



District Board Meeting

3rd Wednesday of the Month

5:00 pm

Administration Building

Blackhawk Technical College

DISTRICT BOARD MEETING

AGENDA

DATE: APRIL 19, 2023

TIME: 5:00 P.M.

LOCATION: CENTRAL CAMPUS – ADMINISTRATION BUILDING
6004 S COUNTY ROAD G, JANESVILLE WI 53546-9458

CALL TO ORDER

A. Public Comment

Persons who wish to address the District Board may make a statement if 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. Strategic Plan Update (*Information – Dr. Tracy Pierner*)

INFORMATION/DISCUSSION

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

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

- a. Community Engagement
- b. Internal Engagement
- c. College Events
- d. Upcoming Events
- e. Other Communications
- f. Construction Projects

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

- a. Meeting Scheduled for April 19, 2023

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

- a. Meeting Schedule for April 19, 2023
- b. March 15, 2023, Personnel Committee Minutes

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

- a. New Hires
 - i. Benjamin Palmer, IT Systems Engineer – April 4, 2023
 - ii. Molly Cook, Student Engagement Specialist – April 10, 2023
- b. New Positions – None
- c. Resignations
 - i. Debra Karolczak, ERP Systems Analyst – April 22, 2023
 - ii. Kim Adams, PT Front Desk Assistant-MATT – May 15, 2023
 - iii. Dan Krause, Shuttle Bus Coordinator – June 1, 2023
- d. Retirements – None

- F. Higher Learning Commission (HLC) Visit Discussion (*Information – Dr. Tracy Pierner and Dr. Jon Tysse*)

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 the Draft March 15, 2023, District Board Regular Meeting Minutes (*Action*)
- B. Approval of Current Bills (*Action – Renea Ranguette*)
- C. Approval of Training Contracts (*Action – Dr. Karen Schmitt*)
- D. Acceptance of Grant Awards for April 2023 (*Action – Amy Anderson*)
- E. Approval to Issue Annual Contracts to Faculty (*Action – Dr. Karen Schmitt*)

POLICY REVIEW

- A. No Policy Review

ACTION ITEMS

- A. Approval of Scope Addition to the Admin Support/Restrooms Remodel Contract (*Action – Renea Ranguette*)
- B. Approval of the Janesville Manufacturing Center Project Concept (*Action – Renea Ranguette*)
- C. Approval of the Advanced Manufacturing Training Center Sublease (*Action – Renea Ranguette*)

Finance Committee Action Items

- A. No Action Items

Personnel Committee Action Items

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

WTCS CONSORTIUM UPDATES

- A. Insurance Trust (WTC) (*Information – Representative*)
- B. Marketing Consortium (*Information – Representative*)
- C. Purchasing Consortium (*Information – Representative*)
- D. Districts Mutual Insurance (DMI) (*Information – Representative*)
- E. District Boards Association (DBA) (*Information*)

FUTURE AGENDA ITEMS

- A. Suggestions for 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 19, 2023

INFORMATION/DISCUSSION

- Financial Statement and Quarterly Report
- March 15, 2023, Personnel Committee Minutes

INFORMATION/DISCUSSION ITEM A.

Blackhawk Technical College
General Fund
 Comparative Statement of Revenues and Expenditures
 For The Months Ended March 31, 2023 and 2022

	2022-2023				2021-2022						
	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	6,741,574	6,776,446	6,775,916	99.99%	7,267,710	6,709,582	6,697,581	99.82%	6,777,581	100.00%	-
Other Local Government	2,926	152,926	181,862	118.92%	(1,000)	(1,000)	13,791	-1379.10%	13,091	-1309.10%	14,091
State Aid	14,318,600	14,414,373	13,818,527	95.87%	13,119,635	14,004,136	13,201,139	94.27%	13,927,588	99.84%	(22,348)
Program Fees	5,612,700	5,658,100	5,937,411	104.94%	5,388,810	5,388,810	5,452,698	101.19%	5,613,931	100.03%	1,776
Material Fees	311,000	311,000	324,387	104.30%	387,644	387,644	309,800	79.92%	315,126	99.99%	(18)
Other Student Fees	401,200	446,200	444,781	99.68%	364,250	364,250	421,442	115.70%	478,116	99.79%	(1,018)
Institutional Revenue	1,972,500	2,464,000	916,746	37.21%	1,883,273	2,003,930	602,970	30.09%	2,727,939	100.00%	(18)
Federal Revenue	11,000	11,000	6,911	62.83%	11,500	11,500	7,025	61.09%	8,401	73.05%	(3,099)
Total Revenue	29,371,500	30,234,045	28,406,541	93.96%	28,421,822	28,868,852	26,706,446	92.51%	29,861,773	99.96%	(10,634)
Other Resources											
Trsf fr Res & Des Fund Bal	-	-	-	0.00%	-	-	-	0.00%	-	0.00%	-
Other Funding Sources	140,000	140,000	-	0.00%	42,000	140,762	-	0.00%	320,047	100.00%	-
Total Other Resources	140,000	140,000	-	0.00%	42,000	140,762	-	0.00%	320,047	100.00%	-
Total Resources	29,511,500	30,374,045	28,406,541	93.52%	28,463,822	29,009,614	26,706,446	92.06%	30,181,820	99.96%	(10,634)
Expenditures											
Instruction	16,769,076	16,606,801	11,205,779	67.48%	16,205,678	16,445,697	11,272,288	68.54%	16,582,555	99.94%	9,697
Instructional Resources	1,173,703	1,266,703	786,114	62.06%	1,223,499	1,223,499	737,731	60.30%	1,015,826	97.82%	22,673
Student Services	2,419,935	2,385,935	1,504,230	63.05%	2,192,377	2,192,377	1,399,867	63.85%	2,027,097	99.74%	5,280
General Institutional	6,644,350	7,227,957	5,205,412	72.02%	6,252,474	6,318,974	4,686,084	74.16%	6,126,479	99.15%	52,495
Physical Plant	2,479,436	2,527,436	1,952,542	77.25%	2,466,261	2,466,261	1,718,062	69.66%	2,422,835	99.65%	8,426
Auxiliary Services	-	-	-	0.00%	-	-	-	0.00%	-	0.00%	-
Total Expenditures	29,486,500	30,014,832	20,654,077	68.81%	28,340,289	28,646,808	19,814,032	69.17%	28,174,792	99.65%	98,571
Other Uses											
Trsf fr Res & Des Fund Bal	-	328,713	-	0.00%	92,908	332,181	-	0.00%	-	0.00%	188,466
Other Uses	25,000	30,500	-	0.00%	30,625	30,625	-	0.00%	1,720,808	99.43%	9,817
Total Other Uses	25,000	359,213	-	0.00%	123,533	362,806	-	0.00%	1,720,808	89.67%	198,283
Total Uses	29,511,500	30,374,045	20,654,077	68.00%	28,463,822	29,009,614	19,814,032	68.30%	29,895,600	99.02%	296,854
Budgeted Resources Over (Under) Expenditures	-	-	7,752,464		-	-	6,892,414		286,220		
Beginning Fund Balance	11,434,763	11,434,763	11,434,763		11,148,543	11,148,543	11,148,543		11,148,543		
Change in Fund Balance	-	328,713	-		92,908	332,181	6,892,414		286,220		
Ending Fund Balance	11,434,763	11,763,476	19,187,227		11,241,451	11,480,724	18,040,957		11,434,763		
Reserved for Prepaid Items	75,000	75,000	75,000		75,000	75,000	75,000		75,000		
Designated for Operations	6,725,000	6,725,000	6,725,000		6,725,000	6,725,000	6,725,000		6,725,000		
Designated for State Aid Fluc	350,000	350,000	350,000		350,000	350,000	350,000		350,000		
Designated for Sub Years	500,000	500,000	500,000		500,000	500,000	500,000		500,000		
Designated for Sub Year	3,784,763	4,113,476	11,537,227		3,591,451	3,830,724	10,390,957		3,784,763		

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, 2023 and 2022

	2022-2023				2021-2022						
	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	491,932	494,063	496,433	100.48%	588,610	611,764	623,765	101.96%	543,765	100.00%	-
Other Local Government	-	-	-	0.00%	-	-	-	0.00%	-	0.00%	-
State Aid	926,933	1,519,853	643,114	42.31%	841,534	1,213,333	441,584	36.39%	725,319	59.48%	(494,014)
Program Fees	9,924	9,924	13,370	134.72%	-	22,067	-	0.00%	21,226	96.19%	(841)
Material Fees	403	403	543	134.74%	-	1,075	-	0.00%	862	80.19%	(213)
Other Student Fees	-	-	-	0.00%	-	2,052	-	0.00%	2,759	134.45%	707
Institutional Revenue	-	28,860	28,860	100.00%	-	42,300	42,300	100.00%	42,300	100.00%	-
Federal Revenue	706,526	1,359,709	540,010	39.72%	708,044	2,240,414	956,940	42.71%	1,573,320	69.56%	(688,605)
Total Revenue	2,135,718	3,412,812	1,722,330	50.47%	2,138,188	4,133,005	2,064,589	49.95%	2,909,551	71.09%	(1,182,966)
Other Resources											
Trsf fr Res & Des Fund Bal	-	2,893	-	0.00%	-	539	-	0.00%	-	0.00%	(539)
Other Funding Sources	-	-	-	0.00%	-	-	-	0.00%	-	0.00%	-
Total Other Resources	-	2,893	-	0.00%	-	539	-	0.00%	-	0.00%	(539)
Total Resources	2,135,718	3,415,705	1,722,330	50.42%	2,138,188	4,133,544	2,064,589	49.95%	2,909,551	71.09%	(1,183,505)
Expenditures											
Instruction	1,288,264	1,664,958	776,548	46.64%	1,050,362	1,103,058	704,429	63.86%	993,493	89.58%	115,575
Instructional Resources	75,370	217,095	115,590	53.24%	80,675	190,774	95,073	49.84%	143,303	70.30%	60,547
Student Services	754,438	1,071,995	729,752	68.07%	1,002,003	1,400,166	974,848	69.62%	1,231,391	92.44%	100,776
General Institutional	17,646	201,550	142,204	70.56%	5,148	1,234,423	214,507	17.38%	318,255	30.13%	737,883
Physical Plant	-	80,107	21,732	27.13%	-	205,123	18,762	9.15%	35,390	16.65%	177,158
Total Expenditures	2,135,718	3,235,705	1,785,826	55.19%	2,138,188	4,133,544	2,007,619	48.57%	2,721,832	69.54%	1,191,939
Other Uses											
Trsf fr Res & Des Fund Bal	-	-	-	0.00%	-	-	-	0.00%	-	0.00%	-
Other Uses	-	180,000	-	0.00%	-	-	-	0.00%	179,285	100.00%	-
Total Other Uses	-	180,000	-	0.00%	-	-	-	0.00%	179,285	No Budget	-
Total Uses	2,135,718	3,415,705	1,785,826	52.28%	2,138,188	4,133,544	2,007,619	48.57%	2,901,117	70.18%	(1,191,939)
Budgeted Resources Over (Under) Expenditures	-	-	(63,496)		-	-	56,970		8,434		
Beginning Fund Balance	836,925	836,925	836,925		828,491	828,491	828,491		828,491		
Change in Fund Balance	-	(2,893)	-		-	(539)	56,970		8,434		
Ending Fund Balance	836,925	834,032	773,429		828,491	827,952	885,461		836,925		

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, 2023 and 2022

	2022-2023				2021-2022				Audited		
	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	7,233,506	7,270,509	7,272,349	100.03%	7,856,320	7,321,346	7,321,346	100.00%	7,321,346	100.00%	-
Other Local Government	2,926	152,926	181,862	118.92%	(1,000)	(1,000)	13,791	-1379.10%	13,091	-1309.10%	14,091
State Aid	15,245,533	15,934,226	14,461,641	90.76%	13,961,169	15,217,469	13,642,723	89.65%	14,652,907	96.60%	(516,362)
Program Fees	5,622,624	5,668,024	5,950,781	104.99%	5,388,810	5,410,877	5,452,698	100.77%	5,635,157	100.02%	935
Material Fees	311,403	311,403	324,930	104.34%	387,644	388,719	309,800	79.70%	315,988	99.93%	(231)
Other Student Fees	401,200	446,200	444,781	99.68%	364,250	366,302	421,442	115.05%	480,875	99.94%	(311)
Institutional Revenue	1,972,500	2,492,860	945,606	37.93%	1,883,273	2,046,230	645,270	31.53%	2,770,239	100.00%	(18)
Federal Revenue	717,526	1,370,709	546,921	39.90%	719,544	2,251,914	963,965	42.81%	1,581,721	69.57%	(691,704)
Total Revenue	31,507,218	33,646,857	30,128,871	89.54%	30,560,010	33,001,857	28,771,035	87.18%	32,771,324	96.49%	(1,193,600)
Other Resources											
Trsf fr Res & Des Fund Bal	-	2,893	-	0.00%	-	539	-	0.00%	-	0.00%	(539)
Other Funding Sources	140,000	140,000	-	0.00%	42,000	140,762	-	0.00%	320,047	100.00%	-
Total Other Resources	140,000	142,893	-	0.00%	42,000	141,301	-	0.00%	320,047	99.83%	539
Total Resources	31,647,218	33,789,750	30,128,871	89.17%	30,602,010	33,143,158	28,771,035	86.81%	33,091,371	96.52%	(1,194,139)
Expenditures											
Instruction	18,057,340	18,271,759	11,982,327	65.58%	17,256,040	17,548,755	11,976,717	68.25%	17,576,048	99.29%	125,272
Instructional Resources	1,249,073	1,483,798	901,704	60.77%	1,304,174	1,414,273	832,804	58.89%	1,159,129	93.30%	83,220
Student Services	3,174,373	3,457,930	2,233,982	64.60%	3,194,380	3,592,543	2,374,715	66.10%	3,258,488	96.85%	106,056
General Institutional	6,661,996	7,429,507	5,347,616	71.98%	6,257,622	7,553,397	4,900,591	64.88%	6,444,734	89.08%	790,378
Physical Plant	2,479,436	2,607,543	1,974,274	75.71%	2,466,261	2,671,384	1,736,824	65.02%	2,458,225	92.98%	185,584
Auxiliary Services	-	-	-	0.00%	-	-	-	0.00%	-	0.00%	-
Total Expenditures	31,622,218	33,250,537	22,439,903	67.49%	30,478,477	32,780,352	21,821,651	66.57%	30,896,624	95.99%	1,290,510
Other Uses											
Trsf fr Res & Des Fund Bal	-	328,713	-	0.00%	92,908	332,181	-	0.00%	-	0.00%	188,466
Other Uses	25,000	210,500	-	0.00%	30,625	30,625	-	0.00%	1,900,093	99.49%	9,817
Total Other Uses	25,000	539,213	-	0.00%	123,533	362,806	-	0.00%	1,900,093	90.55%	198,283
Total Uses	31,647,218	33,789,750	22,439,903	66.41%	30,602,010	33,143,158	21,821,651	65.84%	32,796,717	95.66%	1,488,793
Budgeted Resources											
Over (Under) Expenditures	-	-	7,688,968		-	-	6,949,384		294,654		
Beginning Fund Balance	12,271,688	12,271,688	12,271,688		11,977,034	11,977,034	11,977,034		11,977,034		
Change in Fund Balance	-	325,820	-		92,908	331,642	6,949,384		294,654		
Ending Fund Balance	12,271,688	12,597,508	19,960,656		12,069,942	12,308,676	18,926,418		12,271,688		
Reserved for Prepaid Items	75,000	75,000	75,000		75,000	75,000	75,000		75,000		
Designated for Operations	7,561,925	7,559,032	7,498,429		7,553,491	7,552,952	7,610,461		7,561,925		
Designated for State Aid Fluc	350,000	350,000	350,000		350,000	350,000	350,000		350,000		
Designated for Sub Years	500,000	500,000	500,000		500,000	500,000	500,000		500,000		
Designated for Sub Year	3,784,763	4,113,476	11,537,227		3,591,451	3,830,724	10,390,957		3,784,763		

Operating Budget - General and Special Revenue Combined are the funds used to record revenue and expenditures used to manage the operations of BTC .

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, 2023 and 2022

	2022-2023				2021-2022				Audited		
	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	5,200	10,581	10,581	100.00%	33,183	83,183	6,474	7.78%	71,472	85.92%	(11,711)
Institutional Revenue	1,300	1,300	696,838	53602.92%	13,006	1,210,179	1,204,988	99.57%	1,295,785	100.01%	106
Federal Revenue	-	141	73,612	52207.09%	18,358	3,788,684	1,427,430	37.68%	3,171,375	82.96%	(651,589)
Total Revenue	6,500	12,022	781,031	6496.68%	64,547	5,082,046	2,638,892	51.93%	4,538,632	87.25%	(663,194)
Other Resources											
Trsf fr Res & Des Fund Bal	1,230,000	22,265,674	-	0.00%	2,300,000	7,053,347	-	0.00%	-	0.00%	(7,528,347)
Other Funding Sources	5,300,000	5,300,000	3,830,000	72.26%	10,300,000	29,800,000	10,690,000	35.87%	31,500,000	100.00%	-
Total Other Resources	6,530,000	27,565,674	3,830,000	13.89%	12,600,000	36,853,347	10,690,000	29.01%	31,500,000	80.71%	(7,528,347)
Total Resources	6,536,500	27,577,696	4,611,031	16.72%	12,664,547	41,935,393	13,328,892	31.78%	36,038,632	81.48%	(8,191,541)
Expenditures											
Instruction	1,822,225	1,877,197	561,425	29.91%	505,436	1,022,873	621,766	60.79%	857,180	85.20%	148,886
Instructional Resources	195,444	225,585	532,898	236.23%	731,723	2,184,937	1,184,351	54.21%	1,749,980	78.45%	480,736
Student Services	7,500	103,500	7,500	7.25%	56,499	492,077	298,016	60.56%	299,049	60.77%	193,028
General Institutional	1,506,831	1,558,310	867,208	55.65%	919,889	1,300,967	779,888	59.95%	949,890	72.10%	367,647
Physical Plant	2,934,500	23,543,104	4,461,454	18.95%	10,349,000	35,562,005	9,067,361	25.50%	13,869,823	38.45%	22,199,420
Auxiliary Services	-	-	-	0.00%	-	-	-	0.00%	-	0.00%	-
Total Expenditures	6,466,500	27,307,696	6,430,485	23.55%	12,562,547	40,562,859	11,951,382	29.46%	17,725,922	43.11%	23,389,717
Other Uses											
Trsf fr Res & Des Fund Bal	-	200,000	-	0.00%	-	1,195,534	-	0.00%	-	0.00%	2,937,534
Other Uses	70,000	70,000	-	0.00%	102,000	177,000	-	0.00%	177,000	100.00%	-
Total Other Uses	70,000	270,000	-	0.00%	102,000	1,372,534	-	0.00%	177,000	5.68%	2,937,534
Total Uses	6,536,500	27,577,696	6,430,485	23.32%	12,664,547	41,935,393	11,951,382	28.50%	17,902,922	40.48%	26,327,251
Budgeted Resources Over (Under) Expenditures	-	-	(1,819,454)		-	-	1,377,510		18,135,710		
Beginning Fund Balance	21,964,995	21,964,995	21,964,995		3,829,285	3,829,285	3,829,285		3,829,285		
Change in Fund Balance	(1,230,000)	(22,065,674)	-		(2,300,000)	(5,857,813)	1,377,510		18,135,710		
Ending Fund Balance	20,734,995	(100,679)	20,145,541		1,529,285	(2,028,528)	5,206,795		21,964,995		

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, 2023 and 2022

	2022-2023				2021-2022						
	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	8,993,000	8,865,000	8,865,000	100.00%	9,064,788	8,850,000	8,850,000	100.00%	8,850,000	100.00%	-
Institutional Revenue	100	100	68,086	68086.00%	5,000	5,000	444	8.88%	1,771	35.42%	(3,229)
Total Revenue	8,993,100	8,865,100	8,933,086	100.77%	9,069,788	8,855,000	8,850,444	99.95%	8,851,771	99.96%	(3,229)
Other Resources											
Trsf fr Res & Des Fund Bal	242,600	256,734		0.00%	72,000	72,000	-	0.00%	-	0.00%	(72,000)
Other Funding Sources	70,000	70,000	109,801	156.86%	102,000	177,000	210,714	119.05%	1,141,972	100.00%	(28)
Total Other Resources	312,600	326,734	109,801	33.61%	174,000	249,000	210,714	84.62%	1,141,972	94.07%	(72,028)
Total Resources	9,305,700	9,191,834	9,042,887	98.38%	9,243,788	9,104,000	9,061,158	99.53%	9,993,743	99.25%	(75,257)
Expenditures											
Physical Plant	9,305,700	9,191,834	9,140,579	99.44%	9,243,788	8,802,000	8,726,204	99.14%	8,801,529	99.99%	471
Total Expenditures	9,305,700	9,191,834	9,140,579	99.44%	9,243,788	8,802,000	8,726,204	99.14%	8,801,529	99.99%	471
Other Uses											
Trsf fr Res & Des Fund Bal	-	-	-	0.00%	-	302,000	-	0.00%	-	0.00%	1,267,000
Other Uses	-	-	-	0.00%	-	-	-	0.00%	-	0.00%	-
Total Other Uses	-	-	-	0.00%	-	302,000	-	0.00%	-	0.00%	1,267,000
Total Uses	9,305,700	9,191,834	9,140,579	99.44%	9,243,788	9,104,000	8,726,204	95.85%	8,801,529	87.41%	1,267,471
Budgeted Resources											
Over (Under) Expenditures	-	-	(97,692)		-	-	334,954		1,192,214		
Beginning Fund Balance	2,259,256	2,259,256	2,259,256		1,067,042	1,067,042	1,067,042		1,067,042		
Change in Fund Balance	(242,600)	(256,734)	-		(72,000)	230,000	334,954		1,192,214		
Ending Fund Balance	2,016,656	2,002,522	2,161,564		995,042	1,297,042	1,401,996		2,259,256		

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, 2023 and 2022

	2022-2023				2021-2022				Audited		
	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											
Other Student Fees	-	-	-	0.00%	15,000	-	-	0.00%	-	0.00%	-
Institutional Revenue	120,985	120,985	78,683	65.04%	152,957	167,957	89,397	53.23%	103,836	61.82%	(64,121)
Federal Revenue	-	-	-	0.00%	-	-	-	0.00%	-	0.00%	-
Total Revenue	120,985	120,985	78,683	65.04%	167,957	167,957	89,397	53.23%	103,836	61.82%	(64,121)
Other Resources											
Trsf fr Res & Des Fund Bal	125,740	125,740	-	0.00%	32,875	32,875	-	0.00%	-	0.00%	(32,875)
Other Funding Sources	-	-	-	0.00%	-	-	-	0.00%	-	0.00%	-
Total Other Resources	125,740	125,740	-	0.00%	32,875	32,875	-	0.00%	-	0.00%	(32,875)
Total Resources	246,725	246,725	78,683	31.89%	200,832	200,832	89,397	44.51%	103,836	51.70%	(96,996)
Expenditures											
Student Services	-	-	-	0.00%	-	-	-	0.00%	-	0.00%	-
Auxiliary Services	102,657	102,657	30,172	29.39%	146,394	47,632	19,691	41.34%	28,296	59.41%	19,336
Total Expenditures	102,657	102,657	30,172	29.39%	146,394	47,632	19,691	41.34%	28,296	59.41%	19,336
Other Uses											
Trsf fr Res & Des Fund Bal	4,068	4,068	-	0.00%	12,438	12,438	-	0.00%	-	0.00%	12,438
Other Uses	140,000	140,000	-	0.00%	42,000	140,762	-	0.00%	140,762	100.00%	-
Total Other Uses	144,068	144,068	-	0.00%	54,438	153,200	-	0.00%	140,762	91.88%	12,438
Total Uses	246,725	246,725	30,172	12.23%	200,832	200,832	19,691	9.80%	169,058	84.18%	31,774
Budgeted Resources											
Over (Under) Expenditures	-	-	48,511		-	-	69,706		(65,222)		
Beginning Fund Balance	488,479	488,479	488,479		553,701	553,701	553,701		553,701		
Change in Fund Balance	(121,672)	(121,672)	-		(20,437)	(20,437)	69,706		(65,222)		
Ending Fund Balance	366,807	366,807	536,990		533,264	533,264	623,407		488,479		

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, 2023 and 2022

	2022-2023				2021-2022				Audited		
	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	260,000	260,000	260,000	100.00%	227,000	227,000	227,000	100.00%	227,000	100.00%	-
Total Revenue	260,000	260,000	260,000	100.00%	227,000	227,000	227,000	100.00%	227,000	100.00%	-
Other Resources											
Trsf fr Res & Des Fund Bal	-	-	-	0.00%	-	12,000	-	0.00%	-	0.00%	(12,000)
Other Funding Sources	-	-	-	0.00%	-	-	-	0.00%	-	0.00%	-
Total Other Resources	-	-	-	0.00%	-	12,000	-	0.00%	-	0.00%	(12,000)
Total Resources	260,000	260,000	260,000	100.00%	227,000	239,000	227,000	94.98%	227,000	94.98%	(12,000)
Expenditures											
Instruction	-	-	-	0.00%	-	-	-	0.00%	-	0.00%	-
Student Services	-	-	-	0.00%	-	-	-	0.00%	-	0.00%	-
Auxiliary Services	260,000	260,000	241,726	92.97%	227,000	239,000	225,935	94.53%	225,935	94.53%	13,065
Total Expenditures	260,000	260,000	241,726	92.97%	227,000	239,000	225,935	94.53%	225,935	94.53%	13,065
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	260,000	260,000	241,726	92.97%	227,000	239,000	225,935	94.53%	225,935	94.53%	13,065
Budgeted Resources											
Over (Under) Expenditures	-	-	18,274		-	-	1,065		1,065		
Beginning Fund Balance	219,195	219,195	219,195		218,130	218,130	218,130		218,130		
Change in Fund Balance	-	-	-		-	(12,000)	1,065		1,065		
Ending Fund Balance	219,195	219,195	237,469		218,130	206,130	219,195		219,195		

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 and Agency Fund
 Comparative Statement of Revenues and Expenditures
 For The Months Ended March 31, 2023 and 2022

	2022-2023				2021-2022				Audited		
	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	809,100	809,100	1,041,357	128.71%	908,435	834,350	790,726	94.77%	792,432	94.98%	(41,918)
Other Student Fees	360,000	360,000	415,321	115.37%	360,000	360,000	376,700	104.64%	391,142	108.65%	31,142
Institutional Revenue	277,325	287,298	205,012	71.36%	252,459	273,544	191,387	69.97%	277,153	96.51%	(10,036)
Federal Revenue	7,070,875	7,070,875	7,977,700	112.82%	7,596,847	11,546,469	8,221,965	71.21%	9,457,178	81.91%	(2,089,291)
Total Revenue	8,517,300	8,527,273	9,639,390	113.04%	9,117,741	13,014,363	9,580,778	73.62%	10,917,905	83.80%	(2,110,103)
Other Resources											
Trsf fr Res & Des Fund Bal	53,503	53,503	-	0.00%	93,032	93,032	-	0.00%	-	0.00%	(93,032)
Other Funding Sources	25,000	30,500	-	0.00%	30,625	30,625	-	0.00%	20,808	67.94%	(9,817)
Total Other Resources	78,503	84,003	-	0.00%	123,657	123,657	-	0.00%	20,808	16.83%	(102,849)
Total Resources	8,595,803	8,611,276	9,639,390	111.94%	9,241,398	13,138,020	9,580,778	72.92%	10,938,713	83.17%	(2,212,952)
Expenditures											
Instruction	-	-	1,015	No Budget	-	-	-	0.00%	1,593	No Budget	(1,593)
Student Services	8,343,682	8,359,155	9,281,463	111.03%	9,007,603	12,884,225	9,215,481	71.53%	10,655,454	82.69%	2,229,816
General Institutional	252,121	252,121	197,402	78.30%	233,795	253,795	194,068	76.47%	259,780	97.52%	6,615
Physical Plant	-	-	-	0.00%	-	-	-	0.00%	-	0.00%	-
Total Expenditures	8,595,803	8,611,276	9,479,880	110.09%	9,241,398	13,138,020	9,409,549	71.62%	10,916,827	83.01%	2,234,838
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	8,595,803	8,611,276	9,479,880	110.09%	9,241,398	13,138,020	9,409,549	71.62%	10,916,827	83.01%	2,234,838
Budgeted Resources											
Over (Under) Expenditures	-	-	159,510		-	-	171,229		21,886		
Beginning Fund Balance	734,256	734,256	734,256		712,370	712,370	712,370		712,370		
Change in Fund Balance	(53,503)	(53,503)	-		(93,032)	(93,032)	171,229		21,886		
Ending Fund Balance	680,753	680,753	893,766		619,338	619,338	883,599		734,256		

Trust and Agency Fund is made up of three different types of sub-funds:

- a. **Expendable Trust Fund Type** is used to record resources and related to financial activities where the principal may not be expended and where the board acts as a trustee.
- b. **Non-Expendable Trust Fund Type** is used to record resources and related financial activities where the principal may not be expended and where the board acts as trustee.
- c. **Agency Fund Type** is used to record resources and related financial activity where the board acts as an agent or custodian for others, rather than as an owner.

Note : Revenue is generated by reimbursement reports to funding agencies. Therefore actual revenues will lag behind expenditures by several months. By the close of the fiscal year the difference between revenues and expenditures is balanced.

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
All Funds
Comparative Statement of Revenues and Expenditures

	2022-2023				2021-2022				Audited		
	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	16,226,506	16,135,509	16,137,349	100.01%	16,921,108	16,171,346	16,171,346	100.00%	16,171,346	100.00%	-
Other Local Government	2,926	152,926	181,862	118.92%	(1,000)	(1,000)	13,791	-1379.10%	13,091	-1309.10%	14,091
State Aid	16,059,833	16,753,907	15,513,579	92.60%	14,902,787	16,135,002	14,439,923	89.49%	15,516,811	96.46%	(569,991)
Program Fees	5,622,624	5,668,024	5,950,781	104.99%	5,388,810	5,410,877	5,452,698	100.77%	5,635,157	100.02%	935
Material Fees	311,403	311,403	324,930	104.34%	387,644	388,719	309,800	79.70%	315,988	99.93%	(231)
Other Student Fees	761,200	806,200	860,102	106.69%	739,250	726,302	798,142	109.89%	872,017	103.67%	30,831
Institutional Revenue	2,632,210	3,162,543	2,254,225	71.28%	2,533,695	3,929,910	2,358,486	60.01%	4,675,784	98.37%	(77,298)
Federal Revenue	7,788,401	8,441,725	8,598,233	101.85%	8,334,749	17,587,067	10,613,360	60.35%	14,210,274	80.54%	(3,432,584)
Total Revenue	49,405,103	51,432,237	49,821,061	96.87%	49,207,043	60,348,223	50,157,546	83.11%	57,410,468	93.43%	(4,034,247)
Other Resources											
Trsf fr Res & Des Fund Bal	1,651,843	22,704,544	-	0.00%	2,497,907	7,263,793	-	0.00%	-	0.00%	(945,706)
Other Funding Sources	5,535,000	5,540,500	3,939,801	71.11%	10,474,625	30,148,387	10,900,714	36.16%	32,982,827	99.97%	80,982
Total Other Resources	7,186,843	28,245,044	3,939,801	13.95%	12,972,532	37,412,180	10,900,714	29.14%	32,982,827	80.98%	(864,724)
Total Resources	56,591,946	79,677,281	53,760,862	67.47%	62,179,575	97,760,403	61,058,260	62.46%	90,393,295	88.47%	(4,609,897)
Expenditures											
Instruction	19,879,565	20,148,956	12,544,767	62.26%	17,761,476	18,571,628	12,598,483	67.84%	18,434,821	98.54%	272,565
Instructional Resources	1,444,517	1,709,383	1,434,602	83.93%	2,035,897	3,599,210	2,017,155	56.04%	2,909,109	83.76%	563,956
Student Services	11,525,555	11,920,585	11,522,945	96.66%	12,258,482	16,968,845	11,888,212	70.06%	14,212,991	84.89%	2,528,900
General Institutional	8,420,948	9,239,938	6,412,226	69.40%	7,411,306	9,108,159	5,874,547	64.50%	7,654,404	86.79%	1,164,640
Physical Plant	14,719,636	35,342,481	15,576,307	44.07%	22,059,049	47,035,389	19,530,389	41.52%	25,129,577	52.89%	22,385,475
Auxiliary Services	362,657	362,657	271,898	74.97%	373,394	286,632	245,626	85.69%	254,231	88.70%	32,401
Total Expenditures	56,352,878	78,724,000	47,762,745	60.67%	61,899,604	95,569,863	52,154,412	54.57%	68,595,133	71.79%	26,947,937
Other Uses											
Trsf fr Res & Des Fund Bal	4,068	532,781	-	0.00%	105,346	1,842,153	-	0.00%	-	0.00%	4,405,438
Other Uses	235,000	420,500	-	0.00%	174,625	348,387	-	0.00%	2,217,855	99.56%	9,817
Total Other Uses	239,068	953,281	-	0.00%	279,971	2,190,540	-	0.00%	2,217,855	33.44%	4,415,255
Total Uses	56,591,946	79,677,281	47,762,745	59.95%	62,179,575	97,760,403	52,154,412	53.35%	70,812,988	69.30%	31,363,192
Budgeted Resources Over (Under) Expenditures	-	-	5,998,117		-	-	8,903,848		19,580,307		
Beginning Fund Balance	37,937,869	37,937,869	37,937,869		18,357,562	18,357,562	18,357,562		18,357,562		
Change in Fund Balance	(1,647,775)	(22,171,763)	-		(2,392,561)	(5,421,640)	8,903,848		19,580,307		
Ending Fund Balance	36,290,094	15,766,106	43,935,986		15,965,001	12,935,922	27,261,410		37,937,869		
Reserved for Prepaid Items	75,000	75,000	75,000		75,000	75,000	75,000		75,000		
Designated for Operations	7,561,925	7,559,032	7,498,429		7,553,491	7,552,952	7,610,461		7,561,925		
Designated for State Aid Fluc	350,000	350,000	350,000		350,000	350,000	350,000		350,000		
Designated for Sub Years	500,000	500,000	500,000		500,000	500,000	500,000		500,000		
Designated for Sub Year	3,784,763	4,113,476	11,537,227		3,591,451	3,830,724	10,390,957		3,784,763		

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, 2023

<u>COMBINED FUNDS</u>	2022-23 CURRENT BUDGET	2022-23 ACTUAL TO DATE	2022-23 PERCENT INCURRED	2021-22 ACTUAL TO DATE	2021-22 PERCENT INCURRED
REVENUE & OTHER RESOURCES:					
Local Government	\$ 16,288,435	\$ 16,319,211	100.2%	\$ 16,185,137	100.1%
State Aids	16,753,907	15,513,579	92.6%	14,439,923	89.5%
Statutory Program Fees	5,668,024	5,950,781	105.0%	5,452,698	100.8%
Material Fees	311,403	324,930	104.3%	309,800	79.7%
Other Student Fees	806,200	860,102	106.7%	798,142	109.9%
Institutional	3,162,543	2,254,225	71.3%	2,358,486	60.0%
Federal	8,441,725	8,598,233	101.9%	10,613,360	60.3%
Other Sources (Bond/Transfer from Other Fund)	<u>5,540,500</u>	<u>3,939,801</u>	71.1%	<u>10,900,714</u>	36.2%
Total Revenue & Other Resources	<u>\$ 56,972,737</u>	<u>\$ 53,760,862</u>	67.5%	<u>\$ 61,058,260</u>	62.5%
EXPENDITURES BY FUNCTION:					
Instruction	\$ 20,148,956	\$ 12,544,767	62.3%	\$ 12,598,483	67.8%
Instructional Resources	1,709,383	1,434,602	83.9%	2,017,155	56.0%
Student Services	11,920,585	11,522,945	96.7%	11,888,212	70.1%
General Institutional	9,239,938	6,412,226	69.4%	5,874,547	64.5%
Physical Plant	35,342,481	15,576,307	44.1%	19,530,389	41.5%
Auxiliary Services	362,657	271,898	75.0%	245,626	85.7%
Other Uses (Transfer to Other Fund)	<u>420,500</u>	<u>-</u>	0.0%	<u>-</u>	0.0%
Total Expenditures & Other Uses	<u>\$ 79,144,500</u>	<u>\$ 47,762,745</u>	60.7%	<u>\$ 52,154,412</u>	54.6%
EXPENDITURES BY FUNDS:					
General	\$ 30,014,832	\$ 20,654,077	68.8%	\$ 19,814,032	69.2%
Special Revenue	3,235,705	1,785,826	55.2%	2,007,619	48.6%
Capital Projects	27,307,696	6,430,485	23.5%	11,951,382	29.5%
Debt Service	9,191,834	9,140,579	99.4%	8,726,204	99.1%
Enterprise	102,657	30,172	29.4%	19,691	41.3%
Internal Service	260,000	241,726	93.0%	225,935	94.5%
Trust & Agency	8,611,276	9,479,880	110.1%	9,409,549	71.6%
Other Uses (Transfer to Other Fund)	<u>420,500</u>	<u>-</u>	0.0%	<u>-</u>	0.0%
Total Expenditures	<u>\$ 79,144,500</u>	<u>\$ 47,762,745</u>	60.7%	<u>\$ 52,154,412</u>	54.6%
Fund Balances, Beginning	\$ 37,937,869	\$ 37,937,869		\$ 18,357,562	
Change in Fund Balance	<u>(22,171,763)</u>	<u>5,998,117</u>		<u>8,903,848</u>	
Fund Balances, Ending	<u>\$ 15,766,106</u>	<u>\$ 43,935,986</u>		<u>\$ 27,261,410</u>	

Debt Service Detail					
Principal Payments	7,395,000	-	0.0%	7,495,000	100.0%
Interest Payments	1,726,834	810,518	46.9%	1,127,954	99.9%
Other Debt Service Expenses	<u>70,000</u>	<u>35,900</u>	51.3%	<u>103,250</u>	57.9%
Total Debt Service Payments	<u>\$ 9,191,834</u>	<u>\$ 846,418</u>		<u>\$ 8,726,204</u>	

Quarterly Financial Statement Review

March 31, 2023

General Fund

Revenue

Total revenues are up approximately \$1,700,100 (6.4%) from the prior year. This is mainly due to increases of approximately \$617,400 (4.7%) in State Aid, \$484,700 (8.9%) in Program Fees, \$313,800 (52.0%) in Institutional Revenue, and \$246,400 in Property Taxes.

The increase in State Aid is due to increases in general and performance-based aid (\$112,348), property tax relief aid (\$337,840) and the prior year aid adjustment (\$167,200). The increase in Program Fees is due to increases in tuition rate (\$389,800) and year-to-date enrollment (\$113,500), offset by the increase in exempt enrollments (\$18,700 - Hazmat). The increase in Institutional Revenue is mainly due to increases in investment income (\$283,303), customized instruction (\$57,512), and proceeds from recycling materials and the sale of old equipment at auction (\$26,000). The increase in Property Taxes is due to TID (Tax Increment District) closeouts resulting in a distribution of \$200,735 to the College from the Village of Clinton (\$22,574) and the Cities of Beloit (\$132,103), Janesville (\$39,418) and Monroe (\$6,640).

Uses

Total uses are up by approximately \$840,100 (4.2%) from the prior year, primarily due to increases of approximately \$519,300 (11.1%) in General Institutional, \$234,500 (13.6%) in Physical Plant and \$104,400 (7.5%) in Student Services expenses.

The increase in General Institutional expenditures is mainly due to increases in salaries and benefits (\$363,145), professional services (\$75,198), contracted services (\$48,071) insurance (\$33,000) and commercial printing (\$29,681), offset by decreases in software (\$59,184) and info/promo (\$43,521) expenses. General institutional salaries and benefits include the employee 1.75% stipends (\$282,607) paid in December. The increase in Physical Plant expenditures is mainly due to increases in snow removal (\$114,793), utilities (\$43,064), supplies (\$39,059), and contracted services (\$16,734). The increase in Student Services is mainly due to increases in salaries and benefits (\$83,625), and uncollectible student accounts (\$14,663).

Special Revenue Fund

Revenues are down approximately \$342,300 (16.6%) overall compared to the prior year. Decreases of approximately \$416,900 (43.6%) in Federal Revenue, mainly due to a decrease in COVID relief funding (\$400,233), and \$127,300 (20.4%) in Property Taxes are offset by an increase of approximately \$201,500 (45.6%) in State Aid.

Total expenditures decreased by approximately \$221,800 (11.0%) from the prior year. Student Services and General Institutional expenditures decreased by approximately \$245,100 (25.1%) and \$72,300 (33.7%), respectively. These decreases are offset by increases of approximately \$72,100 (10.2%) in Instructional, and \$20,500 (21.6%) in Instructional Resources expenditures.

The decrease in Student Services expenditures is mainly due to decreases in salaries and benefits (\$39,073), and the vaccine incentive program (\$226,250). The decrease in General Institutional expense is due to decreases in the vaccine incentive program (\$85,008), and supplies (\$19,056), offset by an increase in software expense (\$28,860).

Capital Projects Fund

Revenue and Other Resources are down by approximately \$8,717,900 (65.4%) compared to the prior year, due to decreases in Other Sources (\$6,860,000), Federal Revenue (\$1,353,818) and Institutional Revenue (\$508,150).

The decrease in Other Sources is due to a debt issuance of \$3,800,000 in the current year, compared to \$10,300,000 issued in the prior year, \$5,000,000 of which was due to a referendum bond issue. The decrease in Federal Revenue is due to a decrease in funds received from the Higher Education Emergency Relief Funding grant, and the decrease in Institutional Revenue is due to prior year sale of the Center for Transportation Studies building in December 2021 (\$1,184,533), offset by an increase in investment income (\$687,383).

Expenditures decreased by approximately \$5,520,900 (46.2%), mainly due to decreases in Physical Plant (\$4,605,907), Instructional Resources (\$651,453), Student Services (\$290,516), and Instructional (\$60,341) expenses. These decreases are offset by an increase in General Institutional (\$87,320) 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 and other sources is down approximately \$18,300 (0.2%) 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 2023, offset by bond premiums applied to interest expense. Other Sources (Bond Premium) decreased \$100,913, which is offset by an increase of \$67,642 in Investment Income. Expenditures are up by approximately \$414,400 (4.7%). This increase is related to an increase in interest expense (\$581,725), offset by decreases in principal (\$100,000) and other debt service expense (\$67,350). The increase in the interest expense was expected based on the debt maturities schedule.

Enterprise Fund revenue is decreased by approximately \$10,700 (12.0%) due to lower sales compared to the prior year. Expenditures increased approximately \$10,500 (53.2%) compared to the prior year due to increases in salaries and benefits (\$2,148), supplies (\$5,798) and equipment repair (\$3,677).

Internal Service Fund revenue increased by \$33,000 (14.5%) from the prior year. 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 \$15,791 (7.0%) due mainly due to an increase in general liability and property insurance (\$23,495), offset by a decrease in workers' comp insurance (\$7,704).

Agency Fund revenue increased by approximately \$47,900 (10.2%) from the prior year due primarily to an increase in Other Student Fees (\$38,621) resulting from an increase in enrollment. Expenses increased over the prior year by approximately \$35,700 (17.8%), mainly due to an increase in Student Services expenditures of \$32,160 (26.5%). The increase is due to increases in salaries and benefits (\$8,239) and other student expenditures (\$23,921).

Trust Fund revenue decreased by approximately \$10,700 (0.1%) in the current year compared to the prior year. This is primarily attributed to a decrease of approximately \$244,300 (3.0%) in Federal Revenue offset by an increase of \$250,600 (31.7%) in State Aid. Federal revenue is down primarily due to a decrease in COVID relief funding. Expenses are up approximately \$34,600 (0.4%) from the prior year. The increase in both revenue and expense is due to the increase in total disbursements and reimbursements in the current year.

INFORMATION/DISCUSSION ITEM D.b.



BLACKHAWK Technical College

PERSONNEL COMMITTEE MEETING WEDNESDAY, MARCH 15, 2023 4:30 P.M. – 4:55 P.M.

MINUTES

CALL TO ORDER

The Personnel Committee meeting was held on Wednesday, March 15, 2023, at the Central Campus, 6004 S County Road G, Janesville.

Board Members Present: Rich Deprez, Chairperson; Suzann Holland, Rick Richard, Kathy Sukus, and Eric Thornton.

Board Members Absent: None.

Other Board Members Present: Rachel Andres, Barb Barrington-Tillman, and Mark Holzman.

Staff Present: Dr. Tracy Pierner, Kathy Broske, and Julie Barreau.

Chairperson Deprez called the meeting to order at 4:30 p.m.

INFORMATION/DISCUSSION/ACTION

A. 2023-2024 Employee Compensation

Kathy Broske, Executive Director of Human Resources and Organizational Development, discussed the compensation proposal for the Fiscal Year 2023-2024 with the Personnel Committee members, including a plan to increase the pay ranges. Also provided were the initial assumptions and 2023 market data trends.

Administration recommends a three (3) percent salary range increase for the faculty salary schedule and a four (4) percent across-the-board pay increase for the Fiscal Year 2023-2024, including below midpoint and market adjustments associated with the administrative/support staff compensation study.

ADJOURNMENT

Chairperson Deprez adjourned the meeting at 4:46 p.m.



APRIL 19, 2023

CONSENT AGENDA

- Draft March 15, 2023, District Board Regular Meeting Minutes
- Current Bills
- Training Contracts
- Grant Awards for April 2023
- Annual Contracts to Faculty

CONSENT AGENDA ITEM A.



BLACKHAWK Technical College

REGULAR DISTRICT BOARD MEETING WEDNESDAY, MARCH 15, 2023 5:00 P.M.

MINUTES

CALL TO ORDER

The Blackhawk Technical College District Board Regular meeting was held on Wednesday, March 15, 2023, at the Central Campus, 6004 S County Road G, Janesville, in the Administration Building.

Board Members Present: Barbara Barrington-Tillman, Chairperson; Eric Thornton, Vice-Chairperson; Rich Deprez, Secretary; Rick Richard, Treasurer; Rachel Andres; Rob Hendrickson (arrived 5:14 pm); Suzann Holland; Mark Holzman; and Kathy Sukus.

Board Members Absent: None.

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

Student Representative: Hope Hopper.

Guests: John Mehan.

Chairperson Barrington-Tillman called the Blackhawk Technical College District Board meeting to order at 5:00 p.m. Chairperson Barrington-Tillman called for Public Comments. There were no comments.

SPECIAL REPORTS

Chairperson Barrington-Tillman 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 on the BTC Student Profile.
- C. Dr. Karen Schmitt reviewed the Program Review Executive Summary.

INFORMATION/DISCUSSION

Chairperson Barrington-Tillman called for Information/Discussion items.

- A. Renea Ranguette reviewed the February Financial Statement with the District Board Members.
- B. Renea Ranguette provided information to the District Board Members regarding the Bookstore Management Services Agreement with Follett Higher Education Group.
- C. Dr. Tracy Pierner presented his monthly report to the District Board members.
- D. There was no Finance Committee meeting scheduled in March. Therefore, no report or recommendation(s).
- E. A Personnel Committee meeting was scheduled before the March District Board Meeting. Rich Deprez, Chair, provided a brief overview of the meeting to the District Board Members.
- F. Staff changes consisting of new hires, new positions, resignations, and retirements were reviewed.

CONSENT AGENDA

Chairperson Barrington-Tillman called for the Consent Agenda. It was moved by Mr. Thornton and seconded by Mr. Hendrickson to approve the consent agenda, which includes the following:

- A. Draft February 15, 2023, District Board Regular Meeting Minutes.
- B. Current Bills – The February bills include (Starting Check #00294405 and Ending Check #00295288):

Direct Deposit Expense Reimbursements	\$ 3,493,335.41
Payroll	\$ 990,633.38
Payroll Tax Wire Transfers	\$ 240,958.61
Other Wire Transfers	\$ 40,314.83
WRS Wire Transfers	\$ 165,876.07
P-card Disbursements	\$ 120,823.44
Bond Payment	\$ 0.00
Health Insurance Wire Transfer	\$ 319,679.24
<i>Grand Total for the Month</i>	<i>\$ 5,371,620.98</i>

- C. Training Contracts – Report Totals:

Number Served	Estimated FTEs	BTC Cost Formula	LAB Cost Formula	Actual Contract Cost
214	1.01	\$37,786	\$30,359	\$37,786

All in favor. Motion carried.

POLICY REVIEW

- A. No Policy Review

ACTION ITEMS

Chairperson Barrington-Tillman called for Action Items.

- A. John Mehan of Robert W. Baird reviewed the results from competitive bids from the sale of \$1,500,000 General Obligation Promissory Notes, Series 2023A.

It was moved by Mr. Deprez and seconded by Mr. Holzman to approve the Resolution Awarding the Sale of \$1,500,000 General Obligation Promissory Notes, Series 2023A, to TD Securities at an interest rate of 3.2480%.

The roll was called. The following members voted affirmatively: Ms. Andres, Ms. Barrington-Tillman, Mr. Deprez, Mr. Hendrickson, Ms. Holland, Mr. Holzman, Mr. Richard, Ms. Sucus, and Mr. Thornton. **All in favor. Motion Carried.**

- B. It was moved by Ms. Andres and seconded by Mr. Hendrickson to approve Nominee James Otterstein for the 2023 Technical Education Champion (TECh) Award.

Finance Committee Action Items

- A. No Action Items.

Personnel Committee Action Items

- A. No Action Items.

PROFESSIONAL DEVELOPMENT

No Professional Development for March.

WTCS CONSORTIUM UPDATES

Chairperson Barrington-Tillman called for WTCS Consortium updates.

- A. Insurance Trust (WTC) – No update.
- B. Marketing Consortium – No update.
- C. Purchasing Consortium – No update.
- D. Districts Mutual Insurance (DMI) – No update.
- E. District Boards Association (DBA) – A reminder was provided regarding the 2023 Spring Meeting, April 20 – 22, 2023, at Gateway Technical College.

FUTURE AGENDA ITEMS

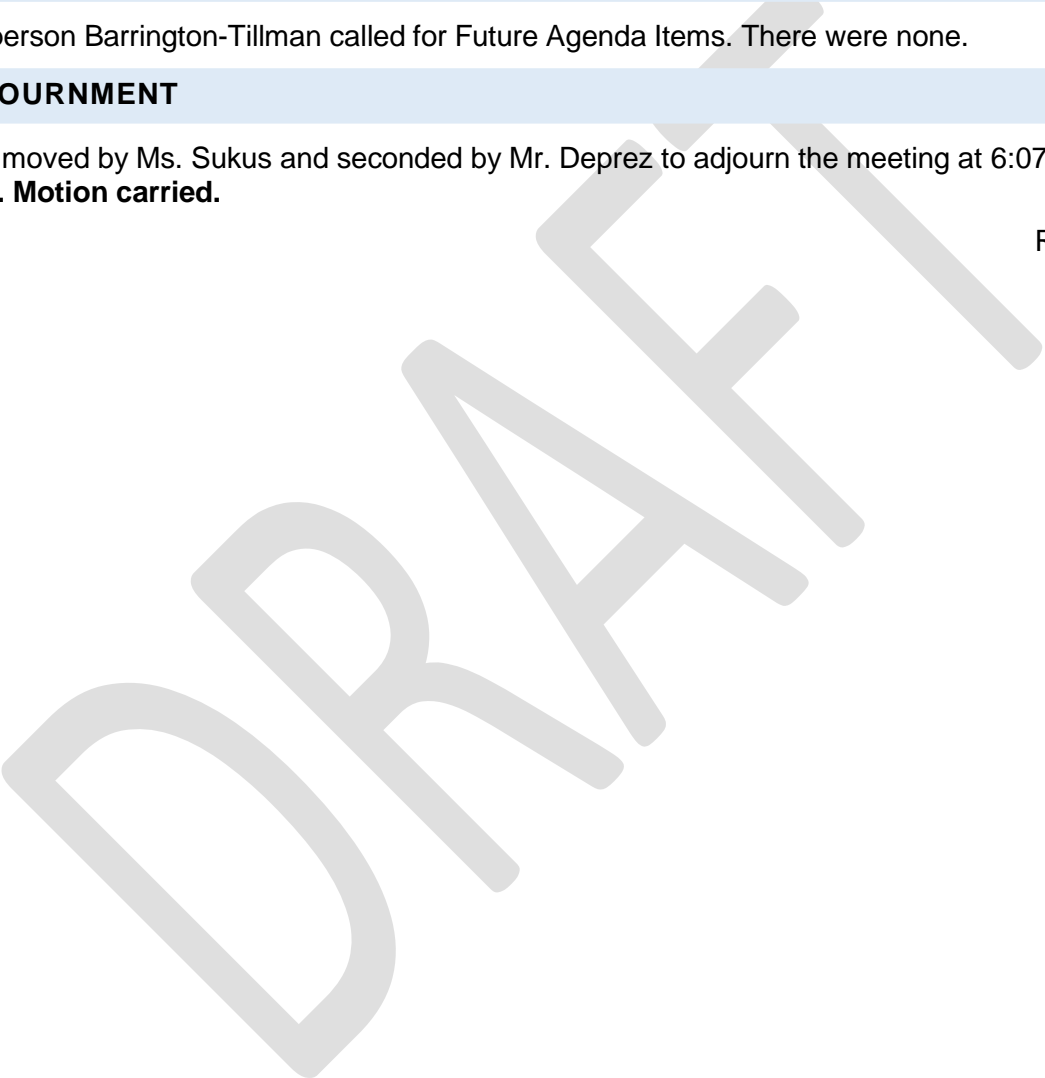
Chairperson Barrington-Tillman called for Future Agenda Items. There were none.

ADJOURNMENT

It was moved by Ms. Sukus and seconded by Mr. Depez to adjourn the meeting at 6:07 p.m. **All in Favor. Motion carried.**

Richard Depez

Secretary



CONSENT AGENDA ITEM B.

Blackhawk Technical College

BILL LIST SUMMARY

Period Ending March 31, 2023

Starting Check Number 00295289
Ending Check Number 00295637 Plus Direct Deposits

PAYROLL TAXES

Federal	446,460.99	
State	<u>75,891.52</u>	522,352.51

PAYROLL BENEFIT DEDUCTIONS & FRINGE PAYMENTS

Retirement	-	
Health and Dental Insurance	21,575.29	
Miscellaneous	<u>14,596.96</u>	36,172.25

STUDENT RELATED PAYMENTS

190,463.59

CURRENT NON CAPITAL EXPENSES

599,136.30

CAPITAL

1,432,779.81

DEBT

-

TOTAL BILL LISTING AND PAYROLL TAXES

2,780,904.46

PAYROLL-NET

1,017,334.45

SUB TOTAL BILL LISTING AND PAYROLL

3,798,238.91

PLUS OTHER WIRE TRANSFERS

60,767.15

PLUS WRS WIRE TRANSFERS

166,295.83

P-CARD DISBURSEMENTS

151,993.98

WIRE FOR LAND PURCHASE

-

PLUS BOND PAYMENT

8,294,161.05

HEALTH INSURANCE WIRES

316,003.22

GRAND TOTAL FOR THE MONTH

12,787,460.14

CONSENT AGENDA ITEM C.

CONTRACT TRAINING REPORT MARCH 2023

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
2023-1150	Serta Simmons	26	0.09	\$2,383	\$1,525	\$2,383
	<i>Leadership</i>					
2023-1154	SWWDB	16	0.45	\$9,617	\$5,979	\$9,617
	<i>Power Skills</i>					
2023-1158	Prosperity Southwest	14	0.42	\$4,999	\$4,864	\$4,999
	<i>ELL</i>					
2023-1164	NorthStar	5	0.08	\$5,525	\$4,767	\$5,525
	<i>CNC Mill</i>					
2023-1165	Scot Forge	10	0.2	\$10,341	\$8,962	\$10,341
	<i>GD&T</i>					
2023-1163	CNG	16	0.11	\$3,054	\$2,354	\$3,054
	<i>CPR/AED/FA/BBP</i>					
		87	1.35	\$ 35,919	\$ 28,451	\$ 35,919
Technical Assistance Contract Detail						
Contract #	Business/Industry	# Served	Est. FTEs	BTC Cost Formul	LAB Cost Formula	Actual Contract Amount
2023-1160	Frito Lay	1	NA	\$8,026	\$7,613	\$8,026
	<i>CDL 160 hour</i>					
2023-1161	Fanning Excavating	1	NA	\$8,026	\$7,613	\$8,026
	<i>CDL 160 hour</i>					
2023-1162	CareerTek	12	NA	\$860	\$730	\$860
	<i>Intro to Respiratory Therapy</i>					
2023-1166	Edgerton Gear	13	NA	\$494	\$177	\$494
	<i>Real Colors</i>					
2023-1167	Blackhawk Transport	1	NA	\$2,000	\$952	\$2,000
	<i>CDL 20 hour</i>					
2023-1168	Blackhawk Transport	1	NA	\$2,000	\$952	\$2,000
	<i>CDL 20 hour</i>					
2023-1170	Rock Energy	1	NA	\$4,000	\$3,807	\$4,000
	<i>CDL 80 hour</i>					
2023-1172	Blackhawk Transport	1	NA	\$2,000	\$476	\$2,000
	<i>CDL 10 hour</i>					
2023-1173	Blackhawk Transport	1	NA	\$2,000	\$476	\$2,000
	<i>CDL 10 hour</i>					
2023-1174	Beloit Health	26	NA	\$3,594	\$3,051	\$3,594
	<i>Birthing Simulator</i>					
		58	0	\$33,000	\$25,847	\$33,000

High School Customized Instruction Contract Detail						
Contract #	Business/Industry	# Served	Est. FTEs	BTC Cost Formul	LAB Cost Formula	Actual Contract Amount
		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	\$ -	\$ -	\$ -
Combined Contract Totals						
		# Served	Est. FTEs	BTC Cost Formul	LAB Cost Formula	Actual Contract Amount
		145	1.35	\$ 68,919	\$ 54,298	\$ 68,919
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
Transcribed 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	145	1.35	\$68,919	\$54,298	\$68,919

Contract Training Approved By The District Board

	FY 2018-19		FY 2019-20		FY 2020-21		FY 2021-22		FY 2022-23		
	Month	Month's \$	YTD \$	Month's \$	YTD \$	Month's \$	YTD \$	Month's \$	YTD \$	Month's \$	YTD \$
1st Quarter	July	\$15,141	\$15,141	\$306,616	\$306,616	\$0	\$0	\$34,748	\$34,748	\$54,931	\$54,931
	August	\$265,212	\$280,353	\$93,966	\$400,582	\$16,389	\$16,389	\$79,603	\$114,351	\$41,084	\$96,015
	September	\$110,603	\$390,956	\$51,844	\$452,426	\$17,532	\$33,921	\$63,394	\$177,745	\$96,205	\$192,220
2nd Quarter	October	\$36,363	\$427,319	\$18,826	\$471,252	\$29,073	\$62,994	\$22,313	\$200,058	\$69,654	\$261,874
	November	\$48,817	\$476,136	\$75,772	\$547,024	\$59,156	\$122,150	\$52,930	\$252,988	\$47,449	\$309,323
	December	\$67,999	\$544,135	\$54,312	\$601,336	\$18,026	\$140,176	\$54,656	\$307,644	\$34,393	\$343,716
3rd Quarter	January	\$101,678	\$645,813	\$50,873	\$652,209	\$30,791	\$170,967	\$12,501	\$320,145	\$34,793	\$378,509
	February	\$56,091	\$701,904	\$103,533	\$755,742	\$31,829	\$202,796	\$48,571	\$368,716	\$63,011	\$441,520
	March	\$47,919	\$749,823	\$75,337	\$831,079	\$48,171	\$250,967	\$60,958	\$429,674	\$37,786	\$479,306
4th Quarter	April	\$118,534	\$868,357	\$2,663	\$833,742	\$26,869	\$277,836	\$26,321	\$455,995	\$68,919	\$548,225
	May	\$1,105,126	\$1,973,483	\$2,464,616	\$3,298,358	\$1,675,805	\$1,953,641	\$1,637,142	\$2,093,137		
	June	\$70,739	\$2,044,222	\$70,739	\$3,369,097	\$27,698	\$1,981,339	\$29,771	\$2,122,908		
YTD TOTAL \$		\$2,044,222		\$3,369,097		\$1,981,339		\$2,122,908		\$548,225	

Historical Reference

FY 2018-19	FY 2019-20	FY 2020-21	FY 2021-22	FY 2022-23
WAT Grants: \$273,707	WAT Grants: \$123,702	WAT Grants: \$145,703	Customized Instruction: \$234,389	Customized Instruction: \$231,999
Transcripted Credit w/HS: \$1,401,292	Transcripted Credit w/HS: \$2,464,616*	Transcripted Credit w/HS: \$1,652,700	Technical Assistance: \$221,718	Technical Assistance: \$186,683
HSED w/HS: \$23,572	HSED w/HS: \$15,082	HSED w/HS: \$13,788	High School Customized Instruction: \$62,817	High School Customized Instruction: \$75,806
			WAT Grants: \$39,864	WAT Grants: \$48,004
			High School At Risk: \$8,752	High School At Risk: \$17,981
			Transcripted Credit: \$1,637,142	Transcripted Credit: \$0

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

CONSENT AGENDA ITEM D.

Acceptance of Grant Awards for April 2023

Blackhawk Technical College applies for grants to various funding sources throughout the year. Attached is a list of grant proposal abstracts to be considered for approval.

District Board action is requested to formally accept the April 2023 grants which have been received.

April 2023 Grant Awards

Project Number	Title	Purpose	Grant Period	Number Served	Funding Source	Total Budget	Grant Award	Matching Funds
932	RECAP (Rock County Jail)	Through continued coordinated efforts of Blackhawk Technical College and the Rock County Sheriff's Office, the Rock County Education and Criminal Addictions Program (RECAP), which has been in existence for over 20 years, will provide basic education instruction to one hundred (100) jail inmates. This funding is coordinated with the Adult Education and Family Literacy Act (AEFLA) grant implemented through Blackhawk Technical College.	1/01/2023 – 12/31/2023	100	Rock County	\$144,592	\$79,063	\$65,529
108	Assistance to Firefighters	Blackhawk Technical College will purchase minor equipment to support instruction in its Fire Protection Technician program and non-credit training program for local fire departments. The purpose is to improve training by replacing outdated equipment that has reached the end of its useful life and to purchase new equipment that will enhance and expand current training scenarios. This year funds will be spent on Turn out coats, turn out pants, helmets, boots, gloves, and hoods.	12/01/2022-11/30/2023	N/A	FEMA Assistance to Firefighters Grant Program passed through Wisconsin Technical College System	\$53,174	\$46,238	\$6,936
084	DPI Pre-College	Blackhawk Technical College will offer all-day college and career exploration days, entitled Tech Exploration days, with an emphasis on college readiness and career development. These activities will be targeted to existing high school students in grades 9-12.	7/01/2022-6/30/2023	40-80	Wisconsin Department of Public Instruction	\$29,000	\$29,000	\$0
201	AAC&U Conference Leadership Grant	This project is to support general education innovation in pedagogy and assessment across WTCS through supporting the cost of attending the February AAC&U Conference, The Innovation Imperative: Empowering, Celebrating, and Rewarding Campus Change Agents, Conference on General Education, Pedagogy, and Assessment.	1/01/2023 – 6/30/2023	N/A	Wisconsin Technical College System	\$3,000	\$3,000	\$0

202	Wisconsin Early Childhood Association	Blackhawk Technical College (BTC) will use grant funding to advance Early Childhood Education Career Pathways via through support of Curriculum Development in order to create a 1-year Embedded Technical Diploma (TD) within the 2-year ECE Associate of Applied Science Degree. In addition, the College will support entry into the early childhood profession through the TD pathway for dual enrollment students as well supporting entry into or retention in the early childhood profession through the TD pathway for family child care providers.	3/15/2023 – 5/30/2024	N/A	Wisconsin Early Childhood Association	\$25,000	\$25,000	\$0
-----	---------------------------------------	---	-----------------------	-----	---------------------------------------	----------	----------	-----

CONSENT AGENDA ITEM E.

Approval to Issue Annual Contracts to Faculty

In accordance with Wisconsin Statutes, the District Board must give notice on or before May 15 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 15, 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 the issuance of annual contracts for 2023-2024 to the full-time faculty as listed.

**FULL-TIME FACULTY
CONTRACT RENEWALS FOR 2023-2024**

Michael Amidzich	Accounting
Patricia Aronson	Nursing
Julia Baldivieso	Business Management
Linda Becker	Nursing Assistant
Tammy Berberich	Basic Skills
Bobbi Bishofberger	Welding
Mallory Bohling	Nursing
Deborah Brovick	Foundations of Education
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
Kirsten Eckerman	Nursing
Adam Faucheux	Biological Science
Erica Fenton	Basic Skills
Melissa Fischer	Nursing
Katherine Fuller	Accounting
Julia Gates	Medical Assistant
Melissa Genovese Hughes	Diagnostic Medical Sonography
Jaime Ginner	Surgical Technology
Heather Gray	Surgical Technology
Corey Groebner	Automotive Technician
Richard Grossen	CNC
Daniel Harrigan	Laboratory Technician
Cheryl Harsevoort	Social Science
Beverly Hart	Nursing Assistant
Ryan Hartter	Electro-Mechanical Technology
Brian Hauri	Electrical Apprentice
Tracy Hayes	Nursing
Lane Heins	Fire Protection Technician
Rubina Jan	Social Science
Carissa Johnson	Substance Abuse Counselor
Lisa Johnson	Dental Hygiene
Steven Jones	Diesel
Anthony Jordan	HVAC
Kristina Jordan	Emergency Medical Technician

Roger Kent	Truck Driving (CDL)
James Kobs	Nursing
Alexandra Liezert	Radiography
William Lobenstein	Industrial Maintenance Mechanic
Julie Lohse	Nursing
Nader Mahdi	Biological Science
Kayla Marks	Dental Hygiene
Mary Mather	Nursing
Nicholas Mauer	Welding
Marshall Mundt	Mathematics
Traci Newcomer	Nursing
Timothy Nobling	Information Technology (IT) Network
Mark Olson	Culinary Arts
Jilon Pegeese	Information Technology (IT) Network
Eva Peterson	Nursing Assistant
Susan Potter	Nursing
Charles Quince	Marketing
David Rodden	Welding
Annette Roter	Human Resources
Hakim Salaam	Culinary Arts
Elliot Schultz	Basic Skills
Carol Seichter	Basic Skills
Raymond Sidman	Communications
Jered Soravia	Basic Skills
Michele Spates	Diagnostic Medical Sonography
Andrew Stoever	Welding
Mark Stone	Basic Skills
Hin Heng Antonio Tang	Communications
William Walsh	Criminal Justice
Michelle Weirich	Early Childhood Education
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 Assistant
Mitchell Ziolkowski	Criminal Justice

APRIL 19, 2023

ACTION ITEMS

- Scope Addition to the Admin Support/Restrooms Remodel Contract
- Janesville Manufacturing Center Project Concept
- Advanced Manufacturing Training Center Sublease

Finance Committee Action Items

- None

Personnel Committee Action Items

- Proceed with Position Reallocation as Recommended by Administration (No handout)

ACTION ITEMS ITEM A.

Request for approval of scope addition to Central Admin Support & Restroom Remodel Project (Action – Renea Ranguette)

Academic affairs leadership is planning to relocate IT instructional programs from Milton to the Central Campus prior to the fall semester start in mid-August. The faculty evaluation of suitable spaces resulted in proposed remodel of two existing classrooms to create one large instructional lab for these IT programs (see attached drawings).

The College’s Architect and Construction Manager have been consulted regarding this scope of work and the estimated cost. The cost estimate ranges from \$87,443 for the base scope of work to \$122,560 if the glass wall and windows options are elected.

Administration consulted with Dan Scanlon, WTCS Facilities Director regarding this scope of work. We discussed the Central Campus remodeling projects approved by the District and WTCS Boards in November 2022 and January 2023, respectively, and the bid results for those projects.

	Culinary Kitchen & Blackhawk Room	Office Suite	Admin Support & Restrooms
Construction Costs	\$1,194,218	\$1,371,507	\$927,799
Asbestos Abatement	\$22,000	\$30,000	\$10,000
A&E Fees	\$99,200	\$95,409	\$97,194
Project Totals	\$1,315,418	\$1,496,916	\$1,034,993
Project Approvals	\$1,500,000	\$1,500,000	\$1,400,000
Difference	\$184,582	\$3,084	\$365,007

The Administrative Support & Restrooms remodel project is a compilation of disparate spaces combined for project management efficiency. Mr. Scanlon advised that small changes in scope and change orders are reasonable to expect during remodeling and construction projects and no further WTCS approval of addition of this classroom remodel is required as long as we remain within the approved project limit. With the bids for the Admin Support & Restrooms project coming in well below the project approval of \$1.4 million, there is capacity to support this work within the project budget.

Administration consulted our construction manager regarding the potential addition of this scope of work to the contract and received the following proposed process and timeline:

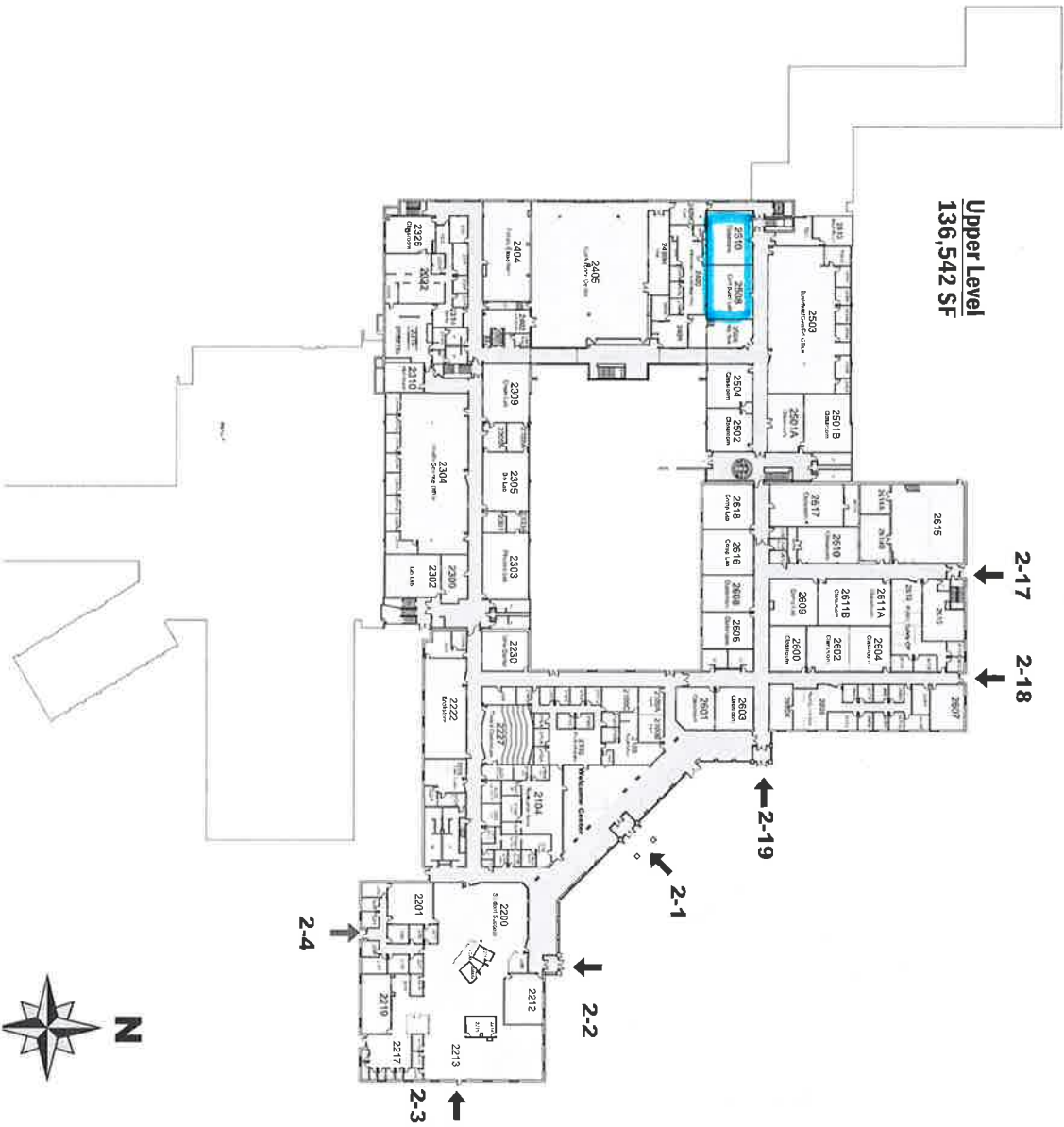
- Angus-Young completes drawings by April 6th
- JP Cullen obtains pricing from subs by April 18th
- BTC District Board considers scope of work addition on April 19th

If approved, this scope addition to the contract will be executed. Materials will then be ordered, and construction will commence on May 23rd with work completed by August 4th.

A summary of pricing will be presented to the District Board at the April meeting. Administration will be present to answer any questions.

Blackhawk Technical College
 Central Campus
 6004 South County Road G, Janesville, WI 53546
 Phone: 608-758-6900

Upper Level
136,542 SF



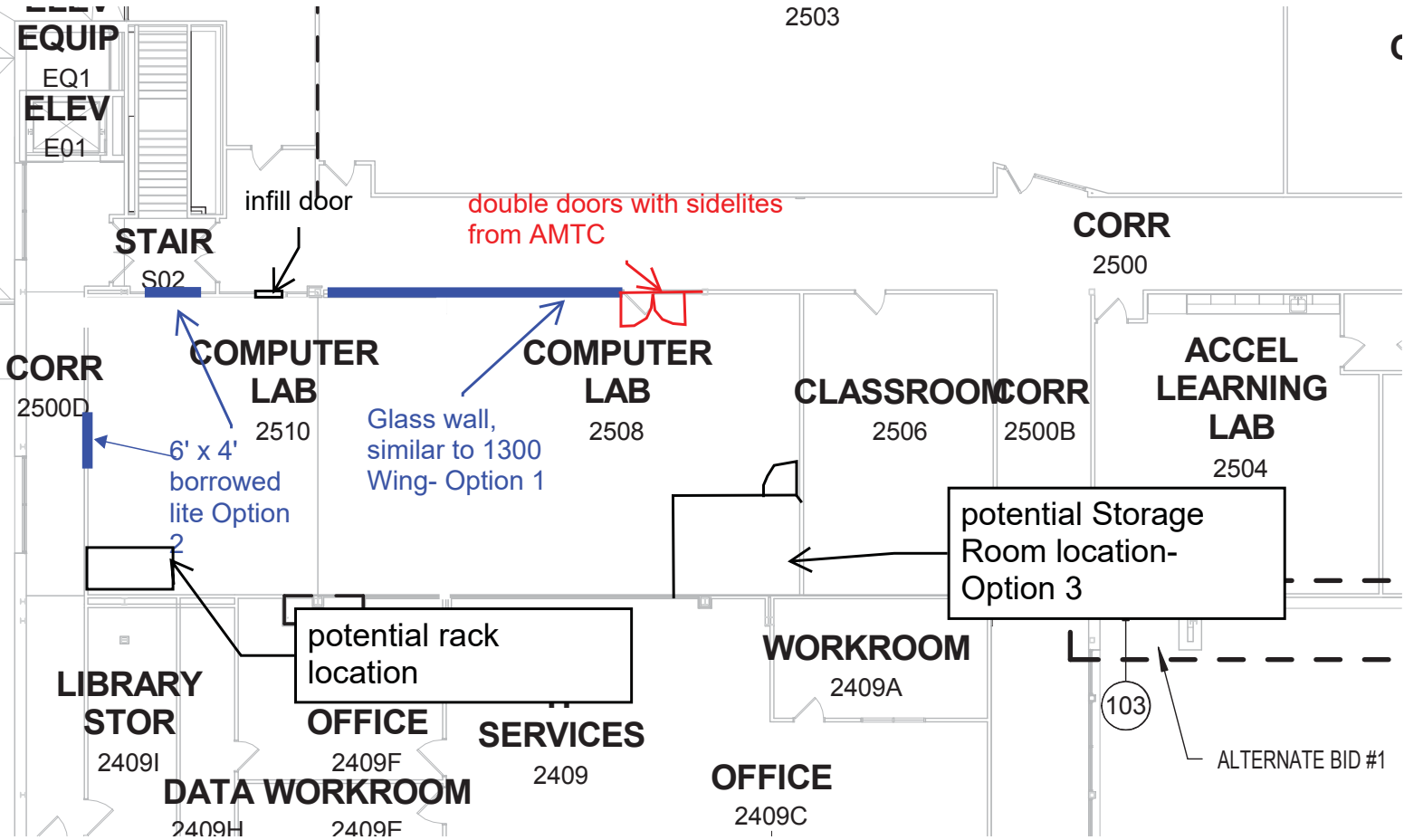
Key

- 2100 - Registration / Records
- 2102 - Financial Aid
- 2104 - Admissions / Recruiting
- 2105 - Security Office
- 2200 - 2219 Student Success
- 2220 - C.A.R.E. Center
- 2222 - Bookstore
- 2227 - Tiered Classroom
- 2230 - University Center
- 2302 - 2303 Science Labs
- 2304 - Health Science Office
- 2305 - 2309 Science Labs
- 2314 - 2328 Dental
- 2405 - Conference Center
- 2409 - Information Technology Services
- 2501 - 2502 Classrooms
- 2503 - Business / General Education Office
- 2504 - Classroom
- 2506 - Help Desk
- 2508 - 2510 Classrooms / Labs
- 2600 - 2604 Classrooms
- 2605 - Workforce / Community Development Office
- 2606 - 2611 Classrooms
- 2613 - Public Safety Office
- 2614 - Apparatus Room
- 2615 - Sheriff Substation
- 2616 - 2618 Computer Labs

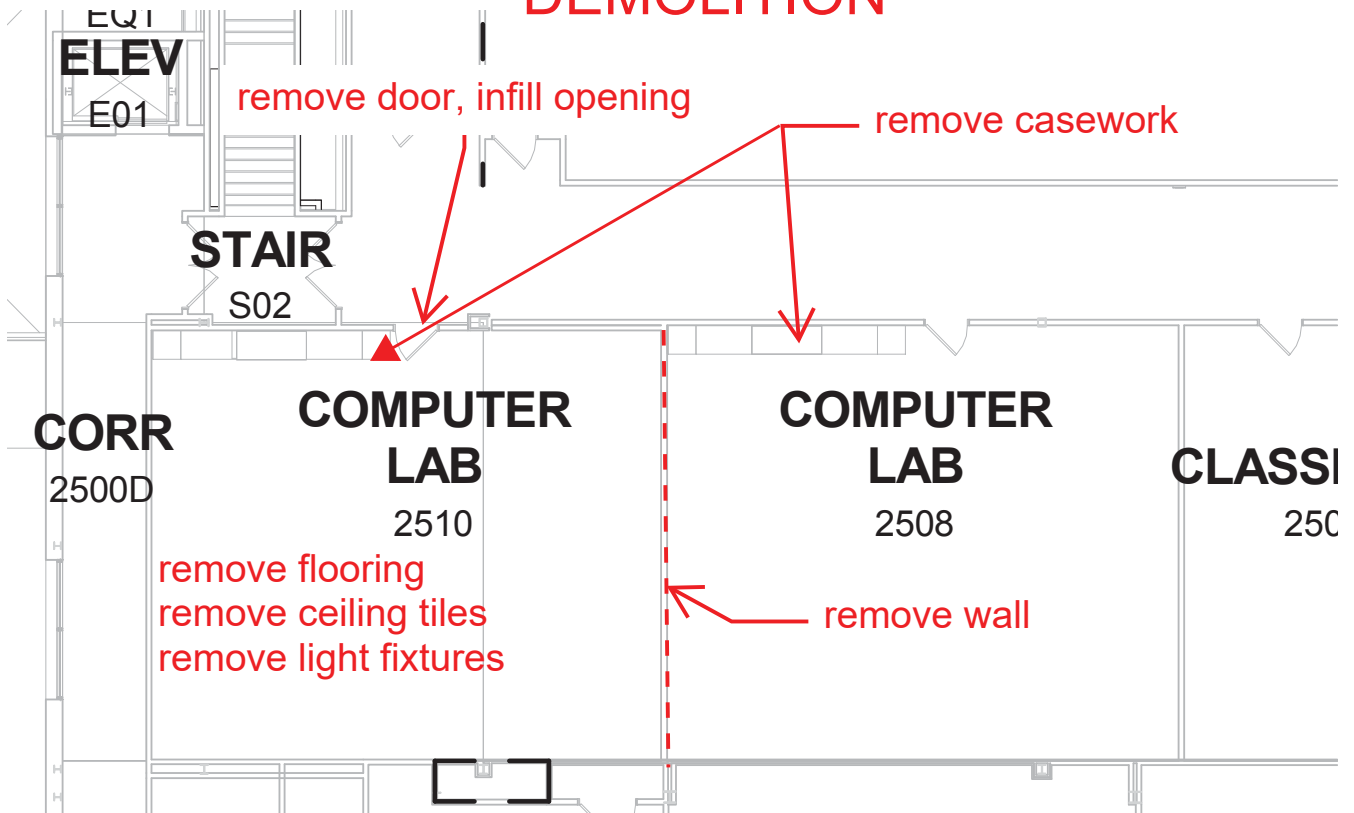
Administration Building



NEW



DEMOLITION



ACTION ITEMS ITEM B.

Adoption of Resolution to Approve the Janesville Manufacturing Facility Contingent Upon Wisconsin Technical College System Board (WTCSB) Approval and to Request WTCSB Approval of Project (Action – Renea Ranguette)

Space constraints in Blackhawk Technical College's Central Campus instructional facility resulted in the 2013 lease of a former manufacturing facility in Milton, WI to serve as the colleges manufacturing training center. In December 2016, the Blackhawk Technical College Foundation [Foundation] purchased the manufacturing training facility and acquired the existing lease with that purchase.

Last fall, the Foundation began discussing the possibility of selling the manufacturing training facility. A potential buyer emerged and after much due diligence, has extended a purchase offer that was acceptable to the Foundation and the sale is expected to close within the next month. Upon purchase of the manufacturing facility, the Buyer will acquire the existing lease held by the College.

Upon the sale of that facility, the Foundation has expressed its' intent to provide a substantial financial gift to the College to support construction of a new manufacturing facility on the Central Campus. If the new building is constructed, the College will relocate all programs to the Central Campus at which time the Milton facility lease will be terminated.

The attached rendering showcases the integrated design of the new facility with the Central Campus facility branding. The submittal drawing details the site plan, the new facility schematic design with connection to the existing District Office [DO] Administration Building, and the facility elevations for both the new and existing buildings. The DO first floor will be renovated to create an instructional classroom, a division office for the Dean, faculty, & staff, restrooms, and an elevator to provide accessibility to the new building mezzanine and the DO lower level. Personnel currently housed in the DO will be relocated to the Central Campus Main Building.

The Janesville Manufacturing Facility is contingent upon the Foundation's sale of their facility which is scheduled to close shortly. The Foundation gift elevates the value of this project to a level that requires a two-step review and approval process by the WTCS. The first step is introduction of the concept with supporting data. The second step is project approval which is identical to all other remodel projects approved by the District Board and submitted to the WTCS Board for review and approval.

This enclosure is the first step in the approval process. Architectural design work is continuing, and Administration anticipates seeking District Board approval of the new facility construction (second step) this summer with WTCS Board approval requested shortly thereafter. Remodel of the DO first floor will also be presented for District Board consideration of approval this

summer. If approved, project bidding will occur in late summer/early fall with construction commencing shortly thereafter and occupancy most likely occurring by late fall 2024. Classes are projected to commence in the new space in January 2025 (spring semester).

The College’s Construction Manager estimates the cost of construction and remodel as:

Janesville Manufacturing			
	New Construction		DO Remodel
Estimated Costs:	\$	7,333,700	\$ 1,282,500
A&E Proposal	\$	325,500	\$ 86,000
Contingency	\$	385,000	\$ 96,500
Construction total	\$	8,044,200	\$ 1,465,000
Cost of bond issuance	\$	-	\$ 35,000
Total Costs	\$	8,044,200	\$ 1,500,000
Funding Sources:			
Bond Issue	\$	-	\$ 1,500,000
Capital Reserves ¹	\$	1,165,000	-
Gift	\$	6,879,200	-
Total Resources	\$	8,044,200	\$ 1,500,000
<i>1 : Two-year \$1.5 million acquisition limit for new construction is reduced by September 2022 WTCS Board approval of 10-acre land purchase at \$335,000</i>			

as of 3.21.2023

Sale of the AMTC and subsequent Foundation gift to construct a new facility at Central Campus were not known or planned and therefore were not included in the College’s Three-Year Facilities Master Plan. Co-locating the manufacturing programs on the Central Campus provides these students with increased access to support services not housed nor duplicated at remote sites. Administration recommends District Board approval of the Janesville Manufacturing Concept Proposal and amendment of the College’s Three-Year Facilities Master Plan to include construction of this facility, contingent upon the Foundation’s financial gift:

RESOLUTION:

Whereas, the demand for skilled workers in the manufacturing sector is strong and projected to remain high; and

Whereas, the manufacturing training facility is currently delivered in leased space owned by the Foundation; and

Whereas, the Foundation is currently under contract to sell this facility and if sold, intends to provide a significant financial gift to the College to construct a new manufacturing facility at Central Campus; and

Whereas, the relocation of manufacturing programs to the Central Campus increases student access to support services located at this campus; and

Whereas, the opportunity to accept this gift and construct this facility at Central Campus is beneficial to students and the District, it is prudent to amend the College's Three-Year Facilities Master Plan to include construction of this new facility;

It is therefore Resolved, that the Blackhawk Technical College District Board amend the College's Three-Year Facilities Master Plan to include construction of the Janesville Manufacturing facility and approve the construction of the Janesville Manufacturing Facility at an estimated cost of \$8 million which is contingent upon the College contribution to new construction limited to \$1,165,000 and the remaining cost to be funded by a gift from the Blackhawk Technical College Foundation and is also contingent upon WTCS Board approval and to request Wisconsin Technical College System Board approval of this capital concept proposal.

Janesville Manufacturing Facility Program Summary

If approved by the District Board and the WTCS Board, and funded largely by a gift from the Foundation, the Janesville Manufacturing Facility will be constructed to serve the workforce development and training needs of district manufacturers. Programs served by the new facility include basic law enforcement and jail academies, fire protection technician, emergency medical technician, commercial truck driving, automotive mechanic, diesel & heavy equipment technician, and electric power distribution.

Program information and employment outlook data for each program is provided herein.

Automation Systems Technology: Closely related to Electro-Mechanical Technology and Manufacturing Engineering Technology programs, graduates of the Automated Systems Technology program are employed as Automation Technicians, Control Technicians, Controls Designer, and Engineering Technicians.

Wisconsin Projections, 2020-2030, Detailed Occupational Employment (Wisconsin) predicts 207 openings annually between new and replacement positions, while the Southwestern Workforce Development Area Occupational Projections, 2020-2030 (Southwest), predict up to 13 position openings annually with annual entry and experienced wages of \$39,311, and \$62,130, respectively.

Computer Numerical Control (CNC) Technician: CNC Technicians are employed as CNC Technicians, CNC Programmers, CNC Machinists, CNC Operators, Machine Tool Operators, Apprentice Machinists, Machine Set-up Persons, Tool Room Machinists, and Maintenance Machinists.

Wisconsin Projections, 2020-2030, Detailed Occupational Employment (Wisconsin) predicts 183 openings annually between new and replacement positions, while the Southwestern Workforce Development Area Occupational Projections, 2020-2030 (Southwest), predict up to 71 position openings annually with annual entry and experienced wages of \$44,004, and \$67,166, respectively.

Electro-Mechanical Technology: Graduates are employed as Automation Engineering Technicians, Medical Electronics Technicians, Pharmaceutical Process Technicians, Electronics Process Technicians, Robotics Technicians, Programmable Controller Technicians, Visual Systems Specialists, Field Service Technicians, Electronics Service Technicians, Maintenance Service Technicians, Fluid Power Technicians, Machine Repair Technicians, and CNC Service Technicians. Local employers are reporting difficulty in finding qualified workers to fill vacant positions in this field.

Wisconsin Projections, 2020-2030, Detailed Occupational Employment (Wisconsin) predicts 207 openings annually between new and replacement positions, while the Southwestern Workforce

Development Area Occupational Projections, 2020-2030 (Southwest), predict up to 13 position openings annually with annual entry and experienced wages of \$39,311, and \$62,130, respectively.

Heating, Venting, Air Conditioning and Refrigeration Technician (HVAC/R): The HVAC/R Technician is an associate degree program with training in the field of heating and cooling systems, the use of refrigerants, and digital controls systems. Graduates of this program are employed as HVAC/R Sales Technicians, HVAC/R Service Installation Technician, and HVAC/R Service Technician.

Wisconsin Projections, 2020-2030, Detailed Occupational Employment (Wisconsin) predicts 576 openings annually between new and replacement positions, while the Southwestern Workforce Development Area Occupational Projections, 2020-2030 (Southwest), predict up to 13 position openings annually with annual entry and experienced wages of \$41,218, and \$63,802, respectively.

Industrial Mechanic: Graduates find employment as Industrial or Maintenance Mechanics, Machine Adjusters, Machine Assemblers, Machine Erectors, and Machine Repairers. Major training areas include machining, electricity, and hydraulics with supporting disciplines such as blueprint reading, welding, rigging, refrigeration fundamentals, drives and linkages, and safety.

Wisconsin Projections, 2020-2030, Detailed Occupational Employment (Wisconsin) predicts 1,502 openings annually between new and replacement positions, while the Southwestern Workforce Development Area Occupational Projections, 2020-2030 (Southwest), predict up to 68 position openings annually with annual entry and experienced wages of \$42,910, and \$65,921, respectively.

Welding: This is a one-year technical diploma. Local employer demand for skilled welders remains high. Graduates are employed as Production Line Welders, Welder Tackers, Fabricators, and a variety of manufacturing helper roles.

Wisconsin Projections, 2020-2030, Detailed Occupational Employment (Wisconsin) predicts 2,117 openings annually between new and replacement positions, while the Southwestern Workforce Development Area Occupational Projections, 2020-2030 (Southwest), predict up to 129 position openings annually with annual entry and experienced wages of \$34,479, and \$54,412, respectively.

Industrial Engineering Technician: The Industrial Engineering Technician is an associate degree program with training in the field of engineering and manufacturing production. Graduates of this program are employed as Industrial Engineering Technician, Engineering Assistant, Engineering Analyst, Engineering Development Technician, and Mechanical Assistant.

Wisconsin Projections, 2020-2030, Detailed Occupational Employment (Wisconsin) predicts 116 openings annually between new and replacement positions, while the Southwestern Workforce Development Area Occupational Projections, 2020-2030 (Southwest), predict up to 68 position openings annually with annual entry and experienced wages of \$42,910, and \$65,921, respectively.

Enrollment Trends

The instructional programs delivered in the manufacturing training facility are critical to supporting the district employer skilled workforce needs. The statewide and regional employment outlook for each program is strong and the enrollment trends for the programs to be served by the Manufacturing Facility, as well as for Blackhawk Technical College as a whole, are provided below.

Program	2022-23				2021-22				2020-21			
	FTEs	Head Count	Grads	Grads Employed ^A	FTEs	Head Count	Grads	Grads Employed ^A	FTEs	Head Count	Grads	Grads Employed ^A
Automation Systems Technology	7	14	n/a*	n/a*	5	9	1	n/a	2	5	n/a	n/a
CNC Technician	6	10	n/a*	n/a*	8	14	1	n/a	6	13	2	100%
Electro-Mechanical Technology	15	42	n/a*	n/a*	9	27	2	n/a	12	34	2	100%
HVAC/R	20	41	n/a*	n/a*	19	49	5	100%	13	40	6	100%
Industrial Maintenance Mechanic	12	33	n/a*	n/a*	11	31	2	n/a	6	19	1	100%
Manufacturing Engineering Technology	7	16	n/a*	n/a*	1	5	n/a	n/a	n/a	n/a	n/a	n/a
Welding	40	90	n/a*	n/a*	35	78	40	100.0%	40	95	12	67%
Manufacturing Program Totals	107	246	n/a*	n/a*	88	213	51		79	206	23	
Blackhawk Technical College Totals	1,512*	5,652*	n/a*		1,433	6,034	706		1,395	5,325	674	
A = percentage of respondents available for work and employed in related field												
Source: BTC Office of Institutional Research and Effectiveness BbA, CLI 620A, and FLW 501												





ISSUANCES / REVISIONS		
NO.	DESCRIPTION	DATE
SD	WTCS PRELIM SUBMITTAL	03/17/2023

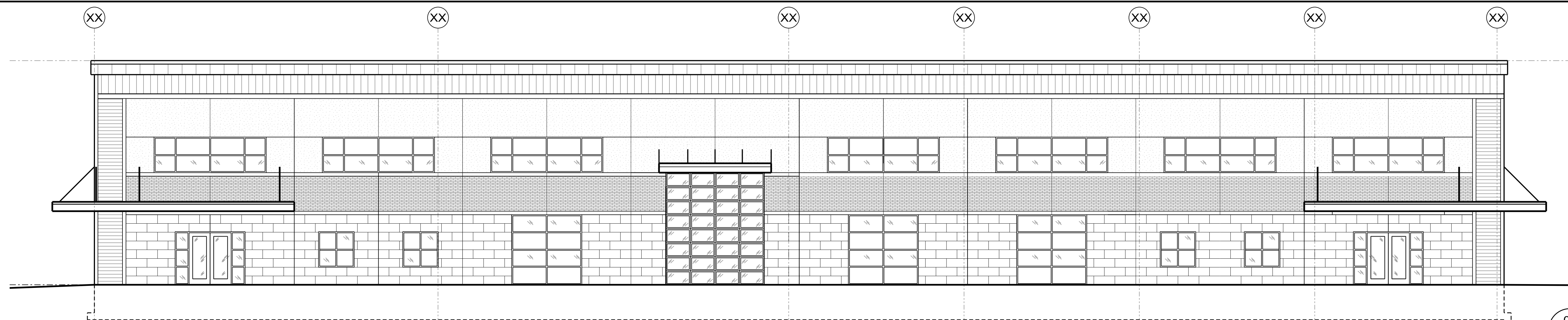
Due to electronic distribution, this drawing may not be printed to the scale indicated on the drawings. Do NOT use scale to determine dimensions or sizes.

No part of this drawing may be used or reproduced in any form or by any means, or stored in a database or retrieval system, without prior written permission of.

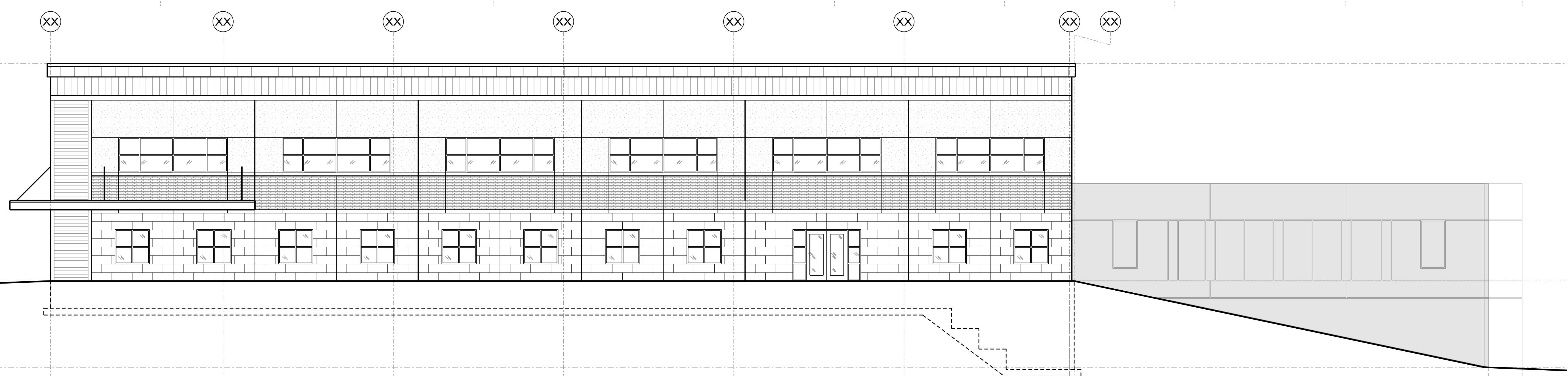
ANGUS-YOUNG ASSOCIATES, INC.
 Copyright © 2022. All Rights Reserved.

PROJECT NUMBER	01519
APPROVED BY	JJS
REVIEWED BY	BTW
DRAWN BY	BTW
EXTERIOR ELEVATIONS	

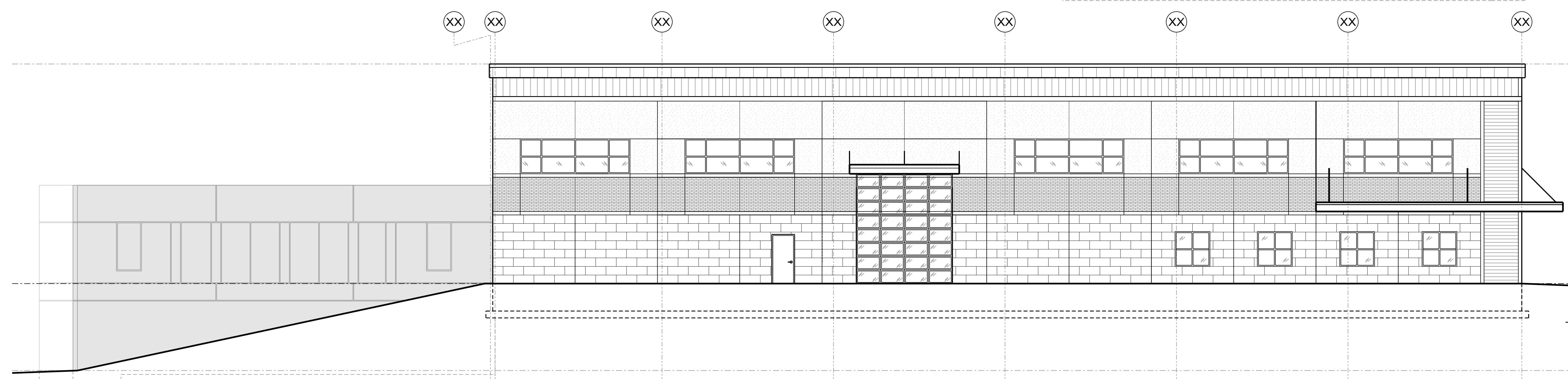
A401



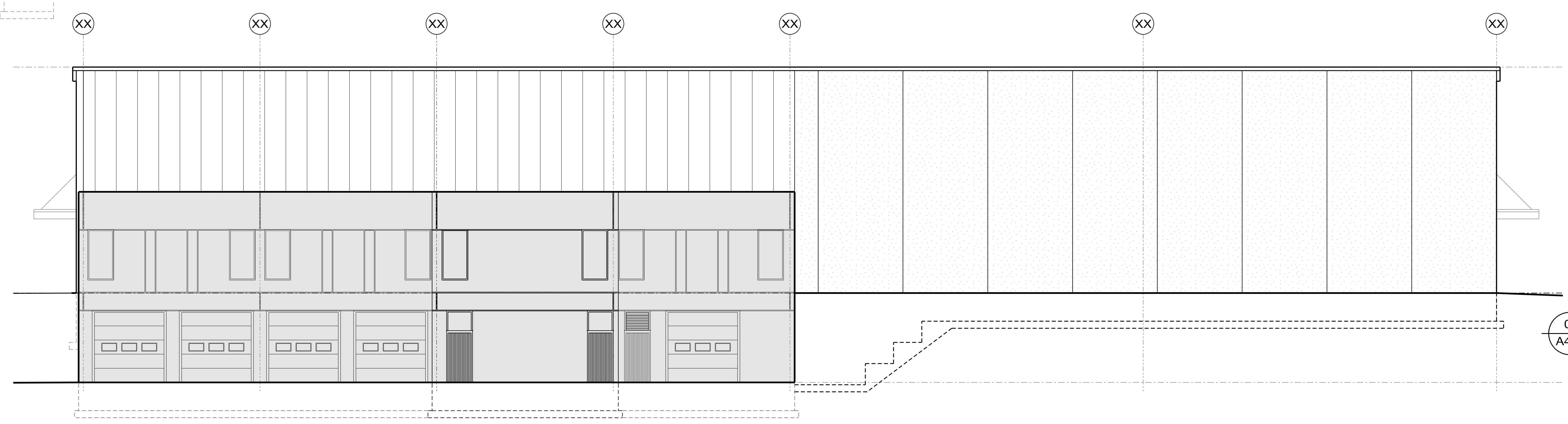
04 NORTH ELEVATION
 SCALE: 1/8" = 1'-0"



03 WEST ELEVATION
 SCALE: 1/8" = 1'-0"



02 EAST ELEVATION
 SCALE: 1/8" = 1'-0"



01 SOUTH ELEVATION
 SCALE: 1/8" = 1'-0"

SCALE 1/8"=1'-0"

X:\01519\cad\01519s\A401.dwg

PLOTTED BY: BRAW

ORIGINAL SIZE: 24" x 36"

PRELIMINARY - NOT FOR CONSTRUCTION

ACTION ITEMS ITEM C.

Approval of Sublease Agreement of the Advanced Manufacturing Training Center

In May 2013, Blackhawk Technical College entered into a lease for the approx. 110,000 square foot facility located at 15 Plumb Street, in Milton, which serves as the College's Advanced Manufacturing Training Center [AMTC]. Since that time, academic leadership has consolidated two instructional programs (Industrial Maintenance & Electro-Mechanical) into one lab and plans to relocate the IT instructional programs to Central Campus. These changes combined with implementation of the flexible education model have reduced the College's utilization of space in the AMTC.

College Policy A-210 District Board Authority and Wisconsin Statute 38.14 (2) provide the District Board with power to "purchase or lease suitable land and buildings and rent to others any portion of such land and buildings not needed for school purposes." A local non-profit organization has expressed interest in subleasing space in the AMTC and negotiations have ensued to that end. A Sublease Agreement has been drafted by legal counsel for District Board consideration. Administration proposes subleasing approximately 40,000 sq. ft. of the AMTC and will present the proposed sub-lease agreement and related space use plan.

With District Board support, the sublease would commence when Sub-Lessee begins renovation of certain sublet space and/or takes occupancy. Administration recommends District Board approval of the sublease.

BLACKHAWK TECHNICAL COLLEGE

**6004 S COUNTY ROAD G
JANESVILLE WI 53546-9458
WWW.BLACKHAWK.EDU**

Blackhawk Technical College is an Equal Opportunity and Affirmative Action Educator and Employer