

Information:

Drawer: Accounts Payable - Invoices **Vendor Number:** 1084121 **Vendor Name:** DAOES

Check Details:

Check Number: E0111046 **Check Amount:** \$ 291,672.00 **Check Date:** 12/9/2025

Invoice Details:

Invoice Number: 12-1-2025 **Invoice Date:** 12/3/2025 **PO Number:** NULL
Voucher Number: V0915722

Document Type: AP Invoice

Document Below

Check Request Form

This form may be used to request check payments only for those items for which the issuance of a purchase order would not be appropriate. Attach supporting documentation (e.g., invoice or agreement). Please refer to Administrative Procedure 2.21, Vendor Payment.

Date: _____ Vendor ID: _____ Vendor Name: _____

Payee Address: _____ Payment Due Date: _____

Invoice Number	GL Account number(s) e.g. 01-80-00757-5401001	GL Account Name e.g. Office Supplies	Amount
Total			\$

Check the appropriate box below:

- ☐ We, the undersigned, hereby certify that the goods/services, for which payment is herein requested, have been provided in a satisfactory condition/manner. Consequently, payment is appropriate at this time.
- ☐ We, the undersigned, hereby certify that the goods/services, for which payment is herein requested, have not yet been provided. The first approver indicated below will notify the Accounts Payable Office in writing when the goods/services have been delivered in a satisfactory condition/manner.

Description on Check:

Other Instructions:

All requests will require the following approvals:

Requester: _____ Print Name: _____

Budget Officer: _____ Print Name: _____

Requests \$10,000 and over will require the additional approvals below:

Next Level Supervisor (if applicable): _____ Print Name: _____

Next Level Supervisor (if applicable): _____ Print Name: _____

Next Level Supervisor (if applicable): _____ Print Name: _____

Area Administrator (only required if request is \$10,000 and over): _____ Print Name: _____

Area Cabinet Officer (only required if request is \$25,000 and over): _____ Print Name: _____

Board Approval Date (only required if request is \$25,000 and over): _____

Return approved request and all supporting documentation to Accounts Payable (SRC 2132A), invoicing@cod.edu

Check Request Form *(cont.)*

Processing a Check Request:

To expedite the processing of a check request, or other non-purchase order disbursement, the requesting department should:

1. Verify that the vendor intake process has been completed by the Procurement Office.
Payment cannot be made to a vendor until this process has been completed.
2. Complete and review this check request form and confirm that all relevant supporting documentation is attached including fully executed contracts, if applicable.
3. Ensure the payee information is complete and includes the vendor's Colleague ID number.
4. Ensure that the general ledger account number is included and correct.
5. Maintain a copy of the approved check request form for department records.
6. Submit the completed check request form to the Accounts Payable Office.

The check request form will be returned to the budget officer if the information is incomplete, not in compliance with College Policy, or if budget is not available.

College of DuPage - Financial Affairs
Journal Entry (JE)

Reversal: No			Reversal Date:	n/a	FY: 2026
Month End Date: 12/31/2025					
JE Row #	Colleague Account Number	Account Description	Debit	Credit	Additional Description
	01-80-00757-5904999	Financial Affairs : Balance Claim on Cash-Offsets	-		
	05-60-00529-5904999	AUX Misc Auxillary Services : Balance Claim on Cash-Offsets		-	
1	01-00-00000-1100201	General : ILFUNDS	291,672.00		DAOES Payment rec'd 12/1/2025
2	10-99-99286-2900099	Daoes/ISBE Payments : Funds Held in Custody of Othr		291,672.00	DAOES Payment rec'd 12/1/2025
TOTALS	JE Description (30 character limit): see above		291,672.00	291,672.00	-
Description: ISBE payment rcv'd 12/1/25: 19-022-5020-46 , Project FY26 CTEI 3220, Sub Program 00: \$291,672					
Entered By: Grace Wahler		Grace Wahler	Date Entered:	12/3/2025	JE Number: J034434
Prepared By:		Sheila Wagner	Date Prepared:	12/2/2025	Reversal JE Number:
Approved By: David Virgilio		DV	Date Approved:		

Trade Date	FUND & ACCOUNT	Transaction Type	Shares	NAV	Amount
12/01/2025	Illinois LGIP Acct#: *****0577	SHARES PURCHASED - WIRE	291672	1 \$	291,672.00
11/25/2025	Illinois LGIP Acct#: *****0577	INCOME DIVIDEND CASH	N/A	0 \$	5,167.82
11/25/2025	Illinois LGIP Acct#: *****0577	SAME DAY WIRE REDEMPTION	3825153.02	1 \$	3,825,153.02
11/21/2025	Illinois LGIP Acct#: *****0577	SHARES PURCHASED - WIRE	1121398.41	1 \$	1,121,398.41
11/20/2025	Illinois LGIP Acct#: *****0577	SHARES PURCHASED - WIRE	2203.2	1 \$	2,203.20
11/14/2025	Illinois LGIP Acct#: *****0577	SHARES PURCHASED - WIRE	291672	1 \$	291,672.00
11/14/2025	Illinois LGIP Acct#: *****0577	SHARES PURCHASED - WIRE	291672	1 \$	291,672.00
11/14/2025	Illinois LGIP Acct#: *****0577	SHARES PURCHASED - WIRE	291672	1 \$	291,672.00
11/14/2025	Illinois LGIP Acct#: *****0577	SHARES PURCHASED - WIRE	291672	1 \$	291,672.00
11/12/2025	Illinois LGIP Acct#: *****0577	SHARES PURCHASED - WIRE	9422.4	1 \$	9,422.40
11/12/2025	Illinois LGIP Acct#: *****0577	SHARES PURCHASED - WIRE	273196.8	1 \$	273,196.80
11/12/2025	Illinois LGIP Acct#: *****0577	SHARES PURCHASED - WIRE	6422.4	1 \$	6,422.40
11/10/2025	Illinois LGIP Acct#: *****0577	SHARES PURCHASED - WIRE	322805	1 \$	322,805.00
11/10/2025	Illinois LGIP Acct#: *****0577	SHARES PURCHASED - WIRE	53450	1 \$	53,450.00
11/07/2025	Illinois LGIP Acct#: *****0577	SHARES PURCHASED - WIRE	3400.8	1 \$	3,400.80
11/05/2025	Illinois LGIP Acct#: *****0577	SHARES PURCHASED - WIRE	334428	1 \$	334,428.00
10/31/2025	Illinois LGIP Acct#: *****0577	INCOME REINVEST	122.49	1 \$	122.49
10/30/2025	Illinois LGIP Acct#: *****0577	SHARES PURCHASED - WIRE	531615.52	1 \$	531,615.52
10/16/2025	Illinois LGIP Acct#: *****0577	INCOME DIVIDEND CASH	N/A	0 \$	3,599.11
10/16/2025	Illinois LGIP Acct#: *****0577	SAME DAY WIRE REDEMPTION	2777731.46	1 \$	2,777,731.46
10/10/2025	Illinois LGIP Acct#: *****0577	SHARES PURCHASED - WIRE	40124	1 \$	40,124.00
10/07/2025	Illinois LGIP Acct#: *****0577	SHARES PURCHASED - WIRE	10468.8	1 \$	10,468.80
10/07/2025	Illinois LGIP Acct#: *****0577	SHARES PURCHASED - WIRE	2305516.17	1 \$	2,305,516.17
10/06/2025	Illinois LGIP Acct#: *****0577	SHARES PURCHASED - WIRE	377228.49	1 \$	377,228.49
10/02/2025	Illinois LGIP Acct#: *****0577	SAME DAY WIRE REDEMPTION	5553227.88	1 \$	5,553,227.88
10/02/2025	Illinois LGIP Acct#: *****0577	SHARES PURCHASED - WIRE	21326.4	1 \$	21,326.40
10/02/2025	Illinois LGIP Acct#: *****0577	SHARES PURCHASED - WIRE	23067.6	1 \$	23,067.60
09/30/2025	Illinois LGIP Acct#: *****0577	INCOME REINVEST	9380.33	1 \$	9,380.33
09/30/2025	Illinois LGIP Acct#: *****0577	SHARES PURCHASED - WIRE	1121398.41	1 \$	1,121,398.41
09/23/2025	Illinois LGIP Acct#: *****0577	SHARES PURCHASED - WIRE	2300723.56	1 \$	2,300,723.56
09/15/2025	Illinois LGIP Acct#: *****0577	SHARES PURCHASED - WIRE	302853.75	1 \$	302,853.75



VENDOR WARRANT DETAIL



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Warrant/EFT#: EF 0013177

Fiscal Year

2026

Issue Date

11/26/25

Warrant Total

\$291,672.00

Warrant Status

Agency

Contract

Invoice

Voucher

Agency Amount

586 - STATE BOARD OF EDUCATION

0000031061

600031061

\$291,672.00

IOC Accounting Line Details

Fund

Agency

Organization

Appropriation

Object

Amount

Appropriation Name

0001

586

18

49002700

4474

\$291,672.00

CAREER & TECHNICAL EDUCATION

Agency Contact Information

217-785-8777

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UPDATED 11/24/25 AT 7:48 PM



Payment Schedule Detail

Schedule Date	Amount(Net)	Status	Processed By Comptroller	Payment Frozen Status
7/31/2025	\$291,672.00	Disbursed (10/22/2025)	11/13/2025	
8/31/2025	\$291,672.00	Disbursed (10/22/2025)	11/13/2025	
9/30/2025	\$291,672.00	Disbursed (10/22/2025)	11/13/2025	
10/31/2025	\$291,672.00	Disbursed (10/22/2025)	11/13/2025	
11/30/2025	\$291,672.00	Disbursed (11/05/2025)		
12/31/2025	\$291,672.00	Scheduled		
1/31/2026	\$291,672.00	Scheduled		
2/28/2026	\$291,672.00	Scheduled		
3/31/2026	\$291,672.00	Scheduled		
4/30/2026	\$291,672.00	Scheduled		
5/31/2026	\$291,672.00	Scheduled		
6/30/2026	\$291,672.00	Scheduled		
Total	\$3,500,064.00			



DUPAGE AREA
DAOES
OCCUPATIONAL EDUCATION SYSTEM

301 SOUTH SWIFT ROAD • ADDISON, ILLINOIS 60101-1499 • (630)620-8770

May 18, 2001

Mr. Tom Ryan
Vice President of Administrative Affairs
College of DuPage
425 22nd Street
Glen Ellyn, IL 60137

Dear Tom:

At its May 17, 2001 meeting the DAOES Board approved the Intergovernmental Agreement Between DAOES and the College of DuPage. Attached are two originals of the agreement.

Thanks for your assistance in working with your Board in getting this approved. If I can be of any assistance to you or your staff as you take on the role represented by this agreement, please do not hesitate to contact me.

Sincerely,

Bruce E. Andersen
Director

**INTERGOVERNMENTAL AGREEMENT BETWEEN DAOES
AND THE COLLEGE OF DUPAGE**

WHEREAS, the DuPage Area Occupational Education System ("DAOES") is a vocational education program organized pursuant to Section 10-22.31a of the *Illinois School Code*, 105 ILCS 5/10-22.31a, serving students in DuPage County.

WHEREAS, DAOES may designate an administrative district to act as fiscal and legal agent for the districts that are parties to the joint agreement under which DAOES operates.

WHEREAS, pursuant to the Illinois *Intergovernmental Cooperation Act*, 5 ILCS 220/1, *et seq.*, DAOES may enter into an agreement with another public entity designating that entity to serve as the fiscal and legal agent for DAOES.

WHEREAS, the College of DuPage, Cook, DuPage and Will Counties, Illinois, by and through its governing Board of Trustees, has agreed to serve as the legal and fiscal agent for DAOES.

NOW, THEREFORE be it resolved by the Board of Directors of DAOES and the Board of Trustees of the College of DuPage:

Section 1. The Board of Directors of DAOES hereby appoints the College of DuPage, DuPage County, Illinois, as the administrative district serving as DAOES' fiscal and legal agent.

Section 2. The Board of Trustees of the College of DuPage hereby accepts appointment as the administrative district serving as DAOES' fiscal and legal agent.

Section 3. All prior appointments of service as the administrative district acting as fiscal and legal agent for DAOES are hereby revoked effective upon the execution of this Agreement.

Section 4. This Agreement shall remain in effect, and the College of DuPage shall continue to serve as fiscal and legal agent for DAOES, unless and until either party provides the

other with one hundred eighty (180) days written notice of intent to resign or replace the College of DuPage as fiscal and legal agent for DAOES.

Section 5. Any notice served in connection with this Agreement shall be sent via certified mail to the following individuals:

If to DAOES: Director
DuPage Area Occupational Education System
301 S. Swift Road
Addison, Illinois 60101

If to College of DuPage: Tom Ryan
Vice President of Administrative Affairs
College of DuPage
425 22nd Street
Glen Ellyn, Illinois 60137

Section 6. This Agreement shall become effective upon adoption by the duly authorized Boards of both DAOES and the College of DuPage.

BOARD OF DIRECTORS OF
DUPAGE AREA OCCUPATIONAL
EDUCATION SYSTEM, DUPAGE
COUNTY ILLINOIS

By: William F. Deak

Its: PRESIDENT

Attest: Bruce E. Smith

Date: 5/17/01

BOARD OF TRUSTEES OF
COLLEGE OF DUPAGE, COOK,
DUPAGE and WILL COUNTIES,
AND STATE OF ILLINOIS

By: Mary Little King
Its: 5/9/01

Attest: Karen V. Sylvester

Date: 5/9/01

"Wagner, Sheila" <wagners1711@cod.edu>

DAOES \$291,672

"Wagner, Sheila" <wagners1711@cod.edu>

Thu, Dec 4, 2025 at 02:58 PM UTC

CC:

BCC:

Thank you!

Sheila Wagner

Grant Accountant

College of DuPage

425 Fawell Blvd. Glen Ellyn, IL 60137-6599

Phone: 630-942-2723

Fax: 630-942-2297

wagners1711@cod.edu

1 attachment

Check Request Form DAOES receipt 12-1-25.pdf