

WILLIAM RAINEY HARPER COLLEGE  
34 West Palatine Road  
Palatine, Illinois 60067

AGENDA  
January 12, 1967

- I. Call to Order
- II. Roll Call
- III. Approval of Minutes
- IV. Approval of Bills
- V. Communications
- VI. Unfinished Business
- VII. New Business
  - A. Recommendation - Annexation of College Property to Palatine Village (Exhibit A).
  - B. Analysis and Recommendation - Harper College Insurance Program (Exhibit B).
  - C. Recommendation - Student Personnel Policies (Exhibit C).
  - D. Recommendation - Voting Precincts (Exhibit D).
  - E. Recommendation - Contract Agreement for Full Time Academic Employees (Exhibit E).
  - F. Illinois Association of Community and Junior Colleges - Implementation of New Constitution for IAJC - Board Approval of Dues Structure (Exhibit F).
  - G. Resolution by Board - Area Vocational School and Participation in Vocational Education Act of 1963 (Exhibit G).

- H. Approval of Position of Data Processing Programmer - Analyst (Exhibit H).
- I. Recommendation - Comptroller and Purchasing Agent Staff (Exhibit I).
- J. Recommendation - Bond Sale Date for Remaining \$4,000,000 (Exhibit J).
- K. Other

IX. President's Report

- A. Annual Financial Statement published December 6, 1966.
- B. Request to Elk Grove Village for Zoning Variation.
- C. North Central Visitation Report
- D. Arthur D. Little Summary Report
- E. Other

X. Adjournment

WILLIAM RAINEY HARPER COLLEGE  
BOARD OF JUNIOR COLLEGE DISTRICT 512  
COOK COUNTY, ILLINOIS

Minutes of the Regular Board Meeting, Thursday, January 12, 1967.

CALL TO ORDER: The meeting of the Board of Junior College District No. 512 was called to order at 8:15 P.M. at 799 East Kensington Road, Mount Prospect, Illinois by President Haas.

ROLL CALL: Present: Hamill, Hansen, Haas, Nicklas, and O'Dea.

Absent: Bernstein and Johnson

Also present: Ralph P. Klatt, Des Plaines Suburban Times; Elaine Mehlman, Paddock Publications, Inc.; Charlene S. Baron, League of Women Voters; Alan S. Gage, Barrington, Illinois; Art Jarris, Hoffman Estates; Elizabeth Alanne, Day Publications; Eleanor Williams and John Upton, Harper College.

President Haas introduced Mr. Gerald Smith, Executive Secretary of the Illinois Junior College Board.

MINUTES: Member Hamill moved and Member O'Dea approved the minutes of the Regular Board Meeting of December 8, 1966 and the Special Board Meeting of December 29, 1966. Motion unanimously carried.

INVOICES: Member Hamill moved and Member O'Dea seconded the approval of the payroll of January 31, 1967 in the amount of \$19,948.01 and the invoices of January 12, 1967 as follows:

Educational Fund. . . . .	\$ 33,943.57
Building Fund . . . . .	1,929.10
Site & Construction Fund. . . . .	<u>92,400.05</u>
	\$128,272.72

Upon roll call, the vote was as follows:

Aye: Haas, Hamill, Hansen, Nicklas, and O'Dea.

Nay: None

COMMUNICATIONS:

Secretary Nicklas read a communication from Ross, Hardies, O'Keefe, Babcock, McDugald, & Parsons, Attornies at Law, indicating that the Illinois Junior College Board recently denied the Lake County Junior College petition and expressing appreciation to President Lahti and the Board of Harper College for their cooperation and support in aiding School District #207 in their efforts to seek approval for annexation to Junior College District #512. This communication was placed on file.

Mrs. Nicklas outlined the recent North Central Association evaluation report and indicated that we had received a very favorable review from Dr. Charles Hicks relative to our progress to date. Dr. Lahti indicated that the staff and Board of Harper College had their work "cut out" for them before we could expect to obtain full membership in the North Central Association. He further stated that the College district had two possible options to choose from in qualifying for membership. The first option related to placing the College in candidacy for membership to be reviewed periodically as our progress continues. The second option related to being placed in direct contention for membership at the time we graduate our first class. Dr. Lahti further indicated that the option we may choose will depend on the situation at the time we feel candidacy is desired. This communication was placed on file.

UNFINISHED BUSINESS:

Member O'Dea brought up the matter of Mr. Hines' letter of December 21, relating to our request for future credit on the use of local monies for present building purposes. Since this matter was to be discussed in another portion of the agenda, it was postponed.

Member Bernstein entered the meeting at 8:25 P.M.

NEW BUSINESS:

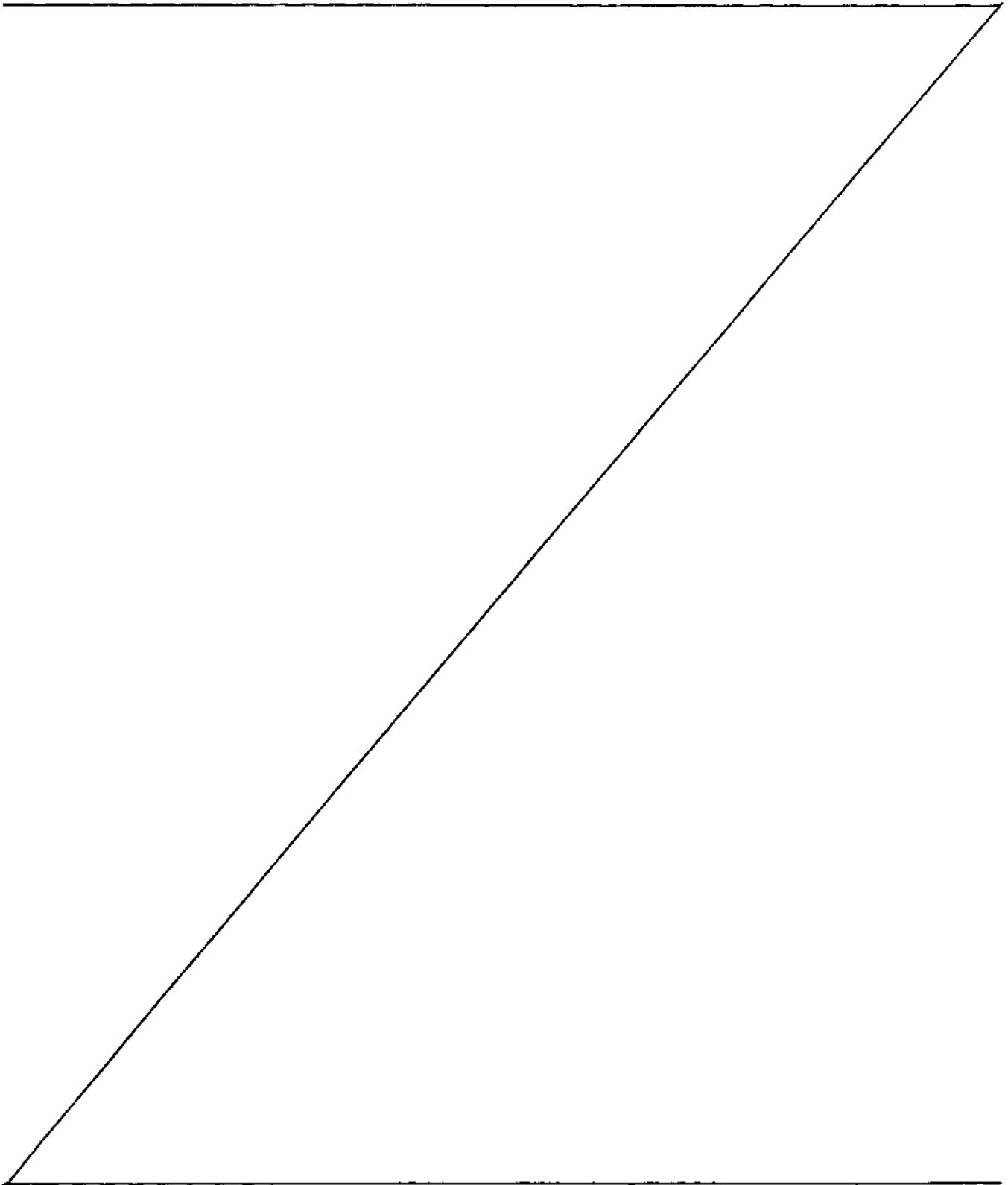
Annexation to  
Palatine Village

Attorney Hines presented the following resolution to the Board relative to the annexation of College property (namely the Jayne Farm and smaller portions to the east) presently owned by Junior College

NEW BUSINESS:  
CONTINUED

District #512 to the Village of Palatine.

(RESOLUTION ATTACHED TO ORIGINAL COPY OF MINUTES)



R E S O L U T I O N

WHEREAS, the Board of Junior College District #512, County of Cook and State of Illinois, owns real estate situated in unincorporated territory on which it is intended to construct certain school buildings, and it is understood said real estate will be adjacent to the Village of Palatine, County of Cook and State of Illinois; and

WHEREAS, it will be to the advantage of the District to have the said real estate annexed by the Village of Palatine in that the property and school buildings to be erected thereon will benefit from municipal services that thus become available;

NOW, THEREFORE, BE IT RESOLVED that the Board of Junior College District #512, County of Cook and State of Illinois, does hereby request and recommend the annexation by the Village of Palatine, County of Cook and State of Illinois, by its corporate authorities, of the following described real estate:

The West half of the Northeast quarter of Section 33, Township 42 North, Range 10 East of the Third Principal Meridian, lying North of the center line of Algonquin Road, together with the East half of the Northwest quarter of said Section 33, lying North of the center line of said road in Cook County, Illinois; together with

Those parts of Lots 1, 2, 3, 4, 5, 6, and 7 in Geisler's Subdivision of parts of the Southwest quarter of Section 27, the Southeast quarter of Section 28, the Northeast quarter of Section 33 and the Northwest quarter of Section 34, Township 42 North, Range 10 East of the Third Principal Meridian described as follows: Beginning at the Northwest corner of Lot 1; thence East along the Northern line of said Lot 1 for a distance of 743.0 feet; thence Southeast to a point on the South line of Lot 1, which is 748.0 feet East of the West line of said Lot 1; thence Southwest to a point on the South line of Lot 2 which is 690.0 feet East of the West line of said Lot 2; thence Southwest to a point on the South

line of Lot 3, which is 662.0 feet East of the West line of Lot 3; thence Southwest to a point on the South line of Lot 4, which is 625.0 feet East of the West line of said Lot 4; thence Southwest to a point on the South line of Lot 5, which is 605.0 feet East of the West line of said Lot 5; thence Southwest to a point on the South line of Lot 6, which is 584.0 feet East of the West line of said Lot 6; thence Southwest to a point on the South line of Lot 7, which is 582.0 feet East of the West line of said Lot 7; thence West along the South line of Lot 7 a distance of 582.0 feet to the West line of said lot; thence North along the West lines of said lots to the point of beginning; together with

That part of Lot 11 in Geisler's Subdivision of parts of the Southwest quarter of Section 27, the Southeast quarter of Section 28, the Northeast quarter of Section 33 and the Northwest quarter of Section 34, Township 42 North, Range 10 East of the Third Principal Meridian, described as follows: Beginning at the Northwest corner of Lot 11; thence East along the North line of said lot for a distance of 550.0 feet; thence Southeast to a point on the South line of said lot, which is 620.0 feet East of the West line of said lot; thence West along said South line a distance of 620.0 feet to the West line of said lot; thence North along the West line of said lot to the point of beginning; together with

That part of the East half of the Southeast quarter of Section 28, Township 42 North, Range 10 East of the Third Principal Meridian, lying North of the North line of Lot 1 in Geisler's Subdivision, lying South of a line 435.70 feet North of and parallel with the South line of the East half of the Southeast quarter of said Section 28, lying between the West line of said Lot 1 extended North and a line 743.0 feet East thereof and parallel thereto, all in Cook County, Illinois.

BE IT FURTHER RESOLVED that the Secretary of this Board be and hereby is directed to transmit a certified copy of this resolution to the corporate authorities of said Village of Palatine.

PASSED this 7 day of January, 1967.

James A. Hoar  
President

ATTEST:

Paula M. Sucklas  
Secretary

NEW BUSINESS:  
CONTINUED

Member Hamill moved and Member Bernstein seconded the motion to adopt the above resolution.

Upon roll call, the vote was as follows:

Aye: Hamill, Hansen, Haas, Nicklas, O'Dea and Bernstein.

Nay: None

Member Johnson entered the meeting at 8:35 P.M.

Analysis of Harper  
College Ins.  
Program

The Harper College Insurance program was reviewed by Mr. A. Jarris of Flynn, Harrison, & Conroy, Inc. This consisted of a review of the coverage now being carried by the district, with corresponding costs, the additional current coverage recommended, with corresponding costs, and consideration for projected insurance needs in the near future.

Member Johnson moved and Member Hamill seconded the motion to approve the expenditure of \$2,854.30 for the additional insurance coverage needed at this time resulting from this review.

Member Bernstein requested that the motion be amended to the amount of \$977.00 instead of \$2,854.30 since \$1,877.30 coverage was already in effect. Amendment accepted by Members Johnson and Hamill.

Upon roll call, the vote was as follows:

Aye: Hamill, Hansen, Haas, Nicklas, O'Dea, and Bernstein, and Johnson.

Nay: None

Student Personnel  
Policies

After discussion of the proposed Student Personnel Policies, the following amendments were recommended: Student Freedom and Responsibility and Student Government: Line 2 - eliminate the word "young". Line 5, change the word "formulation" to the word "development". Placement and Financial Aid: Line 4, delete the word "comprehensive".

NEW BUSINESS:

CONTINUED

Student Personnel  
Policies (contd.)

Paragraph 3, Line 1, change "will" to "aims at" and the word "provided" to "providing".

Member Bernstein moved and Member Hamill seconded the motion to adopt the Student Personnel Policies as amended.

Upon roll call, the vote was as follows:

Aye: Hamill, Hansen, Haas, Nicklas, O'Dea, Johnson, and Bernstein.

Nay: None

Voting Precincts

Member Hansen moved and Member Bernstein seconded the motion to adopt the recommendation for voting precincts as presented. This recommendation involved establishing identical precincts to the ones used in the April 9th board election and June 4th referendum.

Upon roll call, the vote was as follows:

Aye: Hamill, Hansen, Haas, Nicklas, O'Dea, Bernstein, and Johnson.

Nay: None

Contract for  
fulltime academic  
employee

Attorney Hines presented the recommended academic employee contract agreement to the Board for discussion.

Member Bernstein moved and Member Hansen seconded the motion to adopt this agreement form as presented for use with the Harper College fulltime academic employees as an annual contract for the first three years prior to obtaining staff tenure.

Member Nicklas indicated concern relative to Item 4 Line 4 referring to the words "one year". It was recommended that the motion be amended to modify these three words from "of one year" to "not to exceed one year". This amendment was accepted by Members Bernstein and Hamill.

Contract for Fulltime  
Academic Employee  
(Contd.)

Upon roll call the vote was as follows:

Aye: Hamill, Hansen, Haas, Nicklas, O'Dea,  
Bernstein, and Johnson.

Nay: None

Ill. Assoc. Jr.  
Colleges New  
Constitution  
Dues Structure

Member Nicklas reviewed the recommendation for affiliation of District No. 512 to the Illinois Association of Community and Junior Colleges, the implementation of a new constitution, and the proposed dues structure, and asked the approval of the Board relative to the above mentioned items. After some discussion, it was concluded that, for the time being, although the organization and dues structure was not necessarily ideal, the only reasonable alternative was to move forward and aid in the development of this association.

Member Bernstein moved and Member Hansen seconded the motion to approve affiliation with this association and approve the payment of dues as indicated in the dues structure outline. Member Johnson requested that the motion be amended to indicate if, after evaluation, the dues structure was found to be inadequate to support the organization, the organization be urged to request a further increase in monies to adequately support the activities of said organization. Amendment accepted by Bernstein and Hansen.

Upon roll call, the vote was as follows:

Aye: Hansen, Haas, Nicklas, O'Dea, Bernstein,  
and Johnson.

Nay: Hamill

Area Vocational  
School & Participa-  
tion in Vocational  
Education Act of  
1963

The following resolution was presented to the Board:

AUTHORIZATION FOR JUNIOR COLLEGE DISTRICT 512  
TO PARTICIPATE IN EDUCATIONAL RESEARCH PROGRAMS  
UNDER THE PROVISIONS OF P.L. 88 - 210.

Area Vocational  
School & Participa-  
tion in Vocational  
Education Act of  
1963  
(Contd.)

Be it hereby resolved that the Board of Junior College District #512 approves the College to participate in the educational and research programs under the provisions of P.L. 88 - 210 known as the Vocational Education Act of 1963, provided that specific projects shall receive approval of the Board. Be it further resolved that the Board of Junior College District #512 direct the administration to prepare and submit to the Illinois State Board of Vocational Education a proposal designating Junior College District #512 a post-secondary area vocational-technical school.

Member Bernstein moved and Member Hamill seconded the motion to approve the authorization as presented.

Upon roll call, the vote was as follows:

Aye: Hamill, Hansen, Haas, Nicklas, O'Dea, Bernstein, and Johnson.

Nay: None

Administrative  
Programmer -  
Analyst

The opening of the position of Administrative Programmer - Analyst was presented to the Board. Member Hamill moved and Member Bernstein seconded the motion to approve the position of administrative Programmer - Analyst at an annual salary range of \$8,400. to \$12,000., effective February 1, 1967.

Upon roll call, the vote was as follows:

Aye: Hamill, Hansen, Haas, Nicklas, O'Dea, Bernstein, and Johnson.

Nay: None

Personnel  
Recommends

Due to the inability to obtain adequate information on all candidates applying for the position of Comptroller, Dr. Lahti requested the decision on the employment of this individual be postponed to a later date.

Personnel  
Recommends  
Continued

A resume of Mr. Donald Mistic was presented to the Board. It was recommended that Mr. Mistic be approved for the position as Purchasing Agent for Harper College, effective February 1, 1967 at an annual salary of \$10,200.

Member O'Dea moved and Member Hansen seconded the motion to approve the employment of Mr. Donald Mistic as Purchasing Agent, effective February 1, 1967, at an annual salary of \$10,200.

Upon roll call, the vote was as follows:

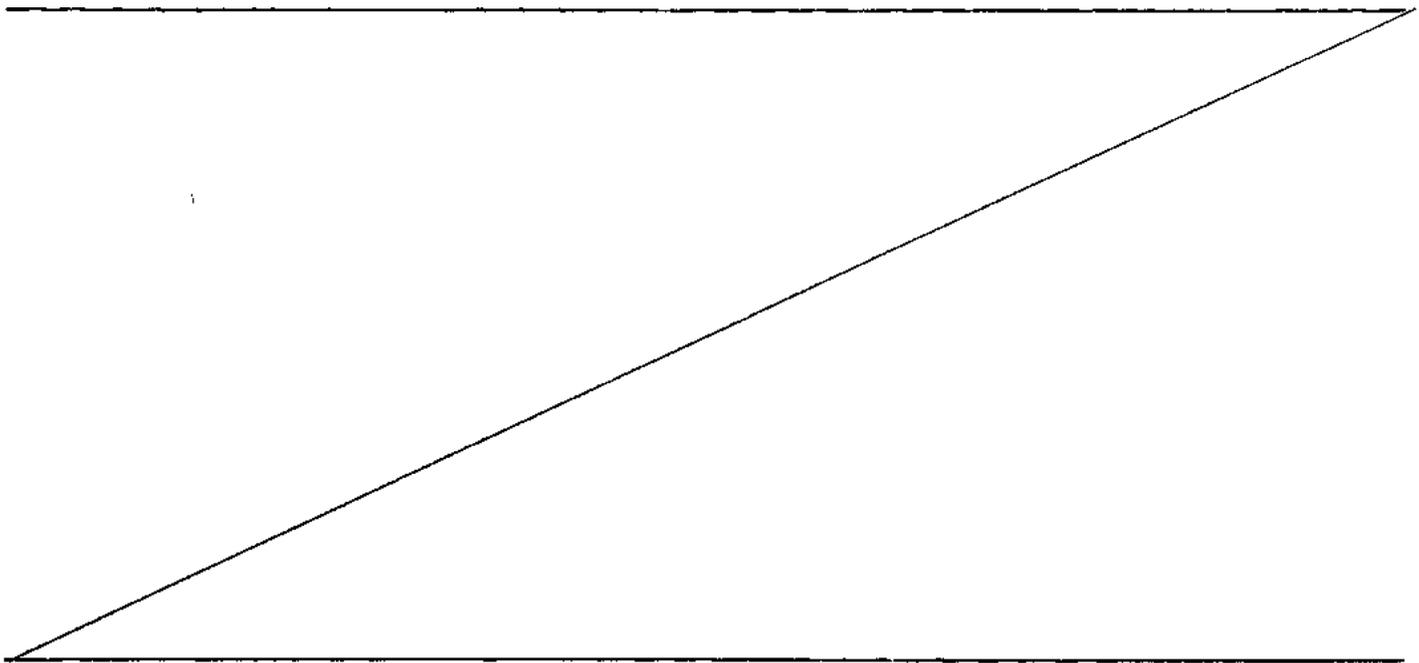
Aye: Hamill, Hansen, Haas, Nicklas, O'Dea, Bernstein, and Johnson.

Nay: None

Bond Sale Date,  
Remaining \$4,000,000.

Member Bernstein moved and Member Hansen seconded the motion to adopt the following resolution providing for a \$4,000,000. bond sale with bids to be opened on Tuesday, January 24, 1967 at 8:00 P.M., at 799 West Kensington Road, Mount Prospect Illinois:

(RESOLUTION ATTACHED TO ORIGINAL COPY OF MINUTES)



RESOLUTION Calling for Bids for  
Purchase of \$4,000,000 School Bonds,  
and Establishing Terms and Condi-  
tions of Sale.

BE IT RESOLVED by the Board of Junior College District Number 512, Cook County, Illinois, that \$4,000,000 School Bonds of said District, being part of total bonds in the amount of \$7,375,000 authorized to be issued pursuant to a special election held in and for said District on June 4, 1966, are proposed to be issued and sold at this time, mature as to principal serially on December 1 of each year, \$50,000 in 1968, \$125,000 in 1969, \$175,000 in 1970, \$270,000 in 1971, and \$260,000 in 1972 to 1984 inclusive, and bear interest at a rate not exceeding 4 1/2% per annum.

BE IT FURTHER RESOLVED that sealed bids for the purchase of said \$4,000,000 School Bonds be received by the Secretary of this Board until the hour of 8:00 o'clock P.M., Central Standard Time, on Tuesday, January 24, 1967, at High School District No. 214 Administrative Center located at 799 Kensington Road, Mount Prospect, Illinois, at which time all bids received be publicly opened and considered at the meeting of the Board to be then held.

BE IT FURTHER RESOLVED that the terms and conditions on which such bids shall be received shall be as provided in the form of notice of sale attached to and made a part of this resolution, which notice of sale the Secretary of this Board shall cause to be mailed to prospective bidders and published in abbreviated form in the Daily Bond Buyer.

Passed this 12th day of January, 1967.

Vote:

AYE: President Haas, Secretary Nicklas, Members  
Hamill, Hansen, Johnson, O'Dea, and Bernstein

NAY: none

APPROVED:

Jarvis Haas  
President

ATTEST:

Frederick M. Nicklas  
Secretary

NOTICE OF SALE

\$4,000,000 SCHOOL BONDS

JUNIOR COLLEGE DISTRICT NUMBER 512  
Cook County, Illinois

Sealed bids will be received by the Board of Junior College District Number 512, Cook County, Illinois, until 8:00 o'clock P.M., Central Standard Time, on Tuesday, January 24, 1967, at High School District No. 214 Administrative Center, 799 West Kensington Road, Mount Prospect, Illinois, for the purchase of \$4,000,000 School Bonds, dated December 1, 1966, and maturing serially, without option of prior payment, on December 1 of each year as follows:

<u>Amount</u>	<u>Maturity</u>	<u>Amount</u>	<u>Maturity</u>
\$ 50,000	1968	\$260,000	1977
125,000	1969	260,000	1978
175,000	1970	260,000	1979
270,000	1971	260,000	1980
260,000	1972	260,000	1981
260,000	1973	260,000	1982
260,000	1974	260,000	1983
260,000	1975	260,000	1984
260,000	1976		

Said bonds will be coupon bonds, of \$5,000 denomination, registrable as to ownership of principal and will be general obligation bonds of the District, payable from ad valorem taxes levied on all taxable property in the District, without limitation as to rate or amount. Principal and semi-annual interest, payable June 1 and December 1 of each year commencing December 1, 1967, will be payable at such place as shall be agreed upon by the purchaser and the Board.

Bids should be enclosed in a sealed envelope marked on the outside: "Bid for Bonds", and may be delivered or mailed so as to reach the undersigned prior to 8:00 o'clock P.M. on the above date. Bids must be accompanied by a certified or cashier's check drawn on an incorporated bank or trust company in the amount of \$80,000 and payable to the order of the Treasurer of Junior College District Number 512, Cook County, Illinois, which sum will be retained by the District pending full performance

by the successful bidder and to be forfeited to the District as agreed liquidated damages upon failure of the successful bidder to accept delivery and pay for the bonds promptly when ready. The checks of unsuccessful bidders will be promptly returned.

No bid for less than the entire issue, for less than par and accrued interest, or for bonds bearing an interest rate greater than 4 1/2% will be considered. Interest rates shall be specified in multiples of 1/8 or 1/10 of 1%, and not more than four different rates shall be specified; repeating a rate will not be considered as an additional rate. The same rate must apply to all bonds of the same maturity, and supplemental coupons will not be considered.

Bids will be publicly opened and read at the meeting of the Board to be held at the above time and place and the bonds will be awarded on the basis of the lowest interest cost to the District, determined by computing interest to maturity at the rate or rates specified by the bidder and deducting therefrom any premium offered. The Board reserves the right to reject any or all bids and to waive informalities in bidding.

The approving opinion of Chapman and Cutler, Attorneys, of Chicago, Illinois, and printed bond forms, including the printing of the legal opinion on the bonds if requested, will be provided without cost to the purchaser. Bonds will be delivered in Chicago, elsewhere at the expense of the purchaser.

Additional information concerning this issue may be obtained from the undersigned or from Howard W. Voss Associates, Incorporated, Kenilworth, Illinois, Financial Consultants to the District.

By order of the Board of Junior College District Number 512, Cook County, Illinois, and dated this 12th day of January, 1967.

Jessalyn M. Nicklas,  
Secretary

Member                      Hamill                      moved and Member  
                     O'Dea                      seconded the motion that said resolution  
as presented and read by the Secretary be adopted.

After a full discussion thereof, the President directed  
that the roll be called for a vote upon the motion to adopt said  
resolution as read.

Upon the roll being called the following members voted  
AYE: John A. Haas, Richard L. Johnson, James J. Hamill,  
A. M. Bernstein, Paul O'Dea, Milton Hansen

The following members voted NAY:

                    none                    

Whereupon the President declared the motion carried and  
the resolution adopted, and did direct the Secretary to record the  
same in the records of this Board of Junior College District No.  
512, County of Cook and State of Illinois.

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

Upon motion duly made and seconded the meeting was  
adjourned.

EXTRACT from Minutes of a Regular Meeting of the Board of Junior College District Number 512, Cook County, Illinois, Held on January 12, 1967.

The Board of Junior College District No. 512, Cook County, Illinois, met in regular meeting at 8:00 o'clock P.M. on Thursday, January 12, 1967, at 799 Kensington Road, Mount Prospect, Illinois. On roll call the following answered present:

President John Haas, Secretary Jessalyn Nicklas, Members Richard L. Johnson, James J. Hamill, Milton C. Hansen, Paul O'Dea A. M. Bernstein Absent: none

(Business not pertaining to the adoption of the resolution referred to below was transacted at the meeting.)

Member Bernstein presented and the Secretary read in full a resolution entitled:

"RESOLUTION Calling for Bids for Purchase of \$4,000,000 School Bonds, and Establishing Terms and Conditions of Sale."

Member Bernstein moved that said resolution be adopted, and Member Johnson seconded the motion. After full discussion, the President directed the Secretary to call the roll on the motion and on roll call the following voted "AYE": Haas, Nicklas, Hamill, Hansen, Johnson, O'Dea and Bernstein. and the following voted "NAY": none

Whereupon the President declared the motion carried and the resolution adopted.

On motion duly made, seconded, and carried the meeting adjourned.

\* \* \* \* \*

STATE OF ILLINOIS )  
 ) SS  
COUNTY OF COOK )

I, Jessalyn M. Nicklas, being the duly qualified and acting Secretary of the Board of Junior College District Number 512, Cook County, Illinois, do hereby certify that the foregoing is a true and correct extract from the minutes of a duly convened meeting of said Board held on January 12, 1967, insofar as the minutes of said meeting show the passage of a resolution entitled:

"RESOLUTION Calling for Bids for Purchase of \$4,000,000 School Bonds, and Establishing Terms and Conditions of Sale."

The Board of Junior College District No. 512, Cook County, Illinois, met in regular meeting at 8:00 o'clock P. M. on Thursday, January 12, 1967, at 799 Kensington Road, Mount Prospect, Illinois. On roll call the following answered present:

President John Haas, Secretary Jessalyn Nicklas, Members Richard L. Johnson, James J. Hamill, Milton C. Hansen, Paul O'Dea & A. M. Bernstein Absent: none

(Business not pertaining to the adoption of the resolution referred to below was transacted at the meeting.)

Member Bernstein presented and the Secretary read in full a resolution entitled:

"RESOLUTION Calling for Bids for Purchase of \$4,000,000 School Bonds, and Establishing Terms and Conditions of Sale."

Member Bernstein moved that said resolution be adopted, and Member Johnson seconded the motion. After full discussion, the President directed the Secretary to call the roll on the motion and on roll call the following voted

"AYE": Haas, Nicklas, Hamill, Hansen, Johnson, O'Dea and Bernstein. and the following voted "NAY": none

Whereupon the President declared the motion carried and the resolution adopted.

On motion duly made, seconded, and carried the meeting adjourned.

\* \* \* \* \*

STATE OF ILLINOIS ) ) SS ) COUNTY OF COOK )

I, Jessalyn M. Nicklas, being the duly qualified and acting Secretary of the Board of Junior College District Number 512, Cook County, Illinois, do hereby certify that the foregoing is a true and correct extract from the minutes of a duly convened meeting of said Board held on January 12, 1967, insofar as the minutes of said meeting show the passage of a resolution entitled:

"RESOLUTION Calling for Bids for Purchase of \$4,000,000 School Bonds, and Establishing Terms and Conditions of Sale."

Dated this 12th day of January, 1967.

Jessalyn M. Nicklas Secretary

Bond Sale Date,  
(Continued)

Upon roll call, the vote was as follows:

Aye: Hamill, Hansen, Haas, Nicklas, O'Dea,  
Bernstein, and Johnson.

Nay: None

OTHER BUSINESS:

Charge-back

Attorney Hines reviewed his progress to date relative to his communications with Mr. Lemmer, attorney for the Illinois Junior College Board, particularly in reference to clarifying the interpretation of the July 1st deadline date on charge - back costs and how they related to junior college districts. At this point, Mr. Gerald Smith responded to questions and interpretations of the law relative to charge-backs and indicated the guidelines under which the state junior college administrative staff interprets problems that arise from charge - back questions. He further indicated that there is a need on the part of all junior college districts to establish procedures and deadline dates that are reasonable to students, yet provide some controls for the junior college districts.

A. D. Little  
Educational  
Consultants

Member Hamill indicated a concern over a final oral presentation by William Clagett of A. D. Little and the fact that the Board should be reviewing some of the proposed legislation, particularly with reference toward establishing "sole bargaining agents". Dr. Lahti indicated, that as a Member of the legislative committee of the Illinois Association of Community and Junior Colleges, he would be discussing these items at a meeting of the group scheduled for Friday, January 13, 1967. At this point, Mr. Gerald Smith on behalf of the Illinois Junior College Board, indicated they had general powers and duties as stipulated in the act, but that the local boards were free to develop practices, rules and regulations that might help avoid unnecessary legislation if general practices become consistent and reasonable throughout the state. He further stated that he

A.D. Little  
Educational  
Consultants  
(Continued)

hoped these items could be worked out in each area within the state and avoid a great deal of confusion and unnecessary legislation.

Tenure Policy

Dr. Lahti reviewed the progress in the development of our Tenure Program and indicated that the document was being compared to the elements of those adopted by the board of governors, the board of trustees, and the American Association of University Professors. In addition, he stated that we were presently soliciting their reactions to our last revision. He also indicated that the establishment of a tenure policy at this point, might in time, set a precedent to be used as a guide in the State of Illinois.

Member Johnson expressed a desire that in the development of a tenure policy, we consider elements that might prevent a man from retiring without informing the administration of his retirement.

At this point Member O'Dea again posed the question relative to state acceptance of buildings constructed by local funds for future eligibility as a portion of our 25% contribution. Mr. Smith indicated this problem has not been solved to date and that it could not be solved without a change in present legislation, particularly in view of varying opinions that may arise between the attorney general, the bond counsel, and the various boards involved. The best solution to this problem is an amendment to our present law.

Dr. Lahti indicated that he recently submitted a letter to Mr. Gerald Smith, requesting qualification of our district for an additional \$2,600,000. of Federal monies for Harper College. He further stated that his request would allow us to construct two additional buildings and keep our first phase project intact. Mr. Smith responded that as he sees it, and after discussing it with two of his staff members, he can see no reason why we cannot apply for an amended request, adding \$2,600,000. Federal monies plus our proportionate

Tenure Policy  
(Continued)

share of local funds and submit this to the Illinois Junior College Board for approval. In addition, he indicated that if a problem arose related to the treatment of other districts in similar situations, they will be treated accordingly.

PRESIDENT'S REPORT:  
Annual Financial  
Statement

Dr. Lahti reported that our Financial Statement for the 1965 - 66 fiscal year, outlining our income and expenditure program, was published in Paddock Publications, as required by statute.

Zoning Variation  
Request to Elk Grove  
Village

Dr. Lahti further stated that High School District 214 was going to request a zoning variation to make it possible for Harper College to place relocatable classrooms in the Elk Grove High School Site.

College Progress  
Report

Dr. Lahti indicated that a number of staffing recommendations would be brought before the Board at the next Board meeting and that appropriate salary and tenure would be determined by the deans and the president.

Area - Vocational  
Act

Notification was recently received by Harper College that under the Area Vocational Act, we have had set in trust \$750,000 for the purchase of equipment for our use as an area - vocational center.

Logogram

It was pointed out that Mr. Regher, design consultant, would meet with the administrative staff and the interested Board members on Wednesday, January 18, 1967 at 8:00 P.M., to discuss our college logogram.

Current Development  
of State Jr. Colleges

President Haas asked Mr. Smith if he would review the progress and development of junior colleges in the State of Illinois to date. Mr. Smith responded that there are 22 Class I Junior Colleges that have been approved as of

**CERTIFICATE OF PUBLICATION**

PADDOCK PUBLICATIONS, INC.

A Corporation organized and existing under and by virtue of the laws of the State of Delaware, DOES HEREBY CERTIFY That it is the publisher

of the eleven above listed newspapers

That said eleven above listed newspapers <sup>are</sup> ~~is~~ a secular

newspaper and has been published weekly in the Village of \_\_\_\_\_

Arlington Heights, County of Cook and State of Illinois, continuously for more than one year prior to, on and since the date of the first publication of the notice hereinafter referred to and is of general circulation throughout said Village, County and State.

I further certify that the eleven above listed newspapers ~~are~~ <sup>are</sup> a newspaper as defined in "an Act to revise the law in relation to notices" as amended by Act approved July 17, 1959—Ill. Revised Statutes, Chap. 100, Para. 1 and 5.

That a notice of which the annexed printed slip is a true copy, was published in said eleven above listed newspapers, on the 8th day of December, A.D. 1966.

IN WITNESS WHEREOF, the undersigned, the said PADDOCK PUBLICATIONS, Inc., has caused this certificate to be signed and its corporate seal affixed hereto, by FRANCIS E. STITES, its Secretary, at Arlington Heights, Illinois, this 10th day of December, A.D. 1966.

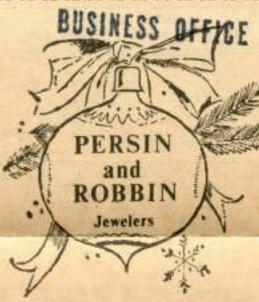
PADDOCK PUBLICATIONS, INC.

By Francis E. Stites Secretary.

tion.  
Police counselors also are in  
charge of traffic security in  
**RECEIVED**  
DEC 14 1966

Good thru Sun., Dec. 11. value 43  
**Half & Half . . . Special** ..... Quart 59c

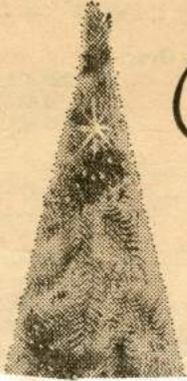
Good Thurs., Fri., Sat., Sun.  
Dec. 8, 9, 10, 11



*Make it a Sparkling Christmas*

# English Provincial

new sterling  
by REED & BARTON

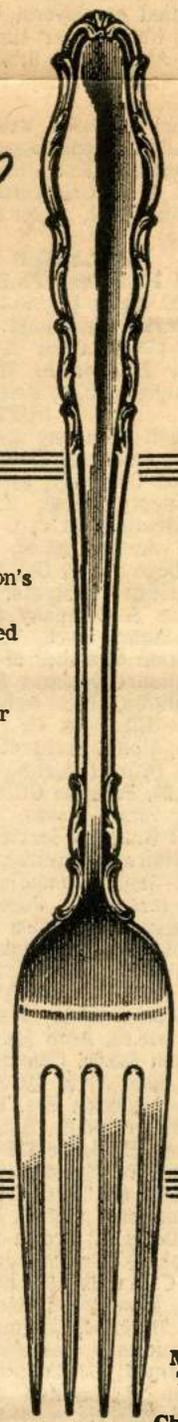


The advantage of the special  
introductory savings on Reed & Barton's  
distinguished "English Provincial"  
dining . . . and enjoy elegance inspired  
English manor house living. This  
simple scroll-framed design captures  
elegance with every curve and has slender  
handles that are a delight to hold, a  
product of the finest sterling  
craftsmanship.

SAVE \$75 on a 54-pc. Serv-  
ice for 12 with chest, reg.  
price \$516

**Introductory  
Price  
\$441**

*Charge  
or Budget*



Member  
Town &  
Country  
Charge Plan

Phone CL 3-7900

*Persin  
and Robbin*

**JEWELERS**

\$16.20, Patricia Lewis \$30.00, Rich Liebenow \$15.00, Lincoln Storage & Moving Co., Inc. \$34.00, Arthur D. Little, Inc. \$18,939.75, Phyllis Louis \$30.00, Julia Luczak \$15.00, Vila Marchman \$15.00, Evelyn T. Miller \$15.00.

Mt. Prospect Public School District 57 \$29.75, Joan Mueller \$15.00, Shirley Munson \$30.00, Rita Murphy \$30.00, Edward C. McAuliff \$892.50, Ralph McCullagh \$15.00, Mrs. Ralph McCullagh \$15.00, James Q. Neely & Co. \$113.24, The Nelsons \$17.50, Lois B. Nelson \$30.00, Norma Nicholson \$30.00, Jessalyn M. Nicklas \$100.00, Norman Englehardt, Zimmerman, Franke & Lauritzen \$1,009.30, Northwest Letter Service \$332.09, North Central Assoc. of College's and Secondary Schools \$300.00, Old Orchard Country Club \$53.60, Dr. George Olsen \$3,180.03, Paddock Publications, Inc. \$249.38, Nelda Paisly \$15.00, Ann Pastorino \$15.00, Jane Pennisi \$15.00, James D. Perry \$108.07, Janice Phillips \$15.00, Piepenbrink Movers \$38.00, Pitney-Bowes, Inc. \$82.20, Grace Powers \$15.00, Gloria Pratt \$15.00, Dorothy J. Radiz \$15.00, Red Rooster Drive-In \$55.35, Ethel A. Rennhack \$15.00, Lois B. Reznor \$30.00, River Trails School District 26 \$43.26, Elaine H. Robins \$15.00, Runge Electric \$23.41, Roy Sedrel \$15.00, Joseph A. Schundt & Assoc. \$169.54, William J. Senne \$37.76, Shamrock Best Maintenance Service \$325.00, Dr. Marlow Slater \$815.40, Florence C. Smith \$15.00, Smith-Pipenhagen, Inc. \$335.00, Donn B. Stansbury \$18.84, State Universities Retirement System \$1,547.75, Kathryn B. Steefenson \$15.00, Leonard Swanson \$15.00, Ruth B. Swern \$30.00, Minnesota Mining & Mfg. Co. \$50.00, Illinois Drilling & Testing Co. \$875.00.

Muriel A. Taylor \$15.00, Teachers Retirement System \$778.67, Emma T. Tenerowicz \$15.00, Anna Marie Barney \$30.00, Township High School District 214 \$167.40, Mary S. Vavra \$15.00, Victor Office Equipment Co. \$45.00, Patricia A. Villars \$15.00, Peter Vischer \$15.00, Joseph W. Wanner \$20.50, Irene M. Waterhouse \$15.00, Barbara Watson \$15.00, Frances Wenzel \$30.00, Western Air Maps, Inc. \$1,469.25, Western Concessions, Inc. \$210.05, Western Union \$18.79, Marian L. Whitcomb \$15.00, Ruth Wieder \$15.00, Donald E. Williams \$21.64, Eleanor Williams \$19.88, Henry A. Williams \$46.48, Mrs. Fredric Wood \$15.00, Irene Woss \$15.00, Raymond S. Wright \$350.00, Xerox Corporation \$512.43.

#### CAPITAL OUTLAY

John C. Biddle and Eva Mae Biddle \$2,500.00, E. W. Boehm Company \$760.05, Chandler's Inc. \$38.25, Henricksen & Company \$778.99, Horder's \$3,745.55, International Business Machines Corp. \$1,280.00, Randhurst Camera Shop \$140.65, Frank Thronber Company \$600.10, Universal Stationers \$135.60.

## Annual Financial Statement for Publication

WILLIAM RAINEY HARPER COLLEGE, DISTRICT 512  
FOR THE FISCAL YEAR ENDED JUNE 30, 1966

REVENUE	Educational	Building	Municipal Retirement
Taxes .....	\$245,761.40	\$ 69,622.78	\$ 4,867.83
From Governmental Divisions:			
Other .....	100,000.00		
Interest on Investments .....	1,685.03		
Transfers In .....	4,867.83		
<b>TOTAL REVENUE .....</b>	<b>\$352,314.26</b>	<b>\$ 69,622.78</b>	<b>\$ 4,867.83</b>

EXPENDITURES			
Administration .....	\$ 98,879.93	\$	\$
Operation .....	2,248.68		
Fixed Charges .....	7,325.02		
Capital Outlay .....	9,979.19		
Transfers Out .....			4,867.83
<b>TOTAL EXPENDITURES .....</b>	<b>\$118,432.82</b>	<b>\$ —</b>	<b>\$ 4,867.83</b>

Excess (Deficiency) of Receipts Over Expenditures .....	\$233,881.44	\$ 69,622.78	\$ —
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ASSETS			
Cash .....	\$109,372.21	\$ 22,792.06	\$ —
Investments .....	124,540.28	46,830.72	—
<b>TOTAL ASSETS .....</b>	<b>\$233,912.49</b>	<b>\$ 69,622.78</b>	<b>\$ —</b>

LIABILITIES AND FUND BALANCE			
Payroll Deductions Payable:			
Other Deductions .....	\$ 31.05	\$	\$
<b>TOTAL LIABILITIES .....</b>	<b>\$ 31.05</b>	<b>\$ —</b>	<b>\$ —</b>
<b>FUND BALANCE .....</b>	<b>\$233,881.44</b>	<b>\$ 69,622.78</b>	<b>\$ —</b>
<b>TOTAL LIABILITIES AND FUND BALANCE .....</b>	<b>\$233,912.49</b>	<b>\$ 69,622.78</b>	<b>\$ —</b>
<b>FUND BALANCE, July 1, 1965 .....</b>	<b>\$ —</b>	<b>\$ —</b>	<b>\$ —</b>

<b>ADD:</b>			
Excess of Revenue Over Expenditures .....	229,013.61	69,622.78	4,867.83
Transfer to .....	4,867.83		

## Annual Financial Statement for Publication

WILLIAM RAINEY HARPER COLLEGE  
DISTRICT NO. 512

For The Fiscal Year Ended June 30, 1966

DISTRICT NO. 512, COUNTY OF COOK

#### GENERAL

Size of district in square miles, 144; No. of attendance centers, 0; No. of full-time certified employees, 2; No. of part-time certified employees, 0; No. of full-time non certified employees, 2; No. of part-time non certified employees, 6; Average Daily Attendance, 0; Average Daily Enrollment, 0.

Education Tax Rate By Fund, .0706%; Building, .0200%; I.M.R.F., .0014%.

Total district assessed value, \$713,352,907; Assessed value per pupil in A.D.A., None; Assessed value per pupil in A.D.E., None; Total bonded debt June 30, 1966, None; Per cent of bonding power obligated currently, None; Value of Capital Assets: (a) Land Cost, \$2,500.00; Buildings, None; Equipment Cost, \$7,479.19.

#### SALARIED PERSONNEL

Certificated Personnel, Ph.D Degree, Over 11 years Experi-

# Annual Financial Statement for Publication

**WILLIAM RAINEY HARPER COLLEGE  
DISTRICT NO. 512**

**For The Fiscal Year Ended June 30, 1966  
DISTRICT NO. 512, COUNTY OF COOK**

### GENERAL

Size of district in square miles, 144; No. of attendance centers, 0; No. of full-time certified employees, 2; No. of part-time certified employees, 0; No. of full-time non certified employees, 2; No. of part-time non certified employees, 6; Average Daily Attendance, 0; Average Daily Enrollment, 0.

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### SALARIED PERSONNEL

**Certificated Personnel, Ph.D Degree, Over 11 years Experience:** Robert E. Lahti \$15,373.76, James D. Perry \$6,999.99.

**Non Certificated Personnel:** Iris G. Hipple \$2,727.75, Geraldine Goodwin \$94.00, Jean A. Taylor \$3,787.50, Dorothy M. Decker \$507.63, Eleanor A. Williams \$1,481.80, Phyllis Gattis \$24.00, Jane Quigley \$38.00, Betty Timson \$100.00.

### SUPPLIES

Accurate Sign Company \$54.00, American Assoc. of Junior Colleges \$170.14, American Council on Education \$41.75, Arlington Cold Composition Company, \$40.00, Arlington Day \$10.00, B & H Blueprint & Supply \$89.92, E. W. Boehm Company \$411.17, Bureau of Publications \$6.50, C & S Printing Company \$1,026.78, Chicago Aerial Survey \$45.00, Chicago Tribune \$8.16, Corning Community College \$10.00, Des Plaines Elementary Schools \$2.50, Educational Facilities Laboratories \$10.00, Foundation News \$3.00, Herman F. Hinz & Company \$427.15, High School District 214 \$947.35, House Stamp Works \$6.60, Illinois Assn. School Boards \$2.50, Illinois State Chamber of Commerce \$78.00, Imprest Fund \$843.82, International Business Machines Corp. \$103.76, Kiplinger Washington Editors, Inc. \$4.00, McCutchan Publishing Corp. \$25.30, McGraw-Hill Book Co. \$22.17, Metropolitan Office Supplies, Inc. \$8.75, Mount Prospect State Bank \$11.68, Mrs. Jessalyn Nicklas \$34.85, Official Airline Guide \$23.00, Paddock Publications, Inc. \$777.20, Palatine Office Supply \$422.16, P. F. Pettibone & Co. \$134.39, Pitney-Bowes, Inc. \$90.32, Prentice Hall, Inc. \$75.70, Prospect Business Service \$90.06, Prospect Publishing Co. \$6.00, Public Affairs Committee, Inc. \$8.35, Red Rooster Drive-In \$164.70, Russell Sage Foundation \$10.00, Shea Bros. Inc. \$61.05, Sidwell Studio, Inc. \$10.33, Joseph A. Schudt & Assoc. \$1,633.50, National Education Association \$12.50, The Record \$2.50, Minnesota Mining & Mfg. \$12.76, Frank Thornber Co. \$1,040.87, Universal Stationers, Inc. \$504.16, Xerox \$312.02.

### SERVICES

Harriet Abrams \$15.00, Accurate Sign Company \$26.00, Jeanne Adams \$15.00, Aero Mayflower Transit Co., Inc. \$458.00, Jean C. Alderson \$30.00, Charles Aldrich \$20.76, Charles Aldrich \$21.48, Ruth Arlene Alvis \$15.00, Doris Ambos \$15.00, Edna I. Andrew \$15.00, Arlington Hts. Public Schools, District 25 \$32.50, E. Darlene Aylward \$15.00, Babbey Office Machines \$45.00, Inez Baer \$15.00, Jean M. Batke \$15.00, Ruth Bebeau \$15.00, Dr. J. R. Beck \$91.66, Earl W. Benoche \$22.04, Joyce Van Berkum \$15.00, Rosalyn Bernstein \$15.00, Claire Blackwell \$30.00, Betty J. Bort \$15.00, F. G. Bouwsma \$191.57, Brandt's Restaurant \$13.47, Mary Brock \$15.00, Betty J. Brown \$15.00, Carousel Travel & Tours \$1,800.60, Joseph O. Carsen, Jr. \$50.90, Dolores Caruso \$15.00, Chapman and Cutler \$150.00, Eleanor Christensen \$15.00, Robert J. Cizek \$19.64, Mae Colomatteo \$15.00, Community Consolidated School District 21 \$97.54, Community Consolidated School District 54 \$384.80, Community Consolidated School District 59 \$449.63, Phyllis E. Conway \$15.00, Council of North Central Junior Colleges \$15.00, Lorraine E. Croutch \$15.00, Georgia L. Davidsmeyer \$15.00, L. W. deMarrais \$4,611.91, Donald Dinse \$40.74, Edmond P. Dreischarf \$15.00, Helen M. Ebel \$15.00, Myrl I. Einhorn \$15.00, Margaret I. Ekeberg \$30.00, E. F. Eidamiller & Co. \$300.00.

Frank Endicott \$780.00, Righter Farris \$40.64, Townsend Fenn \$15.00, Dorothy M. Fill \$15.00, Elena Forbes \$15.00, Flynn, Harrison & Conroy, Inc. \$975.15, Ganz Transfer & Storage \$609.17, George Gattas \$19.32, General Home Repair \$15.81, Jacqueline Girard \$15.00, Joan L. Goins \$15.00, Dorothy S. Graham \$30.00, Jeannette Gunderson \$30.00, Vernice H. Gundersen \$15.00, Dr. L. J. Harvey \$61.34, Helen Hawkins \$30.00, Lenore Haig \$15.00, Joanne K. Hecker \$30.00, High School District 211 \$886.06, Frank M. Hines \$8,517.10, Donald Hipple \$42.80, Iris Hipple \$386.84, Hooper Engineers \$320.00, Mary Van Horn \$15.00, Eunice Hutchings \$15.00, Illinois Bell Telephone Co. \$1,875.52, Illinois Drilling & Testing Co. \$2,463.00, Illinois Municipal Retirement Fund \$872.03, International Business Machines Corp. \$106.36, Illinois Teacher's Retirement System \$332.51, Catherine Johnson \$15.00, Elaine Kalogeras \$30.00, David M. Kamish \$20.44, Adeline Karlis \$15.00, Virginia Keyes \$30.00, Gerald Kiffel \$19.56, Richard Kinneman \$42.40, Robert L. Kocher \$84.00, Virginia Koepke \$15.00, Marie Koter \$15.00, Hertha Kunze \$15.00, Robert E. Lahti \$154.24, Roy LaLonde \$4,258.32, Joyce A. Lambert \$15.00, Mary L. Larson \$15.00, Frederick Lauterburg \$41.28, William Layman

Excess (Deficiency) of Receipts			
Over Expenditures	\$233,881.44	\$ 69,622.78	\$ —0—
<b>ASSETS</b>			
Cash	\$109,372.21	\$ 22,792.06	\$ —0—
Investments	124,540.28	46,830.72	—0—
<b>TOTAL ASSETS</b>	<b>\$233,912.49</b>	<b>\$ 69,622.78</b>	<b>\$ —0—</b>
<b>LIABILITIES AND FUND BALANCE</b>			
Payroll Deductions Payable:			
Other Deductions	\$ 31.05	\$	\$
<b>TOTAL LIABILITIES</b>	<b>\$ 31.05</b>	<b>\$ —0—</b>	<b>\$ —0—</b>
<b>FUND BALANCE</b>	<b>\$233,881.44</b>	<b>\$ 69,622.78</b>	<b>\$ —0—</b>
<b>TOTAL LIABILITIES AND FUND BALANCE</b>			
<b>FUND BALANCE, July 1, 1965</b>	<b>\$ —0—</b>	<b>\$ —0—</b>	<b>\$ —0—</b>
<b>ADD:</b>			
Excess of Revenue Over Expenditures	229,013.61	69,622.78	4,867.83
Transfer to	4,867.83		
<b>Total Additions</b>	<b>\$233,881.44</b>	<b>\$ 69,622.78</b>	<b>\$ 4,867.83</b>
<b>DEDUCT:</b>			
Transfer Out			4,867.83
<b>Total Deductions</b>	<b>\$ —0—</b>	<b>\$ —0—</b>	<b>\$ 4,867.83</b>
<b>FUND BALANCE, June 30, 1966</b>	<b>\$233,881.44</b>	<b>\$ 69,622.78</b>	<b>\$ —0—</b>

**JAMES D. PERRY  
Treasurer**

Published in Paddock Publications Dec. 8, 1966.



case in which a former Forest View student came in on his own for counseling assistance.

Jeness views the security officer as "a person available to students, teachers, and administrators, in the solution of problems which affect the operation of the building."

The problems he cited include theft, security, serious behavioral problems, absenteeism, and truancy.

"Anything," Jeness said, "which acts as a detriment to the establishment of a good atmosphere of learning."

ARLINGTON HIGH's principal, Bruno Waara, said, "We are pleased with the services police counselor Gerald C. Stille is performing."

Waara explained that Stille's duties have not been specifically outlined—allowing room for flexibility.

District 214 began the police counselor program after carefully reviewing Flint, Michigan's model police-school program. District 214's project differs—one police officer is assigned to one school. In Flint, an officer handles eight to 10 schools, on both the elementary, junior high and high school levels.

THE IDEA OF a security officer for the high schools originated as an attempt to curb the mounting tide of juvenile delinquency and school vandalism

Gonzales, confers with an Elk State office. His other responsibility on truants, campus traffic from other schools. (Staff

tion. Police counselors also are in charge of traffic security in

**MARSAL**  
21 RAILROAD AVE.  
(across from R.R. depot)

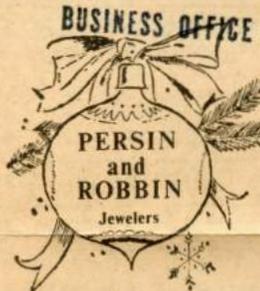
Headquarters for German

Kraml Is Here	CO
<b>MILK</b>	We empty thru
Dutch Oven	CO
<b>BREAD</b>	Good Sun.,
DeMets Turtles	CO
Royal Anne	MI
<b>CHERRIES</b>	MATCH
	Good thru Sun., Dec. 11. Value <b>45c</b>

**Half & Half . . . Special . . . . . Quart 59c**

Good Thurs., Fri., Sat., Sun.  
Dec. 8, 9, 10, 11

**RECEIVED**  
DEC 14 1966



Make it a Sparkling Christmas

English Provincial

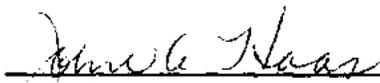
new sterling



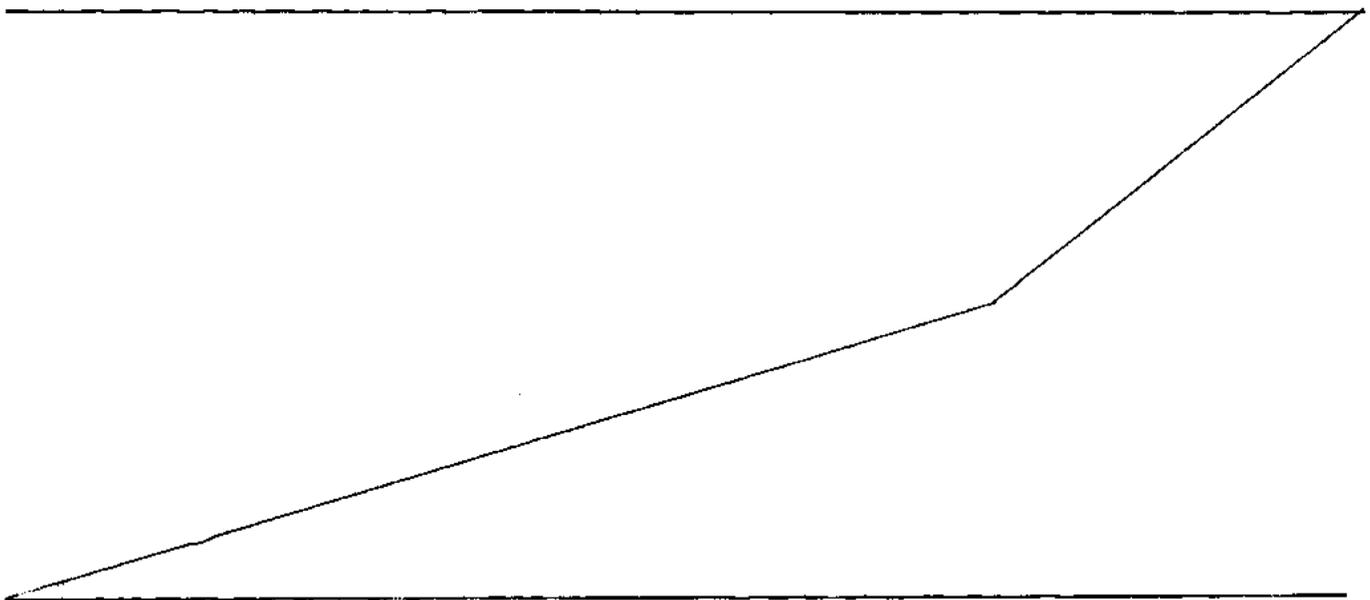
Current Development of State Junior Colleges (Contd.)      January 12, 1967. In addition, there are nine now in progress at various stages of development and that at the end of the next biannum, 31 Class I Junior Colleges will be ready for approval.

Annexation Interest High School District #207      Member O'Dea inquired as to the status of progress in the discussion of the interest shown on the part of Maine Township High School District #207 toward possible annexation to Harper College. It was the consensus of opinion of the Board to schedule a special meeting for the discussion of this matter at a later date.

Member Bernstein moved and Member Nicklas seconded the motion to adjourn the meeting to Tuesday, January 24, 1967 at 8:00 P.M. at 799 Kensington Road, Mount Prospect, Illinois.

  
\_\_\_\_\_  
President Haas

  
\_\_\_\_\_  
Secretary Nicklas



WILLIAM RAINEY HA. COLLEGE  
DISTRICT NO. 512  
PALATINE, ILLINOIS 60067

EDUCATIONAL FUND EXPENDITURES - JANUARY 12, 1966

PAYEE	DESCRIPTION	ACCOUNT NUMBER	ACCOUNT AMOUNT	CHECK NUMBER	CHECK AMOUNT
FRANK M. HINES	LEGAL FEES	1-3-502.22	\$ 540.50	5210	\$ 540.50
EDWARD C. MCAULIFF	ACCOUNTING FEES	1-3-502.26	600.00	5211	600.00
IMPREST FUND	PRESIDENT	1-1-501.90	223.64	5212	223.64
ROBERT L. KOCHER	CONSULTANT	1-1-501.29	100.00	5213	100.00
PRUDENTIAL INS. CO. Sept.	EMPLOYEE INSURANCE	1- 508.50	45.00	5214	45.00
PRUDENTIAL INS. CO. Oct.	" "	1- 508.50	537.68	5215	537.68
PRUDENTIAL INS. CO. Nov.	" "	1- 508.50	715.57	5216	715.57
PRUDENTIAL INS. CO. Dec.	" "	1- 508.50	715.57	5217	715.57
HANSEN HARDWARE	MISC. SUPPLIES	1-3-501.90	7.13	5218	7.13
PALATINE OFFICE SUPPLY	OFFICE SUPPLIES	1-3-501.31	57.25	5219	57.25
INTERNATIONAL BUSINESS MACH.	MAINTENANCE	1-3-501.29	86.41		
" "	MAINTENANCE	1-3-501.29	23.25		
" "	SUPPLIES	1-3-501.31	42.84		
" "	TRANSCRIBER	1-3-563.00	405.00		
" "	DICTATING MACHINE	1-3-563.00	430.00	5220	987.50
NORTHWEST LETTER SERVICE	SUPPLIES & POSTAGE	1-2-501.33	44.70	5221	44.70
NORTHWEST OFFICE MACHINES	SUPPLIES	1-53-502.37	5.00		
" "	SUPPLIES	1-3-501.31	46.93	5222	51.93
HORDERS	FURNITURE	1-3-563.00	360.10		
" "	FURNITURE	1-3-563.00	360.10		
" "	SUPPLIES	1-2-563.00	56.82		
WAYNE STATE UNIVERSITY	FURNITURE	1-3-563.00	334.25	5223	1111.27
NORTH CENTRAL ASSOC.	TRAVEL	1-1-501.72	300.00	5224	300.00
WESTERN CONCESSIONS	CONSULTANT	1-1-501.25	300.00	5225	300.00
OLIVETTI UNDERWOOD	MEETING EXPENSES	1-1-501.90	112.20	5226	112.20
DAY PUBLICATIONS	TYPEWRITER	1-3-563.00	80.50	5227	80.50
PADDOCK PUBLICATIONS	WANT AD	1-53-502.90	50.40	5228	50.40
	WANT AD	1-3-501.29	68.25	5229	68.25
CAROUSEL TRAVEL	TRAVEL	1-1-501.71	822.40		
" "	"	1-2-501.72	342.30		
" "	"	1-3-501.72	149.40		
" "	"	1-4-501.72	66.00		
" "	"	1-5-502.72	397.92		
" "	"	1-6-502.72	175.60		
" "	"	1-53-502.72	188.40		
" "	"	1-63-502.72	40.70	5230	2182.72

EDUCATIONAL FUND EXPENDITURES - January 12, 1967

<u>PAYEE</u>	<u>DESCRIPTION</u>	<u>ACCOUNT NUMBER</u>	<u>ACCOUNT AMOUNT</u>	<u>CHECK NUMBER</u>	<u>CHECK AMOUNT</u>
XEROX CORPORATION	MAINTENANCE	1-3-508.61	\$ 281.21	5231	\$ 281.21
PRENTICE HALL, INC.	BOOK	1-1-502.32	16.43	5232	16.43
NATIONAL COUNCIL OF TEACHERS	BOOK	1-5-502.32	2.00	5233	2.00
EDITORIAL PROJECTS FOR ED.	SUBSCRIPTION	1-1-502.32	7.50	5234	7.50
HERMAN F. HINZ	SUPPLIES	1-2-501.33	35.00		
"	SUPPLIES	1-3-501.33	129.85	5235	164.85
UNIVERSAL STATIONERS	SUPPLIES	1-3-501.31	79.16	5236	79.16
MOORE BUSINESS FORMS	SUPPLIES	1-3-501.33	31.00	5237	31.00
E. W. BOEHM CO.	SUPPLIES	1-3-501.32	24.75	5238	24.75
ERNST & ERNST	ACCOUNTING CONSULTATION	1-3-501.21	1500.00	5239	1500.00
AMERICAN COUNCIL ON ED.	BOOK	1-3-502.32	5.84	5240	5.84
R. H. JACKMAN	EDUCATIONAL CONSULTANTS	1-1-501.25	1019.84	5241	1019.84
EDUCATIONAL NEWS SERVICE	SUBSCRIPTION	1-1-502.32	10.00	5242	10.00
SCHOOL PLANNING	BOOK	1-1-502.32	1.50	5243	1.50
MC GRAW HILL	BOOK	1-53-563.00	27.25	5244	27.25
PRUETT PRESS	BOOK	1-53-563.00	4.50	5245	4.50
GALE RESEARCH	BOOK	1-53-563.00	63.50	5246	63.50
BAKER & TAYLOR	BOOKS	1-53-563.00	417.62	5247	417.62
FORTUNE	SUBSCRIPTION	1-53-563.00	13.75	5248	13.75
POPULAR MECHANICS	SUBSCRIPTION	1-53-563.00	4.00	5249	4.00
ENOCH PRATT LIBRARY	BOOK	1-53-563.00	1.25	5250	1.25
MC GRAW HILL COMPANY	BOOK	1-53-563.00	7.71	5251	7.71
AMERICAN LIBRARY ASSOC.	BOOK	1-53-563.00	4.00	5252	4.00
GAYLORD BROS., INC.	SUPPLIES	1-63-502.39	32.40	5253	32.40
LATTOF RENTAL	CAR RENTAL	1-1-508.62	120.95		
"	STATION WAGON RENTAL	1-3-508.62	117.14	5254	238.09
IMPREST FUND	REIMBURSEMENT		1832.49	5255	1832.49
TOTAL EDUCATIONAL FUND EXPENDITURES					<u>\$14,622.45</u>

WILLIAM RAINY H. R COLLEGE  
 DISTRICT NO. 512  
 PALATINE, ILLINOIS 60067

EDUCATIONAL FUND EXPENDITURES - JANUARY 12, 1967 Additional Listing

<u>PAYEE</u>	<u>DESCRIPTION</u>	<u>ACCOUNT NUMBER</u>	<u>ACCOUNT AMOUNT</u>	<u>CHECK NUMBER</u>	<u>CHECK AMOUNT</u>
FLYNN HARRISON & CONROY	INSURANCE	1-508.55	\$ 144.61	5261	\$ 144.61
STANLEY A. LOTKO	TRAVEL EXPENSES	1-53-502.72	18.75	5262	18.75
ELEANOR A. WILLIAMS	TRAVEL EXPENSES	1-3-501.79	13.20	5268	13.20
AMUNDSEN-MAYFAIR COLLEGE	CHARGE BACK	502.80	2000.00	5264	2000.00
WILBUR WRIGHT COLLEGE	CHARGE BACK	502.80	3492.00	5265	3492.00
WILSON CAMPUS, CHICAGO CITY	CHARGE BACK	502.80	128.00	5266	128.00
CHICAGO CITY JUNIOR COLLEGE	CHARGE BACK	502.80	424.00	5267	424.00
ELGIN COMMUNITY COLLEGE	CHARGE BACK	502.80	8943.05	5268	8943.05
J. STERLING MORTON HIGH SCHOOL	CHARGE BACK	502.80	391.50	5269	391.50
TRITON COMMUNITY COLLEGE & TECH. CHARGE BACK		502.80	8795.59	5270	8795.59
TOTAL EDUCATIONAL FUND EXPENDITURES					<u>\$24350.70</u>

WILLIAM RAINY HARPER COLLEGE  
 DISTRICT NO. 512  
 PALATINE, ILLINOIS 60067

BUILDING FUND EXPENDITURES - January 12, 1967

<u>PAYEE</u>	<u>DESCRIPTION</u>	<u>ACCOUNT NUMBER</u>	<u>ACCOUNT AMOUNT</u>	<u>CHECK NUMBER</u>	<u>CHECK AMOUNT</u>
ILLINOIS BELL TELEPHONE	TELEPHONE BILL	2-506.54	\$ 892.45	5256	\$ 892.45
SHAMROCK BEST MAINT.	CONTRACT SERVICES	2-508.62	95.00	5257	95.00
TOWNSHIP H. S. #214	RENT FOR LIBRARY	2-508.62	159.34	5258	159.34
ROY LaLONDE	OFFICE RENT	2-508.62	1010.33	5259	1010.33
	TOTAL BUILDING FUND EXPENDITURES				<u>\$2157.12</u>

WILLIAM RAINEY HARPER COLLEGE  
 DISTRICT NO. 512  
 PALATINE, ILLINOIS 60067

SITE AND CONSTRUCTION FUND - JANUARY 12, 1967

<u>PAYEE</u>	<u>DESCRIPTION</u>	<u>ACCOUNT NUMBER</u>	<u>ACCOUNT AMOUNT</u>	<u>CHECK NUMBER</u>	<u>CHECK AMOUNT</u>
FRANK M. HINES	LEGAL FEES	6-561.0	\$ 574.50	5260	\$ 574.50
CAUDILL ROWLETT SCOTT	ARCHITECTS	6-561.0	58,280.00	5261	58,280.00
	TOTAL SITE & CONSTRUCTIONS FUND				<u>\$ 58,854.50</u>

WILLIAM RAINEY HARPER COLLEGE  
DISTRICT NUMBER 512  
Educational Fund  
Statement of Position

ASSETS	ACCOUNT NUMBER	BALANCES 12-31-66
Cash:		
Imprest Fund	101.20	\$ 5,000.00
In Bank	101.30	94,355.61
Investments	102.10	<u>195,933.33</u>
TOTAL ASSETS		<u>\$ 295,288.64</u>
 <u>Liabilities</u>		
Payroll Deductions Payable		
Retirement	204.10	-
Survivors Insurance	204.11	-
Federal Income Tax Withheld	204.20	-
Social Security	204.31	-
TOTAL LIABILITIES		<u>-</u>
 <u>Fund Balance</u>		
Fund Balance	300.00	<u>\$ 295,288.64</u>
TOTAL LIABILITIES AND FUND BALANCE		<u>\$ 295,288.64</u>
 <u>Summary of Fund Balance</u>		
Balance July 1, 1966		\$ (16,747.79)
Add: Revenues to Date		<u>466,086.24</u>
Less: Expenditures to Date		<u>\$ 449,338.45</u>
Fund Balance		<u>\$ 154,049.81</u>
		<u>\$ 295,288.64</u>

WILLIAM RAINNEY HIGHER COLLEGE  
DISTRICT NO. 512  
EDUCATIONAL FUND BUDGET REPORT

<u>EXPLANATION</u>	<u>ACCOUNT NUMBER</u>	<u>BUDGET</u>	<u>MONTH OF DECEMBER</u>	<u>YEAR TO DATE</u>	<u>BALANCE</u>
Revenue:					
Taxes Current 1965	401.10	\$482,797.24	\$ 311.35	\$458,228.55	\$24,568.69
Governmental Divisions	402.00	15,000.00	-	5,000.00	10,000.00
Interest on Investments	404.00	2,477.27	214.90	2,377.69	99.58
Tuition	406.00	-	480.00	480.00	( 480.00)
<b>TOTAL REVENUE</b>		<b>\$500,274.51</b>	<b>\$1006.25</b>	<b>\$466,086.24</b>	<b>\$34,188.27</b>
Expenditures:					
Administration:	501.00				
Salaries:	501.10				
President	501.11	\$ 16,500.00	\$2083.33	\$ 11,474.19	\$ 5,020.81
Dean of Business Affairs	501.11	14,000.00	1541.66	9,166.63	4,833.37
Administrative Assistant	501.11	16,000.00	1166.67	4,555.65	11,444.35
Data Processing	501.15	10,000.00	1125.00	6,750.00	3,250.00
Secretarial and Clerical	501.16	31,900.00	2633.33	13,436.52	18,463.48
Other	501.19	7,500.00	-	-	7,500.00
<b>TOTAL ADMINISTRATIVE SALARIES</b>		<b>\$ 95,900.00</b>	<b>\$8549.99</b>	<b>\$ 45,387.99</b>	<b>\$50,512.01</b>
Contractual Services:	501.20				
Accounting	501.21	\$ 3,000.00	\$ -	\$ 1,375.00	\$ 1,625.00
Legal	501.22	9,000.00	315.00	4,775.00	4,225.00
Service Bureau Data Processing	501.23	4,000.00	-	-	4,000.00
Architectural	501.24	2,500.00	-	30.00	2,470.00
Educational	501.25	5,000.00	-	825.00	4,175.00
Financial	501.26	10,750.00	605.63	2,301.99	8,448.01
Other	501.29	5,000.00	814.68	1,314.68	3,685.32
<b>TOTAL CONTRACTUAL SERVICES</b>		<b>\$ 39,250.00</b>	<b>\$1735.31</b>	<b>\$ 10,621.67</b>	<b>\$28,628.33</b>
Supplies:	501.30				
Office Supplies	501.31	\$ 7,500.00	\$ 642.53	\$ 3,054.03	\$ 4,445.97
Copying Supplies	501.32	2,000.00	112.45	199.35	1,800.65
Printing	501.33	7,000.00	1596.82	2,450.37	4,549.63
Postage	501.34	5,000.00	261.70	967.56	4,032.44
Election	501.35	3,000.00	-	1,672.22	1,327.78
Other	501.39	5,000.00	32.17	102.92	4,897.08
<b>TOTAL SUPPLIES</b>		<b>\$ 29,500.00</b>	<b>\$2645.67</b>	<b>\$ 8,446.45</b>	<b>\$21,053.55</b>

EXPLANATION	ACCOUNT NUMBER	BUDGET	MONTH OF DECEMBER	YEAR TO DATE	BALANCE
Travel:					
Board and President	501.70				
Board and President	501.71	\$ 5,000.00	\$ 187.80	\$ 2,079.73	\$ 2,920.27
Business Office	501.72	2,000.00	69.87	1,241.92	758.08
Data Processing	501.73	1,500.00	41.42	772.03	727.97
Administrative Assistant	501.74	2,000.00	-	98.72	1,901.28
Other	501.79	1,000.00	27.44	338.74	661.26
TOTAL TRAVEL EXPENSES		\$ 11,500.00	\$ 326.53	\$ 4,531.14	\$ 6,968.86
Other Administrative Expenses	501.90	\$ 5,000.00	\$ 273.47	\$ 2,434.56	\$ 2,565.44
TOTAL ADMINISTRATIVE EXPENSES		\$ 181,150.00	\$ 13,530.97	\$ 71,421.81	\$ 109,728.19
Instruction:					
Salaries					
Dean of Instruction	502.00				
Dean of Instruction	502.10	\$ 18,000.00	\$ 1,500.00	\$ 9,000.00	\$ 9,000.00
Dean of Student Affairs	502.11	17,000.00	1,416.67	8,500.02	8,499.98
Ass't. Dean of Voc. Tech.	502.12	17,000.00	-	-	17,000.00
Director of Nursing Education	502.12	13,000.00	833.33	1,984.10	11,015.90
Ass't. Nursing Education	502.12	10,000.00	-	-	10,000.00
Registrar & Admissions	502.14	14,000.00	1,166.67	5,250.01	8,749.99
Secretarial, Clerical Programmer	502.16	32,000.00	1,294.81	6,153.28	25,846.72
Librarian	502.17	13,500.00	1,125.00	5,625.00	7,875.00
Library Assistants	502.17	15,000.00	513.75	1,775.50	13,224.50
Other	502.19	1,500.00	-	-	1,500.00
TOTAL INSTRUCTION SALARIES		\$ 151,000.00	\$ 7,850.23	\$ 38,287.91	\$ 112,712.09
Contractual Services					
Educational Consultants	502.26	\$ 2,500.00	\$ 262.50	\$ 424.50	\$ 2,075.50
Data Processing	502.27	2,500.00	-	-	2,500.00
TOTAL CONTRACTUAL SERVICES		\$ 5,000.00	\$ 262.50	\$ 424.50	\$ 4,575.50
Supplies:					
Professional Books	502.32	\$ 2,500.00	\$ (1.95)	\$ 542.91	\$ 1,957.09
Library Supplies	502.37	10,000.00	121.42	224.52	9,775.48
Other	502.39	15,000.00	826.81	838.81	14,161.19
TOTAL SUPPLIES		\$ 27,500.00	\$ 946.28	\$ 1,606.24	\$ 25,893.76

<u>EXPLANATION</u>	<u>ACCOUNT NUMBER</u>	<u>BUDGET</u>	<u>MONTH OF DECEMBER</u>	<u>YEAR TO DATE</u>	<u>BALANCE</u>
Travel:					
Faculty	502.70				
Librarian	502.71				
Other	502.77				
TOTAL TRAVEL	502.79	\$ 5,000.00	\$ 357.83	\$ 3,280.51	\$ 1,719.49
		1,000.00	52.80	398.55	601.45
		2,000.00	111.91	268.52	1,731.48
		\$ 8,000.00	\$ 522.54	\$ 3,947.58	\$ 4,052.42
Tuition Paid	502.80	\$ 92,820.00	\$ -	\$ -	\$ 92,820.00
Other Instructional Expenses	502.90	\$ 1,000.00	\$ 57.28	\$ 271.15	\$ 728.85
TOTAL INSTRUCTIONAL EXPENSES		\$285,320.00	\$ 9,638.83	\$ 44,537.38	\$ 240,782.62
Health:					
Salaries	504.00	\$ 500.00	\$ -	\$ -	\$ 500.00
Supplies	504.10	500.00	-	-	500.00
TOTAL HEALTH EXPENSES	504.30	\$ 1,000.00	\$ -	\$ -	\$ 1,000.00
Fixed Charges:					
Employers Share of Retirement	508.00	\$ 24,000.00	\$ 1,508.90	\$ 7,814.44	\$ 16,185.56
Fringe Benefit Program	508.40	15,000.00	-	1,054.00	13,946.00
Other Insurance	508.50	1,500.00	-	433.15	1,066.85
Rentals	508.51	7,500.00	580.41	2,687.36	4,812.64
Interest	508.60	2,000.00	-	-	2,000.00
Operational Bond	508.80	380.00	-	-	380.00
Other	508.84	6,000.00	-	-	6,000.00
TOTAL FIXED CHARGES	508.89	\$ 56,380.00	\$ 2,089.31	\$ 11,988.95	\$ 44,391.05
Capital Outlay:					
Additional Equipment	560.00	\$119,790.00	\$ 8,684.46	\$ 26,101.67	\$ 93,688.33
Provision For Contingencies	563.00	\$ 64,914.00	\$ -	\$ -	\$ 64,914.00
TOTAL EXPENDITURES	590.00	\$708,554.00	\$ 33,943.57	\$154,049.81	\$ 554,504.19

WILLIAM RAINEY HARPER COLLEGE  
DISTRICT NO. 512  
BUILDING FUND  
STATEMENT OF POSITION

<u>ASSETS</u>	<u>ACCOUNT NUMBER</u>	<u>BALANCES 12-31-66</u>
Cash:		
Cash in Bank	101.30	\$ 89,890.62
Investments	102.10	<u>24,330.50</u>
TOTAL ASSETS		<u>\$114,221.12</u>
<u>Liabilities</u>	-	-
<u>Fund Balance</u>		
Fund Balance	300.00	<u>\$114,221.12</u>
 <u>Summary of Fund Balance</u>		
Balance - July 1, 1966		\$ -
Add: Revenues to Date		<u>128,461.48</u>
		\$128,461.48
Deduct: Expenditures to Date		<u>14,240.36</u>
Balance		<u>\$114,221.12</u>

WILLIAM RAINY H. JR COLLEGE  
 District No. 512  
 BUILDING FUND REPORT  
 DECEMBER 31, 1966

EXPLANATION	ACCOUNT NUMBER	BUDGET	MONTH OF DECEMBER	YEAR TO DATE	BALANCE
Revenue:					
Taxes Current 1965	401.10	\$ 134,109.80	\$ 86.49	\$ 127,292.20	\$ 6,817.60
Interest on Investments	404.00	1,040.20	1,169.28	1,169.28	( 129.08)
TOTAL REVENUE		\$ 135,150.00	\$ 1,255.77	\$ 128,461.48	\$ 6,688.52
Expenditures:					
Tuition Paid	502.80	\$ 16,380.00	\$ -	-	\$ 16,380.00
Operation					
Salaries:					
President	506.11	\$ 5,000.00	\$ -	\$ -	\$ 5,000.00
Dean of Business Affairs	506.11	4,000.00	-	-	4,000.00
Data Processing	506.15	3,500.00	-	-	3,500.00
Contractual Services - Custodian	506.20	2,000.00	95.00	190.00	1,810.00
Supplies	506.30	500.00	-	12.02	487.98
Utilities:					
Water & Sewerage	506.51	250.00	-	-	250.00
Electricity	506.52	1,000.00	-	-	1,000.00
Telephone & Telegraph	506.54	7,000.00	656.43	4,123.49	2,876.51
Other	506.59	1,000.00	-	-	1,000.00
TOTAL OPERATING EXPENSES		\$ 24,250.00	\$ 751.43	\$ 4,325.51	\$ 19,924.49
Maintenance:					
Contractual Services	507.20	\$ 2,000.00	\$ -	\$ 2,589.50	\$ (589.50)
Supplies	507.30	200.00	-	-	200.00
TOTAL MAINTENANCE EXPENSES		\$ 2,200.00	\$ -	\$ 2,589.50	\$ ( 389.50)
Fixed Charges:					
Employers Share of Retirement	508.40	\$ 1,300.00	\$ -	\$ -	\$ 1,300.00
Fire Insurance	508.50	1,000.00	-	-	1,000.00
Rentals-Office	508.60	20,000.00	1,177.67	7,251.09	12,748.91
Other	508.65	2,000.00	-	74.26	1,925.74
TOTAL FIXED CHARGES		\$ 24,300.00	\$ 1,177.67	\$ 7,325.35	\$ 16,974.65
Capital Outlay:					
New Building and Improvements	560.00	\$ 61,291.00	\$ -	\$ -	\$ 61,291.00
Additional Equipment	563.00	5,500.00	-	-	5,500.00
TOTAL CAPITAL OUTLAY		\$ 66,791.00	\$ -	\$ -	\$ 66,791.00
Provision for Contingencies	590.00	\$ 1,229.00	\$ -	\$ -	\$ 1,229.00
TOTAL EXPENDITURES		\$ 135,150.00	\$ 1,929.10	\$ 14,240.36	\$ 120,909.64

WILLIAM RAINEY HARPER COLLEGE  
DISTRICT NO. 512  
SITE & CONSTRUCTION FUND  
STATEMENT OF POSITION

<u>ASSETS</u>	<u>ACCOUNT NUMBER</u>	<u>BALANCES 12-31-66</u>
Cash:	101.30	\$(80,832.55.)
Cash in Bank - Mt. Pros	101.31	48,223.38
Investments	102.10	<u>1707,450.00</u>
TOTAL ASSETS		<u>\$1674,840.83</u>
<u>Liabilities</u>		
<u>Fund Balance</u>		
Fund Balance	300.00	<u>\$1674,840.83</u>
<u>Summary of Fund Balance</u>		
Balance - July 1, 1966		-
Add: Revenues to Date		<u>\$3394,938.88</u>
		\$3394,938.88
Deduct : Expenditures to Date		<u>1720,098.05</u>
Balance		<u>\$1674,840.83</u>

WILLIAM RAINY H. JR COLLEGE  
DISTRICT NO. 512  
SITE & CONSTRUCTION FUND BUDGET REPORT  
December 31, 1966

<u>EXPLANATION</u>	<u>ACCOUNT NUMBER</u>	<u>BUDGET</u>	<u>MONTH OF DECEMBER</u>	<u>YEAR TO DATE</u>	<u>BALANCE</u>
Revenue:					
Governmental Divisions	402.00				
Higher Educational Facilities Act	402.81	\$1,000,000.00	-	-	\$1,000,000.00
Other - State	402.90	3,500,000.00	-	-	3,500,000.00
Sale of Bonds:	403.00				
Principal on Bonds Sold	403.10	7,375,000.00	-	\$3,375,000.00	\$4,000,000.00
Premium on Bonds Sold	403.20	-	-	19,938.88	( 19,938.88)
Accrued Interest on Bonds Sold	403.30				
Interest on Investments	404.00	25,000.00	-	-	-
TOTAL REVENUE		\$11,900,000.00	-	\$3,394,938.88	\$8,480,061.12
Expenditures					
Fixed Charges:	508.00				
Insurance	508.50	\$ 2,000.00	-	--	2,000.00
Capital Outlay:	560.00				
Site Acquisition and Improvement	561.00	\$2,000,000.00	\$92,400.05	\$1,480168.40	\$ 429,831.60
New Building and Improvements	562.00	3,500,000.00	-	149929.65	3,350,070.35
Additional Equipment	563.00	25,000.00	-	-	25,000.00
TOTAL CAPITAL OUTLAY		\$5,525,000.00	\$92,400.05	\$1,630098.05	\$3,804,901.95
TOTAL EXPENDITURES		\$5,527,000.00	\$92,400.05	\$1,630098.05	\$3,806,901.95

WILLIAM RAINEY HARPER COLLEGE  
DISTRICT NO. 512  
SCHOLARSHIP FUND  
STATEMENT OF POSITION

ASSETS	ACCOUNT NUMBER	TRANSACTIONS		Balances
		Dr.	Cr.	12-31-66
Cash:	101.32	\$ 454.00	\$ 2.00	\$452.00
<u>Fund Balance</u>				
Scholarship Fund Balance	300.00			\$452.00

Exhibit A

Recommended Annexation of College Property to Palatine Village

(To be hand carried to meeting by Mr. Frank Hines.)

WILLIAM RAINEY HARPER COLLEGE  
PALATINE, ILLINOISTO: Board of Trustees and  
Dr. Robert LahtiFROM: Business OfficeJanuary 12, 1966RE: Analysis and Recommendation for the  
Harper College Insurance Program.

This report is a brief analysis of the current status and pending needs of insurance coverage for Harper College. All items were reviewed and discussed with Attorney Hines and Mr. Art Jarris of Flynn, Harrison, and Conroy, Inc.

A. The following is a brief resume of the coverage now carried by the district:

1. Personal Property is covered against "All Risks" of loss or damage in the total amount of \$20,000.00. Coverage on money is restricted to \$250.00 against loss by burglary or robbery. Loss to money and personal property by a dishonest or fraudulent act of an employee is covered for \$5,000.00.
2. Textbooks and reference books being placed in the library at Elk Grove High School are covered up to \$75,000. on an all risk basis.
3. Accounting records, business records, contracts, etc., are insured to cover the cost of reproducing damaged or destroyed items to the extent of \$2,000.00.
4. Our liability insurance will pay all sums which the college shall become legally obligated to pay as damages because of bodily injury and destruction of property arising out of the operations of the district. The limits are:

\$250,000.00	per person	-	bodily injury
500,000.00	per accident	-	bodily injury
50,000.00	per accident	-	property damage.

- a. Coverage is automatically afforded with respect to liability arising out of newly acquired property "owned or leased".
  - b. Coverage is provided for liability arising out of work performed by independent contractors and liability assumed under certain forms of contracts or "leases".
  - c. This policy has been extended by endorsement to include "Members of the Board of Trustees or any agent, employee, teacher, officer, or member of the supervisory staff, as insured for liability coverage".
  - d. Coverage is afforded with respect to liability arising out of the operation of hired cars and vicarious liability through employees using their cars for district business.
5. The college is covered for statutory liability arising out of the Illinois Workmen's Compensation and Occupational Disease Acts. Coverate in the amount of \$100,000. is carried for employee suits that may be brought against the district outside the IWC&ODA.
  6. The treasurer of the district is also bonded for the following amounts:
    - a. Current Operation Bond . . . . . \$ 500,000.00
    - b. Site and Construction Bond . . . . . 3,375,000.00

Costs involved in the foregoing insurance coverage are as follows:

1.	"All Risks" Personal Property . . . . .	\$	223.30
2.	"All Risks" Text and Reference Books . .		75.00
3.	Reproducing Coverage . . . . .		15.00
4.	Bodily Injury & Property Damage . . . . .		40.00
	a. New property (no cost) . . . . .		-
	b. Independent Contractor Liability . . (no cost)		-
	c. Endorsement coverage (no cost) . . .		-
	d. Automobile Liability . . . . .		22.00
5.	Statutory Liability and Excess Coverage.		156.00
6.	Treasurer Bonds		
	a. Current Operation Bond . . . . .		380.00
	b. Site and Construction Bond . . . . .		966.00
			<hr/>
	TOTAL COST	\$	1,877.30

- B. It is our recommendation that our insurance program be expanded to provide additional current coverage to included:
1. An increase in No. 1 (loss by burglary or robbery) to \$500.00.
  2. An increase in No. 4 (bodily injury and property damage) to the limits of \$500,000. per person and \$1,000,000. per accident to coincide with the policy held by District No. 214 at the Elk Grove High School.
  3. To amend the present liability coverage to afford protection on a "Personal Injury" basis rather than "Bodily Injury" basis, even though this is not required by Illinois Code. This extended coverage would afford protection against losses due to:
    - a. Libel, slander, defamation of character,
    - b. Invasion of privacy,
    - c. Wrongful detention and false arrest.
  4. To obtain a treasurer's bond to afford protection for the pending \$4,000,000. bond sale.

The additional amounts needed for the above items include:

1. Increase in burglary or robbery loss . . . .	\$ 10.00
2. Increase in bodily injury and property damage . . . . .	35.00
3. Additional "Personal Injury Coverage". . . .	25.00
4. Additional treasurer's bond. . . . .	<u>907.00</u>
TOTAL ADDITIONAL PREMIUMS. . . . .	\$977.00

Recapitulation for present and proposed insurance program:

Coverage now in force. . . . .	\$1,877.30
Increased and additional coverage. . . . .	<u>977.00</u>
TOTAL COST . . . . .	\$2,854.30

Mr. Art Jarris has been an excellent insurance advisor and has given us the benefit of the lowest rates possible. These rates have been more than competitive and have exceeded our expectations. On the basis of his competitive attitude and willingness to work with us, we feel it behoves us to continue negotiating with him for any extended coverage we may need.

- C. Consideration should be given at this time to the projected insurance coverage needs for Harper College, particularly during the next two years. The following items should be considered in future insurance coverage:
1. Continual increased coverage on money and securities to an amount more representative of actual exposure and under a comprehensive form to cover increased activities in purchasing, bookstore operations, cafeteria operations, vending machine operations, tuition collections, etc.
  2. Insurance and surety requirements in building specifications should be reviewed by the insurance company.
  3. Insurance requirements of the general contractor should be established and evaluated in terms of possible additional district responsibility.
  4. Insurance to cover the vocational training program should be investigated.
  5. Insurance to cover the nursing program for malpractice exposure should be established.
  6. Fire insurance to cover the proposed relocatable buildings in Elk Grove should be added to our present policy.
  7. Architectural plans and specifications should be reviewed by the insurance company and the fire insurance rating authorities in order to assure minimal rates and maximum safety in construction.

EXHIBIT C

STUDENT FREEDOM AND RESPONSIBILITY  
AND  
STUDENT GOVERNMENT

Harper College recognizes that college students are young adults and as such they have constructive contributions to make to the operation of the college. Students will be expected to participate in the policy formulation process when policies affecting them are being considered. Appropriate college committees will have student representation and students will have the right to appear before any other groups which decide matters that directly affect them. The college expects that when such opportunities to participate are given, concomitant adult responsibility will be shown.

The main vehicle through which students will work with faculty and administrators is the student government. In affirming the importance thereof, the college will look to it to play the major student role in developing a strong and spirited community college.

EXHIBIT C

COLLEGE CO-CURRICULAR PROGRAM

Harper College recognizes that there is a significant educational potential within a properly developed comprehensive college co-curricular program.

Harper College affirms its desire to work with the student government in fostering the growth of such a program which reflects and meets the needs of the student body.

Typically this program will include student government, student publications, social activities, intramural athletics, intercollegiate athletics, dramatics, musical groups, clubs, assembly programs, and any other activities which, in the view of the college student personnel committee, have value for the college community.

PLACEMENT AND FINANCIAL AID PROGRAM  
POLICY STATEMENT

Harper College recognizes the need for well developed programs in the areas of Placement and Financial Aids. The college, therefore, will offer comprehensive programs in these areas.

The Placement Program will aid students in finding part time work, summer work and full time work upon completion of a vocational program.

The Financial Aid Program <sup>AMS</sup> ~~will~~ provide a variety of financial aids including loans, grants-in-aid, scholarships and college work opportunities. It will be the aim of this program to provide sufficient financial aids to insure that no student will be denied an education at Harper College due to lack of funds. Students will be counseled in the solution of their financial problems and graduating students will be helped in obtaining financial aids, if needed, at senior colleges and universities.

## EXHIBIT C

### GRANTS-IN-AID

Harper College will offer tuition grants-in-aid to students in significant leadership roles in the student body. The leadership roles which will carry a tuition grant-in-aid will be determined by the dean of students and approved by the student personnel committee of the college.

During the 1967-68 college year the following positions will carry tuition grants-in-aid: student government president, editor of the college paper and editor of the college yearbook.

The tuition grant-in-aid will be given to each recipient (or credited to future tuition) following the certification by the dean of students that the student has successfully completed a full semester in one of the approved positions.

Students who receive scholarships to Harper College will not be eligible for the above grants-in-aid.

#### Estimated Cost

1966-67 - Three positions - \$240.00 each = \$720.00

SCHOLARSHIP PROPOSAL

The Board of Trustees of Harper College will offer to graduates of the high schools within Junior College District #512 a series of scholarships to be called TRUSTEE SCHOLARSHIPS. These scholarships will be offered as follows:

1. Each high school within Junior College District #512 graduating a senior class will be allotted one tuition scholarship if at least 25 graduates of that high school register at Harper College during the spring semester. If there are less than 25, the scholarship will be offered if, in the judgement of the college scholarship committee, a qualified student is eligible for the award. If a high school does not qualify for its scholarship, the committee may award it to a qualified student from another high school. For the fall of 1967 the scholarship will be determined on the basis of the number of applications on file from each high school as of April 1, 1966.
2. The scholarships will be awarded by the College Scholarship Committee based on applications submitted by the students. The basis for awarding the scholarships will be scholarship,

financial need and potential leadership contributions to the co-curricular program of the college.

3. Each TRUSTEE SCHOLARSHIP will be for one semester's tuition to Harper College. It will be renewed for three succeeding semesters providing the student maintains at least a C (2.0) average.

#### COST ESTIMATE

It is somewhat difficult to accurately estimate the costs of this scholarship program to the college. The scholarships involve a waiver of tuition rather than a direct appropriation of funds to the students. The best way to estimate such costs is to calculate the amount of tuition waived assuming a maximum usage of each scholarship. Such estimates are listed below for each year through 1975. It should be noted that these are maximum costs to the college. It is likely that costs would be somewhat less.

Each one year scholarship is calculated to be valued at \$240.00.

The following figures include Barrington High School and the new high schools anticipated by Districts #211 and #214.

<u>Year</u>	<u>Number of H.S. Eligible for Scholarships</u>	<u>Number of Scholarships</u>	<u>Costs</u>
1967-68	9	9	\$2160.00
1968-69	11	20	\$4800.00
1969-70	12	23	\$5520.00
1970-71	13	25	\$6000.00
1971-72	14	27	\$6480.00
1972-73	14	28	\$6720.00
1973-74	14	28	\$6720.00
1974-75	15	29	\$6960.00

COMMENT

This type of scholarship program has value in attracting to the college a nucleus of good students. These students will have leadership qualities which will bring to the college a core of positive student leaders. Such a program also has a potential for promoting good relationships between the college and the high schools and between the college and the community. Add to this the fact that needy students would be aided in their attainment of a quality education and there seems to be adequate justification for such a program.

240  
29  
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2160  
480  
-----  
6940

WILLIAM RAINEY HARPER COLLEGE  
PALATINE, ILLINOIS

TO: Board of Trustees and  
Dr. Robert Lahti

January 6, 1967

FROM: Business Office

RE: RECOMMENDATION FOR VOTING PRECINCTS

Outlined herein is a survey of voting precincts and votes cast since the organization of Junior College District 301.

As indicated below, only 12 precincts were used during the organizational referendum of March 27, 1965, and the initial board election of May 1, 1965, conducted by the office of the County Superintendent.

VOTES CAST

<u>Precinct</u>	<u>Polling Place</u>	Org. Referendum <u>March 27, 1965</u>	Initial Board Election <u>May 1, 1965</u>
1	Hanover Park	73	44
2	Schaumburg	445	208
3	Hoffman	1052	772
4	Inverness	232	139
5	Palatine	1696	585
6	Des Plaines	307	86
7	Elk Grove	787	876
8	Mount Prospect	1914	1011
9	Arlington	2232	1024
10	Rolling Meadows	508	457
11	Wheeling	921	392
12	Bufflao Grove	<u>259</u>	<u>131</u>
	TOTAL VOTES CAST	10,426	5,725

-2-

In 1966, the number of precincts was increased to 33 to coincide with the precincts and polling places being used by the underlying high school and elementary districts. This was done in an effort to share expenses of judges and polling places in addition to allowing voters to vote in the same location as they do for high school and elementary purposes. The breakdown of precincts, polling places and votes cast for both the April 9, 1966 board election and the June 4 referendum is as follows:

<u>Precinct</u>	<u>Polling Place</u>	<u>Board Election April 9, 1966</u>	<u>Referendum June 4, 1966</u>
1	Wheeling	223	102
2	Wheeling	278	162
3	Buffalo Grove	258	283
4	Wheeling Township	161	366
5	Arlington Heights	49	62
6	Mount Prospect	479	381
7	Mount Prospect	644	398
8	Mount Prospect	87	86
9	Wheeling Township	166	127
10	Arlington Heights	460	957
11	Arlington Heights	330	471
12	Arlington Heights	425	655
13	Rolling Meadows	54	168
14	Rolling Meadows	50	254
15	Arlington Heights	26	24
16	Mount Prospect	61	40
17	Mount Prospect	101	64
18	Des Plaines	520	142
19	Des Plaines	113	18
20	Elk Grove	166	81
21	Elk Grove	216	141
22	Elk Grove	210	75
23	Elk Grove	90	51
24	Schaumburg	65	84
25	Hoffman	185	265
26	Hoffman	306	337
27	Hoffman	258	517
28	Schaumburg	122	381
29	Hanover Park	68	65
30	Palatine	39	200
31	Inverness	24	132
32	Palatine	69	557
33	Palatine	<u>47</u>	<u>460</u>
	TOTAL VOTES CAST	6,350	8,106

This problem has been discussed at length with Attorney Hines and it is recommended that precincts and polling places remain identical to the thirty three established. It is particularly important that all voters use identical precincts and polling places for all elementary, high school and junior college purposes. In so doing, we will continue to be able to share judges, voting booths and other expenses related to the election. Furthermore, the vote summary, indicated previously, points out clearly that local issues have a definite affect on voter turnout and that a small vote in one election is not indicative of what can happen in another. In addition, this will allow for a voter growth potential within the college district.

Finally, a continuation of present precincts may eliminate the possibility of voter suspicion related to precinct changes and continue to provide a good public relations vehicle for Harper College.

A G R E E M E N T

THIS AGREEMENT made and entered into by and between the Board of Junior College District No. 512, County of Cook and State of Illinois (hereinafter referred to as the College) and \_\_\_\_\_ (hereinafter referred to as the employee),

WITNESSETH:

In consideration of the mutual covenants and agreements set forth herein, it is agreed as follows:

1. That the College does employ the employee for a period of \_\_\_\_\_ weeks commencing on the \_\_\_\_\_ day of \_\_\_\_\_, 19\_\_\_\_ at the annual basic salary of \$\_\_\_\_\_ to be paid in \_\_\_\_\_ installments less deductions as are agreed upon or otherwise authorized by law.

Said employee shall be assigned to and accepts the position of \_\_\_\_\_ of \_\_\_\_\_.

2. The employee's professional qualifications as contained in the employment application, are hereby deemed acceptable to and by the College.

3. This contract is for such services as may be assigned the employee, and the employee agrees that he may be reassigned to other instructional positions within his professional-educational qualifications. The employee hereby agrees to faithfully perform and discharge all duties assigned to him to the satisfaction of the College.

4. The employee has read the Tenure Policy, as well as all other policies adopted and in force as of the date hereof, understands said policies and agrees to abide thereby. It is understood and agreed that this contract is for a term period of one year, that it will expire one year from the date of its inception and that the College is under no obligation to renew same.

IN WITNESS WHEREOF, the parties hereto have hereunto affixed their official hands this \_\_\_\_\_ day of \_\_\_\_\_, 19\_\_.

\_\_\_\_\_  
President, Board

\_\_\_\_\_  
Employee

\_\_\_\_\_  
Secretary, Board

A G R E E M E N T

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IN WITNESS WHEREOF, the parties hereto have hereunto affixed their official hands this \_\_\_\_\_ day of \_\_\_\_\_, 19\_\_.

\_\_\_\_\_  
President, Board

\_\_\_\_\_  
Employee

\_\_\_\_\_  
Secretary, Board

\_\_\_\_\_  
President  
William Rainey Harper College

*Albert H. Martin  
Dec. 15.*

## ILLINOIS ASSOCIATION OF COMMUNITY AND JUNIOR COLLEGES

To: Presidents, Illinois Junior Colleges  
Presidents, Illinois Junior College Boards

From: Albert H. Martin, President, IAJC

Subject: Implementation of New Constitution for Illinois Association of  
Community and Junior Colleges

At the meeting of December 9 of the Illinois Association of Junior Colleges it was the concensus of those present that the junior colleges of the state should pursue the development of the office of the Executive Director of the Illinois Association of Community and Junior Colleges. The proposed financing for this project, which will cost a minimum of \$30,000 a year, is through a combination of a basic charge for each junior college of \$350 a year and 30¢ per full time equivalent student as of November 15. It is proposed that there be no differentiation between private and public junior colleges in charges. No college will be assessed more than \$1850 (\$350 plus assessment for 5000 students.) Non-operating college districts will be billed for 1000 students until such time as the college begins operation.

The problems faced by the Association through the rapid expansion of the state junior college system have increased substantially. Increased problems of communication between the officers of the Association and the membership, the added need for coordination and cooperation with the two state agencies--the Board of Higher Education and the Illinois Junior College Board, expansion of the Committee of Cooperation of the Illinois Conference on Higher Education, representation on the state Council on Articulation, are all part of the picture of rapid expansion. Illinois junior college boards, administrators, faculty members and students are requiring more services. These needs are at least doubled just before and during a session of the General Assembly. To achieve the objectives of the new constitution of the Association some paid official is required. Voluntary services of administrators, board members and faculty in junior colleges are going to be still required, but coordination of the affairs of the Association cannot be effectively carried out except through an executive director.

The duties of such an official are those listed in Article VI of the Constitution. These are summarized as follows:

1. He shall attend all meetings of the Board of Directors, general meetings of the Association, and when possible, meetings of the divisions.
2. He shall be responsible for communicating to all members information relating to the activities of the Association.
3. He shall be a permanent member of the program committee with specific duties relating to the arrangements for meetings.
4. He shall represent the Association before all government bodies on policies affecting the Association and its membership.

RECEIVED

DEC 16 1966

Office of the President

5. He shall print and circulate among the membership on a regular basis an Association newsletter which will keep the Association members informed about the pertinent activities affecting junior colleges in the State.
6. He shall answer all correspondence addressed to the Association.
7. He shall keep all official minutes of meetings including official meetings of the divisions.
8. He shall submit an annual report summarizing the activities of the Association and the divisions and recommending action for the next year.
9. He shall prepare the annual budget.
10. He shall carry out all other duties required of him by the Board of Directors.

Since 1967 is a legislative year in Illinois it would be extremely helpful if an executive director could be employed early in 1967. However, before the Acting Board of Directors can make any commitments it must have the assurance of the junior colleges that they are willing to become active institutional members and thus commit themselves to paying the charges assessed.

To operate the office until July 1, only half the suggested dues will be required. Also, colleges that have paid their 1966-67 dues under the old IAJC formula may deduct such payment from the amount to be charged. As an example, a junior college with 1000 students would be charged as follows for the period to July 1, 1967:

\$350 - basic charges

\$300 - 1000 full time equivalent students at 30¢ per student

\$650 - total for one year

\$325 - total for one-half year (Jan. 1 - July 1, 1967)

-75 - already paid as IAJC dues

\$250 - amount due to support office of executive director to July 1, 1967

I believe most junior colleges can compute from the sample above the dues which we will require no later than February 15 if the executive office is to be established.

Will your junior college board support this program? Please notify me by January 15 of the action of your board in this critical matter. Feel free to contact me if you have any questions.

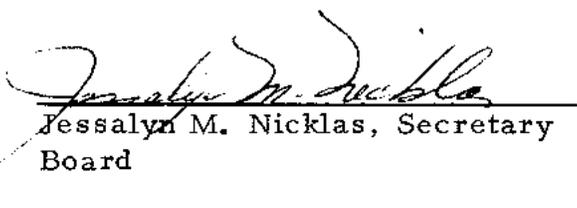
Authorization for Junior College District 512 to Participate in  
Educational Research Programs under the Provisions of P.L. 88-210

Be it hereby resolved that the Board of Junior College District 512 approves the college to participate in the educational and research programs under the provisions of P.L. 88-210 known as the Vocational Education Act of 1963, provided that specific projects shall receive approval of the Board.

Be it further resolved that the Board of Junior College District 512 direct the administration to prepare and submit to the Illinois State Board of Vocational Education a proposal designating Junior College District 512 a post-secondary area vocational-technical school.

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John A. Haas, President  
Board



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Jessalyn M. Nicklas, Secretary  
Board

ADMINISTRATIVE PROGRAMMER - ANALYSTPOSITION DESCRIPTION

Under the supervision of the Director of Data Processing develops machine systems and prepares computer programs for administrative and educational applications. Will work with the Director of Data Processing and other College staff in preparing data specifications, record layout, forms designs, machine and manual procedures, computer program specifications, computer programs, and systems documentation.

In addition, will serve as team leader coordinating the activities of a junior programmer and student programmers.

QUALIFICATIONS

Three to five years experience in programming tape or disk computer systems. Prefer Bachelors Degree in Business or Mathematics with a minimum education level of two years of college or technical school.

SALARY RANGE

\$8,400 - \$12,000 (12 months)

ANTICIPATED DATE OF EMPLOYMENT

February, 1967

Recommendation - Comptroller and Purchasing Agent Staff

Exhibit to be hand-carried to Board meeting.

WILLIAM RAINEY HARPER COLLEGE

34 W. PALATINE RD. • PALATINE, ILLINOIS 60067 • AREA CODE 312 358-9100

December 12, 1966

R E L E A S E

The Board of William Rainey Harper College, upon recommendation of President Robert E. Lahti and Dean of Business, James D. Perry, approved the appointment of Mr. Donald Mistic as Purchasing Agent effective February 1, 1967.

Mr. Mistic graduated from Farragut High School, Chicago and received his B.S. degree from Roosevelt University. He has served with Stewart Warner, Central Scientific, and Universal Oil Company, all of Chicago, Illinois.

Mr. Mistic brings a fine background of experience in production, service, sales, purchasing and inventory control to the position as purchasing agent. In this position he will be responsible for the organization and control of the purchasing function throughout the college.

The father of two children, Mr. Mistic and his wife Mildred reside at 1200 West Grove, Arlington Heights, Illinois

*Municipal Research Associates*

510 GREEN BAY ROAD • KENILWORTH, ILLINOIS

CONSULTANTS ON  
MUNICIPAL FINANCE

TELEPHONE 256-1330  
AREA CODE 312

January 5, 1967

Dr. Robert T. Lahti, President  
William Rainey Harper College  
34 West Chicago Avenue  
Palatine, Illinois

Dear Dr. Lahti:

In connection with the sale of the additional \$4,000,000 School Bonds to be offered in the immediate future, we recommend that the Board consider January 24, 1966, as the date of sale.

While it is difficult to predict changes in the Bond Market from week to week, some strength has been shown recently and we feel it is advisable to schedule the sale in the relatively near future.

Yours very truly,

Municipal Research Associates

  
Howard W. Voss

HWV/pjb