauk Valley Community College District 506 that we considered relevant to the criteria established by the Department of Health, Education, and Welfare as set forth in pages 17 through 28 of its College Work-Study, and Supplementary Educational Opportunity Grant Audit Guide, issued January, 1976, and as set forth in sections 3.2 and 3.3 of its Basic Educational Opportunity Grant Audit Guide issued in June, 1978. Our study included tests of compliance with such procedures during the period from July 1, 1978 through June 30, 1979.

The objective of internal accounting control is to provide reasonable but not absolute, assurance as to the safeguarding of assets against loss from unauthorized use or disposition, and the reliability of financial records for preparing financial statements and maintaining accountability for assets. We understand that the objective of those administrative control procedures comprehended in the Department of Health, Education, and Welfare criteria is to provide similar assurance as to compliance with its related requirements. The concept of reasonable assurance recognizes that the cost of a system of internal control should not exceed the benefits derived and also recognizes that the evaluation of these factors necessarily requires estimates and judgments by management.

AUDITORS' CONCLUSIONS ON INTERNAL ACCOUNTING AND
ADMINISTRATIVE CONTROLS AND COMPLIANCE INFORMATION
(CONTINUED)

There are inherent limitations that should be recognized in considering the potential effectiveness of any system of internal control. In the performance of most control procedures, errors can result from misunderstanding of instructions, mistakes of judgment, carelessness, or other personal factors. Control procedures whose effectiveness depends upon segregation of duties can be circumvented intentionally by management with respect either to the execution and recording of transactions or with respect to the estimates and judgments required in the preparation of financial statements. Further, projection of any evaluation of internal control to future periods is subject to the risk that the procedures may become inadequate because of changes in conditions and that the degree of compliance with the procedures may deteriorate.

We understand that procedures in conformity with the criteria referred to in the second paragraph of this report are considered by the Department of Health, Education and Welfare to be adequate for its purpose in accordance with the provisions of the Higher Education Act of 1965 and related regulations, and that procedures not in conformity therewith indicate some inadequacy for such purposes. Based on this understanding and on our study, we believe Sauk Valley Community College District 506 procedures were adequate for HEW's purposes.

This report is intended for use in connection with the grant to which it refers and should not be used for any other purpose.

FINDINGS AND RECOMMENDATIONS-COMPLIANCE
AND INTERNAL ACCOUNTING AND ADMINISTRATIVE CONTROLS

College Work-Study Program

During the course of our audit, nothing came to our attention which would cause us to believe that the information presented on the accompanying pages is not in all material respects, a fair statement on the compliance information requested by the Department of Health, Education and Welfare.

Educational Opportunity Grants Programs

During the course of our audit, nothing came to our attention which would cause us to believe that the information presented on the accompanying pages is not in all material respects, a fair statement on the compliance information requested by the Department of Health, Education and Welfare.

PRIOR AUDIT REPORTS

There have been no findings and/or recommendations reported upon in any prior years' audits of either the College Work-Study or Educational Opportunity Grants Programs. Therefore, there are no explanations or corrective actions to report on.

SAUK VALLEY COMMUNITY COLLEGE DISTRICT 506

DIXON, ILLINOIS

Auditors' Report

As of June 30, 1979

LINDGREN, CALLIHAN, WEAVER & VAN OSDOL
Certified Public Accountants
Sterling, Illinois

SAUK VALLEY COMMUNITY COLLEGE DISTRICT 506

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LINDGREN, CALLIHAN, WEAVER and VAN OSDOL

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Board of Trustees
Sauk Valley Community
College District 506
Dixon, Illinois

We have examined the accompanying statements of the funds and groups of accounts, as listed in the index of this report, of Sauk Valley Community, College District 506, for the year ended June 30, 1979. Our examination was made in accordance with generally accepted auditing standards, and with the Uniform Accounting Manual of the Illinois Community College Board, and accordingly included such tests of the accounting records and such other auditing procedures as we considered necessary in the circumstances, including verification of student enrollments upon which claims were filed with the Illinois Community College Board.

In our opinion, the aforementioned financial statements present fairly the financial positions of the funds and groups of accounts of Sauk Valley Community College District 506, as of June 30, 1979, and the results of their operations for the year then ended, in conformity with the regulations of the Illinois Community College Board as to claims, with the Uniform Accounting Manual of the Illinois Community College Board, and with generally accepted accounting principles applied on a basis consistent with that of the preceding year.

Lindgren, Callihan, Weaver and Van Osdol

August 30, 1979

SAUK VALLEY COMMUNITY COLLEGE DISTRICT 506
BALANCE SHEET - ALL FUNDS
June 30, 1979

	<u>Educational Fund</u>	<u>Building and Maintenance Fund</u>
<u>A S S E T S</u>		
Cash on hand and in bank	\$105,910.20	\$ 88,846.71
Investments - at cost		
Interfund receivables:		
Educational Fund		
Student Activity Fund	103,252.65	205.24
Grant and Assistance Clearing Fund		
Insurance Fund		
Bookstore Fund	224.35	
Building and Maintenance Fund		
Notes receivable - students		
Accounts receivable:		
Governmental claims	327,931.20	
Other	1,947.30	
Inventories		
Prepaid expenses	40,892.50	
Property and equipment		
Balance available in Bond and Interest		
Fund to retire bonds and pay interest		
Amount to be provided by future tax levies		
to retire bonds and pay interest		
Total assets	<u>\$580,158.20</u>	<u>\$ 89,051.95</u>

LIABILITIES AND FUND BALANCE

Cash overdraft		
Interfund payables:		
Building and Maintenance Fund		
Educational Fund		
Student Loan Fund		
Bookstore Fund		
Working Cash Fund	\$201,929.65	\$ 42,000.00
Student Activity Fund		
Insurance Fund	23,194.00	
Bonds payable		
Interest payable		
Property taxes payable		37,795.39
Accounts payable	32,100.62	
Payroll withholding taxes payable	1,389.45	
Deferred summer school tuition and fees	78,065.18	
Deferred taxes	<u>251,843.10</u>	<u>62,981.34</u>
Total liabilities	588,522.00	142,776.73
Fund balance	<u>(8,363.80)</u>	<u>(53,724.78)</u>
Total liabilities and fund balance	<u>\$580,158.20</u>	<u>\$ 89,051.95</u>

Notes to Financial Statements are an integral part of this statement.

Bond and Interest Fund	Site and Construction Fund	Working Cash Fund	Student Loan Fund	Grant and Assistance Clearing Fund	Bookstore Fund	Insurance Fund	Restricted Purposes Funds		General Long-Term Debt Group of Accounts	General Fixed Assets Group of Accounts
							Student Activity Fund	Trust and Agency Fund		
\$100,405.25	\$ 50,031.62	\$ 16,282.20	\$ 173.71		\$ 57,508.29	\$ 8,359.95	\$ 64,062.89	\$39,701.03		
219,549.16	770,788.55	503,469.52			50,644.64					
		201,929.65				23,194.00				
			511.03		955.80					
		15,000.00								
		42,000.00					936.00			
			1,699.87							
				\$1,463.52	3,850.60		54,612.02			
					14,579.48		482.00			
					56,357.18					
										\$5,441,188.52
									\$ 227,600.97	
									1,696,635.53	
<u>\$319,954.41</u>	<u>\$820,820.17</u>	<u>\$778,681.37</u>	<u>\$2,384.61</u>	<u>\$1,463.52</u>	<u>\$183,895.99</u>	<u>\$31,553.95</u>	<u>\$120,092.91</u>	<u>\$39,701.03</u>	<u>\$1,924,236.50</u>	<u>\$5,441,188.52</u>
				\$1,463.52						
							\$ 205.24			
							103,252.65			
							511.03			
							995.80			
						\$15,000.00				
					\$ 936.00					
									\$1,700,000.00	
									224,236.50	
	\$ 6,500.00									
	12,492.73				841.38					
\$ 92,353.44						4,196.01	4,555.78			
92,353.44	18,992.73	\$ -0-	\$ -0-	1,463.52	1,777.38	19,196.01	109,520.50	\$ -0-	1,924,236.50	\$ -0-
227,600.97	801,827.44	778,681.37	2,384.61	-0-	182,118.61	12,357.94	10,572.41	39,701.03	-0-	5,441,188.52
\$319,954.41	\$820,820.17	\$778,681.37	\$2,384.61	\$1,463.52	\$183,895.99	\$31,553.95	\$120,092.91	\$39,701.03	\$1,924,236.50	\$5,441,188.52

SAUK VALLEY COMMUNITY COLLEGE DISTRICT 506
STATEMENT OF CHANGES IN FUND BALANCE
For the year ended June 30, 1979

									Restricted Purposes Funds	
	Educational Fund	Building and Maintenance Fund	Bond and Interest Fund	Site and Construction Fund	Working Cash Fund	Student Loan Fund	Bookstore Fund	Insurance Fund	Student Activity Fund	Trust and Agency Fund
Fund balance, June 30, 1978	\$ <u>(18,520.08)</u>	\$ <u>32,837.62</u>	\$ <u>192,016.89</u>	\$ <u>765,785.69</u>	\$ <u>714,367.58</u>	\$ <u>4,230.45</u>	\$ <u>154,767.29</u>	\$ <u>-0-</u>	\$ <u>12,729.37</u>	\$ <u>46,481.39</u>
Total revenues for year ended June 30, 1979	2,973,966.04	189,696.26	422,164.70	134,346.84	64,313.79	704.55	217,863.51	12,357.94	53,767.12	183,096.79
Less total expenditures for year ended June 30, 1979	<u>2,963,809.76</u>	<u>276,258.66</u>	<u>386,580.62</u>	<u>98,305.09</u>	<u>-0-</u>	<u>2,550.39</u>	<u>190,512.19</u>	<u>-0-</u>	<u>55,924.08</u>	<u>189,877.15</u>
Excess (deficiency) of revenues over expenditures for year ended June 30, 1979	<u>10,156.28</u>	<u>(86,562.40)</u>	<u>35,584.08</u>	<u>36,041.75</u>	<u>64,313.79</u>	<u>(1,845.84)</u>	<u>27,351.32</u>	<u>12,357.94</u>	<u>(2,156.96)</u>	<u>(6,780.36)</u>
Fund balance, June 30, 1979	\$ <u><u>(8,363.80)</u></u>	\$ <u><u>(53,724.78)</u></u>	\$ <u><u>227,600.97</u></u>	\$ <u><u>801,827.44</u></u>	\$ <u><u>778,681.37</u></u>	\$ <u><u>2,384.61</u></u>	\$ <u><u>182,118.61</u></u>	\$ <u><u>12,357.94</u></u>	\$ <u><u>10,572.41</u></u>	\$ <u><u>39,701.03</u></u>

Notes to Financial Statements are an integral part of this statement.

SAUK VALLEY COMMUNITY COLLEGE DISTRICT 506
EDUCATIONAL FUND
STATEMENT OF REVENUES COMPARED TO BUDGET
For the year ended June 30, 1979

	Actual	Budget	Under (Over) Budget
Local Governmental Sources:			
Current taxes	\$ 741,110.43	\$ 733,788.00	\$ (7,322.43)
Back taxes	2,982.07	-0-	(2,982.07)
Payment in lieu of taxes	250.41	-0-	(250.41)
Charge-back revenue	9,918.46	12,000.00	2,081.54
	<u>754,261.37</u>	<u>745,788.00</u>	<u>(8,473.37)</u>
State Governmental Sources:			
State apportionment:			
Credit hour grant	1,135,837.08	1,197,112.00	61,274.92
Equalization grant	1,967.24	1,200.00	(767.24)
State work study	-0-	12,500.00	12,500.00
Vocational technical education:			
Regular	113,188.00	100,188.00	(13,000.00)
Equipment	6,933.00	-0-	(6,933.00)
Other Illinois revenue	11,348.24	8,817.00	(2,531.24)
	<u>1,269,273.56</u>	<u>1,319,817.00</u>	<u>50,543.44</u>
Federal Governmental Sources:			
Title VI - work study	147,135.00	141,377.00	(5,758.00)
HEW grant	3,906.00	3,800.00	(106.00)
Veterans cost of instruction program	14,207.00	14,737.00	530.00
Other	3,923.85	8,500.00	4,576.15
	<u>169,171.85</u>	<u>168,414.00</u>	<u>(757.85)</u>
Student Tuition and Fees:			
Tuition	759,038.65	761,709.00	2,670.35
Fees	2,111.50	1,300.00	(811.50)
Public services income	15,595.34	4,500.00	(11,095.34)
	<u>776,745.49</u>	<u>767,509.00</u>	<u>(9,236.49)</u>
Other Sources:			
Interest on investments	-0-	100.00	100.00
Other revenue	1,775.70	100.00	(1,675.70)
Disadvantaged grant transfer	2,738.07	-0-	(2,738.07)
	<u>4,513.77</u>	<u>200.00</u>	<u>(4,313.77)</u>
Total revenues	<u>\$2,973,966.04</u>	<u>\$3,001,728.00</u>	<u>\$ 27,761.96</u>

Notes to Financial Statements are an integral part of this statement.

SAUK VALLEY COMMUNITY COLLEGE DISTRICT 506
EDUCATIONAL FUND
STATEMENT OF EXPENDITURES COMPARED TO BUDGET
For the year ended June 30, 1979

	Actual	Budget	Under (Over) Budget
Instruction:			
Division of Business:			
Salaries - full time	\$ 100,709.50	\$ 101,608.00	\$ 898.50
Contractual services	3,332.16	3,800.00	467.84
General materials and supplies	3,713.93	3,850.00	136.07
Conference and meeting expenses	555.98	1,148.00	592.02
	<u>108,311.57</u>	<u>110,406.00</u>	<u>2,094.43</u>
Food Service:			
Contractual services	190.00	350.00	160.00
General materials and supplies	131.55	949.00	817.45
Conference and meeting expenses	100.05	212.00	111.95
	<u>421.60</u>	<u>1,511.00</u>	<u>1,089.40</u>
Division of Agriculture:			
Salaries - full time	18,225.00	17,975.00	(250.00)
Contractual services	-0-	165.00	165.00
General materials and supplies	1,530.78	1,390.00	(140.78)
Conference and meeting expenses	-0-	468.00	468.00
	<u>19,755.78</u>	<u>19,998.00</u>	<u>242.22</u>
Division of Industrial Education:			
Salaries - full time	108,075.00	103,400.00	(4,675.00)
Contractual services	980.35	1,900.00	910.65
General materials and supplies	12,319.93	12,728.00	408.07
Conference and meeting expenses	1,078.16	1,496.00	417.84
Equipment	173.24	336.00	162.76
	<u>122,626.68</u>	<u>119,860.00</u>	<u>(2,775.68)</u>
Cosmetology:			
Contractual services	33,040.28	23,256.00	(9,784.28)
General materials and supplies	-0-	100.00	100.00
Conference and meeting expenses	19.80	42.00	22.20
	<u>33,060.08</u>	<u>23,398.00</u>	<u>(9,662.08)</u>
Human Services:			
Salaries - administration	19,412.00	19,412.00	-0-
Contractual services	-0-	350.00	350.00
General materials and supplies	1,333.48	1,200.00	(133.48)
Conference and meeting expenses	264.17	467.00	202.83
	<u>21,009.65</u>	<u>21,429.00</u>	<u>419.35</u>

Notes to Financial Statements are an integral part of this statement.

SAUK VALLEY COMMUNITY COLLEGE DISTRICT 506
EDUCATIONAL FUND
STATEMENT OF EXPENDITURES COMPARED TO BUDGET (CONTINUED)
For the year ended June 30, 1979

	<u>Actual</u>	<u>Budget</u>	<u>Under (Over) Budget</u>
Instruction (continued):			
Division of Social Science:			
Salaries - full time	90,975.00	86,225.00	(4,750.00)
General materials and supplies	1,560.58	1,942.00	381.42
Conference and meeting expenses	1,017.71	952.00	(65.71)
	<u>93,553.29</u>	<u>89,119.00</u>	<u>(4,434.29)</u>
Criminal Justice:			
Salaries - full time	27,732.50	31,050.00	3,317.50
Contractual services	-0-	200.00	200.00
General materials and supplies	1,615.04	1,893.00	277.96
Conference and meeting expenses	292.46	850.00	557.54
	<u>29,640.00</u>	<u>33,993.00</u>	<u>4,353.00</u>
Library Technology -			
General materials and supplies	<u>-0-</u>	<u>250.00</u>	<u>250.00</u>
Fire Science:			
Contractual services	28.00	100.00	72.00
General materials and supplies	1,265.10	1,575.00	309.90
Conference and meeting expenses	124.35	340.00	215.65
	<u>1,417.45</u>	<u>2,015.00</u>	<u>597.55</u>
Division of Humanities:			
Salaries - full time (Humanities)	152,250.00	143,725.00	(8,525.00)
Contractual services	326.00	525.00	199.00
General materials and supplies (Humanities)	1,055.90	2,154.00	1,098.10
Conference and meeting expenses (Humanities)	1,088.50	1,136.00	47.50
	<u>154,720.40</u>	<u>147,540.00</u>	<u>(7,180.40)</u>
Salaries - full time (Art)	16,525.00	15,725.00	(800.00)
Contractual services (Art)	270.00	346.00	76.00
General materials and supplies (Art)	1,342.28	1,527.00	184.72
Conference and meeting expenses (Art)	88.00	88.00	-0-
Equipment (Art)	492.16	958.00	465.84
	<u>18,717.44</u>	<u>18,644.00</u>	<u>(73.44)</u>
Salaries - full time (Music)	33,250.00	31,675.00	(1,575.00)
Contractual services (Music)	603.00	735.00	132.00
General materials and supplies (Music)	1,220.19	1,384.00	163.81
Conference and meeting expenses (Music)	144.65	177.00	32.35
	<u>35,217.84</u>	<u>33,971.00</u>	<u>(1,246.84)</u>

Notes to Financial Statements are an integral part of this statement.

SAUK VALLEY COMMUNITY COLLEGE DISTRICT 506
EDUCATIONAL FUND
STATEMENT OF EXPENDITURES COMPARED TO BUDGET (CONTINUED)
For the year ended June 30, 1979

	Actual	Budget	Under (Over) Budget
Instruction (continued):			
Division of Math Science:			
Salaries - full time	133,675.00	127,625.00	(6,050.00)
Contractual services	2,445.51	2,735.00	289.49
General materials and supplies	7,181.70	8,573.00	1,391.30
Conference and meeting expenses	531.98	704.00	172.02
	<u>143,834.19</u>	<u>139,637.00</u>	<u>(4,197.19)</u>
Medical Laboratory Technology:			
Salaries - full time	32,100.00	31,000.00	(1,100.00)
Contractual services	157.66	400.00	242.34
General materials and supplies	7,860.15	7,856.00	(4.15)
Conference and meeting expenses	475.20	349.00	(126.20)
	<u>40,593.01</u>	<u>39,605.00</u>	<u>(988.01)</u>
AD Nursing:			
Salaries - administrative	21,874.98	20,000.00	(1,874.98)
Salaries - full time	52,230.00	67,175.00	14,945.00
Salaries - office staff	7,378.86	7,856.00	477.14
Contractual services	20.00	110.00	90.00
General materials and supplies	2,035.55	1,938.00	(97.55)
Conference and meeting expenses	1,108.30	1,505.00	396.70
	<u>84,647.69</u>	<u>98,584.00</u>	<u>13,936.31</u>
LP Nursing:			
Salaries - full time	62,751.28	62,520.00	(231.28)
Contractual services	25.00	100.00	75.00
General materials and supplies	1,527.96	1,308.00	(219.96)
Conference and meeting expenses	482.21	701.00	218.79
Equipment	885.00	1,726.00	841.00
	<u>65,671.45</u>	<u>66,355.00</u>	<u>683.55</u>
Radiologic Technology:			
Salaries - full time	17,260.00	16,560.00	(700.00)
Contractual services	-0-	900.00	900.00
General materials and supplies	1,594.67	2,825.00	1,230.33
Conference and meeting expenses	862.63	1,169.00	306.37
	<u>19,717.30</u>	<u>21,454.00</u>	<u>1,736.70</u>
Division of Physical Education:			
Salaries - full time	40,350.00	38,575.00	(1,775.00)
General materials and supplies	2,009.21	2,159.00	149.79
Conference and meeting expenses	273.87	334.00	60.13
	<u>42,633.08</u>	<u>41,068.00</u>	<u>(1,565.08)</u>

Notes to Financial Statements are an integral part of this statement.

SAUK VALLEY COMMUNITY COLLEGE DISTRICT 506
EDUCATIONAL FUND
STATEMENT OF EXPENDITURES COMPARED TO BUDGET (CONTINUED)
For the year ended June 30, 1979

	<u>Actual</u>	<u>Budget</u>	<u>Under (Over) Budget</u>
Instruction (continued):			
Nurses Aide:			
Contractual services	-0-	30.00	30.00
General materials and supplies	17.90	35.00	17.10
	<u>17.90</u>	<u>65.00</u>	<u>47.10</u>
Instructional Program Administration:			
Part time overload - Bunch	18,528.50	20,025.00	1,496.50
Night premiums - Bunch	200.00	-0-	(200.00)
Part time overload - Sagmoe	7,310.00	3,800.00	(3,510.00)
Part time overload - Strickland	123,885.33	103,000.00	(20,885.33)
Night premiums - Strickland	2,200.00	-0-	(2,200.00)
Salaries - summer session	73,928.00	80,775.00	6,847.00
Salaries - secretarial	19,422.57	27,542.00	8,119.43
Contractual (workroom)	1,499.50	1,150.00	(349.50)
Contractual (unallocated)	1,085.09	1,750.00	664.91
Faculty-in-service training	2,408.48	5,000.00	2,591.52
General materials and supplies (workroom)	716.41	750.00	33.59
General materials and supplies (faculty office)	656.03	800.00	143.97
General materials and supplies (institutional committees)	104.75	200.00	95.25
Tuition reimbursements	5,920.65	7,500.00	1,579.35
Equipment (workroom)	180.30	352.00	171.70
	<u>258,045.61</u>	<u>252,644.00</u>	<u>(5,401.61)</u>
Dean of Arts and Sciences:			
Salaries - administrative	29,492.16	27,000.00	(2,492.16)
Salaries - secretarial	8,527.89	8,566.00	38.11
Student employees - federal	24,378.45	22,577.00	(1,801.45)
Student tutors	3,374.75	3,300.00	(74.75)
General materials and supplies	1,055.67	1,125.00	69.33
Conference and meeting expenses	147.16	262.00	114.84
	<u>66,976.08</u>	<u>62,830.00</u>	<u>(4,146.08)</u>
Assistant Dean of Arts and Sciences:			
Salaries - administrative	22,570.00	22,570.00	-0-
General materials and supplies	373.96	400.00	26.04
Conference and meeting expenses	634.03	656.00	21.97
	<u>23,577.99</u>	<u>23,626.00</u>	<u>48.01</u>

Notes to Financial Statements are an integral part of this statement.

SAUK VALLEY COMMUNITY COLLEGE DISTRICT 506
EDUCATIONAL FUND
STATEMENT OF EXPENDITURES COMPARED TO BUDGET (CONTINUED)
For the year ended June 30, 1979

	Actual	Budget	Under (Over) Budget
Instruction (continued):			
Dean of Career Education:			
Salaries - administrative	30,046.98	26,500.00	(3,546.98)
Salaries - secretarial	9,231.00	9,231.00	-0-
Student employees - federal	19,790.06	17,380.00	(2,410.06)
Equipment	39.00	77.00	38.00
SVC student employees	3,310.71	6,000.00	2,689.29
General materials and supplies	1,115.14	1,800.00	684.86
Conference and meeting expenses	927.61	1,275.00	347.39
	<u>64,460.50</u>	<u>62,263.00</u>	<u>(2,197.50)</u>
Assistant Dean of Career Education:			
Salaries - administrative	-0-	20,000.00	20,000.00
General materials and supplies	490.93	750.00	259.07
Conference and meeting expenses	326.30	382.00	55.70
	<u>817.23</u>	<u>21,132.00</u>	<u>20,314.77</u>
Community Education:			
Salaries - administrative	21,840.00	21,840.00	-0-
Instructional salaries	81,092.00	77,500.00	(3,592.00)
Community services coordinators	6,575.00	7,000.00	425.00
Salaries - secretarial	6,371.12	7,135.00	763.88
Contractual services	1,805.48	3,000.00	1,194.52
General materials and supplies	3,210.26	2,750.00	(460.26)
Conference and meeting expenses	1,094.29	1,530.00	435.71
	<u>121,988.15</u>	<u>120,755.00</u>	<u>(1,233.15)</u>
Academic Skills Center:			
Salaries - full time	32,275.00	45,100.00	12,825.00
Student employees - federal	3,605.44	4,200.00	594.56
Contractual services	180.25	400.00	219.75
General materials and supplies	3,258.91	3,000.00	(258.91)
Conference and meeting expenses	218.65	255.00	36.35
Equipment	228.08	445.00	216.92
	<u>39,766.33</u>	<u>53,400.00</u>	<u>13,633.67</u>
Honors Program:			
Contractual services	200.00	200.00	-0-
General materials and supplies	85.03	200.00	114.97
Conference and meeting expenses	520.67	510.00	(10.67)
	<u>805.70</u>	<u>910.00</u>	<u>104.30</u>

Notes to Financial Statements are an integral part of this statement.

SAUK VALLEY COMMUNITY COLLEGE DISTRICT 506
EDUCATIONAL FUND
STATEMENT OF EXPENDITURES COMPARED TO BUDGET (CONTINUED)
For the year ended June 30, 1979

	<u>Actual</u>	<u>Budget</u>	<u>Under (Over) Budget</u>
Instruction (continued):			
Academic Support (Learning Resource Center):			
Salaries - administrative	20,000.00	20,000.00	-0-
Salaries - professional	47,075.00	44,850.00	(2,225.00)
Salaries - secretarial	22,614.62	23,451.00	836.38
Student employees - federal	9,369.73	9,800.00	430.27
Contractual services	2,599.73	3,500.00	900.27
Library supplies	7,688.65	8,300.00	611.35
Audio visual supplies	7,168.12	6,400.00	(768.12)
Xerox supplies	(4,292.67)	2,000.00	6,292.67
Library books	27,237.78	25,000.00	(2,237.78)
Conference and meeting expenses	424.92	510.00	85.08
Equipment	7,899.25	15,401.00	7,501.75
	<u>147,785.13</u>	<u>159,212.00</u>	<u>11,426.87</u>
Student Services and Aids:			
Admissions and Records:			
Salaries - professional	11,020.48	10,150.00	(870.48)
Salaries - secretarial	28,475.06	29,013.00	537.94
Salaries - student employees - federal	5,006.25	5,000.00	(6.25)
Contractual services	415.00	390.00	(25.00)
General materials and supplies	5,487.18	6,000.00	512.82
Conference and meeting expenses	-0-	425.00	425.00
	<u>50,403.97</u>	<u>50,978.00</u>	<u>574.03</u>
Counseling and Testing:			
Salaries - professional	66,222.19	67,420.00	1,197.81
Salaries - secretarial	6,842.26	7,135.00	292.74
	<u>73,064.45</u>	<u>74,555.00</u>	<u>1,490.55</u>
Health Services - materials	<u>-0-</u>	<u>300.00</u>	<u>300.00</u>
Financial Aids:			
Salaries - professional	21,250.02	21,250.00	(.02)
Salaries - secretarial	7,763.00	7,763.00	-0-
	<u>29,013.02</u>	<u>29,013.00</u>	<u>(.02)</u>
Administration of Student Services and Aids:			
Salaries - administrative	25,800.00	25,800.00	-0-
Salaries - secretarial	8,788.50	9,236.00	447.50
Salaries - student employees - federal	51,678.11	49,035.00	(2,643.11)
Other salaries (coaching)	9,600.00	9,300.00	(300.00)

Notes to Financial Statements are an integral part of this statement.

SAUK VALLEY COMMUNITY COLLEGE DISTRICT 506
EDUCATIONAL FUND
STATEMENT OF EXPENDITURES COMPARED TO BUDGET (CONTINUED)
For the year ended June 30, 1979

	Actual	Budget	Under (Over) Budget
Student Services and Aids (continued):			
Administration of Student Services and Aids (continued):			
Contractual services	132.33	300.00	167.67
Equipment	320.00	625.00	305.00
General materials and supplies	7,263.19	9,000.00	1,736.81
Recruitment at fairs, etc.	587.00	2,000.00	1,413.00
Commencement	5,805.12	5,000.00	(805.12)
Conference and meeting expenses	2,676.37	3,655.00	978.63
	<u>112,650.62</u>	<u>113,951.00</u>	<u>1,300.38</u>
Veterans' Grant Program:			
Salaries - professional	16,167.04	14,800.00	(1,367.04)
Salaries - secretarial	6,357.32	6,510.00	152.68
General materials and supplies	719.86	2,500.00	1,780.14
Conference and meeting expenses	879.55	1,020.00	140.45
	<u>24,123.77</u>	<u>24,830.00</u>	<u>706.23</u>
Public Services:			
Salaries	3,655.00	3,500.00	(155.00)
Contractual services	7,164.85	500.00	(6,664.85)
General materials and supplies	4,775.49	500.00	(4,275.49)
	<u>15,595.34</u>	<u>4,500.00</u>	<u>(11,095.34)</u>
Operations and Maintenance of Plant:			
Salaries - service staff	250,798.08	276,410.00	25,611.92
Salaries - student employees - federal	44,990.83	51,488.00	6,497.17
Telephone	22,347.99	24,000.00	1,652.01
	<u>318,136.90</u>	<u>351,898.00</u>	<u>33,761.10</u>
General Administration:			
President's Office:			
Salaries - administrative	35,000.00	35,000.00	-0-
Salaries - secretarial	11,547.00	11,797.00	250.00
Salaries - student employees - federal	5,035.13	4,665.00	(370.13)
Contractual services	100.00	100.00	-0-
General materials and supplies	2,740.00	3,000.00	260.00
Conference and meeting expenses	1,854.76	2,125.00	270.24
Special affairs	749.98	1,500.00	750.02
Equipment	423.50	826.00	402.50
	<u>57,450.37</u>	<u>59,013.00</u>	<u>1,562.63</u>

Notes to Financial Statements are an integral part of this statement.

SAUK VALLEY COMMUNITY COLLEGE DISTRICT 506
EDUCATIONAL FUND
STATEMENT OF EXPENDITURES COMPARED TO BUDGET (CONTINUED)
For the year ended June 30, 1979

	Actual	Budget	Under (Over) Budget
General Administration (continued):			
Business Office:			
Salaries - administrative	32,200.00	32,200.00	-0-
Salaries - professional	21,500.00	21,500.00	-0-
Salaries - secretarial	42,399.85	50,775.00	8,375.15
Salaries - student employees - federal	8,159.32	8,900.00	740.68
Contractual services	2,753.38	3,575.00	821.62
General materials and supplies	5,610.34	7,500.00	1,889.66
Conference and meeting expenses	1,297.82	1,700.00	402.18
Equipment	2,938.70	5,730.00	2,791.30
	<u>116,859.41</u>	<u>131,880.00</u>	<u>15,020.59</u>
Community Relations:			
Salaries - administrative	20,800.00	20,800.00	-0-
Salaries - secretarial	1,040.48	6,505.00	5,464.52
General materials and advertising	33,492.53	43,000.00	9,507.47
Conference and meeting expenses	532.85	638.00	105.15
	<u>55,865.86</u>	<u>70,943.00</u>	<u>15,077.14</u>
Institutional Support:			
Board of Trustees:			
Contractual - auditing and legal	12,386.27	13,000.00	613.73
Other general supplies (election)	9,363.89	5,000.00	(4,363.89)
Conference and meeting expenses	781.16	1,700.00	918.84
	<u>22,531.32</u>	<u>19,700.00</u>	<u>(2,831.32)</u>
Institutional Expenses:			
Salaries - secretarial	7,610.00	7,610.00	-0-
Group medical and life insurance	101,111.50	132,900.00	31,788.50
Unemployment compensation	12,504.92	14,000.00	1,495.08
Unallocated contractual	1,249.56	2,100.00	850.44
Supplies (faculty association)	232.20	200.00	(32.20)
Postage	26,819.56	27,300.00	480.44
Publication/dues	4,349.00	6,200.00	1,851.00
Advertising	229.90	550.00	320.10
Recruitment	787.34	2,000.00	1,212.66
	<u>154,893.98</u>	<u>192,860.00</u>	<u>37,966.02</u>
Fixed Charges -			
General insurance	<u>30,497.91</u>	<u>32,000.00</u>	<u>1,502.09</u>

Notes to Financial Statements are an integral part of this statement.

SAUK VALLEY COMMUNITY COLLEGE DISTRICT 506
EDUCATIONAL FUND
STATEMENT OF EXPENDITURES COMPARED TO BUDGET (CONTINUED)
For the year ended June 30, 1979

	<u>Actual</u>	<u>Budget</u>	<u>Under (Over) Budget</u>
Institutional Support (continued):			
Capital Outlay -			
Equipment (State vocational)	9,795.20	-0-	(9,795.20)
Tuition Charge Back	13,960.13	15,000.00	1,039.87
Institutional Research:			
General materials and supplies	124.74	1,000.00	875.26
Conference and meeting expenses	56.30	425.00	368.70
	<u>181.04</u>	<u>1,425.00</u>	<u>1,243.96</u>
Data Processing Services:			
Salaries - professional	49,899.32	53,066.00	3,166.68
Salaries secretarial	7,319.00	7,319.00	-0-
Salaries - student employees - federal	3,800.52	3,800.00	(.52)
Contractual services	10,507.99	10,908.00	400.01
General materials and supplies	3,448.27	3,600.00	151.73
Conference and meeting expenses	444.80	850.00	405.20
Rental of NCR and IBM equipment	42,061.82	44,620.00	2,558.18
	<u>117,481.72</u>	<u>124,163.00</u>	<u>6,681.28</u>
Grants Office:			
General materials and supplies	771.69	2,000.00	1,228.31
Conference and meeting expenses	294.48	850.00	555.52
	<u>1,066.17</u>	<u>2,850.00</u>	<u>1,783.83</u>
Affirmative Action:			
Contractual services	25.05	250.00	224.95
General materials and supplies	325.11	400.00	74.89
Conference and meeting expenses	99.30	850.00	750.70
	<u>449.46</u>	<u>1,500.00</u>	<u>1,050.54</u>
Provision for Contingencies	-0-	15,930.00	15,930.00
Total Educational Fund	<u>\$2,963,809.76</u>	<u>\$3,102,963.00</u>	<u>\$139,153.24</u>

Notes to Financial Statements are an integral part of this statement.

SAUK VALLEY COMMUNITY COLLEGE DISTRICT 506
BUILDING AND MAINTENANCE FUND
STATEMENT OF REVENUES AND EXPENDITURES COMPARED TO BUDGET
For the year ended June 30, 1979

	<u>Actual</u>	<u>Budget</u>	<u>Under (Over) Budget</u>
Revenues:			
Current taxes	\$185,276.64	\$183,447.00	\$(1,829.64)
Back taxes	745.51	-0-	(745.51)
Payment in lieu of taxes	62.61	-0-	(62.61)
Interest on investments	-0-	100.00	100.00
Other revenues	<u>3,611.50</u>	<u>900.00</u>	<u>(2,711.50)</u>
Total revenues	<u>189,696.26</u>	<u>184,447.00</u>	<u>(5,249.26)</u>
Expenditures:			
Operation and maintenance of plant:			
General materials and supplies	45,662.69	52,000.00	6,337.31
Contractual services	27,058.56	29,700.00	2,641.44
Conference and meeting expenses	396.70	638.00	241.30
Gas utilities	88,534.34	93,060.00	4,525.66
Electricity	<u>106,223.96</u>	<u>112,000.00</u>	<u>5,776.04</u>
	<u>267,876.25</u>	<u>287,398.00</u>	<u>19,521.75</u>
Fixed charges - rental	531.00	500.00	(31.00)
Capital outlay - additional equipment	7,851.41	8,500.00	648.59
Provision for contingencies	<u>-0-</u>	<u>15,000.00</u>	<u>15,000.00</u>
Total expenditures	<u>276,258.66</u>	<u>311,398.00</u>	<u>35,139.34</u>
Excess (deficiency) of revenues over expenditures	<u>\$(86,562.40)</u>	<u>\$(126,951.00)</u>	<u>\$40,388.60</u>

Notes to Financial Statements are an integral part of this statement.

SAUK VALLEY COMMUNITY COLLEGE DISTRICT 506
BOND AND INTEREST FUND
STATEMENT OF REVENUES AND EXPENDITURES COMPARED TO BUDGET
For the year ended June 30, 1979

	<u>Actual</u>	<u>Budget</u>	<u>Under (Over) Budget</u>
Revenues:			
Current taxes	\$401,434.87	\$397,407.00	\$(4,027.87)
Back taxes	1,829.56	-0-	(1,829.56)
Payment in lieu of taxes	135.64	-0-	(135.64)
Interest on investments	<u>18,764.63</u>	<u>6,050.00</u>	<u>(12,714.63)</u>
Total revenues	<u>422,164.70</u>	<u>403,457.00</u>	<u>(18,707.70)</u>
Expenditures:			
Fixed charges:			
Interest on bonds - current maturities	71,400.00	71,400.00	-0-
Other	<u>180.62</u>	<u>600.00</u>	<u>419.38</u>
	71,580.62	72,000.00	419.38
Bond principal retired	<u>315,000.00</u>	<u>315,000.00</u>	<u>-0-</u>
Total expenditures	<u>386,580.62</u>	<u>387,000.00</u>	<u>419.38</u>
Excess of revenues over expenditures	<u>\$ 35,584.08</u>	<u>\$ 16,457.00</u>	<u>\$(19,127.08)</u>

Notes to Financial Statements are an integral part of this statement.

SAUK VALLEY COMMUNITY COLLEGE DISTRICT 506
SITE AND CONSTRUCTION FUND
STATEMENT OF REVENUES AND EXPENDITURES COMPARED TO BUDGET
For the year ended June 30, 1979

	<u>Actual</u>	<u>Budget</u>	<u>Under (Over) Budget</u>
Revenues:			
Interest on investments	\$ 64,622.09	\$ 25,000.00	\$ (39,622.09)
Building rental - Annixter	57,724.75	49,850.00	(7,874.75)
Building rental - Unit #5	<u>12,000.00</u>	<u>12,000.00</u>	<u>-0-</u>
Total revenues	<u>134,346.84</u>	<u>86,850.00</u>	<u>(47,496.84)</u>
Expenditures:			
Fixed charges:			
General insurance	191.00	-0-	(191.00)
Property taxes	<u>6,500.00</u>	<u>-0-</u>	<u>(6,500.00)</u>
	<u>6,691.00</u>	<u>-0-</u>	<u>(6,691.00)</u>
Capital expenditures:			
Site improvements	66,645.85	25,000.00	(41,645.85)
New buildings and additions	-0-	25,000.00	25,000.00
Building improvements	12,548.24	75,000.00	62,451.76
Equipment:			
Office	-0-	10,000.00	10,000.00
Instructional	-0-	10,000.00	10,000.00
Service	-0-	10,000.00	10,000.00
Other capital outlay	<u>12,420.00</u>	<u>20,000.00</u>	<u>7,580.00</u>
	<u>91,614.09</u>	<u>175,000.00</u>	<u>83,385.91</u>
Total expenditures	<u>98,305.09</u>	<u>175,000.00</u>	<u>76,694.91</u>
Excess (deficiency) of revenues over expenditures	<u>\$ 36,041.75</u>	<u>\$ (88,150.00)</u>	<u>\$ (124,191.75)</u>

Notes to Financial Statements are an integral part of this statement.

SAUK VALLEY COMMUNITY COLLEGE DISTRICT 506
 WORKING CASH FUND
 STATEMENT OF REVENUES AND EXPENDITURES COMPARED TO BUDGET
 For the year ended June 30, 1979

	<u>Actual</u>	<u>Budget</u>	<u>Under (Over) Budget</u>
Revenues -			
Interest on investments	\$64,313.79	\$10,000.00	\$(54,313.79)
Expenditures -			
Miscellaneous expenses	<u>-0-</u>	<u>250.00</u>	<u>250.00</u>
Excess of revenues over expenditures	<u>\$64,313.79</u>	<u>\$ 9,750.00</u>	<u>\$(54,563.79)</u>

Notes to Financial Statements are an integral part of this statement.

SAUK VALLEY COMMUNITY COLLEGE DISTRICT 506
STUDENT LOAN FUND
STATEMENT OF REVENUES AND EXPENDITURES
For the year ended June 30, 1979

Revenues:

Interest on student loans	\$ 167.55
Bad debt repayments	<u>537.00</u>
Total revenues	704.55

Expenditures -

Uncollectible student loans	<u>2,550.39</u>
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Excess (deficiency) of revenues over expenditures	<u><u>\$(1,845.84)</u></u>
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Notes to Financial Statements are an integral part of this statement.

SAUK VALLEY COMMUNITY COLLEGE DISTRICT 506
BOOKSTORE FUND
STATEMENT OF REVENUES AND EXPENDITURES COMPARED TO BUDGET
For the year ended June 30, 1979

	<u>Actual</u>	<u>Budget</u>	<u>Under (Over) Budget</u>
Revenues:			
Sales of textbooks	\$160,348.12	\$172,500.00	\$ 12,151.88
Sales of supplies and other items	45,169.91	48,100.00	2,930.09
Sales tax collected	9,597.04	10,302.00	704.96
Interest income	<u>2,748.44</u>	<u>-0-</u>	<u>(2,748.44)</u>
Total revenues	<u>217,863.51</u>	<u>230,902.00</u>	<u>13,038.49</u>
Expenditures:			
Purchases:			
Textbooks	133,187.45	138,000.00	4,812.55
Supplies and other items	34,486.03	34,745.00	258.97
Freight on purchases	3,586.05	5,000.00	1,413.95
Inventory adjustment	(10,908.58)	-0-	10,908.58
Salaries and wages	15,712.81	19,760.00	4,047.19
Supplies	946.21	2,500.00	1,553.79
Travel	319.54	1,000.00	680.46
Equipment	2,210.27	3,000.00	789.73
Telephone	174.60	300.00	125.40
Dues and subscriptions	145.00	250.00	105.00
Sales tax paid	9,499.60	10,095.00	595.40
Cash shortages	8.42	-0-	(8.42)
Other	1,144.79	1,000.00	(144.79)
Auditing and legal	<u>-0-</u>	<u>250.00</u>	<u>250.00</u>
Total expenditures	<u>190,512.19</u>	<u>215,900.00</u>	<u>25,387.81</u>
Excess of revenues over expenditures	<u>\$ 27,351.32</u>	<u>\$ 15,002.00</u>	<u>\$(12,349.32)</u>

Notes to Financial Statements are an integral part of this statement.

SAUK VALLEY COMMUNITY COLLEGE DISTRICT 506
INSURANCE FUND
STATEMENT OF REVENUES AND EXPENDITURES COMPARED TO BUDGET
For the year ended June 30, 1979

	<u>Actual</u>	<u>Budget</u>	<u>Under (Over) Budget</u>
Revenues:			
Current taxes	\$12,353.77	\$12,058.00	\$ (295.77)
Payment in lieu of taxes	<u>4.17</u>	<u>-0-</u>	<u>(4.17)</u>
Total revenues	12,357.94	12,058.00	(299.94)
 Expenditures -			
Insurance expenses	<u>-0-</u>	<u>12,000.00</u>	<u>12,000.00</u>
 Excess of revenues over expenditures	 <u>\$12,357.94</u>	 <u>\$ 58.00</u>	 <u>\$(12,299.94)</u>

Notes to Financial Statements are an integral part of this statement.

SAUK VALLEY COMMUNITY COLLEGE DISTRICT 506
STATEMENT OF FIXED ASSETS
June 30, 1979

Fixed assets - at cost:

Land	\$ 162,650.00
Land improvements	648,794.77
Buildings	2,896,787.12
Equipment	<u>1,732,956.63</u>
	<u>\$5,441,188.52</u>

Investment in fixed assets:

Educational Fund	\$ 414,806.80
Building and Maintenance Fund	93,631.90
Site and Construction Fund	4,907,410.44
Bookstore Fund	7,357.78
Student Activity Fund	<u>17,981.60</u>
	<u>\$5,441,188.52</u>

Notes to Financial Statements are an integral part of this statement.

SAUK VALLEY COMMUNITY COLLEGE DISTRICT 506
STATEMENT OF GENERAL BONDED DEBT
June 30, 1979

SITE, BUILDING AND EQUIPMENT BONDS
\$3,975,000.00 Principal Amount - Dated June 1, 1966

<u>Interest Rate</u>	<u>Bond Number</u>	<u>Year</u>	<u>Principal Due December 1</u>	<u>Interest Due</u>	
				<u>June 1</u>	<u>December 1</u>
3.65	456-500	1979	\$ 225,000.00		\$ 31,275.00
3.65	501-545	1980	225,000.00	\$27,168.25	27,168.25
3.65	546-595	1981	250,000.00	23,062.50	23,062.50
3.70	596-645	1982	250,000.00	18,500.00	18,500.00
3.70	646-695	1983	250,000.00	13,875.00	13,875.00
3.70	696-745	1984	250,000.00	9,250.00	9,250.00
3.70	746-795	1985	250,000.00	4,625.00	4,625.00
			<u>\$1,700,000.00</u>	<u>\$96,480.75</u>	<u>\$127,755.75</u>

Notes to Financial Statements are an integral part of this statement.

SAUK VALLEY COMMUNITY COLLEGE DISTRICT 506
STATEMENT OF ASSESSED VALUATIONS, TAX RATES,
TAX EXTENSIONS, AND TAX COLLECTIONS
For the 1976, 1977 and 1978 Levies

	1976	1977	1978
Assessed Valuations:			
Whiteside County	\$293,020,723	\$294,138,719	\$323,121,963
Lee County	202,516,025	213,627,291	228,421,333
Ogle County	41,294,983	41,276,530	43,916,820
Henry County	2,158,970	2,212,333	2,202,465
Bureau County	32,861,512	32,372,295	34,034,734
Carroll County	32,206,727	34,040,616	35,329,372
	<u>\$604,058,940</u>	<u>\$617,667,784</u>	<u>\$667,026,687</u>
Tax Rates:			
Educational Fund	.120	.120	.120
Building and Maintenance Fund	.030	.030	.030
Bond and Interest Fund	.071	.065	.044
Insurance Fund	.002	.002	.002
	<u>.221</u>	<u>.217</u>	<u>.196</u>
Tax Extensions:			
Educational Fund	\$ 724,870.73	\$ 741,201.34	\$ 800,432.02
Building and Maintenance Fund	181,217.68	185,300.34	200,108.01
Bond and Interest Fund	428,881.85	401,484.06	293,491.74
Insurance Fund	12,353.36	13,340.53	13,340.53
	<u>\$1,334,970.26</u>	<u>\$1,340,339.10</u>	<u>\$1,307,372.30</u>
Tax Collections:			
Educational Fund	\$ 721,180.45	\$ 744,342.91	\$251,843.10
Building and Maintenance Fund	180,361.52	186,084.76	62,981.34
Bond and Interest Fund	426,598.83	403,400.07	92,353.44
Insurance Fund	12,357.94	4,196.01	4,196.01
	<u>\$1,328,140.80</u>	<u>\$1,346,185.68</u>	<u>\$411,373.89</u>
Percent of Levy collected	<u>99.49%</u>	<u>100.44%</u>	<u>31.47%</u>

Note: As explained in Note A of the Notes to Financial Statements, taxes received on the 1978 levy have been recorded as deferred revenue in the accompanying statements and will be recognized as revenue in the 1979-80 fiscal year.

SAUK VALLEY COMMUNITY COLLEGE DISTRICT 506
STATEMENT OF LEGAL DEBT MARGIN
June 30, 1979

Assessed valuation - 1978	<u>\$667,026,687</u>
Debt limitation - 5% of assessed valuation	\$33,351,334
Less bonds subject to debt limitation	<u>1,700,000</u>
Legal debt margin, June 30, 1979	<u>\$31,651,334</u>

SAUK VALLEY COMMUNITY COLLEGE DISTRICT 506
SCHEDULE OF ENROLLMENT DATA AND CREDIT HOUR GRANTS
June 30, 1979

	Allowable Semester Hours	Rate	Extension
Summer, 1978:			
Baccalaureate	2,121	23.11	\$ 49,016.31
Business, Public Service, Personal Service	1,101	15.59	17,164.59
Data Processing, Communications Technology	75	26.98	2,023.50
Natural Sciences, Industrial Technology	221	26.98	5,962.58
Health Technology	673	42.56	28,642.88
Vocational Skills	12	7.01	84.12
Remedial and Development	327	7.01	2,292.27
General Studies	29	7.01	203.29
Total hours	4,559		
Total grant			<u>105,389.54</u>
Fall, 1978:			
Baccalaureate	10,152	23.11	234,612.72
Business, Public Service, Personal Service	5,279	15.59	82,299.61
Data Processing, Communications Technology	506	26.98	13,651.88
Natural Sciences, Industrial Technology	2,418	26.98	65,237.64
Health Technology	2,703	42.56	115,039.68
Vocational Skills	246	7.01	1,724.46
Remedial and Development	1,456	7.01	10,206.56
General Studies	258	7.01	1,808.58
Total hours	23,018		
Total grant			<u>524,581.13</u>
Spring, 1979:			
Baccalaureate	10,411	23.11	240,598.21
Business, Public Service, Personal Service	4,658	15.59	72,618.22
Data Processing, Communications Technology	458	26.98	12,356.84
Natural Sciences, Industrial Technology	2,483	26.98	66,991.34
Health Technology	2,395	42.56	101,931.20
Vocational Skills	379	7.01	2,656.79
Remedial and Development	1,064	7.01	7,458.64
General Studies	203	7.01	1,423.03
Total hours	22,051		
Total grant			<u>506,034.27</u>
Sub-total			<u>1,136,004.94</u>
Over-accrual of prior year accounts receivable			<u>(167.86)</u>
Total for year ended June 30, 1979			<u>\$1,135,837.08</u>

Notes to Financial Statements are an integral part of this statement.

SAUK VALLEY COMMUNITY COLLEGE DISTRICT 506
STATEMENT OF EQUALIZATION GRANTS
June 30, 1979

	<u>Allowable Semester Hours</u>	<u>Rate</u>	<u>Extension</u>
Summer, 1978	<u>4,478</u>	<u>.04</u>	<u>\$ 179.12</u>
Fall, 1978	<u>22,852</u>	<u>.04</u>	<u>\$ 914.08</u>
Spring, 1979	<u>21,851</u>	<u>.04</u>	<u>\$ 874.04</u>
Total for year ended June 30, 1979			\$1,967.24

Notes to Financial Statements are an integral part of this statement.

SAUK VALLEY COMMUNITY COLLEGE DISTRICT 506
STATEMENT OF GROSS AND NET TUITION
June 30, 1979

	<u>Summer 1978</u>	<u>Fall 1978</u>	<u>Spring 1979</u>	<u>Total</u>
Gross tuition	<u>\$80,305.08</u>	<u>\$382,614.77</u>	<u>\$405,122.70</u>	<u>\$868,042.55</u>
Direct write-offs:				
Employee waivers	1,635.00	4,851.00	6,413.40	12,899.40
Senior citizens waivers	5,835.00	22,905.00	23,974.00	52,714.00
EOG waivers		1,536.00	2,185.60	3,721.60
Tuition refunds	5,699.20	12,932.80	12,051.00	30,683.00
Bad debts	<u>192.00</u>	<u>4,161.60</u>	<u>4,632.30</u>	<u>8,985.90</u>
Total	<u>13,361.20</u>	<u>46,386.40</u>	<u>49,256.30</u>	<u>109,003.90</u>
Net tuition	<u>\$66,943.88</u>	<u>\$336,228.37</u>	<u>\$355,866.40</u>	<u>\$759,038.65</u>

Notes to Financial Statements are an integral part of this statement.

SAUK VALLEY COMMUNITY COLLEGE DISTRICT 506
NOTES TO FINANCIAL STATEMENTS
June 30, 1979

(A) Significant Accounting Policies:

Sauk Valley Community College District 506 follows substantially the accrual basis of accounting, recognizing revenue when earned and recording obligations when incurred. Property taxes received in May and June, 1979, for the 1978 levy, however, are recorded as deferred revenue at year-end and recognized as revenue of the next fiscal year. Also, summer school tuition received and wages paid to summer school instructors prior to June 30 are deferred and recognized as such in the next fiscal year.

(B) Working Cash Bonds:

In June, 1977, Working Cash Bonds in the amount of \$90,000 were approved and were issued on September 1, 1977. These bonds were retired in full on January 2, 1979.

(C) Grant and Assistance Clearing Account:

The Grant and Assistance Clearing Fund receives grant and assistance allocations from the Department of Health, Education and Welfare. Cash is disbursed from this fund to the College's operating funds as eligible expenditures are approved. Revenues and expenditures relating to this Fund are therefore reflected in the operating funds of the College.

(D) Out-of-District Tuition:

The amount of cost to be charged for out-of-district students during the year ended June 30, 1980, has been computed using the guidelines provided in the 1977 edition of the Uniform Accounting Manual prepared by the Illinois Community College Board.

LINDGREN, CALLIHAN, WEAVER and VAN OSDOL

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Board of Trustees
Sauk Valley Community
College District 506
Dixon, Illinois

We have examined the accompanying statements, pages 29 through 32, of the Restricted Purposes Funds, of Sauk Valley Community College District 506, for the year ended June 30, 1979. Our examination was made in accordance with generally accepted auditing standards, and accordingly, included such tests of the accounting records and such other auditing procedures as we considered necessary in the circumstances.

In our opinion, the accompanying statements present fairly results of operations of the Restricted Purposes Funds of Sauk Valley Community College District 506, for the year ended June 30, 1979, on a basis consistent with that of the preceding year. -----

Lindgren, Callihan, Weaver and Van Osdol

August 30, 1979

SAUK VALLEY COMMUNITY COLLEGE DISTRICT 506
STUDENT ACTIVITY FUND
STATEMENT OF REVENUES AND EXPENDITURES COMPARED TO BUDGET
For the year ended June 30, 1979

	<u>Actual</u>	<u>Budget</u>	<u>Under (Over) Budget</u>
Revenues:			
Comprehensive fees	\$47,811.45	\$53,015.00	\$5,203.55
Athletic events	492.00	600.00	108.00
Drama income	1,436.08	1,300.00	(136.08)
Student activities	3,343.25	4,800.00	1,456.75
Student newspaper income	476.59	300.00	(176.59)
Film income	174.80	-0-	(174.80)
Other	32.95	-0-	(32.95)
Total revenues	<u>53,767.12</u>	<u>60,015.00</u>	<u>6,247.88</u>
Expenditures:			
Athletic expenses	17,223.37	17,450.00	226.63
Intramural events - co-ed	187.50	300.00	112.50
Cheerleaders and pom pon squad	314.73	370.00	55.27
Speech activities and readers' theatre	3,938.13	4,000.00	61.87
Drama	2,166.12	2,400.00	233.88
Music	2,847.22	2,870.00	22.78
Associated student board	783.61	2,100.00	1,316.39
Student activities	9,844.54	10,035.00	190.46
College clubs	1,360.99	2,500.00	1,139.01
Student newspaper	3,039.24	4,000.00	960.76
Women's intercollegiate activities	8,989.05	9,000.00	10.95
Equipment	1,033.74	100.00	(933.74)
Contingencies	-0-	590.00	590.00
Musical	2,121.92	2,000.00	(121.92)
Film commission	1,943.92	2,000.00	56.08
Art exhibitions	130.00	300.00	170.00
Total expenditures	<u>55,924.08</u>	<u>60,015.00</u>	<u>4,090.92</u>
Excess (deficiency) of revenues over expenditures	<u>\$ (2,156.96)</u>	<u>\$ -0-</u>	<u>\$ 2,156.96</u>

Notes to Financial Statements are an integral part of this statement.

AUK VALLEY COMMUNITY COLLEGE DISTRICT 506
TRUST AND AGENCY FUNDS
STATEMENT OF REVENUES AND EXPENDITURES
For the year ended June 30, 1979

	Balance June 30, 1978	Revenues	Expenditures	Balance June 30, 1979
Recreation room	\$ 4,332.73	\$ 279.20	\$ 2.00	\$ 4,609.93
Student locker fund	196.40	58.00	-0-	254.40
Child care operations	(235.57)	11,496.85	12,971.06	(1,709.78)
Child care center	(5.61)	1,500.00	-0-	1,494.39
Parking	12,402.60	2,461.47	3,800.40	11,063.67
LPN supplies	5,637.67	9,159.32	8,927.57	5,869.42
Land lab	4,536.66	5,125.22	6,725.13	2,936.75
HEW nursing grant	-0-	2,226.00	2,226.00	-0-
Community service	13,104.17	27,649.11	31,550.60	9,202.68
Book transactions	-0-	13.00	10.00	3.00
Law enforcement grants	1,316.36	3,969.00	4,448.36	837.00
Nursing capitation grant	121.05	-0-	-0-	121.05
Nursing capitation grant 78-79	-0-	3,287.54	3,287.54	-0-
Highway Department - National Registry of Emergency Medi- cal Technicians	(1,856.00)	1,856.00	1,615.00	(1,615.00)
Title II - library	-0-	3,906.00	3,906.00	-0-
Veterans cost of instruction	-0-	14,207.00	14,207.00	-0-
Disadvantaged grant 77-78	2,738.07	-0-	2,738.07	-0-
Disadvantaged grant 78-79	-0-	27,068.45	25,604.23	1,464.22
Illinois humanities grant	76.20	150.00	227.41	(1.21)
ICCB Public Service Grant 75-76	309.42	-0-	309.42	-0-
CETA Public Service	(998.00)	15,039.24	14,363.58	(322.34)
Clearing account	714.81	42,624.10	43,040.26	298.65
Photography supplies	1,539.31	-0-	156.57	1,382.74
Student clubs	2,255.98	5,289.46	6,231.83	1,313.61
Adult learning book charges	228.06	-0-	111.00	117.06
Health students' activity fund	-0-	1,013.25	1,000.00	13.25
Community theatre	178.73	912.25	797.52	293.46
College van	(111.65)	2,680.08	1,194.35	1,374.08
Horticulture greenhouse	-0-	700.00	-0-	700.00
	<u>\$46,481.39</u>	<u>\$182,670.54</u>	<u>\$189,450.90</u>	<u>\$39,701.03</u>

Notes to Financial Statements are an integral part of this statement.

SAUK VALLEY COMMUNITY COLLEGE DISTRICT 506
TRUST AND AGENCY FUND - CHILD CARE CENTER
STATEMENT OF REVENUES AND EXPENDITURES COMPARED TO BUDGET
For the year ended June 30, 1979

	<u>Actual</u>	<u>Budget</u>	<u>Under (Over) Budget</u>
Revenues:			
Child care fees	\$ 9,822.85	\$11,500.00	\$ 1,677.15
Insurance	174.00	200.00	26.00
Donations	<u>1,500.00</u>	<u>-0-</u>	<u>(1,500.00)</u>
Total revenue	<u>11,496.85</u>	<u>11,700.00</u>	<u>203.15</u>
Expenditures:			
Salaries	11,068.39	10,900.00	(168.39)
Insurance	181.25	200.00	18.75
Supplies	1,669.73	500.00	(1,169.73)
Travel	<u>51.69</u>	<u>100.00</u>	<u>48.31</u>
Total expenditures	<u>12,971.06</u>	<u>11,700.00</u>	<u>(1,271.06)</u>
Excess (deficiency) of revenues over expenditures	<u><u>\$(1,474.21)</u></u>	<u><u>\$ -0-</u></u>	<u><u>\$ 1,474.21</u></u>

Notes to Financial Statements are an integral part of this statement.

SAUK VALLEY COMMUNITY COLLEGE DISTRICT 506
RESTRICTED PURPOSES FUNDS
NOTES TO FINANCIAL STATEMENTS
June 30, 1979

(A) Significant Accounting Policies:

The accompanying statements are presented on the accrual basis method of accounting. Purchases of fixed asset property and equipment are recorded as disbursements of the various funds.

(B) Definition of Restricted Purpose Funds:

The term "Restricted Purpose Funds" as it is used in this report, includes Student Activity Funds and Trust and Agency Funds.

- 1) Student Activity Funds are those which are owned, operated and managed generally by the student body under the guidance and direction of adults or a staff member for educational, recreational and cultural purposes. The Board of Trustees has the ultimate responsibility for Student Activity Funds.
- 2) Trust and Agency Funds are the responsibility of the District. It has chosen to handle certain regular funds through the Restricted Purpose accounting system as Trust and Agency Funds. The accounts, as disclosed on page 30, receive revenue for specific purposes. Only expenditures directly related to those purposes are directly charged against the accounts.

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Board of Trustees
Sauk Valley Community
College District 506
Dixon, Illinois

We have made a study of those internal accounting control and administrative control procedures of Sauk Valley Community College District 506 that we considered relevant in the conduct of our audit of the books and records of the College for the year ended June 30, 1979. Our study included tests of compliance with existing procedures for the period covered by our audit.

It is generally understood that the objective of internal accounting control is to provide reasonable but not absolute assurance as to the safeguarding of assets, the reliability of the financial records and the accountability for assets. The concept of reasonable assurance recognizes that the cost of a system of internal control should not exceed the benefits derived.

Based on this concept and our study, we are of the opinion that the internal control procedures employed by Sauk Valley Community College District 506 are adequate and are functioning appropriately.

Lindgren, Callihan, Weaver and VanOsdol

August 30, 1979

LINDGREN, CALLIHAN, WEAVER and VAN OSDOL

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College District 506
Dixon, Illinois

The accompanying additional financial information, pages 35 through 40, is presented for supplementary analysis purposes and is not considered necessary for a fair presentation of the basic financial statements. Our examination of the basic financial statements for the year ended June 30, 1979, which are presented in the first section of this report, was made for the primary purpose of formulating an opinion on those statements. This additional information has been subjected to the applicable audit procedures we performed in our examination of the related basic financial statements.

In our opinion, all of the other supplementary financial information is fairly stated in all material respects in relation to the basic financial statements taken as a whole.

Lindgren, Callihan, Weaver and VanOsdol

August 30, 1979

SAUK VALLEY COMMUNITY COLLEGE DISTRICT 506
UNIFORM FINANCIAL STATEMENT
For the year ended June 30, 1979

	Educational Fund	Building and Maintenance Fund	Total Operating Fund
Operation Revenue by Sources:			
Local Government:			
Current taxes	\$ 741,110.43	\$185,276.64	\$ 926,387.07
Back taxes	2,982.07	745.51	3,727.58
Payment in lieu of taxes	250.41	62.61	313.02
Chargeback revenue:			
Non-college territory	8,169.32		8,169.32
Other community college	1,749.14		1,749.14
Total Local Government	<u>754,261.37</u>	<u>186,084.76</u>	<u>940,346.13</u>
State Government:			
ICCB flat rate	1,135,837.08		1,135,837.08
ICCB equalization grants	1,967.24		1,967.24
Illinois Board of Vocational Education Reimbursements	120,121.00		120,121.00
Illinois Office of Education	11,348.24		11,348.24
Total State Government	<u>1,269,273.56</u>	<u>-0-</u>	<u>1,269,273.56</u>
Federal Government:			
HEW title II	3,906.00		3,906.00
Veterans cost of instruction	14,207.00		14,207.00
Work study	147,135.00		147,135.00
Veterans reporting fee	3,923.85		3,923.85
Total Federal Government	<u>169,171.85</u>	<u>-0-</u>	<u>169,171.85</u>
Student Tuition and Fees:			
Tuition	759,038.65		759,038.65
Fees	2,111.50		2,111.50
Public services	15,595.34		15,595.34
Total Tuition and Fees	<u>776,745.49</u>	<u>-0-</u>	<u>776,745.49</u>
Other Sources -			
Miscellaneous	<u>4,513.77</u>	<u>3,611.50</u>	<u>8,125.27</u>
Total 1977-78 revenue	2,973,966.04	189,696.26	3,163,662.30
Less non-operation items -			
Tuition chargeback revenue	<u>9,918.46</u>	<u>-0-</u>	<u>9,918.46</u>
Adjusted revenue	<u>\$2,964,047.58</u>	<u>\$189,696.26</u>	<u>\$3,153,743.84</u>

SAUK VALLEY COMMUNITY COLLEGE DISTRICT 506
UNIFORM FINANCIAL STATEMENT
For the year ended June 30, 1979

	Educational Fund	Building and Maintenance Fund	Total Operating Fund	Percent of Total Expenditures
Operating Expenditures:				
By Program:				
Instruction	\$1,612,003.99		\$1,612,003.99	49.8
Academic Support	147,785.13		147,785.13	4.6
Student Services	289,255.83		289,255.83	8.9
Public Services	15,595.34		15,595.34	.5
Operation and Maintenance of Plant	318,136.90	\$276,258.66	594,395.56	18.3
General Administration	230,175.64		230,175.64	7.1
Instructional Support	350,856.93		350,856.93	10.8
	<u>2,963,809.76</u>	<u>276,258.66</u>	<u>3,240,068.42</u>	<u>100.0</u>
Less non-operating items - Tuition chargeback	<u>13,960.13</u>		<u>13,960.13</u>	<u>.4</u>
Adjusted expenditures	<u>\$2,949,849.63</u>	<u>\$276,258.66</u>	<u>\$3,226,108.29</u>	<u>99.6</u>
By object:				
Salaries	\$2,392,513.19		\$2,392,513.19	73.8
Employee benefits	107,032.15		107,032.15	3.3
Contractual services	85,930.92	\$ 27,058.56	112,989.48	3.5
General materials and supplies	172,539.36	45,662.69	218,202.05	6.7
Conference and meeting expenses	21,719.04	396.70	22,115.74	.7
Fixed charges	30,497.91		30,497.91	1.0
Utilities	22,347.99	194,758.30	217,106.29	6.7
Capital outlay	23,374.43	7,851.41	31,225.84	1.0
Other	107,854.77	531.00	108,385.77	3.3
	<u>2,963,809.76</u>	<u>276,258.66</u>	<u>3,240,068.42</u>	<u>100.0</u>
Less non-operating items - Tuition chargeback	<u>13,960.13</u>		<u>13,960.13</u>	<u>.4</u>
Adjusted expenditures	<u>\$2,949,849.63</u>	<u>\$276,258.66</u>	<u>\$3,226,108.29</u>	<u>99.6</u>

SAUK VALLEY COMMUNITY COLLEGE DISTRICT 506
SCHEDULE OF CHARGE BACK REIMBURSEMENTS
For the year ended June 30, 1979

Educational Fund expenditures (less capital outlay):	
Instructional	\$1,610,006.21
Academic Support	139,885.88
Student Services	288,935.83
Public Services	15,595.34
Organized Research	-0-
Independent Research	-0-
Operation and Maintenance of Plant	318,136.90
General Administration	226,813.44
Institutional Support	<u>341,061.73</u>
Sub total	2,940,435.33

Add capital outlay equipment from non-state
and non-federal sources:

Year	
1966-67	\$ 6,168.11
1967-68	30,731.28
1968-69	38,789.50
1969-70	7,398.60
1970-71	15,925.15
1971-72	16,849.05 X 12 1/2% = 2,106.13
1972-73	11,078.97 X 12 1/2% = 1,384.87
1973-74	14,149.52 X 12 1/2% = 1,768.69
1974-75	57,038.73 X 12 1/2% = 7,129.84
1975-76	73,440.30 X 12 1/2% = 9,180.04
1975-76	5,101.18 Voc. Tech. and VCI
1976-77	86,267.06 X 12 1/2% = 10,783.38
1976-77	6,918.00 Voc. Tech. and VCI
1977-78	23,955.93 X 12 1/2% = 2,994.49
1977-78	4,907.00 Voc. Tech.
1978-79	16,441.43 X 12 1/2% = 2,055.18
1978-79	<u>6,933.00 Voc. Tech.</u>

Total equipment \$422,092.81 (1966-79)

Sub total (1971-79) 37,402.62

Grand total - Educational Fund 2,977,837.95

SAUK VALLEY COMMUNITY COLLEGE DISTRICT 506
SCHEDULE OF CHARGE BACK REIMBURSEMENTS (CONTINUED)
For the year ended June 30, 1979

Building Fund Expenditures (less capital outlay):

Public Service	\$ -0-
Organized Research	-0-
Independent Operations	-0-
Operation and Maintenance of plant	268,407.25
General Administration	-0-
Institutional Support	-0-
	<hr/>
Sub total	268,407.25

Add capital outlay equipment from non-state
and non-federal sources:

Year	
1966-67	\$ 3,156.84
1967-68	13,867.64
1968-69	3,104.74
1969-70	(642.77)
1970-71	3,141.20
1971-72	11,986.82 X 12 1/2% = 1,498.35
1972-73	8,077.60 X 12 1/2% = 1,009.70
1973-74	8,547.65 X 12 1/2% = 1,068.46
1974-75	7,802.70 X 12 1/2% = 975.34
1975-76	8,301.68 X 12 1/2% = 1,037.71
1976-77	7,438.81 X 12 1/2% = 929.85
1977-78	11,192.78 X 12 1/2% = 1,399.10
1978-79	<u>7,851.41 X 12 1/2% = 981.43</u>

Total equipment \$93,827.10 (1966-79)

Sub total (1971-79) 8,899.94

Grand total - Building Fund 277,307.19

Bond and Interest Fund -

Interest payments and finance charges, year 1978-79 71,580.62

SAUK VALLEY COMMUNITY COLLEGE DISTRICT 506
SCHEDULE OF CHARGE BACK REIMBURSEMENTS (CONTINUED)
For the year ended June 30, 1979

Site and Construction Fund:

Capital outlay equipment from non-state
and non-federal sources:

Year	
1966-67	\$172,315.75
1967-68	36,627.31
1968-69	-0-
1969-70	235,846.43
1970-71	51,624.13
1971-72	889.25 X 12 1/2% = 111.16
1972-73	-0- X 12 1/2% = -0-
1973-74	2,541.01 X 12 1/2% = 317.63
1974-75	137.36 X 12 1/2% = 17.17
1975-76	-0- X 12 1/2% = -0-
1976-77	950.00 X 12 1/2% = 118.75
1977-78	-0- X 12 1/2% = -0-
1978-79	-0- X 12 1/2% = -0-

Total equipment \$500,931.24 (1966-79)

Sub total (1971-79)

564.71

Add building depreciation:

Year	
1966-67	\$1,089,364.73 X 2% = 21,787.29
1967-68	1,990,750.77 X 2% = 39,815.02
1968-69	28,570.31 X 2% = 571.41
1969-70	20,759.42 X 2% = 415.19
1970-71	45,977.76 X 2% = 919.56
1971-72	7,507.05 X 2% = 150.14
1972-73	11,065.04 X 2% = 221.30
1973-74	45,739.58 X 2% = 914.79
1974-75	73,595.53 X 2% = 1,471.91
1975-76	130,354.48 X 2% = 2,607.09
1976-77	6,629.94 X 2% = 132.60
1977-78	3,462.19 X 2% = 69.24
1978-79	<u>91,805.09</u> X 2% = <u>1,836.10</u>

Total building \$3,545,581.89 (1966-79)

Sub total (1966-79)

70,911.64

Grand total - Site and Construction Fund

71,476.35

Grand total - all expenditures

\$3,398,202.11

SAUK VALLEY COMMUNITY COLLEGE DISTRICT 506
SCHEDULE OF CHARGE BACK REIMBURSEMENTS (CONTINUED)
For the year ended June 30, 1979

Computation of full-time equivalent students data from state apportionment claims:

	<u>Summer Semester</u>	<u>Fall Semester</u>	<u>Spring Semester</u>	<u>Yearly Totals</u>
Semester hours carried	<u>4,559</u>	<u>23,018</u>	<u>22,051</u>	<u>49,628</u>
Full-time load				<u>30</u>
Average full-time equivalent annual basis				<u>1,654</u>
Full-time equivalent cost				<u>\$2,054.54</u>
Cost per semester hour				<u>\$68.48</u>
Total non-capital state funds received in 1978-79 (exclude state flat-rate grants for apportionment and equalization grants and include non-business occupational technical grants)				<u>\$124,536.24</u>
Total non-capital state funds per semester hour				<u>2.51</u>
Total non-capital federal funds received last year				<u>169,171.85</u>
Total non-capital federal funds per semester hour				<u>3.41</u>
Charge back per semester hour:				
Cost of one semester hour				<u>68.48</u>
Less following deductions:				
Student tuition per semester		\$20.00		
State flat rate grant (apportionment semester hour)(current year)		22.89		
Non-capital state funds per semester hour		2.51		
Non-capital federal funds per semester hour		<u>3.41</u>		<u>48.81</u>
Amount to be charged back per semester hour				<u>\$ 19.67</u>

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Board of Trustees
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Dixon, Illinois

We have examined the accompanying statements of revenue and expenditures of the Sauk Valley College Disadvantaged Student Grant and the Sauk Valley College ICCB Public Service Grant for the year indicated. Our examinations were made in accordance with generally accepted auditing standards and the requirements of the Illinois Community College Board, and included a review of the College's compliance with the provisions of the agreements with the Board for these grants.

In our opinion, the aforementioned statements present fairly the revenue and expenditures of the Sauk Valley College Disadvantaged Student Grant for the years ended June 30, 1978 and 1979, and of the Sauk Valley ICCB Public Service Grant for the years ended June 30, 1976, 1977, 1978 and 1979.

Lindgren, Callihan, Weaver and Van Osdol

August 30, 1979

SAUK VALLEY COMMUNITY COLLEGE DISTRICT 506
ICCB DISADVANTAGED STUDENT GRANT 1977-1978
STATEMENT OF REVENUES AND EXPENDITURES
For the year ended June 30, 1979

	Total Project Budget*	Actual Received or Spent in 77-78 Year	Actual Received or Spent in 78-79 Year	Total Both Years	Matching Total for Both Years*	Over (Under) Total Project Budget
Revenue:						
Disadvantaged student grant	\$15,786.00	\$15,786.00		\$15,786.00		
Local college funds (matching)	22,700.00				\$22,700.00	
Other sources		8,656.85		8,656.85		\$ 8,656.85
Total revenues	38,486.00	24,442.85	\$ -0-	24,442.85	22,700.00	8,656.85
Expenditures:						
Academic salaries	19,700.00	10,036.68		10,036.68		(9,663.32)
Non-academic salaries	10,050.00	3,839.00		3,839.00		(6,211.00)
Contractual	5,000.00	3,572.00		3,572.00		(1,428.00)
General materials and supplies	1,836.00	964.28		964.28		(871.72)
Travel and meeting	300.00					(300.00)
Plant utilities		1,487.61		1,487.61		1,487.61
Capital outlay	1,050.00	533.93		533.93		(516.07)
Other	550.00	1,271.28		1,271.28		721.28
*Other (matching)					22,700.00	22,700.00
Transfer to Educational Fund			2,738.07	2,738.07		2,738.07
Total expenditures	38,486.00	21,704.78	2,738.07	24,442.85	22,700.00	8,656.85
Excess (deficiency) of revenues over expenditures	\$ -0-	\$ 2,738.07	\$(2,738.07)	\$ -0-	\$ -0-	\$ -0-

* Budget does not provide an itemization of matching expenditures.

SAUK VALLEY COMMUNITY COLLEGE DISTRICT 506
 ICCB DISADVANTAGED STUDENT GRANT 1978-1979
 STATEMENT OF REVENUES AND EXPENDITURES
 For the year ended June 30, 1979

	<u>Total Project Budget</u>	<u>Actual Received or Spent in the Year</u>	<u>Matching Total for the Year</u>	<u>Over (Under) Total Project Budget</u>
Revenue:				
Disadvantaged student grant	\$26,590.00	\$26,895.00		\$ 305.00
Local college funds (matching)	26,590.00		\$26,590.00	
Other sources		173.45		173.45
 Total revenues	 <u>53,180.00</u>	 <u>27,068.45</u>	 <u>26,590.00</u>	 <u>478.45</u>
 Expenditures:				
Administrative expenditures (matching)	8,910.00		8,910.00	
Academic salaries	5,000.00	7,462.78		2,462.78
Academic salaries (matching)	12,750.00		12,750.00	
Non-academic salaries	13,850.00	9,200.45		(4,649.55)
Non-academic salaries (matching)	2,000.00		2,000.00	
Contractual	4,240.00	4,739.75		499.75
General materials and supplies	1,400.00	2,179.71		779.71
General materials and supplies (matching)	1,270.00		1,270.00	
Travel and meeting	200.00	18.85		(181.15)
Travel and meeting (matching)	380.00		380.00	
Plant utilities	1,900.00	1,568.20		(331.80)
Capital outlay		52.49		52.49
Capital outlay (matching)	1,280.00		1,280.00	
Other		382.00		382.00
 Total expenditures	 <u>53,180.00</u>	 <u>25,604.23</u>	 <u>26,590.00</u>	 <u>(985.77)</u>
 Excess of revenues over expenditures	 <u>\$ -0-</u>	 <u>\$ 1,464.22</u>	 <u>\$ -0-</u>	 <u>\$1,464.22</u>

SAUK VALLEY COMMUNITY COLLEGE DISTRICT 506
ICCB DISADVANTAGED STUDENT GRANT 1978-1979
SCHEDULE OF EQUIPMENT PURCHASED
June 30, 1979

	<u>Budget</u>	<u>Actual</u>	Over (Under) <u>Budget</u>
Chalkboard	<u>\$-0-</u>	<u>\$52.49</u>	<u>\$52.49</u>

SAUK VALLEY COLLEGE

RURAL ROUTE ONE,

DIXON, ILLINOIS 61021

DATE November 12, 1979

8-3

MEMORANDUM

TO: Sauk Valley College Board of Trustees

FROM: Dr. George E. Cole

Re: Grievance #17

As you know, the Board Grievance Hearing Committee met with the Faculty Association on October 25, 1979 on Grievance #17. One of the results of this meeting was that the administration would recommend revisions to the Board of Trustees policy manual for the tutoring and summer school policies.

Although I am sure a more detailed report of this meeting can be made by Kay Fisher or Ole Pace, the administration's part of this settlement was that revised policies for tutoring and summer school should be presented to the Board meeting on November 12. Since this policy has to be laid over until the next meeting for approval, supplemental checks could be written for the individuals involved for Fall, 1979 after the November 26 meeting.

At the time of the hearing, the original tutorial checks had been prepared and scheduled for distribution in early November. To minimize confusion, these original checks will be distributed and when the Board approves the new policies at the next meeting, the administration will prepare supplemental checks for the Fall semester, 1979.

mv

SAUK VALLEY COLLEGE

RURAL ROUTE ONE,

DIXON, ILLINOIS 61021

DATE November 12, 1979

MEMORANDUM

TO: Sauk Valley College Board of Trustees

FROM: Dr. George E. Cole

Re: Golden Age Tuition Pass

Following earlier requests from Board members regarding the utilization of the Golden Age Tuition Pass (and implications for the SVC operational budget), I asked Jim Strickland and Jim Barber to prepare a more detailed report of the fall semester.

A review of this report demonstrates that the senior citizen tuition waivers are being widely used and the majority of the recipients are in nursing homes. In all probability these people would not take advantage of college offerings if these scholarships were not available.

This report demonstrates that revenue collected from this account far exceeds the instructional expense and that the net result if we discontinued this program would be a loss of revenue for the college.

mv
encs.

SAUK VALLEY COLLEGE

RURAL ROUTE ONE,

DIXON, ILLINOIS 61021

DATE October 30, 1979

MEMORANDUM

TO: Dr. Cole

FROM: Jim Strickland *JS*

Re: Golden Age Tuition Pass
Fall 1979

Attached is a memo and analysis of the Golden Age Tuition Pass in the Nursing Home Program, Fall 1979. Since registrations are in-process for the remainder of the Community Services Program, senior citizens enrolling therein are not a part of this analysis, (however, Jim tells me this number would be negligible). We will give you a complete summary within the next two weeks.

1. The majority of the credit hours taken are baccalaureate in nature.
2. Instructional cost is 49% of total income, which includes Golden Age Tuition Pass.
3. \$17,000.00 is total contribution to overhead costs here at the College.

This substantiates the fact that it is a successful program.

lm
enc

SAUK VALLEY COLLEGE


RURAL ROUTE ONE,

DIXON, ILLINOIS 61021

DATE October 29, 1979

MEMORANDUM

TO: James Strickland

FROM: James Barber 

SUBJECT: Golden Age Tuition Pass, Fall 1979

I am enclosing herewith a summary of all classes included in the senior studies program complete with enrollment and financial information.

Please note that (1) several sections (i.e. PED 123 and ENG 225) are taught at the same location and the enrollment should not be considered unduplicated heads, (2) this report reflects only those students enrolled in the "Nursing Home Program" and that 38 (duplicated figure) senior citizens are enrolled in other Community Services classes and 53 (duplicated figure) are enrolled in other classes offered through the various divisions of the college, (3) the data herein presented does not include the current enrollment in the variety of one-credit hour and non-credit classes offered throughout the district which began this week.

I have also enclosed a copy of the list of senior citizens who have taken advantage of the Senior Citizen Scholarship Fund provided by Mr. Ronald Marlier for your reference.

If I can answer any further questions, please feel free to contact me directly.

JB/jml

Enclosures

NURSING HOME PROGRAM

Page 1

Class	Section	Total Enrollment	Senior Citizens	Cr/Hrs	Total Tuition	State Reimb.	Total Income	Instr. Salary	Net +/-
NG 225	AA	16	16	48	\$48.00	\$1248.48	\$1296.48	\$600.00	\$ 696.48
	AF	15	15	45	45.00	1170.45	1215.45	675.00	540.45
	AD	20	20	60	60.00	1560.60	1620.60	675.00	945.60
	AH	15	15	45	45.00	1170.45	1215.45	600.00	615.45
	AM	15	15	45	45.00	1170.45	1215.45	675.00	540.45
	AR	27	27	81	81.00	2106.81	2187.81	600.00	1587.81
	AW	19	19	57	57.00	1482.57	1539.57	600.00	939.57
	BA	12	12	36	36.00	936.36	972.36	600.00	372.36
	BD	15	15	45	45.00	1170.45	1215.45	675.00	540.45
	BO	17	17	51	51.00	1326.51	1377.51	675.00	702.51
	BS	12	12	36	36.00	936.36	972.36	600.00	372.36
	CD	15	15	45	45.00	1170.45	1215.45	600.00	615.45
	CM	19	19	57	57.00	1482.57	1539.57	675.00	864.57
	CS	15	15	45	45.00	1170.45	1215.45	600.00	615.45
	DD	16	15	48	105.00	1248.48	1353.48	600.00	753.48
	DM	15	15	45	45.00	1170.45	1215.45	600.00	615.45
	DS	15	15	45	45.00	1170.45	1215.45	675.00	540.45
	ES	15	15	45	45.00	1170.45	1215.45	600.00	615.45
	FS	13	12	39	96.00	1014.39	1110.39	600.00	510.39
	ED	15	15	45	45.00	1170.45	1215.45	600.00	615.45
	NP	15	15	45	45.00	1170.45	1215.45	600.00	615.45
I 040	NV	37	30	37	170.00	238.65	408.65	225.00	183.65
I 042	NV	34	29	34	129.00	219.30	348.30	225.00	123.30
I 044	NV	31	22	31	202.00	199.95	401.95	225.00	176.95
I 045	NV	36	32	36	93.00	232.20	325.20	225.00	100.20
D 123	AD	15	15	15	15.00	390.15	405.15	200.00	205.15
	AO	12	12	12	12.00	312.12	324.12	225.00	99.12
	AR	15	15	15	15.00	390.15	405.15	200.00	205.15
	AS	15	15	15	15.00	390.15	405.15	200.00	205.15
	AW	20	20	20	20.00	520.20	540.20	225.00	315.20
	BD	16	16	16	16.00	416.16	432.16	200.00	232.16
	BF	15	14	15	34.00	390.15	424.15	225.00	199.15
	BS	12	12	12	12.00	312.12	324.12	200.00	124.12
	CD	15	15	15	15.00	390.15	405.15	200.00	205.15
	DD	17	17	17	17.00	442.17	459.17	200.00	259.17

NURSING HOME PROGRAM

Page 2

Class	Section	Total Enrollment	Senior Citizens	Cr/ Hrs	Total Tuition	State Reimb.	Total Income	Instr. Salary	Net +/-
D 123	NR	14	14	14	\$14.00	\$ 364.14	\$ 378.14	\$225.00	\$153.14
D 124	AD	15	15	15	15.00	390.15	405.15	200.00	205.15
Totals	37	655	627	1327	\$1916.00	\$31815.99	\$33731.99	\$16525.00	\$17206.99

Senior Citizen Scholarship Fund

Page 3

Date	Description (Name of Student)	Cash Rec'd	Cash Paid Out	Cash Balance
5-18-77	Check #3492	100.00		100.00
	Carry Over	33.00		133.00
	Debra Cox		1.00	
	Jesse Sarver		4.00	
	Helen Stone		1.00	
	Ruth Haas		3.00	
	Merle Lightner		3.00	
	Lulu Rhodes		3.00	
	Maria Thurwanger		3.00	
	Orail Butler		3.00	
	Barney Chamness		3.00	
	Hazel Cooper		3.00	
	Roy Ford		3.00	
	Etta Goatcher		3.00	
	Frank Glynn		3.00	
	Bertha Hose		3.00	
	Amos Irwin		3.00	
	Pauline Kuntz		3.00	
	Marcus Slifer		3.00	
	Stanley Ryan		3.00	
	Jennie Love		3.00	
	Ed Friel		3.00	
	Dora Hunt		1.00	
	Merle Lightner		3.00	
	Stanley Ryan		3.00	
	Jesse Sarver		4.00	
1-16-78	William Davidson		3.00	
	Jenny Love		3.00	
	Stanley Ryan		3.00	
	Ralph Allison		3.00	
	Anna Dobeck		3.00	
	Katie Hoefler		3.00	
	Vocelous Matartis		3.00	
	Walter Steder		3.00	41.00
6-15-78	Eva Cooper (Summer Tuition)		2.00	
	Jennie Love (Summer Tuition)		2.00	
	Charles Richert (Summer Tuition)		2.00	
	Stanley Ryan (Summer Tuition)		2.00	
6-16-78	Eva Kisch (Summer Tuition)		1.00	
6-5-79	Merle Lightner (Summer Tuition)		1.00	
6-6-78	Charles Latty (Summer Tuition)		1.00	
6-6-78	Minnie Chester (Summer Tuition)		1.00	
6-5-78	Minnie Popes (Summer Tuition)		1.00	
6-5-78	Julia Ross		1.00	
6-20-78	Marie Ernst (Summer Tuition)		1.00	
	Vernie Hess (Summer Tuition)		1.00	
	Nealie Sloas (Summer Tuition)		1.00	
	Hepsie Swingley		1.00	<u>23.00</u>

Senior Citizens Scholarship Fund

Date	Description (Name of Student)	Cash Rec'd	Cash Paid Out	Cash Balance
6-6-78	Check #2170	95.00		95.00
9-5-78	Jesse Browning		3.00	92.00
	Kathleen Lorenzen		3.00	89.00
	James Potter		3.00	86.00
	Stanley Ryan		3.00	83.00
9-8-78	Harry Seihl		3.00	80.00
	Henry Diessel		3.00	77.00
	Carry Over 77-78	23.00		100.00
	Emma Ehman		3.00	97.00
	Vernie Hess		3.00	94.00
	Harold Messenger		3.00	91.00
	Neba Sloas		3.00	88.00
	Walter Steder		3.00	85.00
	Hepsie Swingley		3.00	82.00
9-13-78	Daisey Carr		3.00	79.00
	Mary Collins		3.00	76.00
	Bernedine Coss		3.00	73.00
9-12-78	Verna Dentler		3.00	70.00
9-13-78	Otto Henkel		3.00	67.00
	Catherine Lally		3.00	64.00
	Carrie Moler		3.00	61.00
9-12-78	Michael Murphy		3.00	58.00
9-12-78	Edna Myers		3.00	55.00
9-13-78	Lillian Wadsworth		3.00	52.00
9-18-78	Stephen J. Blaka		3.00	49.00
	John P. Bud		3.00	46.00
9-20-78	Louisa Ehredts		3.00	43.00
9-18-78	Florence Ellis		3.00	40.00
	Nita W. Haag		3.00	37.00
	Dortha Maxwell		3.00	34.00
9-20-78	Anna Norman		3.00	31.00
9-18-78	Frieda Rause		3.00	28.00
9-20-78	Hilda Snyder		3.00	25.00
	Dora Valk		3.00	22.00
	Ben White		3.00	19.00
9-18-78	Alma Wink		3.00	16.00
10-4-78	Freda Van Scoyoe		3.00	13.00
	Mathilda Varle		3.00	10.00
	Margaret Ryan		3.00	7.00
	John Richman		3.00	4.00
	Georgia Papenhagen		3.00	1.00
10-5-78	Dorthea Baxter		3.00	
10-4-78	Sophie Burkhardt		3.00	
10-5-78	Clara Casos		3.00	
	John Gustafson		3.00	
	Ruth Haas		3.00	

Date	Description (Name of Student)	Cash Rec'd	Cash Paid Out	Cash Balance
10-4-78	Lillie Hotchkiss		3.00	
10-5-78	Helen Lillian		3.00	
	Adelle Lacey		3.00	
10-11-78	Imogene McFadden		3.00	
10-4-78	Marie Mullens		3.00	
10-5-78	John Nieminean		3.00	
10-4-78	Clara Olson		3.00	
	Mae Pfeiffer		3.00	
10-5-78	Mabel Robbins		3.00	
	Laura Sanders		3.00	
11-10-78	Ben White (Voided)	3.00		
11-13-78	Check #473	100.00		58.00
11-27-78	Ken Hasenyagen		3.00	55.00
	Fred Huizenga		3.00	52.00
1-11-79	Kathleen Lorenzen		3.00	49.00
	Stanley Ryan		3.00	46.00
	Gladys Shore		3.00	43.00
	Catherine Siemens		3.00	40.00
1-12-79	Ruth Angell		3.00	37.00
	Mary Andelatti		3.00	34.00
	Edith Bennett		3.00	31.00
	Estelle Borncamp		3.00	28.00
	Virginia Clute		3.00	25.00
	Gertie Ann Edwards		3.00	22.00
1-17-79	Lucille Hanson		3.00	19.00
	Pearl Hess		3.00	16.00
	Lorraine Horner		3.00	13.00
	Nora Johnson		3.00	10.00
1-12-79	Florence Krug		3.00	7.00
	Minnie Lindblom		3.00	4.00
	Etta Mathesen	32.00	3.00	33.00
	Margareta Miller		3.00	30.00
	Helen Winger		3.00	27.00
	Marie Mullins		3.00	24.00
1-17-79	James Potter		3.00	21.00
1-12-79	Mae Pfeiffer		3.00	18.00
	Margaret Ryan		3.00	15.00
	Bessie Schryver		3.00	12.00
	Charlotte Schultz		3.00	9.00
3-7-79		54.00		63.00
3-16-79	Kathryn Daus		3.00	60.00
	Elmer Bender		3.00	57.00
	Harry Diehl		3.00	54.00
	Frank McCann		3.00	51.00
	Delbert Maxson		3.00	48.00
	Messenger, Harold		3.00	45.00
	Walter Steder		3.00	42.00
6-19-79	Balanced Account			31.00

Date	Description (Name of Student)	Cash Rec'd	Cash Paid Out	Cash Balance
6-19-79	Estelle Borncamp		2.00	
	Ruth Brooks		2.00	
	Rebecca Foster		2.00	
	Ethel Gilroy		2.00	
	Glenn Petten		2.00	
	Charlotte Schultz		2.00	
	Jessie Sullivan		2.00	17.00
10-1-79	Balance Carried Forward to 79-80		17.00	<u>-0-</u>

SAUK VALLEY COLLEGE

RURAL ROUTE ONE,

DIXON, ILLINOIS 61021

DATE November 12, 1979

MEMORANDUM

TO: Sauk Valley College Board of Trustees

FROM: Dr. George E. Cole

Re: Tutoring policy

The original tutoring policy, based on a dollar amount, utilized 70% of the state aid and tuition. This amount was originally \$24.00. Following the increase in state aid and tuition the figure is now approximately \$29.50.

It is recommended that the Board approve the following new policy to be effective as of fall semester, 1979:

The rate for tutorial courses at Sauk Valley College shall be established at \$29.50 per credit hour. This new rate is effective as of the fall semester, 1979.

SAUK VALLEY COLLEGE

RURAL ROUTE ONE,

DIXON, ILLINOIS 61021

DATE November 12, 1979

MEMORANDUM

TO: Sauk Valley College Board of Trustees

FROM: Dr. George E. Cole

Re: Summer school policy

One of the problems which became evident in Grievance 17 was that the policy of requiring each summer school class to break even should have been separated from the tutoring policy.

For that reason, it is recommended that the Board adopt the following policy on summer school:

It shall be the policy at Sauk Valley College that sufficient revenue be generated by each summer school class to cover the instructional costs. Revenue is defined as the cumulative total of tuition and estimated state aid.

SAUK VALLEY COLLEGE

RURAL ROUTE ONE,

DIXON, ILLINOIS 61021

11-12-79

DATE September 5, 1979

8-2
CONFIDENTIAL

MEMORANDUM

TO: Sauk Valley College Board of Trustees

FROM: Dr. George E. Cole

The attached petition was received in my office on August 31. This petition was signed by 36 members of the classified staff. Although the petition is self-explanatory, the key issue is whether or not the staff will be granted three days between Christmas and New Years as time off with pay, forced vacation, or time off without pay. The petition was discussed at our administrative council meeting on Tuesday and several interesting questions were raised:

1. Granting this time off with pay would be equivalent of giving up 150 to 160 working days for the classified staff. Even though this would not be a direct out-of-pocket institutional cost the action might indicate to the public (during a time of cost cutting) that we are able to give up one-half year of classified working days.

2. In the past, we have generally treated classified personnel the same as other non-faculty people in that they receive almost all the fringe benefits of the faculty and administration...would we not be setting a bad precedent by treating them differently in this case than we do the administrative staff?

3. Would it not be more effective over the long run to fully fund the classified pay scale so that our salaries would be more in line with the surrounding schools? At the present time we seem to have an unusually high turnover (although there is no comparative data to support this).

4. One of the concerns of the classified staff is that during earlier cost cutting efforts, time off with pay was given in lieu of a raise and then later this was taken away from them, which called into question whether or not they really received a raise that year.

5. There is always the specter of this group becoming organized and seeking a bargaining unit. Although most administrators feel that this is not very probable, interest in this type of effort has been expressed in the past.

6. By using three personal days per year (which are charged to the sick leave) classified personnel in effect receive 15 days of vacation. (12 vacation days + 3 personal days)

continued....

In consideration of these points raised by the other administrators in administrative council, and as the President charged with the responsibility of advising the Board, I would like to make the following observations:

1. At the present time our classified staff is underpaid and to bring them into line with other schools we should fully fund the schedule. If we did this, it would cost approximately \$25,000 if this was made retroactive to July 1.
 2. The practice of forcing individuals to take vacation days over the Christmas holidays creates a hardship in that they cannot take an extended vacation with their families during the summer. Most of them cannot afford to take time off without pay.
 3. Some of these instances have caused resentment towards the system. The prospect of a bargaining unit for classified personnel remains a possibility and only needs the effort of a professional organizer to bring it into reality. It would require formal approval by the Board of Trustees, but many of the surrounding colleges who have chosen not to recognize bargaining units, have still ended up with them. Our faculty association would like nothing better than to have a classified bargaining unit. If a unit is formed here, in the long run it would probably cost the Board a great deal more than full funding the classified pay scale or granting an additional three days off with pay.
 4. It is my own personal point of view that granting the three days off with pay would be a positive gesture on the part of the Board and would require no direct budget expenditure during this fiscal year. It would help the classified personnel have a more positive attitude and also help them endure the erosion of their personal salaries through inflation. Although I personally do not like to yield to pressure brought about by a petition, it was my intention to ask for full funding of the classified salary schedule this year when the actual financial picture of the college could be more accurately assessed.
- I would therefore recommend that the Board discuss this issue in detail in executive session (as it is a personnel item). From a purely practical point of view it represents an inexpensive way of buying more time and of improving the overall morale of the classified staff. I do not mean to imply that the morale is in any way, shape, or form, down at this time, but inflation has tended to take a big bite out of everyone's salary and from a long range point of view we are going to have to do something about classified staff salaries.

C/6

November 1, 1979

MEMORANDUM

TO: Board of Trustees and President Cole

FROM: Robert Edison *Bob*

RE: Board Meeting, 11-12-79 (Three enclosures)

Enclosed herein are reports which have been submitted on an annual basis for the past many years. These reports are for general information and should any questions arise in reference thereto I should be happy to answer to the best of my ability, or to require representation for the proper response.

Included herein are:

- 1) Historical record of the Sauk Valley College Assessed Valuation from 1974 through 1978.
- 2) Insurance Report submitted to the Board of Trustees annually and subsequent to the annual audit.
- 3) A copy of the June, 1979, Fiscal Year Site & Construction Report. This report comprehensively includes total income activity and total expenditure activity which has occurred within this fund since the origin by bond issue created this fund.

RE:fsb

3 Encls.

TAX BREAKDOWN SAUK VALLEY COLLEGE

<u>Breakdown</u>	<u>1974</u>	<u>1975</u>	<u>1976</u>	<u>1977</u>	<u>1978</u>
Whiteside County					
Real Estate	\$ 228,780,290	\$ 229,863,152	\$ 249,600,414	\$ 255,204,852	\$ 275,063,671
Personal	41,151,340	40,855,398	41,337,867	37,790,398	46,816,604
Railroad	2,246,028	2,608,059	2,082,442	1,143,469	1,241,688
Assessed Valuation	<u>\$ 272,177,658</u>	<u>\$ 273,326,609</u>	<u>\$ 293,020,723</u>	<u>\$ 294,138,719</u>	<u>\$ 323,121,963</u>
Lee County					
Real Estate	\$ 165,134,745	\$ 168,685,665	\$ 175,472,420	\$ 185,886,138	\$ 198,503,539
Personal	27,371,387	27,342,151	25,793,330	26,666,744	28,803,529
Railroad	1,780,261	1,630,695	1,250,275	1,074,409	1,114,265
Assessed Valuation	<u>\$ 194,286,393</u>	<u>\$ 197,658,511</u>	<u>\$ 202,516,025</u>	<u>\$ 213,627,291</u>	<u>\$ 228,421,333</u>
Henry County					
Real Estate	\$ 1,806,565	\$ 1,774,266	\$ 2,108,785	\$ 2,125,632	\$ 2,128,678
Personal	70,947	66,930	50,185	86,701	73,787
Railroad	-0-	-0-	-0-	-0-	-0-
Assessed Valuation	<u>\$ 1,877,512</u>	<u>\$ 1,841,196</u>	<u>\$ 2,158,970</u>	<u>\$ 2,212,333</u>	<u>\$ 2,202,465</u>
Bureau County					
Real Estate	\$ 26,470,415	\$ 26,769,590	\$ 30,574,430	\$ 30,078,060	\$ 31,005,010
Personal	2,027,565	2,129,185	1,974,570	2,126,810	2,848,410
Railroad	447,842	344,650	311,262	167,425	181,314
Assessed Valuation	<u>\$ 28,945,822</u>	<u>\$ 29,243,425</u>	<u>\$ 32,860,262</u>	<u>\$ 32,372,295</u>	<u>\$ 34,034,734</u>
Ogle County					
Real Estate	\$ 32,335,330	\$ 32,671,877	\$ 38,546,550	\$ 38,551,788	\$ 41,083,371
Personal	1,881,660	1,853,491	2,373,187	2,511,724	2,603,784
Railroad	455,995	375,267	375,246	213,198	229,965
Assessed Valuation	<u>\$ 34,672,985</u>	<u>\$ 34,900,635</u>	<u>\$ 41,294,983</u>	<u>\$ 41,276,710</u>	<u>\$ 43,917,120</u>
Carroll County					
Real Estate	\$ 23,420,875	\$ 26,437,770	\$ 30,491,860	\$ 32,362,605	\$ 33,475,660
Personal	1,241,390	1,417,755	1,219,775	1,478,495	1,582,700
Railroad	674,589	511,815	495,092	243,036	270,912
Assessed Valuation	<u>\$ 25,336,854</u>	<u>\$ 28,367,340</u>	<u>\$ 32,206,727</u>	<u>\$ 34,084,136</u>	<u>\$ 35,329,272</u>
TOTALS					
Real Estate	\$ 477,948,220	\$ 486,202,320	\$ 526,794,459	\$ 544,209,075	\$ 581,259,929
Personal	73,744,289	73,664,910	72,748,914	70,660,872	82,728,814
Railroad	5,604,715	5,470,486	4,514,317	2,841,537	3,038,144
	<u>\$ 557,297,224</u>	<u>\$ 565,337,716</u>	<u>\$ 604,057,690</u>	<u>\$ 617,711,484</u>	<u>\$ 667,026,887</u>

SUMMARY OF INSURANCE COVERAGES

SUAK VALLEY COLLEGE

9/5/79

Type	Agent Company & Policy Number	Amount of Insurance	Summary	Policy Period	Annual Cost
1. Package Policy					
A. Fire Ins.	W.W.L. & W. International 500-054469-3	* \$1,184,000.	Blanket "All Risk Replacement Cost Buildings & Personal Property Agreed Amount Clause applies \$500 Disappearing Deductible	8-15-77 to 8-15-80 A	\$1,510.
50% Sec. I	Vearl Benoy U.S.F.&G. SMP 556615	* \$1,184,000	*Includes \$6,000 Contents at 203½ First Ave., Rock Falls, IL.	8-15-77 to 8-15-80 A	\$1,451.
TOTAL BUILDING & CONTENTS		* \$2,130,000.			
Extra Expense	W.W.L.&W.	\$ 25,000.	To cover any extra expenses necessary to continue school subsequent to insured loss		\$ 74.
	Vearl Benoy	\$ 25,000.	40-80-100 Recovery Period No Deductible		\$ Incl.
TOTAL EXTRA EXPENSE		\$ 50,000			
B. Open Stock Burglary	W.W.L.&W. International	\$ 55,000	Covers loss of property resulting from forcible entry. (exterior door only) Blanket Basis \$50 Deductible		\$1,004.
C. Comprehensive General	W.W.L.&W. International	500/500,000B.I. 100,000P.D.	Covers all sums insured shall be obligated to pay due to bodily injury or property damage. Includes personal injury, corporal punishment, board members named insureds, product liability, incidental malpractice, lab. & work experience public schools endorse- ment. Incl. Location #2, 203½ First Ave., Rock Falls, IL.		\$4,940. Deposit Premium

D. Money Coverage	W.W.L.&W. International	\$2,500 YearRound 7,500 Cash 55,000 Checks (Stipulated Enrollment Periods)	Covers loss of money inside and outside premises.		\$ 192.
E. Fidelity	W.W.L.&W.	\$150,000.	Covers dishonesty of all employees on blanket basis.		\$ 383.
F. Inland Marine 1. Scientific Instrument	W.W.L.&W. International ML208690	\$ 30,000.	"All Risks" coverage on Taylor 16" Telescope \$250 Deductible		\$ 225.
2. Camera Equipment		\$ 11,808	"All Risks" on items owned by SYC at Blackhawk F.T.C.		\$ 35.
II. Comprehensive General Automobile	W.W.L.&W. International 1301792463	\$250/1,000,000 B.I. 100,000 P.D. 5,000 Med. Pay	Covers all owned Vehicles, \$50 Ded. Comprehensive on 71 IHC Dump only	8-15-79 to 8-15-80	\$1,349.
1. Owned Autos		Comprehensive \$50 & \$100 Ded. Collision 10/20,000 U.M.			
2. Non-Owned Autos		\$250/1,000,000 B.I. 100,000 P.D.	Covers insured for vicarious liability of employees use of own automobiles on school business.		\$ 227.
III. Workers Compensation	W.W.L.&W. International 408-10-73-31	\$100,000	Statutory coverage on employees injured in course of employment	8-15-79 to 8-15-80	\$9,886. Deposit Premium
IV. Comprehensive Catastrophe	W.W.L.&W. International 523-0435356	\$1,000,000	Umbrella Liability insurance over and above basic liability coverages, \$10,000 retention on losses not insured under basic coverage, First dollar defense.	8-15-79 to 8-15-80	\$1,105

V. Travel Accident Insurance					
A. Board & Prof. Employees	W.W.L.&W. Federal 64000583	\$25,000 Prin. Sum 150,000 Aggregate	Covers board members & Prof. Employees while traveling away to from school premises on school business.	8-15-79 to 18-15-80	\$ 427.
B. Nursing Students	W.W.L.&W. Federal 64037298	\$ 5,000 Principal Sum 500 Med. Pay.	Covers students while away from resident or SVC for accidental injury	8-31-79 to 8-31-80	\$1,000. (Dep.Prem.)
VI. Nursery School	W.W.L.&W. Nationwide GBH 30137	\$ 1,000 Death 10,000 Dismemberment	Covers all nursery school children as named on policy. No deductible Deposit Rate \$2.00 part-time \$2.75 Full-time	9-1- 79 to 9-1 80	\$ 180. Deposit
A. Accident					
B. Day Camp	Nationwide GBH 31870	\$ 2,500 Death 5,000 Dismemberment	Covers all day camp students for accidental injury	6-11-79 to 8-3-79	\$ 65.28
VII. Board of Education Liability	W.W.L.&W. Continental Casualty Co. 1169408-1	\$1,000,000.	Covers alleged "wrongful acts" on part of members of the board and all other employees of school district. \$1,000 retention	8-15-78 to 8-15-81	\$3,060.
VIII. Public Official Bond	Peterson-Detweiler Kemper 7S287277	\$1,200,000.	Treasurer's Bond	7-1-77 to 6-30-80	\$ 545.
IX. Public Official Bond	400EW8908	\$ 550,000.	Site & Construction Fund	7-1-77 to 6-30-80	\$ 191.
X. Sports Accidents	Peterson-Detweiler Western Cas. TSM28121	\$ 5,000 Death & Dismemberment \$ 5,000 Blanket Medical Expense	Covers athletic team while traveling to and from, and engaging in athletic contets including practice. Includes coaches and managers.	9-1-79 to 9-1-80	\$1,500. approx.

XI. Group Life, Hospital Surgical & Major Medical	Prudential Ins. Co, 42675	**	Covers all full time employees 9-1-74	Variable
**Life equal to one times basic annual earnings Hospital - \$45 daily limit Surgical - \$2,000 modified schedule Major Medical - \$100 Deductible; 80/20 contribution only on first \$2,500. Maternity - \$300 Accident Benefit				

June 30, 1979

SITE AND CONSTRUCTION FUND FROM INCEPTION

Proceeds from Sale of Bonds	\$ 3,975,000.00
Bond Premium	1,244.18
Investment Income	571,660.17
Contributions (Landscaping, Child Care, Library, Misc.)	65,548.33
Library - Title VI Reimbursement	28,163.00
Vocational Education Equipment Reimbursement	750,000.00
Rental Income	363,092.29
Other Income	4,804.80

Total Amount Available Through June 30, 1979

\$ 5,759,512.77

LESS EXPENDITURES:

Site Acquisition and Improvements - June 30, 1966	\$ 91,203.47
Site Acquisition and Improvements - June 30, 1967	439,170.05
Site Acquisition and Improvements - June 30, 1968	132,595.86
Site Acquisition and Improvements - June 30, 1969	4,210.80
Site Acquisition and Improvements - June 30, 1970	10,862.80
Site Acquisition and Improvements - June 30, 1971	1,909.69
Site Acquisition and Improvements - June 30, 1972	(8,300.00)
Site Acquisition and Improvements - June 30, 1973	10,284.62
Site Acquisition and Improvements - June 30, 1974	43,804.58
Site Acquisition and Improvements - June 30, 1976	17,579.25

743,321.12

New Buildings and Improvements - June 30, 1966	\$ 99,047.47
New Buildings and Improvements - June 30, 1967	622,593.74
New Buildings and Improvements - June 30, 1968	1,856,677.11
New Buildings and Improvements - June 30, 1969	46,689.51
New Buildings and Improvements - June 30, 1970	(12,433.38)
New Buildings and Improvements - June 30, 1971	44,068.07
New Buildings and Improvements - June 30, 1972	15,807.05
New Buildings and Improvements - June 30, 1973	780.42
New Buildings and Improvements - June 30, 1974	1,935.00
New Buildings and Improvements - June 30, 1975	73,595.53
New Buildings and Improvements - June 30, 1976	112,775.23
New Buildings and Improvements - June 30, 1977	6,629.94
New Buildings and Improvements - June 30, 1978	3,462.19
New Buildings and Improvements - June 30, 1979	91,805.09

2,963,432.97

Title VI - Library - June 30, 1967	\$ 4,172.91
Title VI - Library - June 30, 1968	32,162.20
Equipment - Regular - June 30, 1967	168,142.84
Equipment - Regular - June 30, 1968	4,465.11
Equipment - Regular - June 30, 1970	235,846.43
Equipment - Regular - June 30, 1971	51,624.13
Equipment - Regular - June 30, 1972	889.25
Equipment - Regular - June 30, 1974	2,541.01
Equipment - Regular - June 30, 1977	950.00
	\$ 500,793.88

Vocational Education Equipment - 1968 through 1975	\$ 750,137.36
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1,250,931.24

Total Expenditures through June 30, 1979. \$ 4,957,685.33

Balance June 30, 1979. \$ 801,827.44

Fund Balance Consists of:

Cash in Dixon National Bank	\$ 24,227.80
Cash in Harris Trust	6,811.09
Time Deposits	770,788.55
	\$ 801,827.44

June 30, 1979

SITE AND CONSTRUCTION FUND through June 30, 1979

PAYEE	PURPOSE	BUILDINGS, LAND, ETC.	OTHER CAPITALIZED COSTS	ALLOWED BY ILL. BUILDING AUTHORITY
Albrecht Well Drillers	Water Well	\$ 5,332.00	\$ ---	\$ ---
Art Drapery Studios	Theatre draperies	---	1,831.00	---
Baartol Co., Inc.	Flag pole	---	681.12	---
Joe J. Beeler	Appraisal	---	485.00	---
Benoy Ins. Co.	Builder's Risk	947.00	---	---
Big Rock Nursery	Shrubs and trees	679.00	---	---
Bond Buyer	Advertising for bond issue	---	98.00	---
Branson Elec.	Transformer-Little Theatre	---	2,239.31	---
Brauer Family	Land and Right-of-Way	8,650.00	---	---
Butcher Bros.	Moving expenses	---	9,786.00	---
Byron Material Co.	Field tile	---	6,862.80	---
Cal Caldwell	Appraisal	---	440.00	---
Chapman-Cutler	Bond opinion	---	4,000.00	---
Child Care Building	All costs	59,599.27	---	---
Claiborne, Duain	Supervisor, Temp. bldg.	1,280.00	---	---
Commonwealth Edison Co.	Power Line (Temp.)	---	3,969.30	---
Crescent Electric Co.	Cafeteria lighting revision	---	12.42	---
Curtis Industries	Fasteners for curtain track	---	170.86	---
Daily Gazette	Adv. for Surety Bond	---	2.85	---
Dixon Commercial Electric	Lecture room lights	---	2,500.00	---
Dixon National Bank	Check charges	---	21.18	---
Deady Chemical Co.	Pumps-Water treatment	---	3,884.71	---
Donovan Constr. Co.	Athletic field	---	4,000.00	---
DuBois Chemical Co.	Water treatment	---	1,434.00	---
Dunlop & Dunlop	Abstractors	---	39.00	---
Durrant, Deininger, etc.	Architect and Phase II	12,212.50	3,433.15	362,740.98
Durrant, Deininger, etc.	Interior Design-New Bldg.	---	20,921.35	---
Elcen Metal Products	Little Theatre Curtains	---	820.52	---
Engel Electric	Transformer & Misc.	---	5,300.98	---
Engel Electric	Roadway & Parking lights	---	---	119,961.04
Engel Electric	Data Proc. Elec (1873.00; Corridor lights (407.02); Voc. Dept. (1904.04); A.V. (1896.10); Fire Alarm (1762.00)	---	7,842.16	---

PAYEE	PURPOSE	BUILDINGS, LAND, ETC.	OTHER CAPITALIZED COSTS	ALLOWED BY ILL. BUILDING AUTHORITY
Farm Supply Service	Fertilizer	\$ ---	\$ ---	\$ 236.04
Franke & Miller; also Schippers, Betar, Lamendella & Obrien	Legal Services	---	37,075.89	---
Franke & Miller (Norman & Billek)	Legal Services	---	1,660.00	---
Fraza Materials	Concrete for fence	---	---	47.68
Haskells	Moving expense	---	154.00	---
Holding Pond	All costs 1971-72	1,749.35	---	---
" "	" " 1972-73	148.00	---	---
" "	" " 1973-74	242.06	---	---
" "	" " 1974-75	3,341.23	---	---
" "	" " 1975-76	83,937.00	---	---
" "	" " 1976-77	(1,460.91)	---	---
Honeywell, Inc.	Demand controllers	---	12,420.00	---
Wm. Hoyle	Option	---	1.00	---
Humphrey Agency	Treas. Bond	---	2,799.00	---
Ill. Building Authority	College Portion	---	---	1,746,145.33
Kewanee Laboratories	Science Labs	20,580.40	---	---
Klein & Heckman	Plumbing & Sewage Plant	34,675.19	---	32,541.55
Kra-Kraft Displays	Bldg. Directories	---	1,668.00	---
Ladd Construction	Parking & Roadways	---	---	80,342.27
J.S. Latta	Little Theatre seating(27,386.60); Bulletin Board (238.25)	---	27,624.85	---
V.H. Lawrence	Earth moving and clearance	---	---	1,850.00
Lee Co. Title & Abstract Co.	Title search and insurance	---	250.00	---
Lee Co. Treasurer	1966 and 1967 taxes	---	718.87	---
Lohse Nursery	Landscaping	---	1,026.80	9,425.84
Midwest Fence	Flag pole and sewage fence	---	---	1,016.00
Municipal Research Assoc.	Financial Serv. Bonds	---	2,032.87	---
Northern Banknote Co.	Printing of Bonds	---	350.44	---
Nusbaum Transfer & Storage	Moving expenses	---	4,527.40	---
Osterburg	Foundation recommendations	---	---	330.80
Paintcraft	Sealing of lots	---	2,475.00	---
Permanent Bldg. Bid Adv.	Adv. Bldgs	---	316.31	---
Peterson Detweiler Co.	Treas. Bond	---	573.00	---
Richard J. Prescott	Flag pole installation	---	340.00	---
Propheter Constr. Co.	Building T-1	181,440.74	---	---
Propheter Constr. Co.	Grading & Parking	---	---	195,782.30

PAYEE	PURPOSE	BUILDINGS, LAND, ETC.	OTHER CAPITALIZED COSTS	ALLOWED BY ILL. BUILDING AUTHORITY
Propheter Constr. Co.	Storm Drainage	\$ ---	\$ ---	\$ 37,329.44
Raths, Raths & Johnson	Building repairs	---	25,556.43	---
Floyd Reed	Fence erector	---	---	400.00
Reitzel Electric	Electrical	60,179.46	---	---
Simple Space Rite Signs	Door letter	---	1,295.40	---
Roadway Repairs & Sealing	All costs 1973-74	---	32,398.58	---
" " "	" " 1975-76	---	17,579.25	---
" " "	" " 1978-79	---	66,645.85	---
Schmitt Plumbing & Heating	Voc. Tech. Plumbing	---	1,651.48	---
Schuler, Goldie, Chas., Nancy	Land and interest	59,933.33	4,376.00	102,666.67
Schuler, Chas.	Roadway repairs	---	---	161.82
Scott Eng. Sciences	Moving Language Lab	---	8,887.00	---
Sears, Roebuck & Co.	Shades for offices	---	529.12	---
B.F. Shaw Printing Co.	Bids for Surety Bond	---	32.00	---
Stone Ins. Agency	Treas. bond	---	302.00	---
Stutzke Excavating	Site preparation	---	---	4,210.80
Testing Engineers	Soil-foundation investigation	---	---	2,553.60
Thomeway Lines	Moving expenses	---	106.00	---
Town & Country Home Improv.	Moving seating	---	527.47	---
Ward & Ward	Services on Bond Issue	---	6,000.00	---
Ward & Ward	Legal services	---	9,555.64	---
Warzyn Eng. Service	Sub-soil investigation	---	(162.28)	1,825.56
Wayne Feed Supply	Grass seed & fence (568.80)	---	---	2,304.80
Weaver Sheet Metal	Heating	40,532.84	---	---
Weaver Sheet Metal	Ventilating/Kitchen duct work*	6,275.00	635.00*	---
Welding Lab	All costs 1973-74	1,692.94	---	---
" "	" " 1974-75	58,647.78	---	---
" "	" " 1975-76	6,373.02	---	---
Karl Wentzel	Treas. Bond	---	733.00	---
C.K. Willett	Survey-topographic	---	---	1,445.91
Willett, Hoffman	Revision Topographic map	---	---	820.31
Wooden, Floyd	Lab remodeling	---	620.00	---
Part-time movers	Moving expenses	---	18.90	---
Moving expense	June 1970	---	(5,045.00)	---
Misc. Vendors	Sound proofing, canteen wiring, cafeteria lights	---	3,151.92	---

PAYEE	PURPOSE	BUILDINGS, LAND, ETC.	OTHER CAPITALIZED COSTS	ALLOWED BY ILL. BUILDING AUTHORITY
Willeys Realty	Appraisal	\$ ---	\$ 460.00	\$ ---
Installation Donated X-Ray Machine	1978	---	2,985.25	---
		<u>\$646,987.20</u>	<u>\$355,628.15</u>	<u>\$2,704,138.74</u>
Total (Columns 1-2-3-)				\$3,706,754.09
Add: Equipment Category.				<u>1,250,931.24</u>
GRAND TOTAL OF EXPENDITURES.				<u>\$4,957,685.33</u>