



District Board Meeting

April 20 2022
5:00 pm
Monroe Campus

Blackhawk Technical College

DISTRICT BOARD MEETING

REVISED AGENDA

DATE: APRIL 20, 2022

TIME: 5:00 P.M.

LOCATION: MONROE CAMPUS – ROOMS 413 AND 414
210 4TH AVENUE, MONROE WI 53566

CALL TO ORDER

A. Public Comment

Persons who wish to address the District Board may make a statement as long as it pertains to a specific agenda item. Persons who raise issues not on the agenda may be invited back to repeat their comments at a later District Board meeting when the subject is properly noticed on the agenda. Unless requested by the District Board Chairperson from the audience regarding a specific agenda topic, public comments or dialogue are not allowed during other portions of the District Board meeting and/or discussion.

SPECIAL REPORTS

A. Student Representative to the District Board Report (*Information – Hope Hopper*)

B. Beloit Public Library Update (*Information – Tony Landowski*)

INFORMATION/DISCUSSION

A. Financial Statement and Quarterly Update (*Information – Renea Ranguette*)

B. President's Update (*Information – Dr. Tracy Pierner*)

C. Public Safety & Transportation Training Center Project Update (*Information – Dr. Tracy Pierner*)

D. Finance Committee Report Out and Recommendations (*Information – Chairperson Barrington-Tillman*)

Meeting Scheduled for April 20, 2022:

- a. Financial Statement and Quarterly Update
- b. Presentation of the Proposed Fiscal Year 2022-23 Budget
- c. Long-Term Bonding Plan Proposal Update

E. Personnel Committee Report Out and Recommendations (*Information – Chairperson Deprez*)

Meeting Scheduled for April 20, 2022:

- a. Compensation Proposal for Fiscal Year 2022-2023
- b. Employee Health Benefits
- c. Closed Session

F. Staff Changes (*For Information Only. Not for District Board Action*)

- a. New Hires
 - i. Shari Arndt, Administrative Assistant - Business & General Education – April 4, 2022
 - ii. Lena Verkuilen, Administrative Assistant - Teaching & Learning Resources – April 19, 2022
- b. New Positions – None

- c. Resignations
 - i. Pam Chrostowski-Wright, Part-time Admissions / Enrollment Assistant – April 15, 2022
 - ii. Becky Lee, College Advancement Assistant – April 26, 2022
 - iii. Ed Scoville, MITS/Computer Service Technician Instructor – May 13, 2022
 - iv. Eric Moe, Fire Protection Technician/EMS Instructor – May 13, 2022
- d. Retirements – None

CONSENT AGENDA

Consent Agenda items will be approved in one motion; however, any District Board member may ask that any individual item be acted on separately.

- A. Approval of March 16, 2022, District Board Regular Meeting Minutes (*Action*)
- B. Approval of Current Bills (*Action – Renea Ranguette*)
- C. Approval of Training Contracts (*Action – Dr. Karen Schmitt*)
- D. Approval to Issue Annual Contracts to Faculty (*Action – Dr. Karen Schmitt*)

ACTION ITEMS

- A. Selection of Nominee for 2022 Technical Education Champion (TECh) Award (*Action – Dr. Tracy Pierner*)
- B. Approval of Avocational Fees for Fiscal Year 2022-2023 (*Action – Mark Borowicz*)

Finance Committee

- A. None

Personnel Committee

- A. Approval to Proceed with Position Reductions as Recommended by Administration (*Personnel Committee Recommendation*)

NEW BUSINESS

- A. District Board Professional Development – None
- B. Policy and Procedures – None
- C. Budgetary – None

OTHER BUSINESS

- A. WTCS Consortium Update (*Information – Representative*)
 - a. District Board Association (DBA)
 - i. Reminder: Spring Quarterly Meeting/MATC Milwaukee – April 28-30, 2022
 - b. Insurance Trust (WTC)
 - c. Marketing Consortium
 - d. Purchasing Consortium
- B. Date for Annual District Board Retreat (*Chairperson Thornton*)

FUTURE AGENDA ITEMS

ADJOURNMENT

Blackhawk Technical College does not discriminate on the basis of race, color, national origin, sex, gender identity, disability, or age in its programs and activities. The following person has been designated to manage inquiries regarding the nondiscrimination policies: Title IX Coordinator/Equal Opportunity Officer, 6004 S County Road G, P.O. Box 5009, Janesville, WI 53547-5009, (608) 757-7796 or (608) 757-7773, WI Relay: 711. BTC is committed to providing universal access to events. If you are an individual with a disability and would like to request an accommodation, please contact the Assistant to the President and District Board at 608-757-7772 at least 72 hours before the District Board meeting.



APRIL 20, 2022

SPECIAL REPORTS

- Beloit Public Library Update

SPECIAL REPORTS ITEM B.

Beloit Public Library Update

- Degree credit offerings, ELL, Basic Skills, GED, and testing
 - ELL collaboration with Stateline Literacy
- Digital screen and lockers
- Cooperative library services (Madeleine Pitsch)
- Literature racks and marketing
- Laptop cart
- Various workshops including: Gear Up, Career, and Financial Aid
- Workforce and Community Development offerings, trainings, and continuing education offerings



APRIL 20, 2022

INFORMATION/DISCUSSION

- Financial Statement and Quarterly Report

INFORMATION/DISCUSSION ITEM A.

Blackhawk Technical College
General Fund
 Comparative Statement of Revenues and Expenditures
 For The Months Ended March 31, 2022 and 2021

	2021-2022				2020-2021						
	Original Budget	Adjusted Budget	YTD Actual	Percent of Budget	Original Budget	Adjusted Budget	YTD Actual	Percent of Budget	Audited		
									Year End	Percent of Budget	Dollar Variance
Revenues											
Property Tax	7,267,710	6,709,582	6,697,581	99.82%	6,871,195	7,070,070	7,080,404	100.15%	7,080,404	100.08%	5,334
Other Local Government	(1,000)	(1,000)	13,791	-1379.10%	(10,606)	(10,606)	7,118	-67.11%	7,398	-69.75%	18,004
State Aid	13,119,635	14,004,136	13,201,139	94.27%	13,153,731	13,053,858	12,571,937	96.31%	13,190,322	100.01%	1,464
Program Fees	5,388,810	5,388,810	5,452,698	101.19%	5,503,459	5,503,459	5,182,783	94.17%	5,272,378	98.93%	(56,955)
Material Fees	387,644	387,644	309,800	79.92%	274,600	274,600	313,562	114.19%	314,202	96.71%	(10,692)
Other Student Fees	364,250	364,250	421,442	115.70%	490,859	490,859	514,868	104.89%	530,711	95.53%	(24,859)
Institutional Revenue	1,883,273	2,003,930	602,970	30.09%	2,011,532	2,011,532	358,988	17.85%	2,282,514	101.33%	29,982
Federal Revenue	11,500	11,500	7,025	61.09%	11,000	11,000	1,168	10.62%	15,343	139.48%	4,343
Total Revenue	28,421,822	28,868,852	26,706,446	92.51%	28,305,770	28,404,772	26,030,828	91.64%	28,693,272	99.88%	(33,379)
Other Resources											
Trsf fr Res & Des Fund Bal	-	-	-	0.00%	-	-	-	0.00%	-	0.00%	-
Other Funding Sources	42,000	140,762	-	0.00%	42,000	42,000	-	0.00%	670,274	100.00%	(1)
Total Other Resources	42,000	140,762	-	0.00%	42,000	42,000	-	0.00%	670,274	100.00%	(1)
Total Resources	28,463,822	29,009,614	26,706,446	92.06%	28,347,770	28,446,772	26,030,828	91.51%	29,363,546	99.89%	(33,380)
Expenditures											
Instruction	16,205,678	16,445,697	11,272,288	68.54%	16,434,190	16,390,888	10,928,637	66.68%	15,906,045	99.84%	25,343
Instructional Resources	1,223,499	1,223,499	737,731	60.30%	1,241,776	1,170,574	818,557	69.93%	1,039,601	99.05%	9,973
Student Services	2,192,377	2,192,377	1,399,867	63.85%	2,008,479	2,146,252	1,519,916	70.82%	2,033,334	99.17%	16,918
General Institutional	6,252,474	6,318,974	4,686,084	74.16%	6,102,234	6,031,459	4,440,485	73.62%	5,888,877	99.96%	2,382
Physical Plant	2,466,261	2,466,261	1,718,062	69.66%	2,493,346	2,378,651	1,762,950	74.12%	2,325,768	99.33%	15,583
Auxiliary Services	-	-	-	0.00%	-	-	-	0.00%	-	0.00%	-
Total Expenditures	28,340,289	28,646,808	19,814,032	69.17%	28,280,025	28,117,824	19,470,545	69.25%	27,193,625	99.74%	70,199
Other Uses											
Trsf fr Res & Des Fund Bal	92,908	332,181	-	0.00%	37,120	284,323	-	0.00%	-	0.00%	88,477
Other Uses	30,625	30,625	-	0.00%	30,625	44,625	-	0.00%	2,033,576	99.46%	11,049
Total Other Uses	123,533	362,806	-	0.00%	67,745	328,948	-	0.00%	2,033,576	95.33%	99,526
Total Uses	28,463,822	29,009,614	19,814,032	68.30%	28,347,770	28,446,772	19,470,545	68.45%	29,227,201	99.42%	169,725
Budgeted Resources Over (Under) Expenditures	-	-	6,892,414		-	-	6,560,283		136,345		
Beginning Fund Balance	11,284,888	11,284,888	11,284,888		11,148,543	11,148,543	11,148,543		11,148,543		
Change in Fund Balance	92,908	332,181	-		37,120	284,323	6,560,283		136,345		
Ending Fund Balance	11,377,796	11,617,069	18,177,302		11,185,663	11,432,866	17,708,826		11,284,888		
Reserved for Prepaid Items	75,000	75,000	75,000		75,000	75,000	75,000		75,000		
Designated for Operations	6,775,000	6,775,000	6,775,000		6,775,000	6,775,000	6,775,000		6,775,000		
Designated for State Aid Fluc	315,000	315,000	315,000		315,000	315,000	315,000		315,000		
Designated for Sub Years	475,000	475,000	475,000		475,000	475,000	475,000		475,000		
Designated for Sub Year	3,737,796	3,977,069	10,537,302		3,545,663	3,792,866	10,068,826		3,644,888		

General Fund is used to account for all revenues and expenditures for activities normally associated with the regular operations of the district including instructional programs, student support services, facility care/maintenance and administration.

Note: Budgeted Resources Over (Under) Expenditures represents the amount that will be added to or used from the fund balance during the fiscal year.

Blackhawk Technical College
Special Revenue Fund
Comparative Statement of Revenues and Expenditures
For The Months Ended March 31, 2022 and 2021

	2021-2022				2020-2021						
	Original Budget	Adjusted Budget	YTD Actual	Percent of Budget	Original Budget	Adjusted Budget	YTD Actual	Percent of Budget	Audited		
									Year End	Percent of Budget	Dollar Variance
Revenues											
Property Tax	588,610	611,764	623,765	101.96%	674,686	601,250	590,916	98.28%	588,542	97.89%	(12,708)
Other Local Government	-	-	-	0.00%	-	-	-	0.00%	-	0.00%	-
State Aid	841,534	1,213,333	441,584	36.39%	731,191	1,098,225	467,246	42.55%	704,545	62.78%	(417,634)
Program Fees	-	22,067	-	0.00%	-	-	-	0.00%	-	0.00%	-
Material Fees	-	1,075	-	0.00%	-	-	-	0.00%	1,383	99.93%	(1)
Other Student Fees	-	2,052	-	0.00%	-	-	-	0.00%	27,842	100.00%	-
Institutional Revenue	-	42,300	42,300	100.00%	-	61,775	61,775	100.00%	53,775	100.00%	-
Federal Revenue	708,044	2,240,414	956,940	42.71%	539,733	3,964,003	492,796	12.43%	2,125,561	75.68%	(683,047)
Total Revenue	2,138,188	4,133,005	2,064,589	49.95%	1,945,610	5,725,253	1,612,733	28.17%	3,501,648	75.87%	(1,113,390)
Other Resources											
Trsf fr Res & Des Fund Bal	-	539	-	0.00%	-	-	-	0.00%	-	0.00%	-
Other Funding Sources	-	-	-	0.00%	-	-	-	0.00%	-	0.00%	-
Total Other Resources	-	539	-	0.00%	-	-	-	0.00%	-	0.00%	-
Total Resources	2,138,188	4,133,544	2,064,589	49.95%	1,945,610	5,725,253	1,612,733	28.17%	3,501,648	75.87%	(1,113,390)
Expenditures											
Instruction	1,050,362	1,103,058	704,429	63.86%	885,381	2,346,493	733,446	31.26%	936,454	57.91%	680,496
Instructional Resources	80,675	190,774	95,073	49.84%	77,112	1,858,411	141,023	7.59%	171,361	50.83%	165,764
Student Services	1,002,003	1,400,166	974,848	69.62%	983,117	1,001,840	569,295	56.82%	1,228,178	92.30%	102,421
General Institutional	5,148	1,234,423	214,507	17.38%	-	377,034	244,433	64.83%	337,110	61.63%	209,883
Physical Plant	-	205,123	18,762	9.15%	-	141,475	50,938	36.00%	95,110	61.32%	59,986
Total Expenditures	2,138,188	4,133,544	2,007,619	48.57%	1,945,610	5,725,253	1,739,135	30.38%	2,768,213	69.44%	1,218,550
Other Uses											
Trsf fr Res & Des Fund Bal	-	-	-	0.00%	-	-	-	0.00%	-	0.00%	-
Other Uses	-	-	-	0.00%	-	-	-	0.00%	628,274	No Budget	1
Total Other Uses	-	-	-	0.00%	-	-	-	0.00%	628,274	No Budget	1
Total Uses	2,138,188	4,133,544	2,007,619	48.57%	1,945,610	5,725,253	1,739,135	30.38%	3,396,487	59.32%	(1,218,551)
Budgeted Resources											
Over (Under) Expenditures	-	-	56,970		-	-	(126,402)		105,161		
Beginning Fund Balance	933,652	933,652	933,652		828,491	828,491	828,491		828,491		
Change in Fund Balance	-	(539)	-		-	-	(126,402)		105,161		
Ending Fund Balance	933,652	933,113	990,622		828,491	828,491	702,089		933,652		

Special Revenue Fund is used to account for revenues and expenditures from revenue sources that are restricted to a specific purpose. Typically, externally funded projects, such as Vocational Education Act, Adult Education Act, and Job Training Partnership Act projects, which are not considered part of the regular program of the district are included in this fund. Excluded would be construction or remodeling projects, and trust & agency activities, including student loans.

Note: Budgeted Resources Over (Under) Expenditures represents the amount that will be added to or used from the fund balance during the fiscal year.

Blackhawk Technical College
Operating Budget
General Fund & Special Revenue Funds Combined
For The Months Ended March 31, 2022 and 2021

	2021-2022				2020-2021						
	Original Budget	Adjusted Budget	YTD Actual	Percent of Budget	Original Budget	Adjusted Budget	YTD Actual	Percent of Budget	Audited Year End	Percent of Budget	Dollar Variance
Revenues											
Property Tax	7,856,320	7,321,346	7,321,346	100.00%	7,545,881	7,671,320	7,671,320	100.00%	7,668,946	99.90%	(7,374)
Other Local Government	(1,000)	(1,000)	13,791	-1379.10%	(10,606)	(10,606)	7,118	-67.11%	7,398	-69.75%	18,004
State Aid	13,961,169	15,217,469	13,642,723	89.65%	13,884,922	14,152,083	13,039,183	92.14%	13,894,867	97.09%	(416,170)
Program Fees	5,388,810	5,410,877	5,452,698	100.77%	5,503,459	5,503,459	5,182,783	94.17%	5,272,378	98.93%	(56,955)
Material Fees	387,644	388,719	309,800	79.70%	274,600	274,600	313,562	114.19%	315,585	96.72%	(10,693)
Other Student Fees	364,250	366,302	421,442	115.05%	490,859	490,859	514,868	104.89%	558,553	95.74%	(24,859)
Institutional Revenue	1,883,273	2,046,230	645,270	31.53%	2,011,532	2,073,307	420,763	20.29%	2,336,289	101.30%	29,982
Federal Revenue	719,544	2,251,914	963,965	42.81%	550,733	3,975,003	493,964	12.43%	2,140,904	75.93%	(678,704)
Total Revenue	30,560,010	33,001,857	28,771,035	87.18%	30,251,380	34,130,025	27,643,561	80.99%	32,194,920	96.56%	(1,146,769)
Other Resources											
Trsf fr Res & Des Fund Bal	-	539	-	0.00%	-	-	-	0.00%	-	0.00%	-
Other Funding Sources	42,000	140,762	-	0.00%	42,000	42,000	-	0.00%	670,274	100.00%	(1)
Total Other Resources	42,000	141,301	-	0.00%	42,000	42,000	-	0.00%	670,274	100.00%	1
Total Resources	30,602,010	33,143,158	28,771,035	86.81%	30,293,380	34,172,025	27,643,561	80.90%	32,865,194	96.63%	(1,146,770)
Expenditures											
Instruction	17,256,040	17,548,755	11,976,717	68.25%	17,319,571	18,737,381	11,662,083	62.24%	16,842,499	95.98%	705,839
Instructional Resources	1,304,174	1,414,273	832,804	58.89%	1,318,888	3,028,985	959,580	31.68%	1,210,962	87.33%	175,737
Student Services	3,194,380	3,592,543	2,374,715	66.10%	2,991,596	3,148,092	2,089,211	66.36%	3,261,512	96.47%	119,339
General Institutional	6,257,622	7,553,397	4,900,591	64.88%	6,102,234	6,408,493	4,684,918	73.10%	6,225,987	96.70%	212,265
Physical Plant	2,466,261	2,671,384	1,736,824	65.02%	2,493,346	2,520,126	1,813,888	71.98%	2,420,878	96.97%	75,569
Auxiliary Services	-	-	-	0.00%	-	-	-	0.00%	-	0.00%	-
Total Expenditures	30,478,477	32,780,352	21,821,651	66.57%	30,225,635	33,843,077	21,209,680	62.67%	29,961,838	95.88%	1,288,749
Other Uses											
Trsf fr Res & Des Fund Bal	92,908	332,181	-	0.00%	37,120	284,323	-	0.00%	-	0.00%	88,477
Other Uses	30,625	30,625	-	0.00%	30,625	44,625	-	0.00%	2,661,850	99.59%	11,050
Total Other Uses	123,533	362,806	-	0.00%	67,745	328,948	-	0.00%	2,661,850	96.40%	99,527
Total Uses	30,602,010	33,143,158	21,821,651	65.84%	30,293,380	34,172,025	21,209,680	62.07%	32,623,688	95.92%	1,388,276
Budgeted Resources											
Over (Under) Expenditures	-	-	6,949,384		-	-	6,433,881		241,506		
Beginning Fund Balance	12,218,540	12,218,540	12,218,540		11,977,034	11,977,034	11,977,034		11,977,034		
Change in Fund Balance	92,908	331,642	-		37,120	284,323	6,433,881		241,506		
Ending Fund Balance	12,311,448	12,550,182	19,167,924		12,014,154	12,261,357	18,410,915		12,218,540		
Reserved for Prepaid Items	75,000	75,000	75,000		75,000	75,000	75,000		75,000		
Designated for Operations	7,708,652	7,708,113	7,765,622		7,603,491	7,603,491	7,477,089		7,708,652		
Designated for State Aid Fluc	315,000	315,000	315,000		315,000	315,000	315,000		315,000		
Designated for Sub Years	475,000	475,000	475,000		475,000	475,000	475,000		475,000		
Designated for Sub Year	3,737,796	3,977,069	10,537,302		3,545,663	3,792,866	10,068,826		3,644,888		

Operating Budget - General and Special Revenue Combined are the funds used to record revenue and expenditures used to manage the operations of BTC . It is this budget that is restricted by the 1.5 mill rate limit.

Note: Budgeted Resources Over (Under) Expenditures represents the amount that will be added to or used from the fund balance during the fiscal year.

Blackhawk Technical College
Capital Projects Fund
Comparative Statement of Revenues and Expenditures
For The Months Ended March 31, 2022 and 2021

	2021-2022				2020-2021						
	Original Budget	Adjusted Budget	YTD Actual	Percent of Budget	Original Budget	Adjusted Budget	YTD Actual	Percent of Budget	Audited		
									Year End	Percent of Budget	Dollar Variance
Revenues											
Property Tax	-	-	-	0.00%	-	-	-	0.00%	2,374	No Budget	2,374
State Aid	33,183	83,183	6,474	7.78%	10,000	10,000	-	0.00%	-	0.00%	(10,000)
Institutional Revenue	13,006	1,210,179	1,204,988	99.57%	40,000	90,000	3,834	4.26%	158,522	161.76%	60,522
Federal Revenue	18,358	3,788,684	1,427,430	37.68%	-	1,404,515	917,042	65.29%	1,885,531	68.89%	(851,493)
Total Revenue	64,547	5,082,046	2,638,892	51.93%	50,000	1,504,515	920,876	61.21%	2,046,427	71.93%	(798,597)
Other Resources											
Trsf fr Res & Des Fund Bal	2,300,000	7,053,347	-	0.00%	-	802,830	-	0.00%	-	0.00%	(836,499)
Other Funding Sources	10,300,000	29,800,000	10,690,000	35.87%	5,000,000	12,500,000	3,500,000	28.00%	13,000,000	100.00%	-
Total Other Resources	12,600,000	36,853,347	10,690,000	29.01%	5,000,000	13,302,830	3,500,000	26.31%	13,000,000	93.95%	(836,499)
Total Resources	12,664,547	41,935,393	13,328,892	31.78%	5,050,000	14,807,345	4,420,876	29.86%	15,046,427	90.20%	(1,635,096)
Expenditures											
Instruction	505,436	1,022,873	621,766	60.79%	615,294	1,012,657	588,433	58.11%	883,058	61.25%	558,622
Instructional Resources	731,723	2,184,937	1,184,351	54.21%	866,000	1,925,817	1,440,594	74.80%	1,854,753	75.71%	594,910
Student Services	56,499	492,077	298,016	60.56%	-	6,010	20,472	340.63%	25,624	13.56%	163,286
General Institutional	919,889	1,300,967	779,888	59.95%	947,506	1,431,155	757,362	52.92%	1,320,895	82.54%	279,388
Physical Plant	10,349,000	35,562,005	9,067,361	25.50%	2,553,200	10,313,706	892,606	8.65%	4,340,543	48.68%	4,576,444
Auxiliary Services	-	-	-	0.00%	-	-	-	0.00%	-	0.00%	-
Total Expenditures	12,562,547	40,562,859	11,951,382	29.46%	4,982,000	14,689,345	3,699,467	25.18%	8,424,873	57.71%	6,172,650
Other Uses											
Trsf fr Res & Des Fund Bal	-	1,195,534	-	0.00%	-	-	-	0.00%	-	0.00%	2,000,000
Other Uses	102,000	177,000	-	0.00%	68,000	118,000	-	0.00%	84,000	100.00%	-
Total Other Uses	102,000	1,372,534	-	0.00%	68,000	118,000	-	0.00%	84,000	4.03%	2,000,000
Total Uses	12,664,547	41,935,393	11,951,382	28.50%	5,050,000	14,807,345	3,699,467	24.98%	8,508,873	51.01%	8,172,650
Budgeted Resources Over (Under) Expenditures	-	-	1,377,510		-	-	721,409		6,537,554		
Beginning Fund Balance	10,366,839	10,366,839	10,366,839		3,829,285	3,829,285	3,829,285		3,829,285		
Change in Fund Balance	(2,300,000)	(5,857,813)	-		-	(802,830)	721,409		6,537,554		
Ending Fund Balance	8,066,839	4,509,026	11,744,349		3,829,285	3,026,455	4,550,694		10,366,839		

Capital Projects Fund is used to account for all resources and expenditures related to capital projects. Capital projects include the acquisition of sites/buildings, purchase or construction of buildings (including equipping), remodeling and improvement of buildings and purchase of movable and fixed equipment with a per unit value of \$2,000 and a life expectancy of at least two years.

Note: Budgeted Resources Over (Under) Expenditures represents the amount that will be added to or used from the fund balance during the fiscal year.

Blackhawk Technical College
Debt Service
Comparative Statement of Revenues and Expenditures
For The Months Ended March 31, 2022 and 2021

	2021-2022				2020-2021						
	Original Budget	Adjusted Budget	YTD Actual	Percent of Budget	Original Budget	Adjusted Budget	YTD Actual	Percent of Budget	Year End	Percent of Budget	Dollar Variance
Revenues											
Property Tax	9,064,788	8,850,000	8,850,000	100.00%	8,400,000	8,400,000	8,400,000	100.00%	8,400,000	100.00%	-
Institutional Revenue	5,000	5,000	444	8.88%	12,000	12,000	762	6.35%	566	4.72%	(11,434)
Total Revenue	9,069,788	8,855,000	8,850,444	99.95%	8,412,000	8,412,000	8,400,762	99.87%	8,400,566	99.86%	(11,434)
Other Resources											
Trsf fr Res & Des Fund Bal	72,000	72,000	210,714	292.66%	-	149,644	-	0.00%	-	0.00%	(149,644)
Other Funding Sources	102,000	177,000	-	0.00%	68,000	118,000	19,622	16.63%	119,061	141.74%	35,061
Total Other Resources	174,000	249,000	210,714	84.62%	68,000	267,644	19,622	7.33%	119,061	50.96%	(114,583)
Total Resources	9,243,788	9,104,000	9,061,158	99.53%	8,480,000	8,679,644	8,420,384	97.01%	8,519,627	98.54%	(126,017)
Expenditures											
Physical Plant	9,243,788	8,802,000	8,726,204	99.14%	8,480,000	8,679,644	8,481,582	97.72%	8,525,932	98.62%	119,712
Total Expenditures	9,243,788	8,802,000	8,726,204	99.14%	8,480,000	8,679,644	8,481,582	97.72%	8,525,932	98.62%	119,712
Other Uses											
Trsf fr Res & Des Fund Bal	-	302,000	-	0.00%	-	-	-	0.00%	-	0.00%	-
Other Uses	-	-	-	0.00%	-	-	-	0.00%	-	0.00%	-
Total Other Uses	-	302,000	-	0.00%	-	-	-	0.00%	-	0.00%	-
Total Uses	9,243,788	9,104,000	8,726,204	95.85%	8,480,000	8,679,644	8,481,582	97.72%	8,525,932	98.62%	119,712
Budgeted Resources											
Over (Under) Expenditures	-	-	334,954		-	-	(61,198)		(6,305)		
Beginning Fund Balance	1,060,737	1,060,737	1,060,737		1,067,042	1,067,042	1,067,042		1,067,042		
Change in Fund Balance	(72,000)	230,000	(210,714)		-	(149,644)	(61,198)		(6,305)		
Ending Fund Balance	988,737	1,290,737	1,184,977		1,067,042	917,398	1,005,844		1,060,737		

Debt Service Fund is used to account for the accumulation of resources, and the payment of principal and interest for general long-term debt and long-term lease purchase debt.

Note: Budgeted Resources Over (Under) Expenditures represents the amount that will be added to or used from the fund balance during the fiscal year.

Blackhawk Technical College
Enterprise Fund
Comparative Statement of Revenues and Expenditures
For The Months Ended March 31, 2022 and 2021

	2021-2022				2020-2021						
	Original Budget	Adjusted Budget	YTD Actual	Percent of Budget	Original Budget	Adjusted Budget	YTD Actual	Percent of Budget	Audited Year End	Percent of Budget	Dollar Variance
Revenues											
Other Student Fees	15,000	-	-	0.00%	-	-	-	0.00%	-	0.00%	-
Institutional Revenue	152,957	167,957	89,397	53.23%	121,000	121,000	93,179	77.01%	115,987	95.86%	(5,013)
Federal Revenue	-	-	-	0.00%	-	-	-	0.00%	-	0.00%	-
Total Revenue	167,957	167,957	89,397	53.23%	121,000	121,000	93,179	77.01%	115,987	95.86%	(5,013)
Other Resources											
Trsf fr Res & Des Fund Bal	32,875	32,875	-	0.00%	10,000	10,000	-	0.00%	-	0.00%	(10,000)
Other Funding Sources	-	-	-	0.00%	-	-	-	0.00%	-	0.00%	-
Total Other Resources	32,875	32,875	-	0.00%	10,000	10,000	-	0.00%	-	0.00%	(10,000)
Total Resources	200,832	200,832	89,397	44.51%	131,000	131,000	93,179	71.13%	115,987	88.54%	(15,013)
Expenditures											
Student Services	-	-	-	0.00%	-	-	-	0.00%	-	0.00%	-
Auxiliary Services	146,394	47,632	19,691	41.34%	82,965	82,965	33,111	39.91%	72,502	87.39%	10,463
Total Expenditures	146,394	47,632	19,691	41.34%	82,965	82,965	33,111	39.91%	72,502	87.39%	10,463
Other Uses											
Trsf fr Res & Des Fund Bal	12,438	12,438	-	0.00%	6,035	6,035	-	0.00%	-	0.00%	6,035
Other Uses	42,000	140,762	-	0.00%	42,000	42,000	-	0.00%	42,000	100.00%	-
Total Other Uses	54,438	153,200	-	0.00%	48,035	48,035	-	0.00%	42,000	87.44%	6,035
Total Uses	200,832	200,832	19,691	9.80%	131,000	131,000	33,111	25.28%	114,502	87.41%	16,498
Budgeted Resources Over (Under) Expenditures	-	-	69,706		-	-	60,068		1,485		
Beginning Fund Balance	555,186	555,186	555,186		553,701	553,701	553,701		553,701		
Change in Fund Balance	(20,437)	(20,437)	-		(3,965)	(3,965)	60,068		1,485		
Ending Fund Balance	534,749	534,749	624,892		549,736	549,736	613,769		555,186		

Enterprise Fund is used to account for district operations where the cost of providing goods or services to students, district staff, faculty or the general public on a continuing basis is financed or recovered primarily through user charges, or where the district board has decided that periodic determination of revenues, expenses or net income is appropriate.

Note: Budgeted Resources Over (Under) Expenditures represents the amount that will be added to or used from the fund balance during the fiscal year.

Blackhawk Technical College
Internal Service Fund
Comparative Statement of Revenues and Expenditures
For The Months Ended March 31, 2022 and 2021

	2021-2022				2020-2021						
	Original Budget	Adjusted Budget	YTD Actual	Percent of Budget	Original Budget	Adjusted Budget	YTD Actual	Percent of Budget	Year End	Percent of Budget	Dollar Variance
Revenues											
Institutional Revenue	227,000	227,000	227,000	100.00%	227,000	227,000	227,000	100.00%	227,000	100.00%	-
Total Revenue	227,000	227,000	227,000	100.00%	227,000	227,000	227,000	100.00%	227,000	100.00%	-
Other Resources											
Trsf fr Res & Des Fund Bal	-	12,000	-	0.00%	-	-	-	0.00%	-	0.00%	-
Other Funding Sources	-	-	-	0.00%	-	-	-	0.00%	-	0.00%	-
Total Other Resources	-	12,000	-	0.00%	-	-	-	0.00%	-	0.00%	-
Total Resources	227,000	239,000	227,000	94.98%	227,000	227,000	227,000	100.00%	227,000	100.00%	-
Expenditures											
Instruction	-	-	-	0.00%	-	-	-	0.00%	-	0.00%	-
Student Services	-	-	-	0.00%	-	-	-	0.00%	-	0.00%	-
Auxiliary Services	227,000	239,000	225,935	94.53%	227,000	227,000	213,109	93.88%	213,194	93.92%	13,806
Total Expenditures	227,000	239,000	225,935	94.53%	227,000	227,000	213,109	93.88%	213,194	93.92%	13,806
Other Uses											
Trsf fr Res & Des Fund Bal	-	-	-	0.00%	-	-	-	0.00%	-	0.00%	-
Other Uses	-	-	-	0.00%	-	-	-	0.00%	-	0.00%	-
Total Other Uses	-	-	-	0.00%	-	-	-	0.00%	-	0.00%	-
Total Uses	227,000	239,000	225,935	94.53%	227,000	227,000	213,109	93.88%	213,194	93.92%	13,806
Budgeted Resources											
Over (Under) Expenditures	-	-	1,065		-	-	13,891		13,806		
Beginning Fund Balance	231,936	231,936	231,936		218,130	218,130	218,130		218,130		
Change in Fund Balance	-	(12,000)	-		-	-	13,891		13,806		
Ending Fund Balance	231,936	219,936	233,001		218,130	218,130	232,021		231,936		

Internal Service Fund is used to account for district operations where the cost of providing goods or services by one department or unit to other departments or units on a cost-reimbursement basis

Note: Budgeted Resources Over (Under) Expenditures represents the amount that will be added to or used from the fund balance during the fiscal year.

Blackhawk Technical College
Trust Fund
Comparative Statement of Revenues and Expenditures
For The Months Ended March 31, 2022 and 2021

	2021-2022				2020-2021						
	Original Budget	Adjusted Budget	YTD Actual	Percent of Budget	Original Budget	Adjusted Budget	YTD Actual	Percent of Budget	Year End	Percent of Budget	Dollar Variance
Revenues											
Property Tax	-	-	-	0.00%	-	-	-	0.00%	-	0.00%	-
State Aid	908,435	834,350	790,726	94.77%	839,350	839,350	832,293	99.16%	835,589	99.55%	(3,761)
Other Student Fees	-	-	-	0.00%	-	-	-	0.00%	-	0.00%	-
Institutional Revenue	131,029	151,029	97,446	64.52%	161,500	161,500	99,266	61.47%	151,469	93.79%	(10,031)
Federal Revenue	7,596,847	11,546,469	8,221,965	71.21%	7,700,465	8,837,519	7,599,797	85.99%	8,371,028	94.72%	(466,491)
Total Revenue	8,636,311	12,531,848	9,110,137	72.70%	8,701,315	9,838,369	8,531,356	86.72%	9,358,086	95.12%	(480,283)
Other Resources											
Trsf fr Res & Des Fund Bal	1,625	1,625	-	0.00%	1,625	1,625	-	0.00%	-	0.00%	(1,625)
Other Funding Sources	30,625	30,625	-	0.00%	30,625	44,625	-	0.00%	33,576	75.24%	(11,049)
Total Other Resources	32,250	32,250	-	0.00%	32,250	46,250	-	0.00%	33,576	72.60%	(12,674)
Total Resources	8,668,561	12,564,098	9,110,137	72.51%	8,733,565	9,884,619	8,531,356	86.31%	9,391,662	95.01%	(492,957)
Expenditures											
Student Services	8,539,032	12,414,569	9,094,104	73.25%	8,588,565	9,729,619	8,532,162	87.69%	9,245,719	95.03%	483,900
General Institutional	129,529	149,529	114,786	76.77%	145,000	155,000	108,259	69.84%	144,268	93.08%	10,732
Total Expenditures	8,668,561	12,564,098	9,208,890	73.30%	8,733,565	9,884,619	8,640,421	87.41%	9,389,987	95.00%	494,632
Other Uses											
Trsf fr Res & Des Fund Bal	-	-	-	0.00%	-	-	-	0.00%	-	0.00%	-
Other Uses	-	-	-	0.00%	-	-	-	0.00%	-	0.00%	-
Total Other Uses	-	-	-	0.00%	-	-	-	0.00%	-	0.00%	-
Total Uses	8,668,561	12,564,098	9,208,890	73.30%	8,733,565	9,884,619	8,640,421	87.41%	9,389,987	95.00%	494,632
Budgeted Resources											
Over (Under) Expenditures	-	-	(98,753)		-	-	(109,065)		1,675		
Beginning Fund Balance	136,046	136,046	136,046		134,371	134,371	134,371		134,371		
Change in Fund Balance	(1,625)	(1,625)	-		(1,625)	(1,625)	(109,065)		1,675		
Ending Fund Balance	134,421	134,421	37,293		132,746	132,746	25,306		136,046		

Blackhawk Technical College
All Funds
Comparative Statement of Revenues and Expenditures

	2021-2022				2020-2021						
	Original Budget	Adjusted Budget	YTD Actual	Percent of Budget	Original Budget	Adjusted Budget	YTD Actual	Percent of Budget	Year End	Percent of Budget	Dollar Variance
Revenues											
Property Tax	16,921,108	16,171,346	16,171,346	100.00%	15,945,881	16,071,320	16,071,320	100.00%	16,071,320	99.97%	(5,000)
Other Local Government	(1,000)	(1,000)	13,791	-1379.10%	(10,606)	(10,606)	7,118	-67.11%	7,398	-69.75%	18,004
State Aid	14,902,787	16,135,002	14,439,923	89.49%	14,734,272	15,001,433	13,871,476	92.47%	14,730,456	97.16%	(429,931)
Program Fees	5,388,810	5,410,877	5,452,698	100.77%	5,503,459	5,503,459	5,182,783	94.17%	5,272,378	98.93%	(56,955)
Material Fees	387,644	388,719	309,800	79.70%	274,600	274,600	313,562	114.19%	315,585	96.72%	(10,693)
Other Student Fees	739,250	726,302	798,142	109.89%	850,859	850,859	857,929	100.83%	915,535	97.05%	(27,877)
Institutional Revenue	2,533,695	3,929,910	2,358,486	60.01%	2,691,931	2,806,556	929,706	33.13%	3,141,993	101.73%	53,569
Federal Revenue	8,334,749	17,587,067	10,613,360	60.35%	8,251,198	14,217,037	9,010,803	63.38%	12,397,463	86.13%	(1,996,688)
Total Revenue	49,207,043	60,348,223	50,157,546	83.11%	48,241,594	54,714,658	46,244,697	84.52%	52,852,128	95.56%	(2,455,571)
Other Resources											
Trsf fr Res & Des Fund Bal	2,497,907	7,263,793	210,714	2.90%	142,605	1,117,276	-	0.00%	-	0.00%	(945,706)
Other Funding Sources	10,474,625	30,148,387	10,690,000	35.46%	5,140,625	12,704,625	3,519,622	27.70%	13,822,911	100.17%	80,982
Total Other Resources	12,972,532	37,412,180	10,900,714	29.14%	5,283,230	13,821,901	3,519,622	25.46%	13,822,911	92.46%	(864,724)
Total Resources	62,179,575	97,760,403	61,058,260	62.46%	53,524,824	68,536,559	49,764,319	72.61%	66,675,039	94.90%	(4,609,897)
Expenditures											
Instruction	17,761,476	18,571,628	12,598,483	67.84%	17,934,865	19,750,038	12,250,516	62.03%	17,725,557	93.34%	1,264,461
Instructional Resources	2,035,897	3,599,210	2,017,155	56.04%	2,184,888	4,954,802	2,400,174	48.44%	3,065,715	79.91%	770,647
Student Services	12,258,482	16,968,845	11,888,212	70.06%	12,090,911	13,419,518	10,750,556	80.11%	12,898,646	93.23%	936,531
General Institutional	7,411,306	9,108,159	5,874,547	64.50%	7,293,869	8,093,777	5,628,472	69.54%	7,795,086	93.95%	502,386
Physical Plant	22,059,049	47,035,389	19,530,389	41.52%	13,526,546	21,513,476	11,188,076	52.00%	15,287,353	76.21%	4,771,725
Auxiliary Services	373,394	286,632	245,626	85.69%	309,965	309,965	246,220	79.43%	285,696	92.17%	24,269
Total Expenditures	61,899,604	95,569,863	52,154,412	54.57%	53,341,044	68,041,576	42,464,014	62.41%	57,058,053	87.34%	8,270,019
Other Uses											
Trsf fr Res & Des Fund Bal	105,346	1,842,153	-	0.00%	43,155	290,358	-	0.00%	-	0.00%	2,130,572
Other Uses	174,625	348,387	-	0.00%	140,625	204,625	-	0.00%	2,787,850	99.61%	11,050
Total Other Uses	279,971	2,190,540	-	0.00%	183,780	494,983	-	0.00%	2,787,850	56.55%	2,141,622
Total Uses	62,179,575	97,760,403	52,154,412	53.35%	53,524,824	68,536,559	42,464,014	61.96%	59,845,903	85.18%	10,411,641
Budgeted Resources											
Over (Under) Expenditures	-	-	8,903,848		-	-	7,300,305		6,829,136		
Beginning Fund Balance	25,186,698	25,186,698	25,186,698		18,357,562	18,357,562	18,357,562		18,357,562		
Change in Fund Balance	(2,392,561)	(5,421,640)	(210,714)		(99,450)	(826,918)	7,300,305		6,829,136		
Ending Fund Balance	22,794,137	19,765,058	33,879,832		18,258,112	17,530,644	25,657,867		25,186,698		
Reserved for Prepaid Items	75,000	75,000	75,000		75,000	75,000	75,000		75,000		
Designated for Operations	7,708,652	7,708,113	7,765,622		7,603,491	7,603,491	7,477,089		7,708,652		
Designated for State Aid Fluc	315,000	315,000	315,000		315,000	315,000	315,000		315,000		
Designated for Sub Years	475,000	475,000	475,000		475,000	475,000	475,000		475,000		
Designated for Sub Year	3,737,796	3,977,069	10,537,302		3,545,663	3,792,866	10,068,826		3,644,888		

Note: Budgeted Resources Over (Under) Expenditures represents the amount that will be added to or used from the fund balance during the fiscal year.

BLACKHAWK TECHNICAL COLLEGE
Summary of Revenue and Expenditures as of March 31, 2022

<u>COMBINED FUNDS</u>	2021-22 CURRENT BUDGET	2021-22 ACTUAL TO DATE	2021-22 PERCENT INCURRED	2020-21 ACTUAL TO DATE	2020-21 PERCENT INCURRED
REVENUE & OTHER RESOURCES:					
Local Government	\$ 16,170,346	\$ 16,185,137	100.1%	\$ 16,078,438	100.1%
State Aids	16,135,002	14,439,923	89.5%	13,871,476	92.5%
Statutory Program Fees	5,410,877	5,452,698	100.8%	5,182,783	94.2%
Material Fees	388,719	309,800	79.7%	313,562	114.2%
Other Student Fees	726,302	798,142	109.9%	857,929	100.8%
Institutional	3,929,910	2,358,486	60.0%	929,706	33.1%
Federal	17,587,067	10,613,360	60.3%	9,010,803	63.4%
Other Sources (Bond/Transfer from Other Fund)	<u>30,148,387</u>	<u>10,690,000</u>	35.5%	<u>3,519,622</u>	27.7%
Total Revenue & Other Resources	<u>\$ 90,496,610</u>	<u>\$ 60,847,546</u>	62.5%	<u>\$ 49,764,319</u>	72.6%
EXPENDITURES BY FUNCTION:					
Instruction	\$ 18,571,628	\$ 12,598,483	67.8%	\$ 12,250,516	62.0%
Instructional Resources	3,599,210	2,017,155	56.0%	2,400,174	48.4%
Student Services	16,968,845	11,888,212	70.1%	10,750,556	80.1%
General Institutional	9,108,159	5,874,547	64.5%	5,628,472	69.5%
Physical Plant	47,035,389	19,530,389	41.5%	11,188,076	52.0%
Auxiliary Services	286,632	245,626	85.7%	246,220	79.4%
Other Uses (Transfer to Other Fund)	<u>348,387</u>	<u>-</u>	0.0%	<u>-</u>	0.0%
Total Expenditures & Other Uses	<u>\$ 95,918,250</u>	<u>\$ 52,154,412</u>	54.6%	<u>\$ 42,464,014</u>	62.4%
EXPENDITURES BY FUNDS:					
General	\$ 28,646,808	\$ 19,814,032	69.2%	\$ 19,470,545	69.2%
Special Revenue	4,133,544	2,007,619	48.6%	1,739,135	30.4%
Capital Projects	40,562,859	11,951,382	29.5%	3,699,467	25.2%
Debt Service	8,802,000	8,726,204	99.1%	8,481,582	97.7%
Enterprise	47,632	19,691	41.3%	33,111	39.9%
Internal Service	239,000	225,935	94.5%	213,109	93.9%
Trust & Agency	13,138,020	9,409,549	71.6%	8,827,065	83.9%
Other Uses (Transfer to Other Fund)	<u>348,387</u>	<u>-</u>	0.0%	<u>-</u>	0.0%
Total Expenditures	<u>\$ 95,918,250</u>	<u>\$ 52,154,412</u>	54.6%	<u>\$ 42,464,014</u>	62.4%
Fund Balances, Beginning	\$ 25,186,698	\$ 25,186,698		\$ 18,357,562	
Change in Fund Balance	<u>(5,421,640)</u>	<u>8,903,848</u>		<u>7,300,305</u>	
Fund Balances, Ending	<u>\$ 19,765,058</u>	<u>\$ 34,090,546</u>		<u>\$ 25,657,867</u>	

Debt Service Detail					
Principal Payments	7,495,000	7,495,000	100.0%	7,425,000	100.0%
Interest Payments	1,128,750	1,127,954	99.9%	1,024,082	90.1%
Other Debt Service Expenses	<u>178,250</u>	<u>103,250</u>	57.9%	<u>32,500</u>	47.8%
Total Debt Service Payments	<u>\$ 8,802,000</u>	<u>\$ 8,726,204</u>		<u>\$ 8,481,582</u>	

Quarterly Financial Statement Review

March 31, 2022

General Fund

Revenue

Total revenues are up approximately \$675,600 (2.6%) from the prior year. This is mainly due to increases of approximately \$629,200 (5.0%) in State Aid, \$269,900 (5.2%) in Program Fees and \$243,900 (68.0%) in Institutional Revenue. These increases are offset by decreases of approximately \$376,100 (5.3%) in Property Taxes and \$93,400 (18.1%) in Other Student Fees.

The increase in State Aid is mainly due to an increase in amount of property tax relief aid (\$699,812) and the increase in Program Fees is mainly due to increases in both associate degree and vocational tuition (\$141,491 and \$114,427, respectively). The increase in Institutional Revenue is mainly due to increases in technical assistance to employers (\$101,404), COVID relief funding received from the State of Wisconsin for prior year unemployment claims (\$68,110) and proceeds from recycling materials and the sale of old equipment at auction (\$33,897).

The decrease in Property Taxes is due primarily to the property tax transfer to state aid (\$699,812) and Special Revenue Fund for grant match (\$32,849) offset by the increase in net new construction (\$422,768). The decrease in Other Student Fees is due to a decrease in online course fees (\$181,886); offset by increases in transportation fees (\$65,102) and out of state tuition fees (\$19,126). The online course fee is set by the WTCS Board, and was suspended for the FY2021-22 academic year.

Uses

Total uses are up by approximately \$343,500 (1.8%) from the prior year. Instructional and General Institutional expenditures increased by approximately \$343,600 (3.1%) and \$245,600 (5.5%), respectively. These increases were offset by decreases of approximately \$120,100 (7.9%) in Student Services and \$80,800 (9.9%) in Instructional Resources expenses.

The increase in Instructional expenditures is mainly due to increases in salaries and benefits (\$173,793), contracted services (\$125,022), and equipment repairs (\$23,762).

The increase in General Institutional expenditures is mainly due to salaries and benefits (\$211,654), software (\$126,647), contracted services (\$37,032) and info/promo expenses (\$53,074), offset by decreases in professional services (\$88,428), dues and memberships (\$62,635), postage (\$35,899), and unemployment expense (\$56,142).

The decrease in Instructional Resources expenditures is due to decreases in salaries and benefits (\$102,893), offset by an increase in service contracts (\$24,974). The decrease in Student Services is due to decreases in salaries and benefits (\$62,738), and uncollectible student accounts (\$62,475).

Special Revenue Fund

Revenues are up approximately \$451,800 (28.0%) overall compared to the prior year, mainly due to an increase of approximately \$464,100 (94.2%) in Federal Revenue. The majority of this increase is due to an increase in receipts from the Higher Education Emergency Relief Funding grant (\$364,109).

Total expenditures increased by approximately \$268,400 (15.4%) from the prior year. Student Services increased by approximately \$405,600 (71.2%). This increase is offset by smaller decreases in all other functions, but mainly by decreases of approximately \$45,900 (32.6%) in Instructional Resources, and \$32,100 (63.2%) in Physical Plant expenses.

The increase in Student Services is due to increases in the vaccine incentive program (\$226,250), salaries and benefits (\$77,598), contracted services (\$41,241), and online services (\$15,270).

The decrease in Instructional Resources expenditures is mainly due to decreases in student supplies (\$26,427), and minor equipment (\$7,632). The decrease in Physical Plant expenditures is mainly due to a decrease in supplies (\$27,263).

Capital Projects Fund

Revenue and Other Resources are up by approximately \$8,908,000 (201.5%) in the current year compared to the prior year. This is due to an increase in total capital bond proceeds, along with an increase of approximately \$510,400 (55.7%) in Federal Revenue due to the receipt of funds from the Higher Education Emergency Relief Funding grant, and from proceeds received from the sale of the Center for Transportation Studies building in December in the amount of \$1,184,533. In the current year, debt issuances total \$10,300,000 compared to \$3,500,000 in the prior year. This increase is due primarily to the \$5,000,000 referendum and \$1,500,000 central remodeling bond issues this fiscal year (Series 2022A \$19.5 Million Referenda Issue settled in April).

Expenditures increased by approximately \$8,251,900 (223.1%), mainly due to increases in Physical Plant (\$8,174,755), and Student Services (\$277,544). These increases are offset by a decrease in Instructional Resources (\$256,243) expenditures. Both the increases and decreases are due to the number and size of planned projects, and the timing of Higher Education Emergency Relief Funding grant capital and annual capital purchases this year compared to last year in each functional area.

Other Funds

Debt Service Fund revenue is up approximately \$640,700 (7.6%) from the prior year. This fund is used to account for the accumulation of resources and the payment of principal and interest for general long-term debt and long-term lease purchase debt. The majority of revenue is derived from the property tax levy for debt service obligations due in 2022, offset by bond premiums applied to interest expense. Property tax revenue increased \$450,000 (5.4%) and Other Sources [Bond Premium] increased \$191,092. Expenditures are up by approximately \$244,600 (2.9%). This increase is related to increases in principal (\$70,000), interest (\$103,872), and bond issuance expense (\$70,750). These changes in debt service payments for principal and interest were expected based on the debt maturity schedules. The increase in bond issue expense is due to three bond issues this year compared to one issue at this time last year.

Enterprise Fund revenue decreased by approximately \$3,800 (4.1%) due to lower sales compared to the prior year. Expenditures decreased approximately \$13,400 (40.5%) compared to the prior year due to decreases in salaries and benefits (\$5,350), supplies (\$2,627) and facility rental (\$2,560).

Internal Service Fund revenue is flat at \$227,000 for both years. This fund is used to account for district operations where the cost of providing goods or services by one department or unit to other departments or units is recorded on a cost-reimbursement basis. Expenses are up \$12,826 (6.0%), due mainly due to an increase in general liability and property insurance (\$19,045), offset by a decrease in workers compensation (\$6,219).

Agency Fund revenue increased by approximately \$42,700 (10.0%) from the prior year due primarily to an increase in Other Student Fees (\$33,639) as a result of an increase in enrollment. Expenses increased by approximately \$14,000 (7.5%) compared to the prior year due to increases in Student Services (\$12,666) and General Institutional (\$1,349) expenditures.

Trust Fund revenue increased by approximately \$578,800 (6.8%) in the current year compared to the prior year. This is mainly due to an increase of approximately \$622,100 (8.2%) in Federal Revenue from the Higher Education Emergency Relief Fund (HEERF) grant. Expenses are up approximately \$568,469 (6.6%) from the prior year. This increase is mainly due to the increase in the distribution of the HEERF funding mentioned previously.



APRIL 20, 2022

CONSENT AGENDA

- March 16, 2022, District Board Regular Meeting Minutes
- Current Bills
- Training Contracts
- Annual Contracts to Faculty

CONSENT AGENDA ITEM A.



BLACKHAWK Technical College

REGULAR DISTRICT BOARD MEETING

WEDNESDAY, MARCH 16, 2022

5:00 P.M.

MINUTES

CALL TO ORDER

The Blackhawk Technical College District Board Regular meeting was held on Wednesday, March 16, 2022, at the Central Campus, 6004 S County Road G, Janesville, in the Administration Building.

Board Members Present: Eric Thornton, Chairperson; Barbara Barrington-Tillman, Vice-Chairperson; Rich Deprez, Secretary; Rick Richard, Treasurer; Laverne Hays; Rob Hendrickson; Suzann Holland; Steve Pophal; and Kathy Sukus.

Board Members Absent: None.

Staff Present: Julie Barreau; Kathy Broske; Tony Landowski; Liz Paulsen; Dr. Tracy Pierner; Renea Ranguette; Dr. Jon Tysse; Dr. Karen Schmitt; and Megan Wisnowski.

Student Representative: Hope Hopper.

Guests: None.

Chairperson Thornton called the Blackhawk Technical College District Board meeting to order at 5:06 p.m. Chairperson Thornton called for Public Comment. There were no comments.

SPECIAL REPORTS

Chairperson Thornton called for Special Reports.

- A. The Student Representative to the District Board, Hope Hooper, provided a report on student activities.
- B. Dr. Jon Tysse presented the BTC Student Profile Report to the District Board members.
- C. Dr. Karen Schmitt reviewed the Program Review Executive Summary and PowerPoint with the District Board members.

INFORMATION/DISCUSSION

Chairperson Thornton called for Information/Discussion items.

- A. Renea Ranguette reviewed the February Financial Statement with the District Board members.
- B. Dr. Tracy Pierner presented his monthly report to the District Board members.
- C. Public Safety & Transportation Center (PSTC) Project Update.

We are continued to be plagued by delays. Conference Center is delayed until June. The majority of projects will be completed in June.

a. Series 2022A Bond Sale Results

Renea Ranguette reviewed the results of the Series 2022A bond sale. A competitive sale took place last Wednesday with Piper Sandler & Co. was the lowest bid/rate at 2.2560%. The final

payment is April 6, 2022. We have retained Moody's rating of Aa2.

- D. The Finance Committee meeting is not scheduled for March. No report out or recommendations.
- E. The Personnel Committee meeting is not scheduled for March. No report out or recommendations.
- F. Staff changes consisting of new hires, new positions, resignations, and retirements were reviewed.

CONSENT AGENDA

Chairperson Thornton called for the Consent Agenda. It was moved by Mr. Pophal and seconded by Mr. Richard to approve the consent agenda, which included:

- A. February 16, 2022, District Board Regular Meeting Minutes.
- B. Current Bills – The February bills include (Starting Check #00287670 and Ending Check #00288146):

Direct Deposit Expense Reimbursements	\$1,787,516.35
Payroll	\$ 955,513.42
Payroll Tax Wire Transfers	\$ 230,413.55
Other Wire Transfers	\$ 43,178.31
WRS Wire Transfers	\$ 154,411.97
P-card Disbursements	\$ 119,972.18
Bond Payment	\$ 0.00
Health Insurance Wire Transfer	\$ 313,735.22
<i>Grand Total for the Month</i>	<i>\$3,604,741.00</i>

- C. Training Contracts – Report Totals:

Number Served	Estimated FTEs	BTC Cost Formula	LAB Cost Formula	Actual Contract Cost
218	2.1	\$60,540	\$44,430	\$60,958

All in favor. Motion carried.

ACTION ITEMS

Chairperson Thornton called for Action Items.

- A. It was moved by Mr. Deprez and seconded by Ms. Sukus to approve the new Board Policy A-301 Diversity Statement. **All in favor. Motion carried.**
- B. Dr. Tracy Pierner reviewed the District Board members an additional BTC Value, Inclusive. It was moved by Mr. Richard and seconded by Ms. Sukus to approve a sixth BTC Value, Inclusive. **All in favor. Motion carried.**
- C. Renea Ranguette reviewed modifications to the Fiscal Year 2021-22 Budget with the members.

General Fund:

Amendment 1 – Transfer of funds between functions

Amendment 2 – Transfer new initiative budget to support new full-time faculty positions

Amendment 3 – Transfer property tax revenue from grant match

Special Revenue Fund:

Amendment 4 – Decrease Budget for unspent State and Federal Grants extended to FY22

Amendment 5 – Increase in FY22 Grant Funding
Amendment 6 – Revenue Source Reclassification
Amendment 7 – Establish a budget for State and Federal Grants awarded in FY22
Amendment 8 – Record HEERF Grant transfer between function and transfers to support capital purchases
Amendment 9 – Transfer of grant funds between functions
Amendment 10 – Record HEERF grant transfer between functions

Capital Projects Fund:

Amendment 11 – Record increase in capital funding from grant update
Amendment 12 – Establish a budget for Referenda Bond Sale # 3
Amendment 13 – Record HEERF grant transfers to support capital purchases and capital reallocation between functions
Amendment 14 – Establish a budget for CTS Building Sale and Central Water Main Hookup Reimburse

Deb Service Fund:

Amendment 15 – Establish a budget for Bond Date Cost of Issuance

It was moved by Mr. Pophal and seconded by Mr. Hays to approve the modifications to the Fiscal Year 2021-22 Budget. **All in favor. Motion carried.**

- D. Kathy Broske reviewed the Personnel Committee recommendation to communicate Salary Schedule Adjustments to the District Board annually.

It was moved by Mr. Deprez and seconded by Mr. Richard to approve communication of Salary Schedule Adjustments to the District Board annually. **All in favor. Motion carried.**

NEW BUSINESS

Chairperson Thornton called for New Business.

- A. District Board Professional Development. There were none.
- B. Policies and Procedures. There were none.
- C. Budgetary. There were none.

OTHER BUSINESS

Chairperson Thornton called for Other Business.

- A. WTCS Consortium Update.
 - a. District Board Association (DBA)
 - A reminder was provided regarding the Spring Quarterly Meeting held at MATC Milwaukee, April 28-30, 2022.
 - Information was provided regarding nominations for DBA Officer positions for 2022-2023.
 - b. Insurance Trust (WTC)
 - No update.
 - c. Marketing Consortium
 - Friday, they will do the finalist interviews. The consortium was thanked for bringing the budget to the Presidents.
 - d. Purchasing Consortium
 - No update.

FUTURE AGENDA ITEMS

Chairperson Thornton called for Future Agenda Items. Update on the Public Library.

CLOSED SESSION

It was moved by Mr. Pophal and seconded by Mr. Richard to adjourn to a closed session pursuant to Wis. Statutes 19.85 (1) (c) for the purpose of considering employment, promotion, compensation, or performance evaluation data of any public employee over which the governmental body has jurisdiction or exercises responsibility.

The roll was called. The following members voted affirmatively: Ms. Barrington-Tillman, Mr. Deprez, Mr. Hays, Mr. Henderson, Ms. Holland, Mr. Pophal, Mr. Richard, Ms. Sukus, and Mr. Thornton.

Motion carried unanimously.

All staff was excused from the closed session, except for Dr. Tracy Pierner, Ms. Broske, and Ms. Barreau.

It was moved by Mr. Deprez and seconded by Ms. Sukus to adjourn the closed session at 6:40 p.m.

The roll was called. The following members voted affirmatively: Ms. Barrington-Tillman, Mr. Deprez, Mr. Hays, Mr. Henderson, Ms. Holland, Mr. Pophal, Mr. Richard, Ms. Sukus, and Mr. Thornton.

Motion carried unanimously.

Chairperson Thornton called the meeting to order in open session at 6:41 p.m. **All in Favor.**

Motion carried.

ADJOURNMENT

It was moved by Mr. Deprez and seconded by Mr. Richard to adjourn the meeting at 6:41 p.m. **All in Favor. Motion carried.**

Richard Deprez

Secretary

CONSENT AGENDA ITEM B.

Blackhawk Technical College

BILL LIST SUMMARY

Period Ending March, 2022

Starting Check Number 00288147

Ending Check Number 00288534 Plus Direct Deposits

PAYROLL TAXES

Federal	440,980.16	
State	<u>73,860.86</u>	514,841.02

PAYROLL BENEFIT DEDUCTIONS & FRINGE PAYMENTS

Retirement	-	
Health and Dental Insurance	22,837.83	
Miscellaneous	<u>18,468.78</u>	41,306.61

STUDENT RELATED PAYMENTS 170,503.53

CURRENT NON CAPITAL EXPENSES 468,085.06

CAPITAL 1,350,835.79

DEBT -

TOTAL BILL LISTING AND PAYROLL TAXES 2,545,572.01

PAYROLL-NET 967,501.17

SUB TOTAL BILL LISTING AND PAYROLL 3,513,073.18

PLUS OTHER WIRE TRANSFERS 81,307.31

PLUS WRS WIRE TRANSFERS 155,742.11

P-CARD DISBURSEMENTS 128,225.12

WIRE FOR LAND PURCHASE -

PLUS BOND PAYMENT 8,126,650.91

HEALTH INSURANCE WIRES 311,162.00

GRAND TOTAL FOR THE MONTH 12,316,160.63

CONSENT AGENDA ITEM C.

CONTRACT TRAINING REPORT APRIL 2022

The following training contracts have been negotiated since the last District Board Regular Meeting.

Customized Instruction Contract Detail						
Contract #	Business/Industry	# Served	Est. FTEs	BTC Cost Formul	LAB Cost Formula	Actual Contract Amount
2022-1142	NorthStar	15	0.10	\$1,431	\$1,193	\$1,431
	<i>Public Speaking</i>					
2022-1143	Scot Forge	12	0.06	\$3,658	\$2,799	\$3,659
	<i>Shop Math 1</i>					
2022-1144	Scot Forge	7	0.07	\$4,307	\$3,359	\$4,307
	<i>Shop Math 2</i>					
2022-1145	Illinois Tool Works	6	0.02	\$1,270	\$746	\$1,270
	<i>Training & Coaching Emp</i>					
2022-1149	Seneca Foods	16	0.11	\$3,052	\$2,239	\$3,052
	<i>Forklift Train the Trainer</i>					
2023-1001	Baker Manufacturing	12	0.12	\$2,047	\$1,680	\$2,047
	<i>Leadership Development</i>					
2023-1002	Baker Manufacturing	12	0.16	\$2,800	\$2,333	\$2,800
	<i>Leadership Development</i>					
2023-1005	SPX Flow Inc.	32	0.16	\$3,509	\$1,814	\$3,509
	<i>Leadership Development</i>					
2023-1006	SPX Flow Inc.	32	0.21	\$3,872	\$2,239	\$3,872
	<i>Leadership Development</i>					
		144	1.01	\$25,946	\$18,402	\$25,947

Technical Assistance Contract Detail						
Contract #	Business/Industry	# Served	Est. FTEs	BTC Cost Formul	LAB Cost Formula	Actual Contract Amount
2022-1147	Stateline CDL Testing	NA	NA	\$375	\$374	\$375
		0	0	\$375	\$374	\$375

High School Customized Instruction Contract Detail						
		0	0	\$0	\$0	\$0

WAT Grant Customized Instruction Contract Detail						
Contract #	Business/Industry	# Served	Est. FTEs	BTC Cost Formul	LAB Cost Formula	Actual Contract Amount
		0	0	\$0	\$0	\$0

Combined Contract Totals						
Contract #	Business/Industry	# Served	Est. FTEs	BTC Cost Formul	LAB Cost Formula	Actual Contract Amount
		144	1.01	\$26,321	\$18,776	\$26,322

High School At Risk Detail						
Contract #	Business/Industry	# Served	Est. FTEs	BTC Cost Formul	LAB Cost Formula	Actual Contract Amount
		0	0	\$0	\$0	\$0

Transcripted Credit Contract Detail						
Contract #	Business/Industry	# Served	Est. FTEs	BTC Cost Formul	LAB Cost Formula	Actual Contract Amount
		0	0	\$0	\$0	\$0

All Contracts	144	1.01	\$26,321	\$18,776	\$26,322
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Contract Training Approved By The District Board

	Month	FY 2017-18		FY 2018-19		FY 2019-20		FY 2020-21		FY 2021-22	
		Month's \$	YTD \$	Month's \$	YTD \$	Month's \$	YTD \$	Month's \$	YTD \$	Month's \$	YTD \$
1st Quarter	July	\$60,763	\$60,763	\$15,141	\$15,141	\$306,616	\$306,616	\$0	\$0	\$34,748	\$34,748
	August	\$92,778	\$153,541	\$265,212	\$280,353	\$93,966	\$400,582	\$16,389	\$16,389	\$79,603	\$114,351
	September	\$355	\$153,896	\$110,603	\$390,956	\$51,844	\$452,426	\$17,532	\$33,921	\$63,394	\$177,745
2nd Quarter	October	\$83,880	\$237,776	\$36,363	\$427,319	\$18,826	\$471,252	\$29,073	\$62,994	\$22,313	\$200,058
	November	\$53,542	\$291,318	\$48,817	\$476,136	\$75,772	\$547,024	\$59,156	\$122,150	\$52,930	\$252,988
	December	\$44,997	\$336,315	\$67,999	\$544,135	\$54,312	\$601,336	\$18,026	\$140,176	\$54,656	\$307,644
3rd Quarter	January	\$24,683	\$360,998	\$101,678	\$645,813	\$50,873	\$652,209	\$30,791	\$170,967	\$12,501	\$320,145
	February	\$53,006	\$414,004	\$56,091	\$701,904	\$103,533	\$755,742	\$31,829	\$202,796	\$48,571	\$368,716
	March	\$45,199	\$459,203	\$47,919	\$749,823	\$75,337	\$831,079	\$48,171	\$250,967	\$60,958	\$429,674
4th Quarter	April	\$729,308	\$1,188,511	\$118,534	\$868,357	\$2,663	\$833,742	\$26,869	\$277,836	\$26,322	\$455,996
	May	\$43,748	\$1,232,259	\$1,105,126	\$1,973,483	\$2,464,616	\$3,298,358	\$1,675,805	\$1,953,641		
	June	\$134,996	\$1,367,255	\$70,739	\$2,044,222	\$70,739	\$3,369,097	\$27,698	\$1,981,339		
YTD TOTAL \$		<u>\$1,367,255</u>		<u>\$2,044,222</u>		<u>\$3,369,097</u>		<u>\$1,981,339</u>		<u>\$455,996</u>	

Historical Reference

FY 2017-18	FY 2018-19	FY 2019-20	FY 2020-21	FY 2021-22
WAT Grants: \$300,167 Transcripted Credit w/HS: \$693,632 HSED w/HS: \$20,240	WAT Grants: \$273,707 Transcripted Credit w/HS: \$1,401,292 HSED w/HS: \$23,572	WAT Grants: \$123,702 Transcripted Credit w/HS: \$2,464,616* HSED w/HS: \$15,082	WAT Grants: \$145,703 Transcripted Credit w/HS: \$1,652,700 HSED w/HS: \$13,788	WAT Grants: \$39,864 Transcripted Credit w/HS: \$0 HSED w/HS: \$6448

* The Transcripted Credit dollar total has been updated to reflect \$2,464,616 due to it inadvertently being left out.

CONSENT AGENDA ITEM D.

Annual Contracts to Faculty

In accordance with Wisconsin Statutes, the District Board must give notice on or before May 15th to faculty who hold contracts for the current year that the College will renew or refuse to renew their contract for the ensuing year. Faculty must respond no later than June 15th indicating acceptance or rejection of their annual contract.

Following is the list of the full-time faculty to whom contracts will be issued. It is the recommendation of the College Administration that the District Board approve issuance of annual contracts for 2022-2023 to the full-time faculty as listed.

**FULL-TIME FACULTY
CONTRACT RENEWALS FOR 2022-2023**

Instructor Name	Program
Michael Amidzich	Accounting/Business
Patricia Aronson	Nursing
Julia Baldivieso	Business Management
Linda Becker	Nursing Assistant
Tammy Berberich	Basic Skills II
Bobbi Bishofberger	Welding
Mallory Bohling	Nursing
Deborah Brovick	Foundations of Education
Marlene Burgos-Stewart	Nursing
Kathryn Church	Radiography
Bryan Coddington	Engineering
Jeremy Crabb	Electrical Apprentice
Melissa Dix	IT Web Software Developer
John Dorcey	Electro-Mechanical Technology
Michael Doubleday	Electric Power Distribution
Jeremy Ebersole	Biological Science
Christopher Esser	HVAC/Refrigeration
Adam Faucheux	Biological Science
Erica Fenton	Basic Skills I
Melissa Fischer	Nursing
Katherine Fuller	Accounting/Business
Tiffany Garrison-Stanley	Biological Science
Julia Gates	Medical Assistant
Melissa Genovese Hughes	Diagnostic Medical Sonography
Heather Gray	Surgical Technology
Susan Griffin	Physical Therapist Assistant
Corey Groebner	Automotive Technician
Richard Grossen	CNC/Machine Tool Technician
Daniel Harrigan	Medical Laboratory Technician
Cheryl Harsevoort	Social Science
Beverly Hart	Nursing Assistant
Ryan Hartter	Electro-Mechanical Technology
Brian Hauri	Electrical Apprentice
Tracy Hayes	Nursing
Rubina Jan	Social Science
Carissa Johnson	Substance Abuse Counselor/Human Services
Lisa Johnson	Dental Program
Steven Jones	Diesel
Anthony Jordan	HVAC/Refrigeration

Instructor Name	Program
Kristina Jordan	Emergency Medical Technician
Roger Kent	Truck Driving (CDL)
Joseph Kluge	Welding
James Kobs	Nursing
Michael Langdon	Basic Skills I
Alexandra Liezert	Radiography
William Lobenstein	Industrial Maintenance Mechanic
Julie Lohse	Nursing
Kayla Marks	Dental Program
Mary Mather	Nursing
Nicholas Mauer	Welding
Marshall Mundt	Mathematics
Traci Newcomer	Nursing
Sheldon Newkirk	Automotive Technician
Mark Olson	Culinary Arts
Jilon Pegeese	IT Networking Specialist
Eva Peterson	Nursing Assistant
Susan Potter	Nursing
Charles Quince	Digital Marketing/Sales Management
David Rodden	Welding
Hakim Salaam	Culinary Arts/Hospitality
Michael Salamone	Diesel
Joel Schleusner	Business Management
Elliot Schultz	Basic Skills I
Carol Seichter	Basic Skills I
Jered Soravia	Basic Skills I
Michele Spates	Diagnostic Medical Sonography
Mark Stone	Basic Skills I
Hin Heng Antonio Tang	Communications
William Walsh	Criminal Justice
Michelle Weirich	Early Childhood Education
Kristine Weir-Martell	Communications
Dustin Williams	Agribusiness/Farm Management
Kathleen Winker	Clinical Laboratory Technician
Ann-Margaret Young	Human Services
Tara Zachgo	Medical Assistant
Daniel Zaleski	Physical Science
Kristen Ziegler	Dental Program
Mitchell Ziolkowski	Criminal Justice



APRIL 20, 2022

ACTION ITEMS

- Avocational Feed for Fiscal Year 2022-2023

ACTION ITEMS ITEM B.

Avocational Fees for Fiscal Year 2022-2023

Avocational courses (Aid Code 60) are defined as “educational offerings that are leisure-time, self-enrichment activities including arts, crafts, games, hobbies, sport, recreation and foreign language conversations (WTCS Course Procedures 10.80.1) Avocational courses do not qualify for state aid; therefore, the goal of fees charged is to cover costs.

Aid Code 60 per Hour Fee and Senior Discount History

Year	From	To	Aid Code 60 Senior Discount
2017	\$3.75	\$4.00	40%
2018	\$3.75	\$4.00	15%
2019	\$4.00	\$5.00	0%
2020	\$5.00	\$5.00	0%
2021	\$5.00	\$5.00	0%
2022	\$5.00	\$5.00	0%

Enrollment Records

Period	Number of Students	Number of Classes	Average Number of Students Per Class
Fall 2016	156	15	10.4
Fall 2017	214	28	7.6
Fall 2018	215	20	10.8
Fall 2019	88	13	6.8
Fall 2020	106	18	5.9
Fall 2021	23	7	3.3

Enrollment Trends

Gender	Fall 2017	Fall 2018	Fall 2019	Fall 2020	Fall 2021
Female (F)	192	168	65	22	18
Male (M)	37	24	25	7	5
Not Available (N)	1				

Age Band	Fall 2017	Fall 2018	Fall 2019	Fall 2020	Fall 2021
Under 18		1	3		1
18-19	3	1		2	1
20-21	2				
22-24	4	1			1
25-29	2	3	3		1
30-34	6	7	4	2	2
35-39	11	3	2		3
40-49	25	20	10	3	4
50-64	93	67	19	10	3
65 and over	84	89	49	12	7

Analysis

WCD continues to provide avocational courses on all the BTC campuses including any outreach locations that allow for on-site education as a partnership with BTC. As our community comes out of pandemic restrictions, BTC is positioning itself to provide new and creative in-person community enrichment courses across the district. Our addition of a full-time coordinator will provide for the necessary marketing and program mix to attract new learners to the college.

WCD is expanding to new areas of avocational courses to potentially include speaker series, seminars, etc. hosted on campus as we finalize the internal construction phase of the conference center. Our goal is to provide the district stakeholders with educational value but yet not compete with other programs and services offered through other agencies within the district.

Recommended Strategy

It is recommended that BTC continue to offer Aid Code 60 courses, to maintain the hourly rate for aid code 60 courses at \$5.00 per hour, with no senior citizen discount on Aid Code 60 courses. The \$5.00 per hour rate is less than the minimal tuition amount for other non-credit offerings.

District Board approval of the recommended strategy is requested.



APRIL 20, 2022

OTHER BUSINESS

- Date for Annual District Board Retreat

Other Business Item B.

DISTRICT BOARD RETREAT



It is time to begin planning for this year's District Board Retreat!

1. Please be prepared to share your thoughts on the topics and focus of the Retreat.
2. Also check your calendars and be prepared to discuss possible dates for the Retreat.

BLACKHAWK TECHNICAL COLLEGE

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