



District Board Meeting

3rd Wednesday of the Month

5:00 pm

Administration Building

Blackhawk Technical College

DISTRICT BOARD MEETING

AGENDA

DATE: JANUARY 17, 2024

TIME: 5:00 P.M.

LOCATION: CENTRAL CAMPUS/STUDENT SUCCESS CENTER – ROOM 2201
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. BTC Foundation Gift Report (*Information – Lisa Hurda*)
- B. Programs Approved for Operation in the Fiscal Year 2024-2025 (*Information – Dr. Karen Schmitt*)
- C. Strategic Project Update: Improve the Transition from Associate to Bachelor's Degree (*Information – Tiffany Garrison and Marissa Greuel Hainstock*)

INFORMATION/DISCUSSION

- A. Financial Statement and Quarterly Report (*Information – Jim Nemeth*)
- 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 Thornton*)
 - a. No meeting scheduled for January 17, 2024
- D. Personnel Committee Report Out and Recommendations (*Information – Chairperson Deprez*)
 - a. No meeting is scheduled for January 17, 2024
- E. Staff Changes (*For Information Only. Not for District Board Action*)
 - a. New Hires – None
 - b. New Positions – Tiffany Garrison, Dean - General Education and Transfer Pathways – January 3, 2024
 - c. Resignations – Tami Pizzurro, Administrative Assistant - Finance and College Operations – January 18, 2024
 - d. Retirements – Tony Landowski, Executive Director - Student Services – August 2, 2024

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 December 20, 2023, District Board Regular Meeting Minutes (*Action*)
- B. Approval of Current Bills (*Action – Jim Nemeth*)
- C. Approval of Training Contracts (*Action – Dr. Karen Schmitt*)

POLICY REVIEW

- A. B-050 – District Board Qualifications (Revised) (*Action – Dr. Tracy Pierner*)
- B. B-100 – District Board Member Standards of Practice (Reviewed) (*Action – Dr. Tracy Pierner*)
- C. B-110 – Code of Ethics (Reviewed) (*Action – Dr. Tracy Pierner*)
- D. B-150 – Conflict of Interest (Revised) (*Action – Dr. Tracy Pierner*)
- E. B-160 – District Board Conduct Reporting (Reviewed) (*Action – Dr. Tracy Pierner*)
- F. B-210 – Officers (Revised) (*Action – Dr. Tracy Pierner*)
- G. I-100 – Educational Offering (Reviewed) (*Action – Dr. Tracy Pierner*)

ACTION ITEMS

- A. Resolution Awarding the Sale of \$1,500,000 General Obligation Promissory Notes, Series 2024A (*Action – Jim Nemeth*)

Finance Committee Action Items

- A. No Action Items

Personnel Committee Action Items

- A. No Action Items

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.



JANUARY 17, 2024

SPECIAL REPORTS

- BTC Foundation Gift Report
- Programs Approved for Operations in the FY 2024-2025



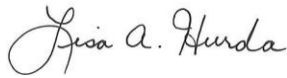
SPECIAL REPORTS AGENDA ITEM A.

Blackhawk Technical College Foundation
Summary of Philanthropic Gifts
\$5,000 and Greater
July 1, 2023 – December 31, 2023

Date	Donor(s)	Industry Type	Donation	Amount	Purpose
7/6/2023	Carole & David Schenker	Individual Donors	Cash	\$27,000	Anna Schenker Memorial Endowed Scholarship
7/12/2023	Dr. Gregg & Helen Dickinson	Foundation Board Member	Cash	\$100,000	Ben Dickinson Memorial Endowed Scholarship
7/13/2023	Alliant Energy Foundation	Non-Profit/Foundation	Cash	\$6,000	Alliant Energy Electric Power Distribution (EPD) Scholarship
7/18/2023	James & Sandra Schlaudecker	Individual Donors	Cash	\$20,000	James & Sandra Power Schlaudecker Endowed Scholarship
7/18/2023	Dr. Gregg & Helen Dickinson	Foundation Board Member	Cash	\$100,000	Ben Dickinson Memorial Endowed Scholarship
7/24/2023	Prent Corporation	Manufacturing	Cash	\$50,000	I-MEC Naming Rights <i>(Pledge Payment #2 of 5)</i>
8/3/2023	Mercyhealth	Health Care	Cash	\$10,000	Scholars + Donors Celebration <i>(Presenting Title Sponsorship)</i>
8/4/2023	Dr. Gregg & Helen Dickinson	Foundation Board Member	Cash	\$100,000	Ben Dickinson Memorial Endowed Scholarship
8/22/2023	Wayne Albertson	Individual Donor	Cash	\$50,000	Albertson Strategic Opportunities Fund
8/23/2023	Blackhawk Technical College <i>(on behalf of Dr. Pierner)</i>	Higher Education	Cash	\$6,000	Blackhawk Fund, IDEAL Opportunity Scholarship, Nancy B. Parker Scholars
8/31/2023	Dr. Gregg & Helen Dickinson	Foundation Board Member	Cash	\$100,000	I-MEC Naming Rights
10/5/2023	Hendricks Family Foundation	Family Foundation	Cash	\$20,000	Nancy B. Parker Scholars <i>(Final Pledge Payment)</i>
10/6/2023	Greater Beloit Economic Development Corporation	Economic Development	Cash	\$5,000	IDEAL Opportunity Scholarship
10/13/2023	Mick & Jane Blain Gilbertson	Individual Donors	Cash	\$10,000	Blain Gilbertson Family Scholarship
10/18/2023	Gordon Kronquist, M.D.	Individual Donor	Cash	\$10,000	Barbara Kronquist Memorial Scholarship
10/20/2023	Fort Healthcare	Health Care	In-Kind Donation	\$5,000	Equipment Donation for Blackhawk's Surgical Technology Program
10/20/2023	Wayne Albertson	Individual Donor	Cash	\$25,000	Albertson Strategic Opportunities Fund
10/26/2023	Dawn Olson	Individual Donor	Stock	\$20,095.29	Chris & Dawn Olson Endowed Scholarship
11/8/2023	JP Cullen Family Foundation	Family Foundation	Cash	\$10,000	Nancy B. Parker Scholars <i>(Final Pledge Payment)</i>
11/16/2023	Dr. Gregg & Helen Dickinson	Foundation Board Member	Cash	\$5,000	Blackhawk Fund <i>(Year-End Annual Campaign)</i>
11/21/2023	Mercyhealth	Health Care	Cash	\$40,000	Mercyhealth – Making Lives Better - Scholarship
11/27/2023	Dr. Gregg & Helen Dickinson	Foundation Board Member	Cash	\$50,000	Ben Dickinson Memorial Endowed Scholarship
12/12/2023	Heartland Dental	Dental	Cash	\$11,550	Heartland Dental Endowed Scholarship

12/18/2023	Lakeside Fire-Rescue Department	Public Safety	In-Kind Donation	\$20,000	Vehicle (Ambulance) Donation for Blackhawk's Public Safety Programs
12/20/2023	Draeger Family Foundation	Family Foundation	Cash	\$6,000	Draeger Family Scholarship
12/22/2023	Gene & Alice Fahrney	Individual Donors	Cash	\$25,150	Gene & Alice Fahrney Endowed Scholarship
				Total: \$ 831,795.29	

Respectfully submitted,

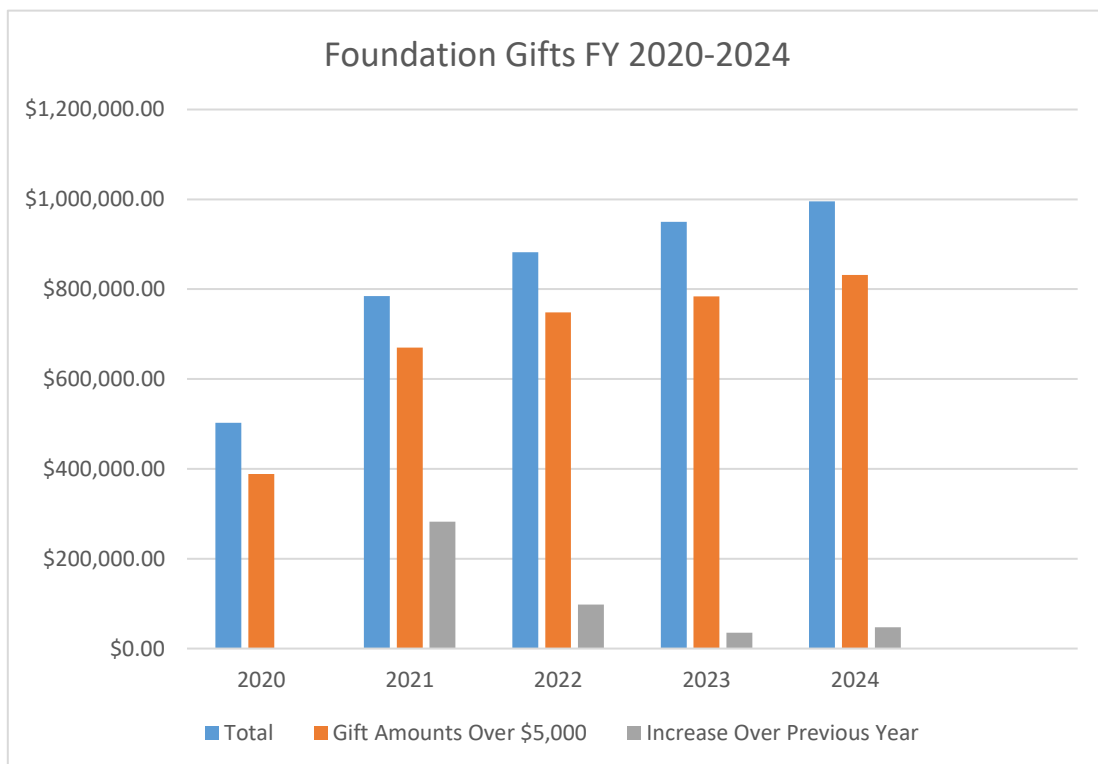


Lisa A. Hurda, M.Ed.
 Director of College Advancement & Foundation

Blackhawk Technical College Foundation's Historical Fundraising Amounts

Fiscal Year	Total	Gift Amounts Over \$5,000	Increase Over Previous Year
2020	\$502,292.54	\$388,714.38	
2021	\$784,642.70	\$669,871.16	\$282,350.16
2022	\$882,354.88	\$748,633.97	\$97,712.18
2023	\$949,739.88	\$784,149.85	\$35,515.88
2024	\$995,678.46	\$831,795.29	\$47,645.44

Please Note: The Fiscal Year 2024 numbers in the chart above only account for July 1 – December 31, 2023 (a six-month period).



SPECIAL REPORTS AGENDA ITEM B.

BLACKHAWK TECHNICAL COLLEGE PROGRAMS FOR FISCAL YEAR 2024-25

The list of anticipated College offerings for the upcoming 2024-25 academic year (i.e., starting with the Fall 2024 semester).

This list could change by the beginning of the new academic year if the College takes any action during the second half of the current academic year to alter the status of any of the programs on the list or to create additional offerings.

The College's offerings for the 2024-25 academic year include:

2	Liberal Art Degrees
39	Associate Degrees
16	Less than One-Year Technical Diplomas
15	One-Year Technical Diplomas
3	Two-Year Technical Diplomas
7	Apprentices
6	Non-Postsecondary
10	Certificates (Local)
3	Collaborative Programs

Liberal Arts (20)

20-800-1	Associate of Arts
20-800-2	Associate of Science

Associate Degree (10)

10-006-2	Agribusiness/Science and Technology
10-101-1	Accounting
10-102-3	Business Management
10-104-2	Sales Management
10-104-8	Digital Marketing
10-106-6	Administrative Professional
10-109-2	Hospitality Management
10-116-1	Human Resources
10-152-4	Information Technology - Web Software Developer
10-154-4	Information Technology – Technical Support Specialist
10-160-4	Medical Administrative Specialist
10-160-5	Medical Administrative Coder
10-182-1	Supply Chain Management
10-196-1	Leadership Development
10-307-1	Early Childhood Education
10-316-1	Culinary Arts
10-442-1	Welding Fabrication & Robotics
10-499-5	Technical Studies - Journeyworker
10-503-2	Fire Protection Technician
10-504-5	Criminal Justice Studies
10-506-6	Laboratory Food Science Technician
10-508-1	Dental Hygienist
10-512-1	Surgical Technology
10-513-1	Medical Laboratory Technician
10-515-1	Respiratory Therapy
10-520-3	Human Services Associate
10-522-2	Foundations of Teacher Education
10-522-3	Behavior Technician
10-524-1	Physical Therapist Assistant
10-526-1	Radiography
10-526-5	Diagnostic Medical Sonography/Vascular Technology
10-531-1	Paramedic Technician
10-543-1	Nursing
10-550-2	Substance Use Disorder Counselor
10-601-1	Air Conditioning, Heating & Refrigeration Technology
10-620-1	Electro-Mechanical Technology
10-623-3	Manufacturing Engineering Technology
10-664-1	Automation Systems Technology
10-825-1	Individualized Technical Studies

Less Than One-Year Technical Diploma (30)

30-316-4	Culinary Production Specialist (Embedded Technical Diploma)*
30-420-4	CNC Operator (Embedded Technical Diploma)*
30-442-4	Shielded Metal Arc Welding (SMAW) (Embedded Technical Diploma)
30-442-5	Gas Metal Arc Welding (GMAW) (Embedded Technical Diploma)
30-442-6	Flux Cored Arc Welding (FCAW) (Embedded Technical Diploma)
30-442-7	Gas Tungsten Arc Welding (GTAW) (Embedded Technical Diploma)
30-458-1	Entry Level Driver Training (short-term 4-week)

30-504-2	Criminal Justice – Law Enforcement 720 Academy
30-509-2	Patient Service Specialist (Embedded Technical Diploma)
30-513-1	Phlebotomy Technician
30-531-3	Emergency Medical Technician – Basic
30-531-6	Advanced Emergency Medical Technician
30-534-1	Central Service Technician
30-543-1	Nursing Assistant
30-550-1	Substance Abuse Education (Embedded Technical Diploma)
30-620-4	Entry Maintenance Technician (Embedded Technical Diploma)

One-Year Technical Diploma (31)

31-006-1	Agribusiness Specialist (Embedded Technical Diploma)
31-101-1	Accounting Assistant (Embedded Technical Diploma)
31-102-3	Business Management Specialist
31-106-3	Administrative Support Professional (Embedded Technical Diploma)
31-154-7	IT Help Desk Support (Embedded Technical Diploma)
31-182-1	Supply Chain Assistant (Embedded Technical Diploma)*
31-307-1	Child Care Services (Embedded Technical Diploma)
31-413-2	Electric Power Distribution
31-420-4	CNC Setup Technician (Embedded Technical Diploma)*
31-442-1	Welding
31-462-2	Industrial Maintenance Mechanic (Embedded Technical Diploma)*
31-506-4	Laboratory Science Technician Assistant (Embedded Technical Diploma)*
31-508-1	Dental Assistant
31-509-1	Medical Assistant
31-601-1	Residential HVAC

Two-Year Technical Diploma (32)

32-404-2	Automotive Technician
32-412-1	Diesel & Heavy Equip Technician
32-444-1	CNC Technician

Apprentice (50)

50-401-9	HVAC Apprentice (ABC)
50-413-1	Industrial Electrician Apprentice
50-413-2	Electricity (Construction) Apprentice
50-413-9	ABC Electrical Apprentice
50-420-2	Machinist Apprentice
50-464-1	Maintenance Technician Apprentice
50-620-1	Mechatronics Technician Apprenticeship

Non-Postsecondary (73-78)

73-850-0	Beginning ABE
74-850-0	Intermediate ABE
75-850-0	English as a Second Language
76-850-0	High School Diploma, GED, HSED
77-850-0	ASE Developmental
78-850-0	ASE Remedial

Certificates (Local)

999110	Business Management
999126	.NET Developer
999127	Web Programming
999128	Java Developer

999131	IT-Desktop Support
999133	Project Management
999203	Human Resource Generalist
999313	Computer Hardware Support
999315	Network Support
996201	Accelerated Industrial Maintenance

SHARED/COLLABORATIVE PROGRAMS

10-313-1	Nutrition and Dietetic Technician (shared with MATC)
10-528-1	Funeral Service (shared with MATC Milwaukee)
10-624-1	Nuclear Technology (shared with LTC)

* AY25 WTCS Program Approval in Process



JANUARY 17, 2024

INFORMATION/DISCUSSION

- Financial Statement and Quarterly Report

INFORMATION/DISCUSSION AGENDA ITEM A.

Blackhawk Technical College

General Fund

Comparative Statement of Revenues and Expenditures

For The Month Ended December 31, 2023 and 2022

	2023-2024				2022-2023						
	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	7,000,000	6,997,624	-	0.00%	6,741,574	6,741,574	-	0.00%	6,775,916	99.99%	(530)
Other Local Government	5,000	5,000	(7,234)	-144.67%	2,926	2,926	161,363	5514.80%	183,376	101.45%	2,615
State Aid	14,422,120	14,387,762	2,708,647	18.83%	14,318,600	14,414,373	2,641,705	18.33%	14,587,626	99.84%	(23,347)
Program Fees	6,243,050	6,243,050	5,920,900	94.84%	5,612,700	5,658,100	5,526,842	97.68%	6,230,811	99.88%	(7,177)
Material Fees	343,000	343,000	319,289	93.09%	311,000	311,000	289,374	93.05%	334,875	100.05%	183
Other Student Fees	480,750	480,750	398,785	82.95%	401,200	446,200	359,320	80.53%	498,294	100.58%	2,885
Institutional Revenue	2,286,558	2,286,558	774,092	33.85%	1,972,500	2,167,500	618,535	28.54%	2,956,945	99.38%	(18,304)
Federal Revenue	7,000	7,000	3,016	43.09%	11,000	11,000	365	3.32%	9,911	70.79%	(4,089)
Total Revenue	30,787,478	30,750,744	10,117,494	32.90%	29,371,500	29,752,673	9,597,504	32.26%	31,577,754	99.85%	(47,764)
Other Resources											
Trsf fr Res & Des Fund Bal	-	-	-	0.00%	-	-	-	0.00%	-	0.00%	-
Other Funding Sources	100,000	100,000	-	0.00%	140,000	140,000	-	0.00%	319,285	99.78%	(715)
Total Other Resources	100,000	100,000	-	0.00%	140,000	140,000	-	0.00%	319,285	99.78%	(715)
Total Resources	30,887,478	30,850,744	10,117,494	32.79%	29,511,500	29,892,673	9,597,504	32.11%	31,897,039	99.85%	(48,479)
Expenditures											
Instruction	17,017,069	17,017,069	7,742,917	45.50%	16,769,076	16,520,301	7,124,593	43.13%	16,444,139	99.98%	3,210
Instructional Resources	1,282,048	1,282,048	574,649	44.82%	1,173,703	1,266,703	534,922	42.23%	1,033,418	98.73%	13,285
Student Services	2,704,912	2,704,912	1,078,745	39.88%	2,419,935	2,385,935	952,101	39.90%	2,071,334	99.83%	3,451
General Institutional	7,100,842	7,048,104	3,192,814	45.30%	6,644,350	6,945,350	3,439,273	49.52%	6,737,655	99.97%	2,115
Physical Plant	2,679,914	2,732,652	1,222,255	44.73%	2,479,436	2,527,436	1,146,400	45.36%	2,619,006	99.98%	430
Auxiliary Services	-	-	-	0.00%	-	-	-	0.00%	-	0.00%	-
Total Expenditures	30,784,785	30,784,785	13,811,380	44.86%	29,486,500	29,645,725	13,197,289	44.52%	28,905,552	99.92%	22,491
Other Uses											
Trsf fr Res & Des Fund Bal	81,693	39,709	-	0.00%	-	216,448	-	0.00%	-	0.00%	986,975
Other Uses	21,000	26,250	-	0.00%	25,000	30,500	-	0.00%	2,028,266	99.89%	2,234
Total Other Uses	102,693	65,959	-	0.00%	25,000	246,948	-	0.00%	2,028,266	67.22%	989,209
Total Uses	30,887,478	30,850,744	13,811,380	44.77%	29,511,500	29,892,673	13,197,289	44.15%	30,933,818	96.83%	1,011,700
Budgeted Resources											
Over (Under) Expenditures	-	-	(3,693,886)		-	-	(3,599,785)		963,221		
Beginning Fund Balance	12,453,319	12,453,319	12,453,319		11,490,098	11,490,098	11,490,098		11,490,098		
Change in Fund Balance	81,693	39,709	-		-	216,448	-		-		
Ending Fund Balance	12,535,012	12,493,028	8,759,433		11,490,098	11,706,546	11,490,098		12,453,319		
Reserved for Prepaid Items	75,000	75,000	75,000		75,000	75,000	75,000		139,371		
Designated for Operations	7,395,000	7,395,000	7,395,000		6,725,000	6,725,000	6,725,000		7,395,000		
Designated for State Aid Fluc	203,000	203,000	203,000		350,000	350,000	350,000		203,000		
Designated for Sub Years	305,000	305,000	305,000		500,000	500,000	500,000		305,000		
Designated for Sub Year	4,557,012	4,515,028	781,433		3,840,098	4,056,546	3,840,098		4,410,948		

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 Month Ended December 31, 2023 and 2022

	2023-2024				2022-2023				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	465,583	467,959	-	0.00%	491,932	496,433	-	0.00%	496,433	99.09%	(4,566)
Other Local Government	-	-	-	0.00%	-	-	-	0.00%	-	0.00%	-
State Aid	509,529	1,305,413	314,929	24.12%	926,933	1,170,444	334,037	28.54%	964,783	58.23%	(692,136)
Program Fees	-	22,329	-	0.00%	9,924	9,924	-	0.00%	32,078	93.06%	(2,394)
Material Fees	-	972	-	0.00%	403	403	-	0.00%	1,450	81.23%	(335)
Other Student Fees	-	-	-	0.00%	-	-	-	0.00%	1,666	81.19%	(386)
Institutional Revenue	-	137,344	80,201	58.39%	-	28,860	28,860	100.00%	28,861	100.00%	1
Federal Revenue	693,056	738,328	276,795	37.49%	706,526	1,454,132	287,275	19.76%	1,090,043	91.06%	(107,052)
Total Revenue	1,668,168	2,672,345	671,925	25.14%	2,135,718	3,160,196	650,172	20.57%	2,615,314	76.42%	(806,868)
Other Resources											
Trsf fr Res & Des Fund Bal	-	26,213	-	0.00%	-	2,893	-	0.00%	-	0.00%	(3,432)
Other Funding Sources	-	-	-	0.00%	-	-	-	0.00%	-	0.00%	-
Total Other Resources	-	26,213	-	0.00%	-	2,893	-	0.00%	-	0.00%	(3,432)
Total Resources	1,668,168	2,698,558	671,925	24.90%	2,135,718	3,163,089	650,172	20.55%	2,615,314	76.35%	(810,300)
Expenditures											
Instruction	818,720	1,421,755	420,123	29.55%	1,288,264	1,623,353	503,364	31.01%	1,089,422	61.56%	680,360
Instructional Resources	75,010	75,010	37,069	49.42%	75,370	221,701	84,117	37.94%	144,622	92.07%	12,462
Student Services	761,117	1,126,415	467,365	41.49%	754,438	787,606	474,645	60.26%	1,008,053	88.65%	129,029
General Institutional	13,321	75,378	21,458	28.47%	17,646	250,322	101,777	40.66%	156,030	99.52%	746
Physical Plant	-	-	-	0.00%	-	100,107	797	0.80%	22,241	89.36%	2,649
Total Expenditures	1,668,168	2,698,558	946,015	35.06%	2,135,718	2,983,089	1,164,700	39.04%	2,420,368	74.57%	825,246
Other Uses											
Trsf fr Res & Des Fund Bal	-	-	-	0.00%	-	-	-	0.00%	-	0.00%	-
Other Uses	-	-	-	0.00%	-	180,000	-	0.00%	179,285	99.60%	715
Total Other Uses	-	-	-	0.00%	-	180,000	-	0.00%	179,285	99.60%	715
Total Uses	1,668,168	2,698,558	946,015	35.06%	2,135,718	3,163,089	1,164,700	36.82%	2,599,653	82.19%	(825,961)
Budgeted Resources Over (Under) Expenditures	-	-	(274,090)		-	-	(514,528)		15,661		
Beginning Fund Balance	957,746	957,746	957,746		942,085	942,085	942,085		942,085		
Change in Fund Balance	-	(26,213)	-		-	(2,893)	-		-		
Ending Fund Balance	957,746	931,533	683,656		942,085	939,192	427,557		957,746		

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 Month Ended December 31, 2023 and 2022

	2023-2024				2022-2023				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	7,465,583	7,465,583	-	0.00%	7,233,506	7,238,007	-	0.00%	7,272,349	99.93%	(5,096)
Other Local Government	5,000	5,000	(7,234)	-144.67%	2,926	2,926	161,363	5514.80%	183,376	101.45%	2,615
State Aid	14,931,649	15,693,175	3,023,576	19.27%	15,245,533	15,584,817	2,975,742	19.09%	15,552,409	95.60%	(715,483)
Program Fees	6,243,050	6,265,379	5,920,900	94.50%	5,622,624	5,668,024	5,526,842	97.51%	6,262,889	99.85%	(9,571)
Material Fees	343,000	343,972	319,289	92.82%	311,403	311,403	289,374	92.93%	336,325	99.95%	(152)
Other Student Fees	480,750	480,750	398,785	82.95%	401,200	446,200	359,320	80.53%	499,960	100.50%	2,499
Institutional Revenue	2,286,558	2,423,902	854,293	35.24%	1,972,500	2,196,360	647,395	29.48%	2,985,806	99.39%	(18,303)
Federal Revenue	700,056	745,328	279,811	37.54%	717,526	1,465,132	287,640	19.63%	1,099,954	90.82%	(111,141)
Total Revenue	32,455,646	33,423,089	10,789,419	32.28%	31,507,218	32,912,869	10,247,676	31.14%	34,193,068	97.56%	(854,632)
Other Resources											
Trsf fr Res & Des Fund Bal	-	26,213	-	0.00%	-	2,893	-	0.00%	-	0.00%	(3,432)
Other Funding Sources	100,000	100,000	-	0.00%	140,000	140,000	-	0.00%	319,285	99.78%	(715)
Total Other Resources	100,000	126,213	-	0.00%	140,000	142,893	-	0.00%	319,285	98.72%	4,147
Total Resources	32,555,646	33,549,302	10,789,419	32.16%	31,647,218	33,055,762	10,247,676	31.00%	34,512,353	97.57%	(858,779)
Expenditures											
Instruction	17,835,789	18,438,824	8,163,040	44.27%	18,057,340	18,143,654	7,627,957	42.04%	17,533,561	96.25%	683,570
Instructional Resources	1,357,058	1,357,058	611,718	45.08%	1,249,073	1,488,404	619,039	41.59%	1,178,040	97.86%	25,747
Student Services	3,466,029	3,831,327	1,546,110	40.35%	3,174,373	3,173,541	1,426,746	44.96%	3,079,387	95.88%	132,480
General Institutional	7,114,163	7,123,482	3,214,272	45.12%	6,661,996	7,195,672	3,541,050	49.21%	6,893,685	99.96%	2,861
Physical Plant	2,679,914	2,732,652	1,222,255	44.73%	2,479,436	2,627,543	1,147,197	43.66%	2,641,247	99.88%	3,079
Auxiliary Services	-	-	-	0.00%	-	-	-	0.00%	-	0.00%	-
Total Expenditures	32,452,953	33,483,343	14,757,395	44.07%	31,622,218	32,628,814	14,361,989	44.02%	31,325,920	97.37%	847,737
Other Uses											
Trsf fr Res & Des Fund Bal	81,693	39,709	-	0.00%	-	216,448	-	0.00%	-	0.00%	986,975
Other Uses	21,000	26,250	-	0.00%	25,000	210,500	-	0.00%	2,207,551	99.87%	2,949
Total Other Uses	102,693	65,959	-	0.00%	25,000	426,948	-	0.00%	2,207,551	69.04%	989,924
Total Uses	32,555,646	33,549,302	14,757,395	43.99%	31,647,218	33,055,762	14,361,989	43.45%	33,533,471	94.80%	1,837,661
Budgeted Resources											
Over (Under) Expenditures	-	-	(3,967,976)		-	-	(4,114,313)		978,882		
Beginning Fund Balance	13,411,065	13,411,065	13,411,065		12,432,183	12,432,183	12,432,183		12,432,183		
Change in Fund Balance	81,693	13,496	-		-	213,555	-		-		
Ending Fund Balance	13,492,758	13,424,561	9,443,089		12,432,183	12,645,738	11,917,655		13,411,065		
Reserved for Prepaid Items	75,000	75,000	75,000		75,000	75,000	75,000		139,371		
Designated for Operations	8,352,746	8,326,533	8,078,656		7,667,085	7,664,192	7,152,557		8,352,746		
Designated for State Aid Fluc	203,000	203,000	203,000		350,000	350,000	350,000		203,000		
Designated for Sub Years	305,000	305,000	305,000		500,000	500,000	500,000		305,000		
Designated for Sub Year	4,557,012	4,515,028	781,433		3,840,098	4,056,546	3,840,098		4,410,948		

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 Month Ended December 31, 2023 and 2022

	2023-2024				2022-2023				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	-	-	-	0.00%	5,200	13,828	5,200	37.60%	10,581	100.00%	-
Institutional Revenue	-	148,544	864,832	582.21%	1,300	1,300	394,151	30319.31%	7,691,816	100.00%	-
Federal Revenue	-	123,971	24,392	19.68%	-	141	6,466	4585.82%	1,084,101	100.09%	999
Total Revenue	-	272,515	889,224	326.30%	6,500	15,269	405,817	2657.78%	8,786,498	100.01%	999
Other Resources											
Trsf fr Res & Des Fund Bal	2,900,000	24,738,428	-	0.00%	1,230,000	22,265,674	-	0.00%	-	0.00%	(22,894,645)
Other Funding Sources	6,800,000	6,800,000	5,300,000	77.94%	5,300,000	5,300,000	3,800,000	71.70%	7,300,000	100.00%	-
Total Other Resources	9,700,000	31,538,428	5,300,000	16.80%	6,530,000	27,565,674	3,800,000	13.79%	7,300,000	24.18%	(22,894,645)
Total Resources	9,700,000	31,810,943	6,189,224	19.46%	6,536,500	27,580,943	4,205,817	15.25%	16,086,498	41.27%	(22,893,646)
Expenditures											
Instruction	739,244	1,066,759	358,619	33.62%	1,822,225	1,901,444	443,779	23.34%	1,684,916	90.65%	173,876
Instructional Resources	356,920	431,920	132,367	30.65%	195,444	250,585	100,964	40.29%	807,102	99.93%	534
Student Services	-	-	-	0.00%	7,500	7,500	-	0.00%	13,500	28.79%	33,389
General Institutional	1,793,622	1,914,030	612,186	31.98%	1,506,831	1,608,310	655,272	40.74%	1,078,540	83.53%	212,631
Physical Plant	6,424,777	28,012,797	11,647,945	41.58%	2,934,500	23,543,104	1,628,725	6.92%	10,685,555	44.09%	13,550,222
Auxiliary Services	-	-	-	0.00%	-	-	-	0.00%	-	0.00%	-
Total Expenditures	9,314,563	31,425,506	12,751,117	40.58%	6,466,500	27,310,943	2,828,740	10.36%	14,269,613	50.53%	13,970,652
Other Uses											
Trsf fr Res & Des Fund Bal	280,437	280,437	-	0.00%	-	200,000	-	0.00%	-	0.00%	10,669,879
Other Uses	105,000	105,000	-	0.00%	70,000	70,000	-	0.00%	70,000	100.00%	-
Total Other Uses	385,437	385,437	-	0.00%	70,000	270,000	-	0.00%	70,000	0.65%	10,669,879
Total Uses	9,700,000	31,810,943	12,751,117	40.08%	6,536,500	27,580,943	2,828,740	10.26%	14,339,613	36.79%	24,640,531
Budgeted Resources Over (Under) Expenditures	-	-	(6,561,893)		-	-	1,377,077		1,746,885		
Beginning Fund Balance	27,092,876	27,092,876	27,092,876		25,345,991	25,345,991	25,345,991		25,345,991		
Change in Fund Balance	(2,619,563)	(24,457,991)	-		(1,230,000)	(22,065,674)	-		-		
Ending Fund Balance	24,473,313	2,634,885	20,530,983		24,115,991	3,280,317	26,723,068		27,092,876		

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 Month Ended December 31, 2023 and 2022

	2023-2024				2022-2023				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	9,652,460	9,652,460	-	0.00%	8,993,000	8,993,000	-	0.00%	8,865,000	100.00%	-
Institutional Revenue	-	-	45,854	No Budget	100	100	18,936	18936.00%	92,915	100.00%	-
Total Revenue	9,652,460	9,652,460	45,854	0.48%	8,993,100	8,993,100	18,936	0.21%	8,957,915	100.00%	-
Other Resources											
Trsf fr Res & Des Fund Bal	276,093	276,093	-	0.00%	242,600	242,600	-	0.00%	-	0.00%	(256,734)
Other Funding Sources	105,000	105,000	163,962	156.15%	70,000	70,000	109,801	156.86%	239,711	100.00%	-
Total Other Resources	381,093	381,093	163,962	43.02%	312,600	312,600	109,801	35.13%	239,711	48.29%	(256,734)
Total Resources	10,033,553	10,033,553	209,816	2.09%	9,305,700	9,305,700	128,737	1.38%	9,197,626	97.28%	(256,734)
Expenditures											
Physical Plant	10,033,553	10,033,553	909,257	9.06%	9,305,700	9,305,700	846,418	9.10%	9,174,804	99.81%	17,030
Total Expenditures	10,033,553	10,033,553	909,257	9.06%	9,305,700	9,305,700	846,418	9.10%	9,174,804	99.81%	17,030
Other Uses											
Trsf fr Res & Des Fund Bal	-	-	-	0.00%	-	-	-	0.00%	-	0.00%	262,526
Other Uses	-	-	-	0.00%	-	-	-	0.00%	-	0.00%	-
Total Other Uses	-	-	-	0.00%	-	-	-	0.00%	-	0.00%	262,526
Total Uses	10,033,553	10,033,553	909,257	9.06%	9,305,700	9,305,700	846,418	9.10%	9,174,804	97.04%	279,556
Budgeted Resources											
Over (Under) Expenditures	-	-	(699,442)		-	-	(717,681)		22,822		
Beginning Fund Balance	2,275,772	2,275,772	2,275,772		2,252,950	2,252,950	2,252,950		2,252,950		
Change in Fund Balance	(276,093)	(276,093)	-		(242,600)	(242,600)	-		-		
Ending Fund Balance	1,999,679	1,999,679	1,576,330		2,010,350	2,010,350	1,535,269		2,275,772		

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 Month Ended December 31, 2023 and 2022

	2023-2024				2022-2023							
	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	-	-	-	0.00%	-	-	-	0.00%	-	0.00%	-	
Institutional Revenue	202,053	214,053	59,531	27.81%	120,985	120,985	48,670	40.23%	89,223	73.75%	(31,762)	
Federal Revenue	-	-	-	0.00%	-	-	-	0.00%	-	0.00%	-	
Total Revenue	202,053	214,053	59,531	27.81%	120,985	120,985	48,670	40.23%	89,223	73.75%	(31,762)	
Other Resources												
Trsf fr Res & Des Fund Bal	44,880	44,880	-	0.00%	125,740	125,740	-	0.00%	-	0.00%	(125,740)	
Other Funding Sources	-	-	-	0.00%	-	-	-	0.00%	-	0.00%	-	
Total Other Resources	44,880	44,880	-	0.00%	125,740	125,740	-	0.00%	-	0.00%	(125,740)	
Total Resources	246,933	258,933	59,531	22.99%	246,725	246,725	48,670	19.73%	89,223	36.16%	(157,502)	
Expenditures												
Student Services	-	12,000	118	0.99%	-	-	-	0.00%	-	0.00%	-	
Auxiliary Services	142,865	142,865	43,536	30.47%	102,657	102,657	17,263	16.82%	59,832	58.28%	42,825	
Total Expenditures	142,865	154,865	43,654	28.19%	102,657	102,657	17,263	16.82%	59,832	58.28%	42,825	
Other Uses												
Trsf fr Res & Des Fund Bal	4,068	4,068	-	0.00%	4,068	4,068	-	0.00%	-	0.00%	4,068	
Other Uses	100,000	100,000	-	0.00%	140,000	140,000	-	0.00%	140,000	100.00%	-	
Total Other Uses	104,068	104,068	-	0.00%	144,068	144,068	-	0.00%	140,000	97.18%	4,068	
Total Uses	246,933	258,933	43,654	16.86%	246,725	246,725	17,263	7.00%	199,832	80.99%	46,893	
Budgeted Resources												
Over (Under) Expenditures	-	-	15,876		-	-	31,407		(110,609)			
Beginning Fund Balance	379,208	379,208	379,208		489,817	489,817	489,817		489,817			
Change in Fund Balance	(40,812)	(40,812)	-		(121,672)	(121,672)	-		-			
Ending Fund Balance	338,396	338,396	395,084		368,145	368,145	521,224		379,208			

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 Month Ended December 31, 2023 and 2022

	2023-2024				2022-2023				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	280,000	280,000	-	0.00%	260,000	260,000	-	0.00%	260,000	100.00%	-
Total Revenue	280,000	280,000	-	0.00%	260,000	260,000	-	0.00%	260,000	100.00%	-
Other Resources											
Trsf fr Res & Des Fund Bal	-	-	-	0.00%	-	-	-	0.00%	-	0.00%	-
Other Funding Sources	-	-	-	0.00%	-	-	-	0.00%	-	0.00%	-
Total Other Resources	-	-	-	0.00%	-	-	-	0.00%	-	0.00%	-
Total Resources	280,000	280,000	-	0.00%	260,000	260,000	-	0.00%	260,000	100.00%	-
Expenditures											
Instruction	-	-	-	0.00%	-	-	-	0.00%	-	0.00%	-
Student Services	-	-	-	0.00%	-	-	-	0.00%	-	0.00%	-
Auxiliary Services	280,000	280,000	258,423	92.29%	260,000	260,000	241,726	92.97%	241,726	92.97%	18,274
Total Expenditures	280,000	280,000	258,423	92.29%	260,000	260,000	241,726	92.97%	241,726	92.97%	18,274
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	280,000	280,000	258,423	92.29%	260,000	260,000	241,726	92.97%	241,726	92.97%	18,274
Budgeted Resources											
Over (Under) Expenditures	-	-	(258,423)		-	-	(241,726)		18,274		
Beginning Fund Balance	251,276	251,276	251,276		233,002	233,002	233,002		233,002		
Change in Fund Balance	-	-	-		-	-	-		-		
Ending Fund Balance	251,276	251,276	(7,147)		233,002	233,002	(8,724)		251,276		

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 Month Ended December 31, 2023 and 2022

	2023-2024				2022-2023				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	806,800	806,800	611,041	75.74%	809,100	809,100	573,331	70.86%	1,077,661	99.99%	(115)
Other Student Fees	380,000	380,000	413,092	108.71%	360,000	360,000	386,569	107.38%	435,264	120.91%	75,264
Institutional Revenue	130,007	310,548	171,686	55.28%	277,325	277,325	120,995	43.63%	317,233	98.85%	(3,702)
Federal Revenue	6,938,551	6,938,551	3,932,760	56.68%	7,070,875	7,070,875	4,490,266	63.50%	9,013,312	99.64%	(32,948)
Total Revenue	8,255,358	8,435,899	5,128,580	60.79%	8,517,300	8,517,300	5,571,161	65.41%	10,843,470	100.36%	38,499
Other Resources											
Trsf fr Res & Des Fund Bal	56,509	62,069	-	0.00%	53,503	53,503	-	0.00%	-	0.00%	(53,503)
Other Funding Sources	21,000	26,250	-	0.00%	25,000	30,500	-	0.00%	28,266	92.68%	(2,234)
Total Other Resources	77,509	88,319	-	0.00%	78,503	84,003	-	0.00%	28,266	33.65%	(55,737)
Total Resources	8,332,867	8,524,218	5,128,580	60.16%	8,595,803	8,601,303	5,571,161	64.77%	10,871,736	99.84%	(17,238)
Expenditures											
Instruction	-	29,965	10,951	36.54%	-	-	-	0.00%	1,462	14.62%	8,538
Student Services	8,222,960	8,233,770	4,684,422	56.89%	8,343,682	8,349,182	5,251,779	62.90%	10,497,404	98.97%	109,312
General Institutional	109,907	260,483	140,757	54.04%	252,121	252,121	123,600	49.02%	271,936	99.88%	322
Physical Plant	-	-	-	0.00%	-	-	-	0.00%	-	0.00%	-
Total Expenditures	8,332,867	8,524,218	4,836,130	56.73%	8,595,803	8,601,303	5,375,379	62.49%	10,770,802	98.91%	118,172
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	8,332,867	8,524,218	4,836,130	56.73%	8,595,803	8,601,303	5,375,379	62.49%	10,770,802	98.91%	118,172
Budgeted Resources											
Over (Under) Expenditures	-	-	292,449		-	-	195,782		100,934		
Beginning Fund Balance	876,281	876,281	876,281		775,347	775,347	775,347		775,347		
Change in Fund Balance	(56,509)	(62,069)	-		(53,503)	(53,503)	-		-		
Ending Fund Balance	819,772	814,212	1,168,730		721,844	721,844	971,129		876,281		

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

	2023-2024				2022-2023				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	17,118,043	17,118,043	-	0.00%	16,226,506	16,231,007	-	0.00%	16,137,349	99.97%	(5,096)
Other Local Government	5,000	5,000	(7,234)	-144.67%	2,926	2,926	161,363	5514.80%	183,376	101.45%	2,615
State Aid	15,738,449	16,499,975	3,634,617	22.03%	16,059,833	16,407,745	3,554,273	21.66%	16,640,651	95.88%	(715,598)
Program Fees	6,243,050	6,265,379	5,920,900	94.50%	5,622,624	5,668,024	5,526,842	97.51%	6,262,889	99.85%	(9,571)
Material Fees	343,000	343,972	319,289	92.82%	311,403	311,403	289,374	92.93%	336,325	99.95%	(152)
Other Student Fees	860,750	860,750	811,877	94.32%	761,200	806,200	745,889	92.52%	935,224	109.07%	77,763
Institutional Revenue	2,898,618	3,377,047	1,996,196	59.11%	2,632,210	2,856,070	1,230,147	43.07%	11,436,993	99.53%	(53,767)
Federal Revenue	7,638,607	7,807,850	4,236,963	54.27%	7,788,401	8,536,148	4,784,372	56.05%	11,197,367	98.74%	(143,090)
Total Revenue	50,845,517	52,278,016	16,912,607	32.35%	49,405,103	50,819,523	16,292,260	32.06%	63,130,174	98.68%	(846,896)
Other Resources											
Trsf fr Res & Des Fund Bal	3,277,482	25,147,683	-	0.00%	1,651,843	22,690,410	-	0.00%	-	0.00%	(945,706)
Other Funding Sources	7,026,000	7,031,250	5,463,962	77.71%	5,535,000	5,540,500	3,909,801	70.57%	7,887,262	99.96%	80,982
Total Other Resources	10,303,482	32,178,933	5,463,962	16.98%	7,186,843	28,230,910	3,909,801	13.85%	7,887,262	25.26%	(864,724)
Total Resources	61,148,999	84,456,949	22,376,569	26.49%	56,591,946	79,050,433	20,202,061	25.56%	71,017,436	74.60%	(4,609,897)
Expenditures											
Instruction	18,575,033	19,547,548	8,532,609	43.65%	19,879,565	20,045,098	8,071,736	40.27%	19,219,939	95.69%	865,984
Instructional Resources	1,713,978	1,788,978	744,085	41.59%	1,444,517	1,738,989	720,003	41.40%	1,985,142	98.69%	26,281
Student Services	11,688,989	12,065,097	6,230,651	51.64%	11,525,555	11,530,223	6,678,525	57.92%	13,590,291	98.02%	275,181
General Institutional	9,017,692	9,297,995	3,967,216	42.67%	8,420,948	9,056,103	4,319,922	47.70%	8,244,161	97.45%	215,814
Physical Plant	19,138,244	40,779,002	13,779,457	33.79%	14,719,636	35,476,347	3,622,340	10.21%	22,501,606	62.38%	13,570,331
Auxiliary Services	422,865	422,865	301,959	71.41%	362,657	362,657	258,989	71.41%	301,558	83.15%	61,099
Total Expenditures	60,556,801	83,901,485	33,555,977	39.99%	56,352,878	78,209,417	23,671,515	30.27%	65,842,697	81.43%	15,014,690
Other Uses											
Trsf fr Res & Des Fund Bal	366,198	324,214	-	0.00%	4,068	420,516	-	0.00%	-	0.00%	11,923,448
Other Uses	226,000	231,250	-	0.00%	235,000	420,500	-	0.00%	2,417,551	99.88%	2,949
Total Other Uses	592,198	555,464	-	0.00%	239,068	841,016	-	0.00%	2,417,551	16.85%	11,926,397
Total Uses	61,148,999	84,456,949	33,555,977	39.73%	56,591,946	79,050,433	23,671,515	29.94%	68,260,248	71.70%	26,941,087
Budgeted Resources Over (Under) Expenditures	-	-	(11,179,408)		-	-	(3,469,454)		2,757,188		
Beginning Fund Balance	44,286,478	44,286,478	44,286,478		41,529,290	41,529,290	41,529,290		41,529,290		
Change in Fund Balance	(2,911,284)	(24,823,469)	-		(1,647,775)	(22,269,894)	-		-		
Ending Fund Balance	41,375,194	19,463,009	33,107,070		39,881,515	19,259,396	38,059,836		44,286,478		
Reserved for Prepaid Items	75,000	75,000	75,000		75,000	75,000	75,000		139,371		
Designated for Operations	8,352,746	8,326,533	8,078,656		7,667,085	7,664,192	7,152,557		8,352,746		
Designated for State Aid Fluc	203,000	203,000	203,000		350,000	350,000	350,000		203,000		
Designated for Sub Years	305,000	305,000	305,000		500,000	500,000	500,000		305,000		
Designated for Sub Year	4,557,012	4,515,028	781,433		3,840,098	4,056,546	3,840,098		4,410,948		

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 December 31, 2023

<u>COMBINED FUNDS</u>	2023-24 CURRENT BUDGET	2023-24 ACTUAL TO DATE	2023-24 PERCENT INCURRED	2022-23 ACTUAL TO DATE	2022-23 PERCENT INCURRED
REVENUE & OTHER RESOURCES:					
Local Government	\$ 17,123,043	\$ (7,234)	0.0%	\$ 161,363	1.0%
State Aids	16,499,975	3,634,617	22.0%	3,554,273	21.7%
Statutory Program Fees	6,265,379	5,920,900	94.5%	5,526,842	97.5%
Material Fees	343,972	319,289	92.8%	289,374	92.9%
Other Student Fees	860,750	811,877	94.3%	745,889	92.5%
Institutional	3,377,047	1,996,196	59.1%	1,230,147	43.1%
Federal	7,807,850	4,236,963	54.3%	4,784,372	56.0%
Other Sources (Bond/Transfer from Other Fund)	<u>7,031,250</u>	<u>5,463,962</u>	77.7%	<u>3,909,801</u>	70.6%
Total Revenue & Other Resources	<u>\$ 59,309,266</u>	<u>\$ 22,376,569</u>	26.5%	<u>\$ 20,202,061</u>	25.6%
EXPENDITURES BY FUNCTION:					
Instruction	\$ 19,547,548	\$ 8,532,609	43.7%	\$ 8,071,736	40.3%
Instructional Resources	1,788,978	744,085	41.6%	720,003	41.4%
Student Services	12,065,097	6,230,651	51.6%	6,678,525	57.9%
General Institutional	9,297,995	3,967,216	42.7%	4,319,922	47.7%
Physical Plant	40,779,002	13,779,457	33.8%	3,622,340	10.2%
Auxiliary Services	422,865	301,959	71.4%	258,989	71.4%
Other Uses (Transfer to Other Fund)	<u>231,250</u>	<u>-</u>	0.0%	<u>-</u>	0.0%
Total Expenditures & Other Uses	<u>\$ 84,132,735</u>	<u>\$ 33,555,977</u>	40.0%	<u>\$ 23,671,515</u>	30.3%
EXPENDITURES BY FUNDS:					
General	\$ 30,784,785	\$ 13,811,380	44.9%	\$ 13,197,289	44.5%
Special Revenue	2,698,558	946,015	35.1%	1,164,700	39.0%
Capital Projects	31,425,506	12,751,117	40.6%	2,828,740	10.4%
Debt Service	10,033,553	909,257	9.1%	846,418	9.1%
Enterprise	154,865	43,654	28.2%	17,263	16.8%
Internal Service	280,000	258,423	92.3%	241,726	93.0%
Trust & Agency	8,524,218	4,836,130	56.7%	5,375,379	62.5%
Other Uses (Transfer to Other Fund)	<u>231,250</u>	<u>-</u>	0.0%	<u>-</u>	0.0%
Total Expenditures	<u>\$ 84,132,735</u>	<u>\$ 33,555,977</u>	40.0%	<u>\$ 23,671,515</u>	30.3%
Fund Balances, Beginning	\$ 44,286,478	\$ 44,286,478		\$ 41,529,290	
Change in Fund Balance	<u>(24,823,469)</u>	<u>(11,179,408)</u>		<u>(3,469,454)</u>	
Fund Balances, Ending	<u>\$ 19,463,009</u>	<u>\$ 33,107,070</u>		<u>\$ 38,059,836</u>	

Debt Service Detail					
Principal Payments	8,025,000	-	0.0%	-	0.0%
Interest Payments	1,903,553	839,707	44.1%	810,518	44.0%
Other Debt Service Expenses	<u>105,000</u>	<u>69,550</u>	66.2%	<u>35,900</u>	51.3%
Total Debt Service Payments	<u>\$ 10,033,553</u>	<u>\$ 909,257</u>		<u>\$ 846,418</u>	

Quarterly Financial Statement Review

December 31, 2023

General Fund

Revenue

Total revenues are up \$519,991 (5.4%) from the prior year. The increase is primarily due to increases of \$394,058 (7.1%) in Program Fees, \$155,557 (25.1%) in Institutional Revenue and \$66,942 (2.5%) in State Aid, offset by a decrease of \$168,597 (104.5%) in Property Taxes.

The increase in Program Fees is due to increases in tuition rate (\$287,943) and year-to-date enrollment (\$106,115). The increase in Institutional Revenue is due to increases in investment income (\$174,165), proceeds from a distribution from our insurance company (\$47,810), and miscellaneous revenue (\$18,421). These increases are offset by a decrease in bookstore commission revenue (\$63,510) which is being allocated to the Enterprise Fund this fiscal year. The increase in State Aid is due to an increase in general aid (\$143,625), offset by a decrease in the prior year adjustment (\$79,928).

The decrease in Property Taxes is due to a larger than normal TID (Tax Increment District) closeout distributions in December 2022 totaling \$161,317 and earlier payment repayment of property tax refunds in fiscal year 2023 of \$10,148.

Uses

Total uses are up by \$614,091 (4.7%) from the prior year. Increases in Instructional expenditures \$618,324 (8.7%), Student Services \$126,644 (13.3%), and Physical Plant \$75,855 (6.6%), are offset by a decrease in General Institutional expenditures \$246,459 (7.2%).

The increase in Instructional expenditures is primarily due to salaries and benefits (\$513,018), and contracts/contracted services (\$83,045). The increase in Student Services is mainly due to increases in salaries and benefits (\$93,453), shuttle repairs (\$16,015), and uncollectible student accounts (\$13,116). The increase in Physical Plant is mainly due to increases in salaries and benefits (\$18,009), rental of an additional storage unit (\$25,000), utilities (\$22,464) and timing of payments for custodial services (\$35,791), offset by a decrease in trash/snow removal (\$15,554). The decrease in General Institutional expenditures is mainly due to decreases in salaries and benefits (\$245,201), changing credit card processor (\$22,515) and professional services (\$11,906) offset by an increase in phone expense (\$53,366). Non-salaries and benefits expense increases were primarily due to the timing of the expenditure payments.

Special Revenue Fund

Revenues are up \$21,753 (3.3%) overall compared to the prior year. This is mainly due to an increase of \$51,341 (177.9%) in Institutional Revenue due to higher grant revenue, offset by decreases of \$19,108 (5.7%) in State Aid and \$10,480 (3.6%) in Federal Revenue both due to a decrease in Covid funding.

Total expenditures decreased by \$218,685 (18.8%) from the prior year. Instructional, General Institutional and Instructional Resource expenditures decreased by \$83,241 (16.5%), \$80,319 (78.9%) and \$47,048 (55.9%), respectively.

The decrease in Instructional expenditures is due to decreases in salaries and benefits (\$37,214), and minor equipment (\$31,118). The decrease in General Institutional expense is mainly due to

decreases in contracted services (\$56,966) and software (\$28,860), and the decrease in Instructional Resource expense is due to decreases in software (\$10,042) and supplies (\$27,399), which were paid for with CARES funding last year.

Capital Projects Fund

Revenue and Other Resources are up by \$1,983,407 (47.2%) in the current year compared to the prior year, due to increases in the amount of capital bond proceeds and Institutional Revenue. In the current year, there was a debt issuance of \$5,300,000, compared to \$3,800,000 issued in the prior year. There was also an increase of \$470,681 (119.4%) in investment income over the prior year.

Expenditures increased by \$9,922,377 (350.8%), due to increases in Physical Plant (\$10,019,220), and Instructional Resources (\$31,403). These increases are offset by decreases in Instructional (\$85,160), and General Institutional (\$43,086) expenditures. Both the increases and decreases are due to the number and size of planned projects and annual capital purchases this year compared to last year in each functional area.

Other Funds

Debt Service Fund revenue is up by \$81,079 (63.0%) due to the difference in the amount of bond premiums on the issued debt (\$54,161) and investment income (\$26,918). 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. Most of the revenue is derived from property taxes, of which an allocation is recorded later in the year to place amounts in this fund. Expenditures are up by \$62,839 (7.4%). This increase is related to an increase in interest expense (\$33,650), and other debt service expense (\$29,190).

Enterprise Fund revenue increased compared to the prior year by \$10,861 (22.3%). Expenditures also increased compared to the prior year by \$26,391 (152.9%).

Internal Service Fund revenue is zero 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 \$16,697 (6.9%) due mainly due to an increase in general liability and property insurance (\$19,631), offset by a decrease in workers' comp insurance (\$2,934).

Agency Fund revenue increased by \$67,139 (15.2%) from the prior year due to increases in Institutional Revenue (\$40,616), and Other Student Fees (\$26,523). The increase in Institutional Revenue is due to an increase in miscellaneous revenue from the Stateline Manufacturing Alliance and the increase in Other Student Fees is a result of increased enrollment. Expenses increased slightly over the prior year by \$1,185 (0.7%), mainly due to increased expenses from the Stateline Manufacturing Alliance (\$10,951), offset by decreases in salaries and benefits (\$9,021) and other student expenditures (\$745).

Trust Fund revenue decreased by \$509,721 (9.9%) in the current year compared to the prior year. This is primarily attributed to a decrease of \$557,506 (12.4%) in Federal Revenue, offset by increases of \$37,710 (6.6%) and \$10,075 (15.1%) in State Aid and Institutional Revenue, respectively. Expenses are down \$540,434 (10.4%) from the prior year primarily due to lower financial aid disbursements from the Higher Education Emergency Relief Funding grant in the current year.



JANUARY 17, 2024

CONSENT AGENDA

- Draft December 20, 2023, District Board Regular Meeting Minutes
- Current Bills
- Training Contracts



REGULAR DISTRICT BOARD MEETING
WEDNESDAY, DECEMBER 20, 2023
5:00 P.M.

MINUTES

CALL TO ORDER

The Blackhawk Technical College District Board regular meeting was held on Wednesday, December 20, 2023, at the Central Campus, 6004 S County Road G, Janesville, in the Student Success Center, Room 2201.

Board Members Present: Rachel Andres; Barbara Barrington-Tillman, Chairperson; Rich Deprez, Secretary; Kathy Sukus, Treasurer; Rob Hendrickson; and Suzann Holland.

Board Members Absent: Eric Thornton, Vice-Chairperson, and Mark Holzman.

Staff Present: Julie Barreau; Tony Landowski; Dr. Katie Lange; Jim Nemeth; Liz Paulsen; Dr. Tracy Pierner; Dr. Karen Schmitt; and Dr. Jon Tysse.

Student Representatives: Rebecca Barnett.

Guests: None.

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, Rebecca Barnett, provided a report on student activities.
- B. The agenda item Strategic Project Update: Improve the Transition from Associate to Bachelor's Degree is postponed to January 17, 2024, District Board Meeting.
- C. Dr. Tracy Pierner and Dr. Jon Tysse provided a presentation on the Blackhawk Technical College District Population, High School Graduation, and Matriculation.
- D. Dr. Tony Landowski and Dr. Katie Lange provided an update on High School Data and Dual Credit Pathways.

INFORMATION/DISCUSSION

Chairperson Barrington-Tillman called for Information/Discussion items.

- A. Jim Nemeth reviewed the November Financial Statement with the District Board members.
- B. Dr. Tracy Pierner presented his monthly report to the District Board members.
- C. The Finance Committee did meet on December 7, 2023. Chairperson Barrington-Tillman provided a brief overview of the Finance Committee meeting.
- D. The Personnel Committee did not meet in December.
- E. 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. Deprez and seconded by Mr. Hendrickson to approve the consent agenda, which includes the following:

- A. Draft November 15, 2023, District Board Regular Meeting Minutes.
- B. Current Bills – The November bills include (Starting Check: #00299066 and Ending Check: #00299519):

Direct Deposit Expense Reimbursements	\$ 2,817,783.28
Payroll	\$ 1,088,172.57
Payroll Tax Wire Transfers	\$ 548,481.27
Other Wire Transfers	\$ 97,579.10
WRS Wire Transfers	\$ 173,883.57
P-Card Disbursements	\$ 190,011.21
Bond Payment	\$ 0.00
Health Insurance Wire Transfer	\$ 307,632.48
<i>Grand Total for the Month</i>	<i>\$ 5,223,543.48</i>

- C. Training Contracts – Report Totals:

Number Served	Estimated FTEs	BTC Cost Formula	LAB Cost Formula	Actual Contract Cost
64	2.06	\$33,069	\$25,255	\$33,481

All in favor. Motion carried.

POLICY REVIEW

- A. Dr. Tracy Pierner reviewed A-230 – District Board Composition and Terms of Office with the District Board members.
- B. Dr. Tracy Pierner reviewed Policy A-235 – Vacancies of the District Board with the District Board members.
- C. Dr. Tracy Pierner reviewed Policy A-250 – Selection of President/District Director with the District Board members.
- D. Dr. Tracy Pierner reviewed Policy A-260 – President/District Director Succession with the District Board members.
- E. Dr. Tracy Pierner reviewed Policy A-270 – Evaluation of the President/District Director with the District Board members.
- F. Dr. Tracy Pierner reviewed Policy A-500 – Accreditation with the District Board members.

It was moved by Mr. Deprez and seconded by Mr. Hendrickson to approve Policy Review Agenda Items A – F: Policies A-230, A-235, A-250, A-260, A-270, and A-500. **All in favor. Motion carried.**

ACTION ITEMS

Chairperson Barrington-Tillman called for Action Items. There were none.

Finance Committee Action Items

The Finance Committee recommended approval of the following action item. In addition, information on the Fiscal Year 2024-25 Budget Assumptions and Calendar was reviewed.

- A. The auditors presented the Fiscal Year 2022-23 audit report. The Committee submitted its recommendation to the District Board. Upon acceptance by the District Board, the report will be finalized and forwarded to the Wisconsin Technical College System Office by the December 31, 2023, deadline.

It was moved by Mr. Hendrickson and seconded by Mr. Depez to approve the Fiscal Year 2022-23 Audit Report as amended by Wipfli, LLC Eau Claire and forward the report to the Wisconsin Technical College System Office no later than December 31, 2023. **All in favor. Motion carried.**

Personnel Committee Action Items

- A. No Action Items.

WTCS CONSORTIUM UPDATES

Chairperson Barrington-Tillman called for WTCS Consortium updates. Chairperson Barrington-Tillman provided an update on the District Boards Association (DBA). There is a Zoom meeting scheduled on January 26, 2024, at noon to discuss staffing of the DBA. Chairperson Barrington-Tillman will be in attendance.

FUTURE AGENDA ITEMS

Chairperson Barrington-Tillman called for Future Agenda Items.

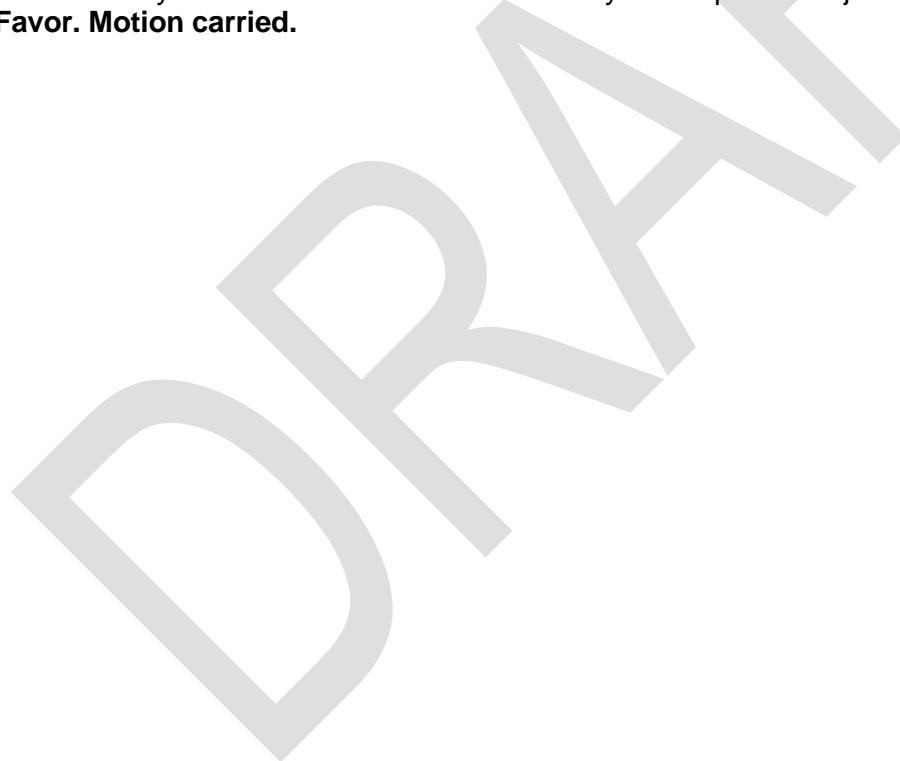
- 1. Perception Survey
- 2. Students Leaving the District Analysis

ADJOURNMENT

It was moved by Mr. Hendrickson and seconded by Mr. Depez to adjourn the meeting at 6:26 p.m. **All in Favor. Motion carried.**

Richard Depez

Secretary



CONSENT AGENDA ITEM B.

Blackhawk Technical College

BILL LIST SUMMARY

Period Ending December 31, 2023

Starting Check Number 00299702
Ending Check Number 00299876 Plus Direct Deposits

PAYROLL TAXES

Federal	379,577.31	
State	<u>63,615.82</u>	443,193.13

PAYROLL BENEFIT DEDUCTIONS & FRINGE PAYMENTS

Retirement	-	
Health and Dental Insurance	21,815.41	
Miscellaneous	<u>16,874.91</u>	38,690.32

STUDENT RELATED PAYMENTS

33,594.59

CURRENT NON CAPITAL EXPENSES

313,002.55

CAPITAL

2,010,367.94

DEBT

-

TOTAL BILL LISTING AND PAYROLL TAXES

2,838,848.53

PAYROLL-NET

1,106,858.50

SUB TOTAL BILL LISTING AND PAYROLL

3,945,707.03

PLUS OTHER WIRE TRANSFERS

59,908.42

PLUS WRS WIRE TRANSFERS

195,889.11

P-CARD DISBURSEMENTS

59,519.61

WIRE FOR LAND PURCHASE

-

PLUS BOND PAYMENT

-

HEALTH INSURANCE WIRES

339,960.98

GRAND TOTAL FOR THE MONTH

4,600,985.15

CONSENT AGENDA ITEM C.

CONTRACT TRAINING REPORT JANUARY 2024

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 Formula	LAB Cost Formula	Actual Contract Amount
2024-1068	Beloit Health	3	0.30	\$ 10,507	\$ 10,973	\$ 10,973
	<i>Medical Assistant</i>					
2024-1069	Beloit Health	3	0.2	\$ 7,029	\$ 7,316	\$ 7,316
	<i>Medical Assistant</i>					
2024-1071	Beloit Health	5	0.67	\$ 13,986	\$ 14,631	\$ 14,631
	<i>Medical Assistant</i>					
2024-1073	Forward Services	14	0.14	\$ 2,939	\$ 2,707	\$ 2,937
	<i>OSHA 10</i>					
2024-1074	Forward Services	14	0.09	\$ 2,051	\$ 1,985	\$ 2,051
	<i>CDL Intro</i>					
2024-1075	Forward Services	14	0.09	\$ 2,590	\$ 2,063	\$ 2,590
	<i>CPR/AED/FA/BBP</i>					
		53	1.49	\$ 39,102	\$ 39,675	\$ 40,498
Technical Assistance Contract Detail						
Contract #	Business/Industry	# Served	Est. FTEs	BTC Cost Formula	LAB Cost Formula	Actual Contract Amount
2024-1064	Community Action	80	NA	\$ 3,530	\$ 3,519	\$ 3,530
	<i>Leadership</i>					
2024-1067	Rinehart Targets	7	NA	\$ 170	\$ 163	\$ 170
	<i>Leadership</i>					
2024-1070	Beloit Health	3	NA	\$ 6,420	\$ 6,202	\$ 6,420
	<i>Med Assist Lab Assessment</i>					
2024-1072	Beloit Health	5	NA	\$ 6,000	\$ 5,968	\$ 6,000
	<i>Med Assist Lab Assessment</i>					
2024-1076	Oak Park Place	10	NA	\$ 750	\$ 733	\$ 750
	<i>Tech Tuesdays</i>					
2024-1077	Rock Co Public Works	1	NA	\$ 3,999	\$ 4,512	\$ 3,999
	<i>CDL</i>					
		106	0	\$ 20,869	\$ 21,097	\$ 20,869

High School Customized Instruction Contract Detail						
Contract #	Business/Industry	# Served	Est. FTEs	BTC Cost Formula	LAB Cost Formula	Actual Contract Amount
2024-1062	Janesville School District	8	0.53	\$ 7,482	\$ 7,878	\$ 7,878
	CNA					
2024-1065	CareerTek	8	0.53	\$ 4,772	\$ 5,200	\$ 5,200
	CNA					
2024-1066	CareerTek	8	0.53	\$ 4,772	\$ 5,200	\$ 5,200
	CNA					
		24	1.59	\$ 17,026	\$ 18,278	\$ 18,278
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
		183	3.08	\$ 76,997	\$ 79,050	\$ 79,645
High School At Risk Detail						
Contract #	Business/Industry	# Served	Est. FTEs	BTC Cost Formul	LAB Cost Formula	Actual Contract Amount
		0	0			
Transcribed Credit Contract Detail						
Contract #	Business/Industry	# Served	Est. FTEs	BTC Cost Formul	LAB Cost Formula	Actual Contract Amount
		0	0	\$ -		\$ -
	All Contracts	183	3.08	\$ 76,997	\$ 79,050	\$ 79,645

Contract Training Approved By The District Board

Quarter	Month	FY 2019-20		FY 2020-21		FY 2021-22		FY 2022-23		FY 2022-23	
		Month's \$	YTD \$	Month's \$	YTD \$	Month's \$	YTD \$	Month's \$	YTD \$	Month's \$	YTD \$
1st	July	\$306,616	\$306,616	\$0	\$0	\$34,748	\$34,748	\$54,931	\$54,931	\$28,725	\$28,725
	August	\$93,966	\$400,582	\$16,389	\$16,389	\$79,603	\$114,351	\$41,084	\$96,015	\$69,918	\$98,643
	September	\$51,844	\$452,426	\$17,532	\$33,921	\$63,394	\$177,745	\$96,205	\$192,220	\$80,688	\$179,331
2nd	October	\$18,826	\$471,252	\$29,073	\$62,994	\$22,313	\$200,058	\$69,654	\$261,874	\$35,845	\$215,176
	November	\$75,772	\$547,024	\$59,156	\$122,150	\$52,930	\$252,988	\$47,449	\$309,323	\$27,781	\$242,957
	December	\$54,312	\$601,336	\$18,026	\$140,176	\$54,656	\$307,644	\$34,393	\$343,716	\$33,481	\$276,438
3rd	January	\$50,873	\$652,209	\$30,791	\$170,967	\$12,501	\$320,145	\$34,793	\$378,509	\$79,645	\$356,083
	February	\$103,533	\$755,742	\$31,829	\$202,796	\$48,571	\$368,716	\$63,011	\$441,520		
	March	\$75,337	\$831,079	\$48,171	\$250,967	\$60,958	\$429,674	\$37,786	\$479,306		
4th	April	\$2,663	\$833,742	\$26,869	\$277,836	\$26,321	\$455,995	\$68,919	\$548,225		
	May	\$2,464,616	\$3,298,358	\$1,675,805	\$1,953,641	\$1,637,142	\$2,093,137	\$57,853	\$606,078		
	June	\$70,739	\$3,369,097	\$27,698	\$1,981,339	\$29,771	\$2,122,908	\$1,451,081	\$2,057,159		
	YTD TOTAL		\$3,369,097		\$1,981,339		\$2,122,908		\$2,057,159		\$356,083

Historical Reference

FY 2019-20	FY 2020-21	FY 2021-22	FY 2022-23	FY 2023-24
WAT Grants: \$123,702	WAT Grants: \$145,703	Customized Instruction: \$234,389	Customized Instruction: \$279,252	Customized Instruction: \$145,181
TC w/HS: \$2,464,616*	TC w/HS: \$1,652,700	Technical Assistance: \$221,718	Technical Assistance: \$226,705	Technical Assistance: \$121,252
HSED w/HS: \$15,082	HSED w/HS: \$13,788	High School Customized Instruction: \$62,817	High School Customized Instruction: \$107,368	High School Customized Instruction: \$81,814
		WAT Grants: \$39,864	WAT Grants: \$52,024	WAT Grants: \$0
		High School At Risk: \$8,752	High School At Risk: \$21,595	High School At Risk: \$6,836
		Transcripted Credit: \$1,637,142	Transcripted Credit: \$1,382,463	Transcripted Credit: \$0

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

JANUARY 17, 2024

POLICY REVIEW

- Policy B-050 – District Board Qualifications (Revised)
- Policy B-100 – District Board Member Standards of Practice (Reviewed)
- Policy B-110 – Code of Ethics (Reviewed)
- Policy B-150 – Conflict of Interest (Revised)
- Policy B-160 – District Board Conduct Reporting (Reviewed)
- Policy B-210 – Officers (Revised)
- Policy I-100 – Educational Offering (Reviewed)

POLICY REVIEW AGENDA ITEM A.



BLACKHAWK TECHNICAL COLLEGE SECTION B – DISTRICT BOARD OPERATIONS POLICY

B-050 – DISTRICT BOARD QUALIFICATIONS

Authority	District Board
Effective Date	December 16, 2020
Revision Date(s)	
Reviewed Date(s)	<u>January 17, 2023</u>
Related Forms	
Related Policies and/or Procedures	
In Compliance With	

District Board members should meet the following qualifications:

- They should have personal integrity, intelligence, and appreciation of the values of technical education.
- They should be citizens willing and capable of assuming responsibility.
- They should have the ability to work with others, should have the courage of their convictions, should always vote for their beliefs, and should be champions of technical education.
- They should be prepared and willing to devote a sufficient amount of time to the study of the issues of education in the College as well as the state and nation.
- They will have no business financial interests that will conflict with the decisions of the District Board.

POLICY REVIEW AGENDA ITEM B.



BLACKHAWK TECHNICAL COLLEGE SECTION B – DISTRICT BOARD OPERATIONS POLICY

B-100 – DISTRICT BOARD MEMBER STANDARDS OF PRACTICE

Authority	District Board
Effective Date	December 16, 2020
Revision Date(s)	
Reviewed Date(s)	<u>January 17, 2023</u>
Related Forms	
Related Policies and/or Procedures	B-110 – Code of Ethics B-150 – Conflict of Interest
In Compliance With	

Members of the District Board should endeavor to be prepared to discuss items presented on the agenda, to suggest other items for consideration, and to vote upon motions and resolutions presented.

Official District Board decisions shall be made during duly constituted meetings. Individual District Board members or groups of District Board members do not have independent authority to speak for or act on behalf of the District Board and should make no out-of-meeting commitments unless directed to do so on behalf of the District Board.

It is important that District Board members be nonpartisan in dealing with school matters and not subordinate the education of youth and adults to any partisan principle, group interest, or personal ambition (See [Policy B-110 – Code of Ethics](#) and [Policy B-150 – Conflict of Interest](#)).

STATEMENT OF EXPECTATIONS

It is the policy and expectation that each District Board member shall provide leadership, guidance, and direction for the College by promoting the Vision and Mission, upholding the reputation, and fostering the economic well-being of the College. Each District Board member shall:

- Act in the best interests of our students and the entire college community.
- Exercise the duties and responsibilities with integrity, collegiality, and care.
- Represent the College in a positive and supportive manner at all times on and off campus.
- Act according to District Board policies and the laws of the United States and the State of Wisconsin, and local ordinances.
- Create an atmosphere in which diversity of opinion is welcomed and respected, controversial issues or different philosophical stances can be presented fairly, and the dignity of each individual is maintained.
- Cultivate a sense of group responsibility for collective rather than individual decisions.

B-100 – DISTRICT BOARD MEMBER STANDARDS OF PRACTICE

- Refrain from engaging in conduct that may embarrass the College or adversely affect its reputation or the District Board's governance.
- Enforce upon themselves whatever discipline is needed to govern with excellence.
- Attend all regular and special District Board meetings, unless excused from attendance.
- Accept the responsibility of being informed of the major initiatives of the College, the global perspective of the Wisconsin Technical College System (WTCS), and related national activities such that each District Board member is better able to make the necessary decisions that maintain or strengthen our commitment to students at the College.

The obligations and responsibilities of an individual District Board member shall be as follows:

- To promote student learning.
- To be familiar with state laws concerning technical education, regulations of the WTCS, and the District policies, rules, and procedures.
- To have a knowledge of the educational philosophy, and the mission, goals, and objectives of the College.
- To work harmoniously with other District Board members.
- To vote and act in the District Board meetings impartially for the good of the College.
- To accept the will of the majority vote in all cases and support the resulting action.
- To promote the interest of and support for the College.
- To refer complaints to the President/District Director and to abstain from individual counsel and action.
- To prepare for full district board and committee meetings by reviewing agenda material prior to meetings.
- To participate, when possible, in committee meetings.

POLICY REVIEW AGENDA ITEM C.



BLACKHAWK TECHNICAL COLLEGE SECTION B – DISTRICT BOARD OPERATIONS POLICY

B-110 – CODE OF ETHICS

Authority	District Board
Effective Date	June 16, 1982
Revision Date(s)	December 16, 2020; February 15, 2017; January 19, 2000
Reviewed Date(s)	<u>January 17, 2023</u> ; September 17, 2008; June 21, 2006
Related Forms	
Related Policies and/or Procedures	
In Compliance With	B-100 – District Board Member Standards of Practice B-150 – Conflict of Interest E-221 – Prohibition of Harassment E-221.1 – Prohibition of Harassment E-222 – Prohibition of Sexual Harassment Under Title IX E-222.1 – Prohibition of Sexual Harassment Under Title IX Employee Handbook Part II – Employee Guidelines: Section E – Professional Wis. Stats. Secs. 19.21-39; 19.41 -59; 19.81-98 Work Environment and Section F – Violence in the Workplace Prohibited

The District Board expects ethical conduct by itself and its members. This includes proper use of authority. District Board Members shall carry out their duties with the highest ethical conduct and shall follow **Policy B-100 – District Board Member Standards of Practice**; **Policy B-150 – Conflict of Interest** and Sec. 19.45. Wis. Stat. entitled Standards of Conduct; State Public Officials and the Wisconsin Code of Ethics for Public Officials and Employees, Sec. 19.41-19.59, Wis. Stats. District Board members shall:

- Maintain unconflicted loyalty to the interests of the College. This accountability supersedes any conflicting loyalty such as that to advocacy or interest groups and membership on other Boards or staff. This accountability supersedes the personal interest of any District Board member acting as an individual consumer of college services.
- Observe the Wisconsin Open Meetings Law, Secs. 19.81-19.98, Wis. Stats., adhere to agenda items for each meeting, and not knowingly participate in closed meetings except as permitted by the Open Meetings Law. District Board members shall observe the Wisconsin Public Records and Property Law, Secs. 19.21-39, Wis. Stats.
- Avoid any exercise of individual authority over the College except as explicitly set forth in college policies or with specific District Board authorization. A District Board member’s interaction with the President/District Director, staff, public, press, and other entities must recognize the lack of authority in any individual District Board member or group of District Board members except as noted in college policies or by specific District Board authorization. No District Board member or District Board members may speak for the whole District Board unless so designated by the District Board.
- Not use the District Board member’s position to obtain financial gain or anything of value for their private benefit or that of a family member to influence a decision or action in the discharge of the District Board Member’s official duties. A “family member” is defined in Chapter 19, Wis. Stat.

B-110 – CODE OF ETHICS

Each member of the District Board is an appointed representative of the citizens of the entire District and therefore embraces the public's trust. The District Board members' obligations, as a group, are both legal and ethical.

CONFIDENTIALITY

District Board members shall maintain the confidentiality of privileged information and shall not use confidential information for personal gain or benefit or the benefit of family or others. District Board members shall maintain the confidentiality of discussions that occur at legally held closed meetings of the District Board and shall not discuss personnel or performance matters in public except in accordance with college policies or as may be required by law.

SEXUAL MISCONDUCT

The College has a zero-tolerance policy for gender and sex-based discrimination and seeks to create and maintain a campus free from sexual misconduct. District Board members shall comply with college [Policy E-222 – Prohibition of Sexual Harassment under Title IX](#) and [Procedure E-222.1 – Prohibition of Sexual Harassment under Title IX](#) and avoid all prohibited activity.

SEXUAL HARASSMENT

District Board Members shall comply with [Policy E-221 – Prohibition of Harassment](#) and [Procedure E-221.1 – Prohibition of Harassment](#) and avoid all prohibited activity.

HARASSMENT

District Board members shall comply with college [Policy E-221 – Prohibition of Harassment](#) and [Procedure E-221.1 – Prohibition of Harassment](#), and Employee Handbook Part II – Employee Guidelines: Section E – Professional Work Environment and Section F – Violence in the Workplace Prohibited in their conduct with staff, students, District Board members, vendors, and the general public and shall avoid all prohibited activity.

ABUSE OF POWER

A District Board member shall not, by virtue of the position as District Board member, expect, demand, or coerce special favors, attention, or treatment from any other District Board member or employee or student at the College, or any other entity or individual.

CONSENSUAL RELATIONSHIPS

A District Board member is strongly discouraged from engaging in a consensual relationship of a romantic or sexual nature involving another District Board member, employee, or student. Such a relationship may constitute or create a situation of alleged abuse of power, sexual or other harassment, conflict of interest, or other conduct prohibited by these policies.

- A District Board member, who is in a consensual relationship, shall disclose the nature of the relationship to the District Board Chairperson.

CONDUCT

District Board members must assure that all actions and decisions are done to better serve students since this is the primary reason for the College's existence.

B-110 – CODE OF ETHICS

- District Board members must understand that the positive relationship between the student and instructor is critical, but of equal value are all the student-centered types of activities that support instruction and the individual needs of students.
- District Board members must be responsible for the balance of appropriate programs, services, facilities, resources, staffing, and financial support necessary to meet the needs of current students in such a manner that assures their success in meeting their educational and occupational goals.
- District Board members must help create and sustain an atmosphere in which controversial issues or different philosophical stances can be presented fairly and in which the dignity of each individual is maintained.
- District Board members must avoid any conflict of interest (college **Policy B-150 – Conflict of Interest**) with respect to their fiduciary responsibility.
- District Board members must recognize that each member is only one member of a team and that all District Board actions are taken as a group in such a manner that the best interests of the entire college community are advanced.
- District Board members' interaction with the President/District Director or with staff must recognize the lack of authority in any individual District Board member or group of members except as noted previously in District Board policies.
- District Board members' interaction with the public, press, or other entities must recognize the same limitation and the similar inability of any District Board member or District Board members to speak for the District Board.
- District Board members will express no judgments of the President/District Director's or staff's performance except as that performance is assessed in accordance with explicit District Board policies.
- District Board members will submit an annual Statement of Economic Interests to the State of Wisconsin Ethics Commission.

POLICY REVIEW AGENDA ITEM D.



BLACKHAWK TECHNICAL COLLEGE SECTION B – DISTRICT BOARD OPERATIONS POLICY

B-150 – CONFLICT OF INTEREST

Authority	District Board
Effective Date	January 16, 2019
Revision Date(s)	January 17, 2023 ; December 16, 2020
Reviewed Date(s)	
Related Forms	
Related Policies and/or Procedures	
In Compliance With	2 Federal Code of Regulations Part 200.318(c)(1) Sec. 946.13, Wis. Stat.

District Board members are encouraged to seek counsel from the College's legal advisor in every case where any question arises.

CONFLICT OF INTEREST

- District Board members owe a duty of loyalty to the College and the community. District Board members must avoid conflict of interest or the appearance of a conflict of interest with respect to the performance of their duties and fiduciary responsibilities.
- A conflict of interest exists when the District Board member is in a position to influence, directly or indirectly, college business or college-related decisions which do or could result in personal financial gain for the District Board member or that of a family member, subject to Sec. 946.13, Wis. Stat.
- A District Board member shall timely disclose a conflict of interest to the District Board, or for reasons of confidentiality, to the District Board Chairperson. When the District Board will consider a matter as to which a member has an unavoidable conflict of interest, the member shall ~~absent~~ abstain themselves from that portion of the meeting at which the matter is considered and voted upon. The member shall not participate in the discussion or vote on the matter.
- District Board members shall not use their positions to obtain employment at the College for themselves or ~~immediate~~ family members. ~~Immediate~~ Ffamily members ~~will be defined in the Wisconsin Statutes Sec. 946.13. as spouse/domestic partner, children, parents, siblings, of the District Board member or spouse/domestic partner.~~ The aforementioned ~~immediate~~ family member will include "step" family members.
- No ~~current or former~~ District Board member shall apply for an existing position at the College except under the following circumstances:
 - A District Board member who intends to apply for college employment shall resign their District Board position in advance of submitting an application for employment.
- An application for employment by a former District Board member shall also be assessed for potential conflict of interest, including, but not limited to, the relationship of the position to new initiatives created or funded by the District Board during the tenure of the former District Board member.

B-150 – CONFLICT OF INTEREST

- The College recognizes extenuating circumstances that may support such employment, including, but not limited to, a staff shortage, the availability of an adjunct or part-time position, or a District Board member's term occurring after the position was created or available.
- Contracts Supported by Federal Funds (2 Code of Federal Regulations Part 200.318(c)(1))
 - No employee, District Board member, or agent of the College may participate in the selection, award, or administration of a contract supported by a federal award if they have a real or apparent conflict of interest. Such a conflict of interest would arise when the employee, District Board member, or agent, any member of their immediate family, their partner, or an organization that employs or is about to employ any of the parties indicated herein, has a financial or other interest in or a tangible personal benefit from a firm considered for a contract. The District Board members, ~~college employees, and agents of the College~~ may neither solicit nor accept gratuities, favors, or anything of monetary value from contractors or parties to subcontracts. Disciplinary action will be taken for violations of such standards by District Board members, ~~college employees, or agents of the College~~.

POLICY REVIEW AGENDA ITEM E.



BLACKHAWK TECHNICAL COLLEGE SECTION B – DISTRICT BOARD OPERATIONS POLICY

B-160 – DISTRICT BOARD CONDUCT REPORTING

Authority	District Board
Effective Date	December 16, 2020
Revision Date(s)	
Reviewed Date(s)	<u>January 17, 2023</u>
Related Forms	
Related Policies and/or Procedures	
In Compliance With	B-100 – District Board Member Standards of Practice B-110 – Code of Ethics B-150 – Conflict of Interest

A District Board member who has a reasonable basis to believe another District Board member has violated a college policy shall report the alleged violation to the College President/District Director, Chairperson of the District Board, or any Officer of the District Board.

A District Board member shall report their alleged violation of college policy according to the provisions above. This includes but is not limited to, conduct that may embarrass the College or adversely affect its reputation or the District Board's governance under **Policy B-100 – District Board Standards of Practice, Policy B-110 – Code of Ethics, Policy B-150 – Conflict of Interest**, including, but not limited to, designation of sex offender status, pending charges under state or federal criminal law, or conviction under state or federal criminal law.

POLICY REVIEW AGENDA ITEM F.



BLACKHAWK TECHNICAL COLLEGE SECTION B – DISTRICT BOARD OPERATIONS POLICY

B-210 – OFFICERS

Authority	District Board
Effective Date	January 16, 1974
Revision Date(s)	<u>January 17, 2023</u> ; December 16, 2020; May 17, 2017; May 19, 1999
Reviewed Date(s)	September 17, 2008; June 21, 2006
Related Forms	
Related Policies and/or Procedures	
In Compliance With	Wis. Stats. 38.08 (3)

The Officers of the District Board shall be a Chairperson, a Vice Chairperson, a Secretary, and a Treasurer. The terms of Officers shall be for one (1) year. The District Board does not have an official system of rotation of Officers; it elects the Officers each year from among all its members. The Officers shall be elected at the annual organizational meeting of the District Board on the second Monday in July.

If a vacancy occurs in any of the District Board Officer positions after the annual organizational meeting, the District Board shall elect an Officer to fill the vacancy at a subsequent District Board meeting.

CHAIRPERSONPERSON OF THE DISTRICT BOARD

No person may serve as Chairperson for more than two (2) successive full annual terms. The Chairperson shall have the same rights as other members to discuss any question before the District Board. The Chairperson shall have the right to relinquish the Chairperson to offer resolutions, to make motions, or to second motions. The duties of the Chairperson of the District Board are:

- Consult with the President/District Director on District Board meeting agendas.
- Presiding at all meetings of the District Board in an efficient and effective manner shall set the general tone for each meeting through positive leadership and will attempt to arrive at a consensus by the District Board members on District Board decisions.
- Stimulate discussion among the District Board members.
- Call special meetings of the District Board when necessary.
- Communicate with individual District Board members about their responsibilities.
- Ensure the District Board and individual District Board members act consistently with the District Board's own rules and policies and those legitimately imposed upon the District Board from outside the College.
- Ensure the other District Board members are informed of current and pending District Board issues and processes and shall cause new District Board members to be oriented relative to District Board policies and operations and to the College.
- Maintain the integrity of the District Board's process and represent the District Board to outside parties. The Chairperson is the only District Board member authorized to speak for the District Board (beyond simply reporting District Board decisions), other than in rare and specifically authorized instances.

B-210 – OFFICERS

- Represent the District Board at official events or ensure District Board representation.
- Sign official district documents that require the signature of the office.
- Shall appoint members of committees established by the District Board.
- Shall communicate with the public as required by law with respect to providing public notice of all meetings of the District Board. The Chairperson may delegate the function of providing notice but may not delegate the responsibility.
- Assure District Board compliance with policies on District Board education, self-evaluation, and evaluation of the President/District Director.

VICE-CHAIRPERSON OF THE DISTRICT BOARD

The duties of the Vice-Chairperson of the District Board are:

- Assumption of the powers and duties of the Chairperson during the absence or disability of the Chairperson and such other powers and duties as the District Board may from time to time determine.

SECRETARY OF THE DISTRICT BOARD

The duties of the Secretary of the District Board are:

- Ensure members of the District Board are notified of regular, special, emergency, and adjourned meetings.
- Ensure preparation and posting of District Board meeting agendas.
- Ensure preparation of minutes of District Board meetings.
- Attend all District Board meetings and closed sessions, unless excused, and in such cases assign a designee.
- Ensure conductance of the official correspondence of the District Board.
- Keep, or cause to be kept, accurate records of the District Board and minutes of its meetings.
- Sign all official district documents that require the signature of the Secretary.
- Inform the Chairperson of the Rock and Green County Boards of all vacancies on the District Board.
- Annually, by October 31 of each year, or within ten (10) days after receipt of the equalized valuations from the Department of Revenue, whichever is later, the Secretary shall file with the clerk of each city, village, and town, any part of which is located in the District, a certified statement showing the amount of the levy and the proportionate amount of the tax to be spread upon the tax rolls for collection in each city, village, and town.
- In the absence of the Chairperson and Vice-Chairperson, the Secretary shall call the meeting to order to select a Chairperson Pro Tempore.
- The Secretary may delegate the duties of the Secretary but may not delegate the responsibility.
- In the absence of the Secretary, the presiding Officer shall appoint a Secretary Pro Tempore.

TREASURER OF THE DISTRICT BOARD

The duties of the Treasurer of the District Board are:

- Shall be the official custodian of the District's funds.
- ~~Shall delegate the day-to-day financial operations to the Chief Financial Officer who shall act as a Deputy Treasurer.~~
- Shall sign all official District documents that require the signature of the Treasurer.

POLICY REVIEW AGENDA ITEM G.



BLACKHAWK TECHNICAL COLLEGE SECTION I – ACADEMIC AFFAIRS POLICY

I-100 – EDUCATIONAL OFFERINGS

Authority	District Board
Effective Date	December 18, 2002
Revision Date(s)	November 14, 2020; August 14, 2018; June 15, 2005
Reviewed Date(s)	January 17, 2023; January 20, 2010; June 20, 2007
Related Forms	
Related Policies and/or Procedures	A-300 – Mission, Vision, and Values
In Compliance With	Wisconsin Statutes, Chapter 38 Wisconsin Administrative Code, Technical College System District Board, Chapters 1-16 The Higher Learning Commission, Commission Policies, Section I.A Wisconsin Technical College System Educational Services Manual

It is the intent of the College to offer high-quality education to prospective students and to continue the development and refinement of the curriculum to meet current and emerging requirements of students while upholding high standards. The District maintains oversight of educational offerings.

All educational offerings must align with the mission of **Policy A-300 – Mission, Vision, and Values**. Additionally, all educational offerings will meet the standards and guidelines of the Wisconsin Technical College System (Educational Services Manual), Higher Learning Commission (Commission Policies, Section I.A), Wisconsin State Statutes (Chapter 38), and Wisconsin Administrative Code (Technical College System Board section).

The President/District Director or designee has overall responsibility for educational offerings.

JANUARY 17, 2024

ACTION ITEMS

- Resolution Awarding the Sale of \$1,500,000 General Obligation Promissory Notes, Series 2024A.

Finance Committee Action Items

- No Action Items

Personnel Committee Action Items

- No Action Items

ACTION ITEMS AGENDA ITEM A.

RESOLUTION AWARDING THE SALE OF \$1,500,000 GENERAL OBLIGATION PROMISSORY NOTES, SERIES 2024A

WHEREAS, on October 18, 2023, the District Board of the Blackhawk Technical College District, Rock and Green Counties, Wisconsin (the "District") adopted a resolution entitled "Resolution Authorizing the Issuance of \$1,500,000 General Obligation Promissory Notes, Series 2024A, of Blackhawk Technical College District, Wisconsin" (the "Authorizing Resolution") which authorized the issuance of General Obligation Promissory Notes, Series 2024A (the "Notes") in the amount of \$1,500,000 for the public purpose of financing building remodeling and improvement projects (the "Project");

WHEREAS, the District caused a Notice to Electors to be published in the Beloit Daily News on October 25, 2023 giving notice of adoption of the Authorizing Resolution, identifying where and when the Authorizing Resolution could be inspected, and advising electors of their right to petition for a referendum on the question of the issuance of the Notes;

WHEREAS, no petition for referendum has been filed with the District and the time to file such a petition expired on November 24, 2023;

WHEREAS, the District has directed Robert W. Baird & Co. Incorporated ("Baird") to take the steps necessary to sell the Notes;

WHEREAS, Baird, in consultation with the officials of the District, prepared an Official Notice of Sale (a copy of which is attached hereto as Exhibit A and incorporated herein by this reference) setting forth the details of and the bid requirements for the Notes and indicating that the Notes would be offered for public sale on January 17, 2024;

WHEREAS, the Secretary (in consultation with Baird) caused notice of the sale of the Notes to be published and/or announced and caused the Official Notice of Sale to be distributed to potential bidders offering the Notes for public sale on January 17, 2024;

WHEREAS, the District has duly received bids for the Notes as described on the Bid Tabulation attached hereto as Exhibit B and incorporated herein by this reference (the "Bid Tabulation"); and

WHEREAS, it has been determined that the bid proposal (the "Proposal") submitted by the financial institution listed first on the Bid Tabulation fully complies with the bid requirements set forth in the Official Notice of Sale and is deemed to be the most advantageous to the District. Baird has recommended that the District accept the Proposal. A copy of said Proposal submitted by such institution (the "Purchaser") is attached hereto as Exhibit C and incorporated herein by this reference.

NOW, THEREFORE, BE IT RESOLVED by the District Board of the District that:

Section 1. Ratification of the Official Notice of Sale and Offering Materials. The District Board hereby ratifies and approves the details of the Notes set forth in Exhibit A attached hereto as and for the details of the Notes. The Official Notice of Sale and any other offering materials prepared and circulated by Baird are hereby ratified and approved in all respects. All actions taken by officers of the District and Baird in connection with the preparation and distribution of the Official Notice of Sale, and any other offering materials are hereby ratified and approved in all respects.

Section 1A. Award of the Notes. For the purpose of paying the cost of the Project, there shall be borrowed pursuant to Section 67.12(12), Wisconsin Statutes, the principal sum of ONE MILLION FIVE HUNDRED THOUSAND DOLLARS (\$1,500,000) from the Purchaser in accordance with the terms and conditions of the Proposal. The Proposal of the Purchaser offering to purchase the Notes for the sum set forth on the Proposal, plus accrued interest to the date of delivery, is hereby accepted. The Chairperson and Secretary or other appropriate officers of the District are authorized and directed to execute an acceptance of the Proposal on behalf of the District. The good faith deposit of the Purchaser shall be applied in accordance with the Official Notice of Sale, and any good faith deposits submitted by unsuccessful bidders shall be promptly returned. The Notes shall bear interest at the rates set forth on the Proposal.

Section 2. Terms of the Notes. The Notes shall be designated "General Obligation Promissory Notes, Series 2024A"; shall be issued in the aggregate principal amount of \$1,500,000; shall be dated February 7, 2024; shall be in the denomination of \$5,000 or any integral multiple thereof; shall be numbered R-1 and upward; and shall bear interest at the rates per annum and mature on April 1 of each year, in the years and principal amounts as set forth on the Pricing Summary attached hereto as Exhibit D-1 and incorporated herein by this reference. Interest shall be payable semi-annually on April 1 and October 1 of each year commencing on October 1, 2024. Interest shall be computed upon the basis of a 360-day year of twelve 30-day months and will be rounded pursuant to the rules of the Municipal Securities Rulemaking Board. The schedule of principal and interest payments due on the Notes is set forth on the Debt Service Schedule attached hereto as Exhibit D-2 and incorporated herein by this reference (the "Schedule").

Section 3. Redemption Provisions. The Notes maturing on April 1, 2032 and thereafter are subject to redemption prior to maturity, at the option of the District, on April 1, 2031 or on any date thereafter. Said Notes are redeemable as a whole or in part, and if in part, from maturities selected by the District, and within each maturity by lot, at the principal amount thereof, plus accrued interest to the date of redemption.

Section 4. Form of the Notes. The Notes shall be issued in registered form and shall be executed and delivered in substantially the form attached hereto as Exhibit E and incorporated herein by this reference.

Section 5. Tax Provisions.

(A) Direct Annual Irrepealable Tax Levy. For the purpose of paying the principal of and interest on the Notes as the same becomes due, the full faith, credit and resources of the District are hereby irrevocably pledged, and there is hereby levied upon all of the taxable property of the District a direct annual irrepealable tax in the years 2024 through 2032 for the payments due in the years 2024 through 2033 in the amounts set forth on the Schedule. The amount of tax levied in the year 2024 shall be the total amount of debt service due on the Notes in the years 2024 and 2025; provided that the amount of such tax carried onto the tax rolls shall be abated by any amounts appropriated pursuant to subsection (D) below which are applied to payment of principal of or interest on the Notes in the year 2024.

(B) Tax Collection. So long as any part of the principal of or interest on the Notes remains unpaid, the District shall be and continue without power to repeal such levy or obstruct the collection of said tax until all such payments have been made or provided for. After the issuance of the Notes, said tax shall be, from year to year, carried onto the tax roll of the District and collected in addition to all other taxes and in the same manner and at the same time as other taxes of the District for said years are collected, except that the amount of tax carried onto the tax roll may be reduced in any year by the amount of any surplus money in the Debt Service Fund Account created below.

(C) Additional Funds. If at any time there shall be on hand insufficient funds from the aforesaid tax levy to meet principal and/or interest payments on said Notes when due, the requisite amounts shall be paid from other funds of the District then available, which sums shall be replaced upon the collection of the taxes herein levied.

(D) Appropriation. The District hereby appropriates from taxes levied in anticipation of the issuance of the Notes, proceeds of the Notes or other funds of the District on hand a sum sufficient to be irrevocably deposited in the segregated Debt Service Fund Account created below and used to pay debt service on the Notes coming due in 2024 as set forth on the Schedule.

Section 6. Segregated Debt Service Fund Account.

(A) Creation and Deposits. There shall be and there hereby is established in the treasury of the District, if one has not already been created, a debt service fund, separate and distinct from every other fund, which shall be maintained in accordance with generally accepted accounting principles. Debt service or sinking funds established for obligations previously issued by the District may be considered as separate and distinct accounts within the debt service fund.

Within the debt service fund, there hereby is established a separate and distinct account designated as the "Debt Service Fund Account for General Obligation Promissory Notes, Series 2024A" (the "Debt Service Fund Account") and such account shall be maintained until the indebtedness evidenced by the Notes is fully paid or otherwise extinguished. There shall be deposited into the Debt Service Fund Account (i) all accrued interest received by the District at the time of delivery of and payment for the Notes; (ii) any premium which may be received by

the District above the par value of the Notes and accrued interest thereon; (iii) all money raised by the taxes herein levied and any amounts appropriated for the specific purpose of meeting principal of and interest on the Notes when due; (iv) such other sums as may be necessary at any time to pay principal of and interest on the Notes when due; (v) surplus monies in the Borrowed Money Fund as specified below; and (vi) such further deposits as may be required by Section 67.11, Wisconsin Statutes.

(B) Use and Investment. No money shall be withdrawn from the Debt Service Fund Account and appropriated for any purpose other than the payment of principal of and interest on the Notes until all such principal and interest has been paid in full and the Notes canceled; provided (i) the funds to provide for each payment of principal of and interest on the Notes prior to the scheduled receipt of taxes from the next succeeding tax collection may be invested in direct obligations of the United States of America maturing in time to make such payments when they are due or in other investments permitted by law; and (ii) any funds over and above the amount of such principal and interest payments on the Notes may be used to reduce the next succeeding tax levy, or may, at the option of the District, be invested by purchasing the Notes as permitted by and subject to Section 67.11(2)(a), Wisconsin Statutes, or in permitted municipal investments under the pertinent provisions of the Wisconsin Statutes ("Permitted Investments"), which investments shall continue to be a part of the Debt Service Fund Account. Any investment of the Debt Service Fund Account shall at all times conform with the provisions of the Internal Revenue Code of 1986, as amended (the "Code") and any applicable Treasury Regulations (the "Regulations").

(C) Remaining Monies. When all of the Notes have been paid in full and canceled, and all Permitted Investments disposed of, any money remaining in the Debt Service Fund Account shall be transferred and deposited in the general fund of the District, unless the District Board directs otherwise.

Section 7. Proceeds of the Notes; Segregated Borrowed Money Fund. The proceeds of the Notes (the "Note Proceeds") (other than any premium and accrued interest which must be paid at the time of the delivery of the Notes into the Debt Service Fund Account created above) shall be deposited into a special fund (the "Borrowed Money Fund") separate and distinct from all other funds of the District and disbursed solely for the purpose or purposes for which borrowed. Monies in the Borrowed Money Fund may be temporarily invested in Permitted Investments. Any monies, including any income from Permitted Investments, remaining in the Borrowed Money Fund after the purpose or purposes for which the Notes have been issued have been accomplished, and, at any time, any monies as are not needed and which obviously thereafter cannot be needed for such purpose(s) shall be deposited in the Debt Service Fund Account.

Section 8. No Arbitrage. All investments made pursuant to this Resolution shall be Permitted Investments, but no such investment shall be made in such a manner as would cause the Notes to be "arbitrage bonds" within the meaning of Section 148 of the Code or the Regulations and an officer of the District, charged with the responsibility for issuing the Notes, shall certify as to facts, estimates, circumstances and reasonable expectations in existence on the date of delivery of the Notes to the Purchaser which will permit the conclusion that the Notes are not "arbitrage bonds," within the meaning of the Code or Regulations.

Section 9. Compliance with Federal Tax Laws. (a) The District represents and covenants that the projects financed by the Notes and the ownership, management and use of the projects will not cause the Notes to be "private activity bonds" within the meaning of Section 141 of the Code. The District further covenants that it shall comply with the provisions of the Code to the extent necessary to maintain the tax-exempt status of the interest on the Notes including, if applicable, the rebate requirements of Section 148(f) of the Code. The District further covenants that it will not take any action, omit to take any action or permit the taking or omission of any action within its control (including, without limitation, making or permitting any use of the proceeds of the Notes) if taking, permitting or omitting to take such action would cause any of the Notes to be an arbitrage bond or a private activity bond within the meaning of the Code or would otherwise cause interest on the Notes to be included in the gross income of the recipients thereof for federal income tax purposes. The Secretary or other officer of the District charged with the responsibility of issuing the Notes shall provide an appropriate certificate of the District certifying that the District can and covenanting that it will comply with the provisions of the Code and Regulations.

(b) The District also covenants to use its best efforts to meet the requirements and restrictions of any different or additional federal legislation which may be made applicable to the Notes provided that in meeting such requirements the District will do so only to the extent consistent with the proceedings authorizing the Notes and the laws of the State of Wisconsin and to the extent that there is a reasonable period of time in which to comply.

Section 10. Designation as Qualified Tax-Exempt Obligations. The Notes are hereby designated as "qualified tax-exempt obligations" for purposes of Section 265 of the Code, relating to the ability of financial institutions to deduct from income for federal income tax purposes, interest expense that is allocable to carrying and acquiring tax-exempt obligations.

Section 11. Execution of the Notes; Closing; Professional Services. The Notes shall be issued in printed form, executed on behalf of the District by the manual or facsimile signatures of the Chairperson and Secretary, authenticated, if required, by the Fiscal Agent (defined below), sealed with its official or corporate seal, if any, or a facsimile thereof, and delivered to the Purchaser upon payment to the District of the purchase price thereof, plus accrued interest to the date of delivery (the "Closing"). The facsimile signature of either of the officers executing the Notes may be imprinted on the Notes in lieu of the manual signature of the officer but, unless the District has contracted with a fiscal agent to authenticate the Notes, at least one of the signatures appearing on each Note shall be a manual signature. In the event that either of the officers whose signatures appear on the Notes shall cease to be such officers before the Closing, such signatures shall, nevertheless, be valid and sufficient for all purposes to the same extent as if they had remained in office until the Closing. The aforesaid officers are hereby authorized and directed to do all acts and execute and deliver the Notes and all such documents, certificates and acknowledgements as may be necessary and convenient to effectuate the Closing. The District hereby authorizes the officers and agents of the District to enter into, on its behalf, agreements and contracts in conjunction with the Notes, including but not limited to agreements and contracts for legal, trust, fiscal agency, disclosure and continuing disclosure, and rebate calculation services. Any such contract heretofore entered into in conjunction with the issuance of the Notes is hereby ratified and approved in all respects.

Section 12. Payment of the Notes; Fiscal Agent. The principal of and interest on the Notes shall be paid by the Secretary or the Treasurer (the "Fiscal Agent").

Section 13. Persons Treated as Owners; Transfer of Notes. The District shall cause books for the registration and for the transfer of the Notes to be kept by the Fiscal Agent. The person in whose name any Note shall be registered shall be deemed and regarded as the absolute owner thereof for all purposes and payment of either principal or interest on any Note shall be made only to the registered owner thereof. All such payments shall be valid and effectual to satisfy and discharge the liability upon such Note to the extent of the sum or sums so paid.

Any Note may be transferred by the registered owner thereof by surrender of the Note at the office of the Fiscal Agent, duly endorsed for the transfer or accompanied by an assignment duly executed by the registered owner or his attorney duly authorized in writing. Upon such transfer, the Chairperson and Secretary shall execute and deliver in the name of the transferee or transferees a new Note or Notes of a like aggregate principal amount, series and maturity and the Fiscal Agent shall record the name of each transferee in the registration book. No registration shall be made to bearer. The Fiscal Agent shall cancel any Note surrendered for transfer.

The District shall cooperate in any such transfer, and the Chairperson and Secretary are authorized to execute any new Note or Notes necessary to effect any such transfer.

Section 14. Record Date. The 15th day of the calendar month next preceding each interest payment date shall be the record date for the Notes (the "Record Date"). Payment of interest on the Notes on any interest payment date shall be made to the registered owners of the Notes as they appear on the registration book of the District at the close of business on the Record Date.

Section 15. Utilization of The Depository Trust Company Book-Entry-Only System. In order to make the Notes eligible for the services provided by The Depository Trust Company, New York, New York ("DTC"), the District agrees to the applicable provisions set forth in the Blanket Issuer Letter of Representations, which the Secretary or other authorized representative of the District is authorized and directed to execute and deliver to DTC on behalf of the District to the extent an effective Blanket Issuer Letter of Representations is not presently on file in the District office.

Section 16. Official Statement. The District Board hereby approves the Preliminary Official Statement with respect to the Notes and deems the Preliminary Official Statement as "final" as of its date for purposes of SEC Rule 15c2-12 promulgated by the Securities and Exchange Commission pursuant to the Securities and Exchange Act of 1934 (the "Rule"). All actions taken by officers of the District in connection with the preparation of such Preliminary Official Statement and any addenda to it or final Official Statement are hereby ratified and approved. In connection with the Closing, the appropriate District official shall certify the Preliminary Official Statement and any addenda or final Official Statement. The Secretary shall cause copies of the Preliminary Official Statement and any addenda or final Official Statement to be distributed to the Purchaser.

Section 17. Undertaking to Provide Continuing Disclosure. The District hereby covenants and agrees, for the benefit of the owners of the Notes, to enter into a written undertaking (the "Undertaking") if required by the Rule to provide continuing disclosure of certain financial information and operating data and timely notices of the occurrence of certain events in accordance with the Rule. The Undertaking shall be enforceable by the owners of the Notes or by the Purchaser on behalf of such owners (provided that the rights of the owners and the Purchaser to enforce the Undertaking shall be limited to a right to obtain specific performance of the obligations thereunder and any failure by the District to comply with the provisions of the Undertaking shall not be an event of default with respect to the Notes).

To the extent required under the Rule, the Chairperson and Secretary, or other officer of the District charged with the responsibility for issuing the Notes, shall provide a Continuing Disclosure Certificate for inclusion in the transcript of proceedings, setting forth the details and terms of the District's Undertaking.

Section 18. Record Book. The Secretary shall provide and keep the transcript of proceedings as a separate record book (the "Record Book") and shall record a full and correct statement of every step or proceeding had or taken in the course of authorizing and issuing the Notes in the Record Book.

Section 19. Bond Insurance. If the Purchaser determines to obtain municipal bond insurance with respect to the Notes, the officers of the District are authorized to take all actions necessary to obtain such municipal bond insurance. The Chairperson and Secretary are authorized to agree to such additional provisions as the bond insurer may reasonably request and which are acceptable to the Chairperson and Secretary including provisions regarding restrictions on investment of Note proceeds, the payment procedure under the municipal bond insurance policy, the rights of the bond insurer in the event of default and payment of the Notes by the bond insurer and notices to be given to the bond insurer. In addition, any reference required by the bond insurer to the municipal bond insurance policy shall be made in the form of Note provided herein.

Section 20. Conflicting Resolutions; Severability; Effective Date. All prior resolutions, rules or other actions of the District Board or any parts thereof in conflict with the provisions hereof shall be, and the same are, hereby rescinded insofar as the same may so conflict. In the event that any one or more provisions hereof shall for any reason be held to be illegal or invalid, such illegality or invalidity shall not affect any other provisions hereof. The foregoing shall take effect immediately upon adoption and approval in the manner provided by law.

Adopted, approved and recorded January 17, 2024.

Barbara J. Barrington-Tillman
Chairperson

ATTEST:

Rich Deprez
Secretary

(SEAL)

EXHIBIT A

Official Notice of Sale

To be provided by Robert W. Baird & Co. Incorporated and incorporated into the Resolution.

(See Attached)

DRAFT

EXHIBIT B

Bid Tabulation

To be provided by Robert W. Baird & Co. Incorporated and incorporated into the Resolution.

(See Attached)

DRAFT

EXHIBIT C

Winning Bid

To be provided by Robert W. Baird & Co. Incorporated and incorporated into the Resolution.

(See Attached)

DRAFT

EXHIBIT D-1

Pricing Summary

To be provided by Robert W. Baird & Co. Incorporated and incorporated into the Resolution.

(See Attached)

DRAFT

EXHIBIT D-2

Debt Service Schedule and Irrepealable Tax Levies

To be provided by Robert W. Baird & Co. Incorporated and incorporated into the Resolution.

(See Attached)

DRAFT

EXHIBIT E

(Form of Note)

REGISTERED UNITED STATES OF AMERICA DOLLARS
STATE OF WISCONSIN
ROCK AND GREEN COUNTIES
NO. R-___ BLACKHAWK TECHNICAL COLLEGE DISTRICT \$_____
GENERAL OBLIGATION PROMISSORY NOTE, SERIES 2024A

MATURITY DATE: ORIGINAL DATE OF ISSUE: INTEREST RATE: CUSIP:
April 1, _____ February 7, 2024 _____% _____

DEPOSITORY OR ITS NOMINEE NAME: CEDE & CO.

PRINCIPAL AMOUNT: _____ THOUSAND DOLLARS
(\$_____)

FOR VALUE RECEIVED, the Blackhawk Technical College District, Rock and Green Counties, Wisconsin (the "District"), hereby acknowledges itself to owe and promises to pay to the Depository or its Nominee Name (the "Depository") identified above (or to registered assigns), on the maturity date identified above, the principal amount identified above, and to pay interest thereon at the rate of interest per annum identified above, all subject to the provisions set forth herein regarding redemption prior to maturity. Interest shall be payable semi-annually on April 1 and October 1 of each year commencing on October 1, 2024 until the aforesaid principal amount is paid in full. Both the principal of and interest on this Note are payable to the registered owner in lawful money of the United States. Interest payable on any interest payment date shall be paid by wire transfer to the Depository in whose name this Note is registered on the Bond Register maintained by the Secretary or Treasurer (the "Fiscal Agent") or any successor thereto at the close of business on the 15th day of the calendar month next preceding each interest payment date (the "Record Date"). This Note is payable as to principal upon presentation and surrender hereof at the office of the Fiscal Agent.

For the prompt payment of this Note together with interest hereon as aforesaid and for the levy of taxes sufficient for that purpose, the full faith, credit and resources of the District are hereby irrevocably pledged.

This Note is one of an issue of Notes aggregating the principal amount of \$1,500,000, all of which are of like tenor, except as to denomination, interest rate, maturity date and redemption provision, issued by the District pursuant to the provisions of Section 67.12(12), Wisconsin Statutes, for the public purpose of financing building remodeling and improvement projects, as authorized by resolutions adopted on October 18, 2023 and January 17, 2024. Said resolutions are recorded in the official minutes of the District Board for said dates.

The Notes maturing on April 1, 2032 and thereafter are subject to redemption prior to maturity, at the option of the District, on April 1, 2031 or on any date thereafter. Said Notes are redeemable as a whole or in part, and if in part, from maturities selected by the District, and within each maturity by lot (as selected by the Depository), at the principal amount thereof, plus accrued interest to the date of redemption.

In the event the Notes are redeemed prior to maturity, as long as the Notes are in book-entry-only form, official notice of the redemption will be given by mailing a notice by registered or certified mail, overnight express delivery, facsimile transmission, electronic transmission or in any other manner required by the Depository, to the Depository not less than thirty (30) days nor more than sixty (60) days prior to the redemption date. If less than all of the Notes of a maturity are to be called for redemption, the Notes of such maturity to be redeemed will be selected by lot. Such notice will include but not be limited to the following: the designation, date and maturities of the Notes called for redemption, CUSIP numbers, and the date of redemption. Any notice provided as described herein shall be conclusively presumed to have been duly given, whether or not the registered owner receives the notice. The Notes shall cease to bear interest on the specified redemption date provided that federal or other immediately available funds sufficient for such redemption are on deposit at the office of the Depository at that time. Upon such deposit of funds for redemption the Notes shall no longer be deemed to be outstanding.

It is hereby certified and recited that all conditions, things and acts required by law to exist or to be done prior to and in connection with the issuance of this Note have been done, have existed and have been performed in due form and time; that the aggregate indebtedness of the District, including this Note and others issued simultaneously herewith, does not exceed any limitation imposed by law or the Constitution of the State of Wisconsin; and that a direct annual irrepealable tax has been levied sufficient to pay this Note, together with the interest thereon, when and as payable.

This Note has been designated by the District Board as a "qualified tax-exempt obligation" pursuant to the provisions of Section 265(b)(3) of the Internal Revenue Code of 1986, as amended.

This Note is transferable only upon the books of the District kept for that purpose at the office of the Fiscal Agent, only in the event that the Depository does not continue to act as depository for the Notes, and the District appoints another depository, upon surrender of the Note to the Fiscal Agent, by the registered owner in person or his duly authorized attorney, together with a written instrument of transfer (which may be endorsed hereon) satisfactory to the Fiscal Agent duly executed by the registered owner or his duly authorized attorney. Thereupon a new fully registered Note in the same aggregate principal amount shall be issued to the new depository in exchange therefor and upon the payment of a charge sufficient to reimburse the District for any tax, fee or other governmental charge required to be paid with respect to such registration. The Fiscal Agent shall not be obliged to make any transfer of the Notes (i) after the Record Date, (ii) during the fifteen (15) calendar days preceding the date of any publication of notice of any proposed redemption of the Notes, or (iii) with respect to any particular Note, after such Note has been called for redemption. The Fiscal Agent and District may treat and consider the Depository in whose name this Note is registered as the absolute owner hereof for the

purpose of receiving payment of, or on account of, the principal or redemption price hereof and interest due hereon and for all other purposes whatsoever. The Notes are issuable solely as negotiable, fully-registered Notes without coupons in the denomination of \$5,000 or any integral multiple thereof.

No delay or omission on the part of the owner hereof to exercise any right hereunder shall impair such right or be considered as a waiver thereof or as a waiver of or acquiescence in any default hereunder.

IN WITNESS WHEREOF, the Blackhawk Technical College District, Rock and Green Counties, Wisconsin, by its governing body, has caused this Note to be executed for it and in its name by the manual or facsimile signatures of its duly qualified Chairperson and Secretary; and to be sealed with its official or corporate seal, if any, all as of the original date of issue specified above.

BLACKHAWK TECHNICAL COLLEGE
DISTRICT
ROCK AND GREEN COUNTIES, WISCONSIN

By: _____
Barbara J. Barrington-Tillman
Chairperson

(SEAL)

By: _____
Rich Deprez
Secretary

ASSIGNMENT

FOR VALUE RECEIVED, the undersigned sells, assigns and transfers unto

(Name and Address of Assignee)

(Social Security or other Identifying Number of Assignee)

the within Note and all rights thereunder and hereby irrevocably constitutes and appoints _____, Legal Representative, to transfer said Note on the books kept for registration thereof, with full power of substitution in the premises.

Dated: _____

Signature Guaranteed:

(e.g. Bank, Trust Company
or Securities Firm)

(Depository or Nominee Name)

NOTICE: This signature must correspond with the name of the Depository or Nominee Name as it appears upon the face of the within Note in every particular, without alteration or enlargement or any change whatever.

(Authorized Officer)

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