



District Board Meeting

3rd Wednesday of the Month

5:00 pm

Administration Building

Blackhawk Technical College

DISTRICT BOARD MEETING

AGENDA

DATE: JULY 10, 2023

TIME: 5:00 P.M.

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

CALL TO ORDER

OATH OF OFFICE

- A. Oath of Office for Reappointed District Board Members

ELECTION OF OFFICERS OF THE DISTRICT BOARD

- A. Election of Officers of the District Board for the 2023-2024 Fiscal Year (*Annual Business – Action*)
 - a. Chair
 - b. Vice-Chair
 - c. Secretary
 - d. Treasurer

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 – Dr. Tracy Pierner*)
- B. Fiscal Year 2023-2024 President Goals (*Information – Chairperson Barrington-Tillman and Dr. Tracy Pierner*)

INFORMATION/DISCUSSION

- A. Financial Statement (*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 is Scheduled for July.

- D. Personnel Committee Report Out and Recommendations (*Information – Chairperson Deprez*)
 - a. No Meeting is Scheduled for July.
 - b. June 21, 2023, Personnel Committee Minutes.
- E. Staff Changes (*For Information Only. Not for District Board Action*)
 - a. New Hires: None.
 - b. New Positions:
 - i. Ashley McCarthy, Recruitment and Admissions Coordinator – July 3, 2023
 - c. Resignations: None.
 - d. Retirements: None.

ANNUAL MEETING BUSINESS

- A. Designation of Date, Place, and Time of Regular Meetings of the District Board for the Ensuing Year (*Annual Business – Action*)
- B. Designation of the District's Official Newspaper (*Annual Business – Information*)
- C. The Naming of Wisconsin Technical College District Boards Association Delegate and Committee Representatives:
 - a. Designation of Board of Director Delegate (*Annual Business – Action*)
 - b. Designation of External Partnerships Committee Representatives (*Annual Business – Action*)
 - c. Designation of Internal Best Practices Committee Representatives (*Annual Business – Action*)
 - d. Designation of Bylaws, Policies and Procedures Committee Representative (*Annual Business – Action*)
 - e. Designation of Awards Committee Representative (*Annual Business – Action*)
- D. Designation of Depositories for the Blackhawk Technical College District (*Annual Business - Action*)
- E. Designation of Legal Counsel for the Blackhawk Technical College District for FY 2023-24 (*Annual Business – Action*)
- F. Designation of Auditor for the Blackhawk Technical College District (*Annual Business – Information*)

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 June 21, 2023, District Board Regular Meeting Minutes (*Action*)
- B. Approval of Current Bills (*Action – Jim Nemeth*)
- C. Approval of Training Contracts (*Action – Dr. Karen Schmitt*)
- D. Acceptance of Grant Awards for July 2023 (*Action – Amy Anderson*)
- E. Confirmation of Instructional Employment Contract Issued to John Hayes, Automotive Technician Instructor – August 14, 2023 (*Action – K. Broske*)

POLICY REVIEW

- A. None

ACTION ITEMS

- A. Approval of the Resolution Awarding the Sale of \$3,800,000 General Obligation Promissory Notes, Series 2023C (*Action – Jim Nemeth*)
- B. Approval of Award of Contract for Manufacturing Building Pre-Cast Concrete Contingent Upon WTCS Board Approval of the Project (*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.

JULY 10, 2023

OATH OF OFFICE

➤ Oath of Office

OATH OF OFFICE

Oath of Office for Appointed/Reappointed District Board Members

1. Mr. Rick Richard (Elected Official Member) was appointed for a three (3) year term, July 1, 2023, through June 30, 2026.
2. Ms. Rachel Andres (Additional Member) was appointed for a three (3) year term, July 1, 2023, through June 30, 2026.
3. Mr. Kathy Sukus (Additional Member) was appointed for a three (3) year term, July 1, 2023, through June 30, 2026.

Mr. Richard, Ms. Andres, and Ms. Sukus will be required to sign the attached written oath before conducting business, which Wisconsin Statutes require.

OATH OF OFFICE

STATE OF WISCONSIN

COUNTY OF ROCK

I, the undersigned, who have been appointed to the office of Technical College District Board Member for the Blackhawk Technical College District but have not yet entered upon the duties thereof, swear that I will support the Constitution of the United States and the Constitution of the State of Wisconsin, and will faithfully discharge the duties of said office to the best of my ability, so help me, God.

Subscribed and sworn to
before me this _____ day
of _____, 20_____

Notary Public



JULY 10, 2023

ELECTION OF OFFICERS OF THE DISTRICT BOARD

- Election of Officers of the District Board for the Fiscal Year 2023-24
 - Chairperson
 - Vice-Chairperson
 - Secretary
 - Treasurer

Election of Officers of the District Board for the 2023-24 Fiscal Year

District Board members were asked to complete the 2023-2024 District Board Members Interest Form to determine individual interests regarding the election of officer positions at the July Annual and Regular District Board meeting.

In the case of more than one (1) nomination for any office, a secret ballot will be used.

Election of Chair

Ms. Barb Barrington-Tillman has served as the Chairperson of the District Board for the past year. In total Ms. Barrington-Tillman has served one (1) year.

The Chairperson of the District Board may not serve for more than two (2) successive years.

There are no statutory requirements for any of the other offices.

Dr. Pierner will call for nominations for Chairperson of the District Board for the 2023-24 fiscal year.

Following the election, the newly elected Chairperson will continue with the elections for the following officers.

a. Election of Vice-Chair

Mr. Eric Thornton has served as Vice-Chair of the District Board for the past year.

b. Election of Secretary

Mr. Rich Deprez has served as Secretary of the District Board for the past year.

c. Election of Treasurer

Mr. Rick Richard has served as Treasurer of the District Board for the past year.

SPECIAL REPORTS ITEM A.



Blackhawk Technical College Foundation Summary of Philanthropic Gifts \$5,000 and Greater January 2023 – June 2023

Date	Donor(s)	Industry Type	Donation	Amount	Purpose
1/19/2023	George Parker III	Individual Donor	Cash	\$58,075	Nancy B. Parker Scholarship <i>(Pledge Match Payment)</i>
1/31/2023	William & Christine Bowen	Individual Donors	Cash	\$10,000	James & Sandra Power Schlaudecker Endowed Scholarship
2/10/2023	Badger State Ethanol	Manufacturing	In-Kind Donation	\$8,000	Equipment Donation for Medical Laboratory Technician (MLT) Program
2/16/2023	Dr. Gregg & Helen Dickinson	Foundation Board Member	Cash	\$52,000	Ben Dickinson Memorial Endowed Scholarship + Blackhawk Fund
2/28/2023	SSM Health	Healthcare	Cash	\$5,000	2023 Golden Brick Awards Philanthropic Sponsorship <i>(Blackhawk Fund)</i>
3/14/2023	JP Cullen	Construction	Cash	\$7,500	2023 Golden Brick Awards Lead Title Sponsorship <i>(Blackhawk Fund)</i>
3/28/2023	Phil and Karen Knudsen	Individual Donors	Cash	\$25,000	Edward Jennrich Scholarship
3/30/2023	Beloit Health System	Healthcare	Cash	\$5,000	Nancy B. Parker Scholars <i>(Pledge Payment)</i>
4/1/2023	Wisconsin Power & Light/Alliant Energy	Utilities	In-Kind Donation	\$6,500	Flatbed Equipment Trailer Donation for Commercial Driver's License (CDL) Program
4/7/2023	Wisconsin Power & Light/Alliant Energy	Utilities	In-Kind Donation	\$15,000	Hydraulic Box Dump Truck Donation for Commercial Driver's License (CDL) Program
4/11/2023	Tracy Seeds / Tracy and Son Farms	Agriculture	Cash	\$6,090	Tracy Family Scholarship
4/17/2023	Foreign Type Cheesemaker's Association	Manufacturing	Cash	\$8,000	Foreign Type Cheesemaker's Association Scholarship
4/27/2023	Don Doering	Manufacturing	Cash	\$10,000	Sgt. Don Doering Vocational Scholarship
5/1/2023	Dr. Gregg & Helen Dickinson	Foundation Board Member	Cash	\$50,000	Ben Dickinson Memorial Endowed Scholarship
5/12/2023	Brent Meidl	Individual Donor	Cash	\$15,000	Judy Meidl Memorial Endowed Scholarship
6/6/2023	ConAgra Foods/Bird's Eye	Food	In-Kind Donation	\$18,000	Autoclave Equipment Donation for Dental Hygiene & Assisting Programs
Total: \$ 299,165					

Special Note: Advanced Manufacturing Training Center (AMTC) Sale of Building & Property/Land in Milton, Wisconsin

Foundation Net Income from Sale Proceeds: \$6,921,933.52 (Wednesday, May 10, 2023)

Foundation Gift to Blackhawk Technical College: \$6,780,000 (Tuesday, June 20, 2023)

Respectfully submitted,

Lisa Hurda
Director of College Advancement & Foundation

SPECIAL REPORTS ITEM B.



BLACKHAWK Technical College

GOALS FOR PRESIDENT

FY 2023-2024

June 2023

Tracy P. Pierner, Ph.D. - President

GOALS – 2023-2024

1. LAUNCH AND MANAGE STRATEGIC PLAN ACCORDING TO SCHEDULE & GOALS
 - A. ENROLLMENT, GRADUATION RATE, PLACEMENT RATE, OPERATING REVENUE/EXPENSES - OPERATING MARGIN
 - B. CONTINUE FOCUS ON THE FIVE STRATEGIC PLAN INITIATIVES
 - I. DELIVERING FLEXIBLE EDUCATION
 - II. IMPROVING EDUCATIONAL EXCELLENCE
 - III. CREATING INCLUSIVE COLLEGE ENVIRONMENT
 - IV. STREAMLINING OPERATIONAL EFFECTIVENESS
 - V. PROVIDING INFORMATION FOR DATA INFORMED DECISIONS
 - C. COMPLETE THE TRANSITION TO ASSOCIATE OF ARTS AND ASSOCIATE OF SCIENCE TRANSFER BACCALAUREATE DEGREE PROGRAMS WITH THE NEW UNIVERSITY PARTNERSHIPS (CONCORDIA UNIVERSITY AND LAKELAND COLLEGE)

2. COMPLETE/MANAGE CONSTRUCTION PROJECTS AS SCHEDULED
 - A. PUBLIC SAFETY TRANSPORTATION CENTER (PSTC) EDUCATION BUILDING
 - B. REMODELING CONSTRUCTION OF 1300 WING, 2500 WING, COURTYARD
 - C. PATHWAY ACCESS (BRIDGE) TO PSTC AREA
 - D. NEW ADVANCED MANUFACTURING TRAINING CENTER
 - E. MANAGE RELOCATION OF ADMINISTRATIVE PERSONNEL
 - F. IMPLEMENT CAMPUS APPEAL PLAN
 - G. COMMUNICATE STATUS OF RENOVATION & CONSTRUCTION PROJECTS

3. WORK WITH THE BTC'S SCHOOL DISTRICTS TO INCREASE ACCESS TO BTC PROGRAMMING AND DIRECT ENROLLMENT
 - A. EXPAND PARTNERSHIP WITH SCHOOL DISTRICT OF JANESVILLE CHARTER SCHOOL ROCK UNIVERSITY HIGH SCHOOL (RUHS) TO INCREASE THE NUMBER OF STUDENTS ENROLLED IN "MIDDLE COLLEGE" TO ACHIEVE COMPLETION OF ASSOCIATE'S DEGREE AT THE TIME OF THEIR HIGH SCHOOL GRADUATION.
 - B. EXPAND EFFORTS TO RECRUIT HIGH SCHOOL STUDENTS TO CHOOSE BLACKHAWK TECHNICAL COLLEGE (BTC)
 - C. PROVIDE BTC CAMPUS TOURS FOR HIGH SCHOOL STUDENTS AND THEIR PARENTS/GUARDIANS, WITH INFORMATION ON AFFORDABILITY OF BTC IN COMPARISON TO FOUR YEAR COLLEGE EXPENSES

GOALS – 2023-2024

4. IN BUDGET PLANNING FOR FY 24-25, MAINTAIN OR DECREASE THE FY 23-24 TOTAL (0.87233) MILL RATE
5. MONITOR AND ASSESS THE PROGRESS OF THE NEW DENTAL HYGIENE AND HOSPITALITY MANAGEMENT DEGREE PROGRAMS

INFORMATION/DISCUSSION ITEM A.

BLACKHAWK TECHNICAL COLLEGE Summary of Revenue and Expenditures as of June 30, 2023

<u>COMBINED FUNDS</u>	2022-23 CURRENT BUDGET	2022-23 ACTUAL TO DATE	2022-23 PERCENT INCURRED	2021-22 ACTUAL TO DATE	2021-22 PERCENT INCURRED
REVENUE & OTHER RESOURCES:					
Local Government	\$ 16,323,206	\$ 16,320,696	100.0%	\$ 16,184,437	100.1%
State Aids	17,272,649	16,458,039	95.3%	15,335,519	95.0%
Statutory Program Fees	5,967,272	6,262,889	105.0%	5,635,156	104.1%
Material Fees	312,785	336,326	107.5%	315,987	81.3%
Other Student Fees	808,252	933,650	115.5%	869,981	119.8%
Institutional	4,393,043	11,377,099	259.0%	4,391,936	111.8%
Federal	10,993,692	10,553,220	96.0%	12,226,828	69.5%
Other Sources (Bond/Transfer from Other Fund)	<u>5,720,500</u>	<u>5,648,996</u>	98.8%	<u>30,764,972</u>	102.0%
Total Revenue & Other Resources	<u>\$ 61,791,399</u>	<u>\$ 67,890,915</u>	80.1%	<u>\$ 85,724,816</u>	87.7%
EXPENDITURES BY FUNCTION:					
Instruction	\$ 20,210,625	\$ 16,553,001	81.9%	\$ 16,832,988	90.6%
Instructional Resources	2,462,423	1,971,246	80.1%	2,739,874	76.9%
Student Services	13,774,532	13,264,560	96.3%	13,858,239	81.7%
General Institutional	8,670,025	8,016,296	92.5%	7,422,406	82.3%
Physical Plant	35,691,903	19,837,537	55.6%	23,916,860	50.7%
Auxiliary Services	362,657	293,075	80.8%	252,053	87.9%
Other Uses (Transfer to Other Fund)	<u>420,500</u>	<u>179,285</u>	42.6%	<u>-</u>	0.0%
Total Expenditures & Other Uses	<u>\$ 81,592,665</u>	<u>\$ 60,115,000</u>	73.8%	<u>\$ 65,022,420</u>	68.0%
EXPENDITURES BY FUNDS:					
General	\$ 30,014,832	\$ 27,046,827	90.1%	\$ 26,265,439	91.7%
Special Revenue	3,250,614	2,284,045	70.3%	2,666,514	64.5%
Capital Projects	27,825,481	10,608,471	38.1%	16,363,415	40.3%
Debt Service	9,191,834	9,174,329	99.8%	8,801,054	100.0%
Enterprise	102,657	51,349	50.0%	26,118	54.8%
Internal Service	260,000	241,726	93.0%	225,935	94.5%
Trust & Agency	10,526,747	10,528,968	100.0%	10,673,945	81.2%
Other Uses (Transfer to Other Fund)	<u>420,500</u>	<u>179,285</u>	42.6%	<u>-</u>	0.0%
Total Expenditures	<u>\$ 81,592,665</u>	<u>\$ 60,115,000</u>	73.8%	<u>\$ 65,022,420</u>	68.0%
Fund Balances, Beginning	\$ 41,529,293	\$ 41,529,293		\$ 24,184,263	
Change in Fund Balance	<u>(19,801,266)</u>	<u>7,775,915</u>		<u>20,702,396</u>	
Fund Balances, Ending	<u>\$ 21,728,027</u>	<u>\$ 49,305,208</u>		<u>\$ 44,886,659</u>	

Debt Service Detail					
Principal Payments	7,395,000	7,395,000	100.0%	7,495,000	100.0%
Interest Payments	1,726,834	1,709,679	99.0%	1,127,954	99.9%
Other Debt Service Expenses	<u>70,000</u>	<u>69,650</u>	99.5%	<u>178,100</u>	99.9%
Total Debt Service Payments	<u>\$ 9,191,834</u>	<u>\$ 9,174,329</u>		<u>\$ 8,801,054</u>	

INFORMATION/DISCUSSION ITEM D. b.



PERSONNEL COMMITTEE MEETING WEDNESDAY, JUNE 21, 2023 3:45 P.M. – 4:30 P.M.

MINUTES

CALL TO ORDER

The Personnel Committee meeting was held on Wednesday, June 21, 2023, at the Central Campus, 6004 S County Road G, Janesville.

Board Members Present: Rich Deprez, Chairperson, Suzann Holland, and Eric Thornton (arrived at 3:53 p.m.).

Board Members Absent: Rick Richard and Kathy Sukus.

Other Board Members Present: Rachel Andres (arrived at 4:10 p.m.), Barb Barrington-Tillman, and Mark Holzman (arrived at 4:03 p.m.).

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

Chairperson Deprez called the meeting to order at 3:45 p.m.

INFORMATION/DISCUSSION/ACTION

A. Benefit Changes Related to Merged Full-Time, Non-Exempt Employee Classification (Shift Premium, Short-Term Disability (STD), Long-Term Disability (LTD), Vacation)

Kathy Broske, Executive Director of Human Resources and Organizational Development, presented the Benefit Changes Related to the Merged Full-Time, Non-Exempt Employee Classification with the Personnel Committee members.

Shift Premium

- Benefit for full-time, hourly administrative employees with regularly scheduled hours between 6:00 p.m. and 6:00 a.m.
- Increase shift premium rate from \$0.55 to \$1.00 (approximate cost of \$1,800)

Long-term Disability (LTD) Insurance

- July 1, 2023, updated benefit for full-time employees:
 - College-paid benefit
 - 90-day elimination period
 - 75% benefit (with sick leave offset)
 - Carrier change to Madison National Life

Short-term Disability (STD) Insurance

- July 1, 2023, updated benefit for full-time, hourly administrative employees:
 - Voluntary employee-paid benefit
 - Benefit period increases from 60 days to 90 days
 - Carrier change to Madison National Life (corresponds with LTD)

B. Red-Circled Faculty Lump Sum Payments for the Fiscal Year 2023-24

Kathy Broske, Executive Director of Human Resources and Organizational Development, reviewed the FY 2023-2024 Red-Circled Faculty Lump Sum Payments with the Personnel Committee members.

Administration recommends giving a 2% increase to Red-Circled Faculty in a one-time lump sum payment for the fiscal year 2023-24. The lump sum payment will not adjust the employee's base salary and does not have a recurring cost to the College.

It was moved by Ms. Barrington-Tillman and seconded by Mr. Thornton that the Personnel Committee recommends giving a one-time lump sum payment based on 2% of salary for the Fiscal Year 2023-24 to faculty with salaries at or above the top of their salary range. **Motion carried. All in favor.**

CLOSED SESSION

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

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

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

It was moved by Mr. Thornton and seconded by Mr. Holzman to adjourn the closed session at 4:57 p.m.

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

Chairperson Deprez called the meeting to order an open session at 4:57 p.m.

It was moved by Ms. Barrington-Tillman and seconded by Mr. Thornton that the Personnel Committee recommends an additional increase for certain full-time faculty, hourly administrative employees, and salaried administrative employees in the fiscal year 2023-24. **All in favor. Motion Carried.**

ADJOURNMENT

As there was no additional business, Chairperson Deprez adjourned the meeting at 4:58 p.m.

JULY 10, 2023

ANNUAL MEETING BUSINESS

- Designation of Date, Place, and Time of Regular Meetings of the District Board for the Ensuing Year
- Designation of District's Official Newspaper
- The Naming of Wisconsin Technical College District Boards Association Delegate and Committee Representatives
 - Designation of Board of Director Delegate
 - Designation of External Partnerships Committee Representatives
 - Designation of Internal Best Practices Committee Representatives
 - Designation of Bylaws, Policies & Procedures Committee Representative
 - Designation of Awards Committee Representative
- Designation of Depositories for the Blackhawk Technical College District
- Designation of Legal Counsel for the Blackhawk Technical College District
- Designation of Auditor for the Blackhawk Technical College District

ANNUAL MEETING ITEM A.

Designation of Date, Place, and Time of Regular Meetings of the District Board for the Ensuing Year

In recent years, the BTC District Board has held its regular meeting on the **third Wednesday** of the month to begin at **5:00 p.m.**

District Board meetings may be changed during the year by District Board action. An exception is the Annual Meeting of the District Board, which is statutorily mandated to be held on the **second Monday in July**.

Regular District Board meetings are held in the Administration Building at Central Campus. For the Fiscal Year 2023-24, it is proposed that the following regular District Board meetings are held at an alternate location:

- Monroe Campus: April 17, 2024, in Rooms 413 and 414

For several years, the District Board meeting has been held on the same date as the District Board's Annual Retreat. The date of the annual retreat is **Wednesday, October 18, 2023**. Therefore, action is requested to establish the October 2023 meeting date and time as of **October 18, 2023, at 3:00 p.m.**, held at the Central Campus Conference Center.

A final request is to take action to set the District Board meeting **date for July 2024**. According to Wisconsin Statutes, the annual organizational meeting of the Local Board must be held on the second Monday in July, which will be **July 8, 2024**. Therefore, rather than holding two (2) meetings during July, it has been our practice to combine the annual organizational meeting of the District Board and the regular July meeting of the District Board.

Please check your calendars for conflicts. Formal District Board action will be necessary to establish the dates, times, and locations of meetings during the Fiscal Year 2023-2024.

ANNUAL BUSINESS ITEM B.

Designation of the District's Official Newspaper

It has been the District's practice to rotate the official newspaper designation among the *Beloit Daily News* and the *Janesville Gazette* for a two (2) year period.

The *Beloit Daily News* was named the District's official newspaper for Fiscal Years 2022-23 and 2023-24. The *Janesville Gazette* was named the District's official newspaper in Fiscal Years 2020-21 and 2021-22. Next in the rotation will be the *Janesville Gazette* for the next fiscal year.

No action is necessary this year as the *Beloit Daily News* will continue for another year as the District's official newspaper.

ANNUAL MEETING ITEM C.

The Naming of the Wisconsin Technical College District Boards Association Delegate and Committee Representatives

Designation of Board of Director Delegate (*Action*)

The Board of Directors of the Wisconsin Technical College District Boards Association (DBA) is divided into two (2) groups, resulting in eight (8) members being elected each year for two (2) years. The Association's bylaws specify that each district board selects a representative to serve as the delegate to the District Boards Association. The delegate votes on behalf of the District. There is no limit on terms served on the Board of Directors.

The Board of Director Member/Delegate should plan to attend the Annual Planning Meeting and regular Board meetings in conjunction with DBA quarterly meetings, with this year's board meetings are scheduled for the following dates:

- Summer Meeting: July 20-22, 2023 (FVTC/Appleton)
- Fall Meeting: October 25-28, 2023 (WCTC/Pewaukee)
- Winter Meeting: January 2024 (Madison College)
- Spring Meeting: April 2024 (TBD)

District Board Member Rick Richard has served as Blackhawk's delegate for the last year, followed by Chairperson Barb Barrington-Tillman beginning April 21, 2023. A BTC District Board member must be selected to fill this board of directors' seat beginning July 20, 2023, for a two-year term in Appleton, Wisconsin.

Committee Representatives:

In addition, the District Boards Association requests that the representatives of the four (4) standing committees also be selected at this time. Every District Board member is asked to serve on a committee. The Association is requesting the assignment of up to four (4) members to the External Partnerships and Internal Best Practices Committees and one (1) member for each of the remaining two (2) committees.

1. Designation of External Partnerships Committee Representatives (*Action*)
2. Designation of Internal Best Practices Committee Representatives (*Action*)
3. Designation of Bylaws, Policies and Procedures Committee Representative (*Action*)
4. Designation of Awards Committee Representative (*Action*)

A copy of the committee descriptions is attached, with a list of the current committee designees and alternates.

DBA Committee Descriptions 2023-2024

Board of Directors

Each district board is asked to designate one trustee to represent the college on the DBA Board of Directors. The Board meets at the four Association quarterly meetings (hybrid- virtual or in-person) and for one Annual Planning Meeting, usually held in late August in Madison. The Board sets policy for the Association, has final approval of all bylaws, policy and procedures manual changes, determines the annual Association budget, approves compensation for staff, and is the governing and oversight board for the Executive Director.

Board of Directors Delegate Commitment: It is important that we have full representation from all colleges at the board meetings. Board of Directors Delegates are asked to attend all Association Board Meetings either in-person or virtually.

External Partnerships Committee

This committee meets during quarterly meetings (hybrid—virtual or in-person) and works to explore innovative partnerships, external challenges, and emerging opportunities for collaboration, while building understanding and strengthening relationships between trustees and local, state, and national leaders. In collaboration with the host college, the committee meets with strategic partners that include but are not limited to:

- K-12 leaders
- Employer-partners
- Chamber officials
- County board members
- Presidents Association
- Higher education leaders
- Association of Community College Trustees
- Community and Faith-Based Organizations
- Other stakeholders and partners

Led by two trustee co-chairs with support from staff, this committee also generates programming input for Association staff to develop for in-service sessions.

Each district board is asked to appoint one to four trustees to serve on the External Partnerships Committee.

Internal Best Practices Committee

This committee meets during quarterly meetings (hybrid—virtual or in-person) to share and discuss best practices internal to the technical college system on topics of interest to the members. Past topics appropriate for this committee include:

- Board and Association best practices around new member orientation;
- “Boardmanship,” or how to be effective at the board table, legal and ethical parameters, and other skillsets for trustees;
- Human resources and employee compensation best practices;
- Student services best practices (mental health, veterans services);
- Instructional services best practices (career pathways, credit for prior learning, Promise programs); and
- Other emerging trends and topics

Led by the co-chairs, the Internal Best Practices Committee also generates programming input, suggesting topics for Association staff to develop for in-service sessions.

Each district board is asked to appoint one to four members to serve as part of the Internal Best Practices Committee.

Bylaws, Policies and Procedures Committee

The Bylaws, Policies and Procedures Committee, as set forth in Article IX of the Bylaws, reviews the Association's Bylaws, Policies and Procedures Manual and recommends changes to the Board of Directors where appropriate.

The Committee has additional specific assignments:

- At the Board of Directors' request, develop a select list of major issues on which the Board of Directors may request member consideration.
- At the request of the Board of Directors, committee chair, or an individual member district board of the Association, review a proposed resolution or proposed change in the bylaws, policies or procedures for the purpose of recommending whether the proposed language will accomplish the desired effect, and/or whether the proposed change would require amendment of any other portion of the corporate bylaws, policies, or procedures.

Awards Committee

The Awards Committee has responsibility for rating and identifying:

- Board Member of the Year;
- Technical Education Champion (TECh) Award recipients;
- Media Award recipients;
- Distinguished Alumni of the Year.

This committee conducts their work over e-mail/electronically, outside of the quarterly meetings. Each district board is asked to select one trustee to serve on the committee who will review and rate nominations for the Association awards program on behalf of their college.

The Committee determines, selects the recipients of, and delivers the Association's annual awards via the following process:

Association staff announce the nomination period for each award. At the end of the nomination period, the Association provides the Awards Committee with a slate of nominees eligible for the award, and with corresponding nomination materials. The Awards Committee selects award recipients by rating colleges' nominees against a set rubric of criteria for each award. Association staff then tabulate the scores and announce the winner. Whenever possible, awards are presented at the next quarterly meeting of the Association.

Awards Committee Commitment: The DBA requests ratings from each college for awards. Awards Committee members read nominations for each award (one award each quarter) and submit a rating for each nomination. Members have about two weeks to complete this activity. During the rating process, members read or view 8-10 nominations for an award and rate each award on 4 or 5 rating criteria. Members are allowed to split this responsibility with another board member.

2022-23 Technical College Trustee Designations

College Name: Blackhawk Technical College

(DBA will show this information in our 2022-23 member directory.)

Board Chair: Barbara Barrington-Tillman

Vice Chair of the Board: Eric Thornton

Secretary of the Board: Rich Deprez

Treasurer of the Board: Rick Richard

(Please see the memo and Committee Descriptions attachments for more information.)

DBA Board of Directors: _____

DBA Awards Committee: Suzann Holland

DBA Bylaws Committee: _____

DBA External Partnerships Committee (up to 4): Rick Richard and Kathy Sukus

DBA Internal Best Practices Committee (up to 4): _____

Thank you for your assistance! Please return this form, with a copy of your 2022-23 college board meeting schedule if possible, to Diane Handrick at dhandrick@districtboards.org

ANNUAL MEETING ITEM D.

Designation of Depositories for the Blackhawk Technical College District

The attached resolution designates the financial institutions in which District funds will be deposited, disbursements made, and available funds will be invested. It also names the individuals who will be granted authority to make transactions for Fiscal Year 2023-24.

The authorizing signatures will need to reflect the signatures of any new officers of the District Board.

BOARD RESOLUTION

RESOLVED BY THE BOARD OF THE BLACKHAWK TECHNICAL COLLEGE DISTRICT, A WISCONSIN TECHNICAL COLLEGE DISTRICT, WITH PRINCIPAL OFFICES LOCATED AT 6004 S. County Road G, Janesville, Rock County, Wisconsin, that the following named banking institutions:

Checking and Depository Institutions

Blackhawk Bank of Beloit and Greenwoods State Bank of Monroe for the purpose of depositing funds in accordance with Section 34.05 of Wisconsin State Statutes and disbursing funds in accordance with Section 66.0607 of Wisconsin State Statutes.

Investment Depositories

Greenwoods State Bank, Monroe, WI; First Community Bank, Milton, WI; Advia Credit Union, Janesville, WI; Blackhawk Bank, Beloit, WI; First National Bank & Trust Company, Beloit, WI; Old National Bank, Janesville, WI; Associated Bank, Janesville, WI; Chase Bank, Janesville, WI; BMO Harris Bank, Janesville, WI; U. S. Bancorp, Janesville, WI; Johnson Bank, Janesville, WI; Blackhawk Community Credit Union, Janesville, WI; Premier Bank, Janesville, WI; Wisconsin River Bank, Janesville, WI and State of Wisconsin Local Government Investment Pool, Madison, WI; be, and the same hereby are designated as investment depository banks of Blackhawk Technical College District for the purpose of purchasing investments in accordance with Section 66.0603 of the Wisconsin State Statutes;

FURTHER RESOLVED, that there be authorized to sign checks, drafts, certificates and other orders, purchased in the name of the Blackhawk Technical College District, the following named persons, and that for withdrawal of any funds the facsimile or specimen signatures, as indicated below, of any two (2) of the following named persons shall be required:

Chairperson of the Board	_____
Treasurer of the Board	_____
President/District Director	Tracy Pierner
Vice President of Finance & College Operations	James Nemeth
Controller	Gerri Downing

FURTHER RESOLVED, that the Secretary is authorized and directed to furnish said banking institutions a certified copy of the Resolution, and facsimile signatures for the Chairperson and Treasurer and specimen signatures for the President/District Director and Vice President of Finance & College Operations, and that said banking institutions shall be entitled to rely thereon until written notice to the contrary is received.

_____	Signed and sealed this 10 th day of July, 2023.
Chairperson of the Board	
_____	_____
Treasurer of the Board	Secretary of the Board

President/District Director	Affix School Seal

Vice President of Finance & College Operations	

Controller	

ANNUAL MEETING ITEM E.

Designation of Legal Counsel for the Blackhawk Technical College District for FY 2023-24

The District has employed Attorney Sean Scullen of Quarles & Brady LLP, Milwaukee, for labor relations and general higher education legal issues, and Attorney David Moore of Nowlan Law LLP, Janesville, for local legal issues regarding general land issues and local disputes and contracts. They are paid on an hourly basis for work performed.

Letters of engagement have been obtained from each of these firms. The College also reserves the right to utilize the services of additional legal counsel when circumstances warrant.

For Fiscal Year 2023-24, it is our recommendation these attorneys again be designated as legal counsel for the Blackhawk Technical College District.

ANNUAL MEETING ITEM F.

Designation of Auditor for the Blackhawk Technical College District

In March 2020, the District Board awarded a three-year audit contract to Wipfli of Eau Claire for the fiscal years ending 2020, 2021, and 2022, with two (2) one-year optional renewals for fiscal years ending 2023 and 2024. The first optional renewal has been executed, and Wipfli will be performing the audit for the fiscal year ending June 30, 2023.

This annual business item is being brought to you for information purposes; no action is required.

**REGULAR DISTRICT BOARD MEETING
WEDNESDAY, JUNE 21, 2023
4:30 P.M./5:00 P.M.**

MINUTES

CALL TO ORDER (PUBLIC HEARING)

The Blackhawk Technical College District Board Public Hearing on the FY 2023-24 Budget was held on Wednesday, June 21, 2023, at the Central Campus, 6004 S County Road G, Janesville, in the Administration Building.

Board Members Present: Barbara Barrington-Tillman, Chairperson; Eric Thornton, Vice-Chairperson; Rich Deprez, Secretary; Rick Richard, Treasurer; Rachel Andres; Rob Hendrickson; Suzann Holland; and Mark Holzman.

Board Members Absent: Kathy Sucus.

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

Student Representative: None.

Guests: Betty Bruski Mallek, John Mehan, and Jordan Masnica.

Chairperson Barrington-Tillman opened the Public Hearing on the FY 2023-24 Budget at 5:00 p.m.

The proposed Budget for FY 2023-24 was presented by Renea Ranguette, Vice President for Finance & College Operations.

Key assumptions utilized during the budget development process were reviewed.

- Enrollment is flat, and Tuition Rate is up 1.9%
- Property values are up 2.0%
- Levy is up 0.6% NNC and Debt Service
- State aid is flat
- State & Federal grants are down 64%, and 49% respectively
- Personnel is down 1.1%
- Non-Personnel is down 14.7%
- Capital: Three (3) Borrowings
- Annual \$3.8M, Two (2) Remodels at \$1.5 Million each

The District Board will be asked to adopt the proposed budget during the regular meeting.

The meeting was adjourned at 5:17 p.m.

CALL TO ORDER

The Blackhawk Technical College District Board regular meeting was held on Wednesday, June 21, 2023, at the Central Campus, 6004 S County Road G, Janesville, in the Administration Building.

Board Members Present: Barbara Barrington-Tillman, Chairperson; Eric Thornton, Vice-Chairperson; Rich Deprez, Secretary; Rick Richard, Treasurer; Rachel Andres; Rob Hendrickson; Suzann Holland; and Mark Holzman.

Board Members Absent: Kathy Sucus.

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

Student Representative: None.

Guests: Betty Bruski Mallek, John Mehan, and Jordan Masnica.

Chairperson Barrington-Tillman called the Blackhawk Technical College District Board meeting to order at 5:17 p.m. Chairperson Barrington-Tillman called for Public Comments. There were no comments.

SPECIAL REPORTS

Chairperson Barrington-Tillman called for Special Reports.

- A. Chairperson Barrington-Tillman recognized Joe Ipsen and Renea Ranguette for their years of service at the College.
- B. District Board Association President Betty Bruski Mallek provided information regarding the District Board Association and the importance of participating as District Board members.
- C. Dr. Jon Tysse provided a presentation on the Spring Success and Summer Enrollment report.

INFORMATION/DISCUSSION

Chairperson Barrington-Tillman called for Information/Discussion items.

- A. Renea Ranguette reviewed the May 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 not meet in June: no report or recommendations.
- D. The Personnel Committee met before the June District Board Meeting. Rich Deprez, Chairperson, provided a brief overview of the meeting to the District Board members.
- 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. Richard and seconded by Ms. Andres to approve the consent agenda, which includes the following:

- A. Draft May 17, 2023, District Board Regular Meeting Minutes.
- B. Current Bills – The May bills include (Starting Check: #00297450 and Ending Check: #00297701):

Direct Deposit Expense Reimbursements	\$ 1,781,466.80
Payroll	\$ 1,088,390.03
Payroll Tax Wire Transfers	\$ 643,763.40
Other Wire Transfers	\$ 83,343.68
WRS Wire Transfers	\$ 176,950.53

P-card Disbursements	\$ 222,934.44
Bond Payment	\$ 0.00
Health Insurance Wire Transfer	\$ 315,886.32
<i>Grand Total for the Month</i>	<i>\$ 4,312,735.20</i>

C. Training Contracts – Report Totals:

Number Served	Estimated FTEs	BTC Cost Formula	LAB Cost Formula	Actual Contract Cost
3527	298.2	\$1,451,081	\$57,476	\$1,451,081

- A. Confirmation of Instructional Employment Contract issued to Abby Mindham, Social Science Instructor.
- B. Confirmation of Instructional Employment Contract issued to Al Hulick, Business Management Instructor.

All in favor. Motion carried.

POLICY REVIEW

- A. Dr. Tracy Pierner reviewed Policy B-600 – Collective Bargaining with the District Board members.
It was moved by Ms. Andres and seconded by Mr. Richard to approve the reviewed Policy B-600 – Collective Bargaining. **All in favor. Motion carried.**
- B. Dr. Tracy Pierner reviewed Policy B-900 – District Board Self-Evaluation with the District Board members.
It was moved by Mr. Thornton and seconded by Mr. Holzman to approve the reviewed Policy B-900 – District Board Self-Evaluation. **All in favor. Motion carried.**

ACTION ITEMS

Chairperson Barrington-Tillman called for Action Items.

- A. It was moved by Mr. Deprez and seconded by Mr. Thornton to approve the Adoption of the Resolution to Create District Reserves and Establish Reserves of Fund Balances. **All in favor. Motion Carried.**
- B. It was moved by Mr. Holzman and seconded by Ms. Andres to approve the Adoption of the Fiscal Year 23-24 Budget for the Blackhawk Technical College District. **All in favor. Motion Carried.**
- C. John Mehan and Jordan Masnica of Robert W. Baird reviewed the results from competitive bids received from the sale of \$1,500,000 General Obligation Promissory Notes, Series 2023B.
It was moved by Mr. Thornton and seconded by Mr. Deprez to approve the Resolution Awarding the Sale of \$1,500,000 General Obligation Promissory Notes, Series 2023B of Blackhawk Technical College District, Wisconsin, for the 1300 Wing Remodel to BOK Financial Securities, Inc. at an interest rate of 3.2876%.

The roll was called. The following members voted affirmatively: Ms. Andres, Ms. Barrington-Tillman, Mr. Deprez, Mr. Hendrickson, Ms. Holland, Mr. Holzman, Mr. Richard, and Mr. Thornton. **All in favor. Motion Carried.**
- D. It was moved by Mr. Deprez and seconded by Mr. Hendrickson to approve the award of the Resolution Authorizing the Issuance of \$3,800,000 General Obligation Promissory Notes, Series 2023C of Blackhawk Technical College District, Wisconsin – Annual Capital.

The roll was called. The following members voted affirmatively: Ms. Andres, Ms. Barrington-Tillman, Mr. Deprez, Mr. Hendrickson, Ms. Holland, Mr. Holzman, Mr. Richard, and Mr.

Thornton. **All in favor. Motion Carried.**

- E. It was moved by Mr. Thornton and seconded by Mr. Hendrickson to approve the Three-Year Facilities Plan. **All in favor. Motion Carried.**
- F. It was moved by Ms. Andres and seconded by Mr. Holzman to approve the Central Campus Manufacturing Facility Construction Contingent Upon Wisconsin Technical College System Board (WTCSB) Approval and to Request WTCSB Approval of Construction. **All in favor. Motion Carried.**
- G. It was moved by Mr. Thornton and seconded by Mr. Deprez to approve the Prent Lab Space Naming Opportunity. Ms. Andres abstains. **All in favor. Motion Carried.**

Finance Committee Action Items

- A. No Action Items.

Personnel Committee Action Items

The Personnel Committee met before the District Board meeting and presented its recommendation.

- A. It was moved by Mr. Thornton and seconded by Mr. Deprez to approve the Red-Circled Faculty Lump Sum Payments for the Fiscal Year 2023-24. **All in favor. Motion Carried.**
- B. It was moved by Ms. Andres and seconded by Mr. Holzman to approve the Faculty Salaries for the Fiscal Year 2023-24. **All in favor. Motion Carried.**
- C. It was moved by Mr. Thornton and seconded by Mr. Hendrickson to approve the Non-Exempt Administrative Staff Hourly Wages for the Fiscal Year 2023-24. **All in favor. Motion Carried.**
- D. It was moved by Ms. Andres and seconded by Mr. Thornton to approve the Exempt Administrative Staff Salaries for the Fiscal Year 2023-24. **All in favor. Motion Carried.**
- E. It was moved by Mr. Richard and seconded by Mr. Deprez to approve the Part-Time Wages for the Fiscal Year 2023-24. **All in favor. Motion Carried.**
- F. It was moved by Ms. Andres and seconded by Mr. Hendrickson to approve an additional increase for certain full-time faculty, hourly administrative employees, and salaried administrative employees in the fiscal year 2023-24. **All in favor. Motion Carried.**

WTCS CONSORTIUM UPDATES

Chairperson Barrington-Tillman called for WTCS Consortium updates.

- A. Insurance Trust (WTC) – A meeting will be held on June 21, 2023.
- B. Marketing Consortium – No update.
- C. Purchasing Consortium – No update.
- D. Districts Mutual Insurance (DMI) – No update.
- E. District Boards Association (DBA) – No update.

FUTURE AGENDA ITEMS

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

CLOSED SESSION

It was moved by Mr. Thornton and seconded by Mr. Richard to adjourn to a closed session pursuant to Wis. Stats. 19.85 (1) (c) for the purpose of conducting the annual review of the President.

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

All staff was excused from the closed session. Dr. Tracy Pierner was asked to join the closed session,

and after a discussion, Dr. Tracy Pierner was dismissed from the closed session.

It was moved by Mr. Thornton and seconded by Mr. Depez to adjourn the closed session at 8:05 p.m.

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

Chairperson Barrington-Tillman called the meeting to order in open session at 8:09 p.m.

It was moved by Mr. Thornton and seconded by Mr. Depez to approve Dr. Tracy Pierner's Amended Contract for FY 2023-24 with an annual salary increase of 4% and a contract through June 30, 2026. **All in favor. Motion carried.**

ADJOURNMENT

It was moved by Ms. Andres and seconded by Mr. Richard to adjourn the meeting at 8:10 p.m. **All in Favor. Motion carried.**

Richard Depez

Secretary

DRAFT

CONSENT AGENDA ITEM B.

Blackhawk Technical College

BILL LIST SUMMARY

Period Ending June 30, 2023

Starting Check Number 00297702
 Ending Check Number 00027957 Plus Direct Deposits

PAYROLL TAXES			
Federal	185,617.21		
State	<u>31,235.80</u>		216,853.01
PAYROLL BENEFIT DEDUCTIONS & FRINGE PAYMENTS			
Retirement	-		
Health and Dental Insurance	20,669.48		
Miscellaneous	<u>15,111.73</u>		35,781.21
STUDENT RELATED PAYMENTS			67,778.37
CURRENT NON CAPITAL EXPENSES			424,088.92
CAPITAL			1,824,978.98
DEBT			<u>-</u>
TOTAL BILL LISTING AND PAYROLL TAXES			2,569,480.49
PAYROLL-NET			<u>906,931.07</u>
SUB TOTAL BILL LISTING AND PAYROLL			3,476,411.56
PLUS OTHER WIRE TRANSFERS			24,933.20
PLUS WRS WIRE TRANSFERS			209,542.97
P-CARD DISBURSEMENTS			128,506.34
WIRE FOR LAND PURCHASE			-
PLUS BOND PAYMENT			-
HEALTH INSURANCE WIRES			<u>302,691.22</u>
GRAND TOTAL FOR THE MONTH			<u><u>4,142,085.29</u></u>

CONSENT AGENDA ITEM C.

CONTRACT TRAINING REPORT JULY 2023

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

Customized Instruction Contract Detail						
Contract #	Business/Industry	# Served	Est. FTEs	BTC Cost Formul	LAB Cost Formula	Actual Contract Amount
2024-1004	SWWDB	20	0.67	\$ 9,791	\$ 9,754	\$ 9,791
	<i>TIMS</i>					
2024-1005	Westlake	20	0.1	\$ 2,228	\$ 1,118	\$ 2,228
	<i>Leadership</i>					
2024-1006	Emmi-Roth	20	0.13	\$ 4,135	\$ 1,219	\$ 4,135
	<i>HACCP</i>					
2024-1008	Frito Lay	30	0.10	\$ 3,321	\$ 2,153	\$ 3,321
	<i>Mentor Training</i>					
2024-1009	Stoughton Trailers	10	0.03	\$ 1,250	\$ 861	\$ 1,250
	<i>Cultural Competency</i>					
		100	1.03	\$ 20,725	\$ 15,105	\$ 20,725
Technical Assistance Contract Detail						
Contract #	Business/Industry	# Served	Est. FTEs	BTC Cost Formul	LAB Cost Formula	Actual Contract Amount
2023-1204	Compass Utility	1	NA	\$ 8,000	\$ 5,710	\$ 8,000
	<i>CDL 120 hours</i>					
		1	0	\$ 8,000	\$ 5,710	\$ 8,000
High School Customized Instruction Contract Detail						
Contract #	Business/Industry	# Served	Est. FTEs	BTC Cost Formul	LAB Cost Formula	Actual Contract Amount
		0	0.00	\$ -	\$ -	\$ -
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
		101	1.03	\$ 28,725	\$ 20,815	\$ 28,725
High School At Risk Detail						
Contract #	Business/Industry	# Served	Est. FTEs	BTC Cost Formul	LAB Cost Formula	Actual Contract Amount
Transcripted Credit Contract Detail						
Contract #	Business/Industry	# Served	Est. FTEs	BTC Cost Formul	LAB Cost Formula	Actual Contract Amount
		0	0	\$ -		\$ -
	All Contracts	101	1.03	\$ 28,725	\$ 20,815	\$ 28,725

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		
	September	\$51,844	\$452,426	\$17,532	\$33,921	\$63,394	\$177,745	\$96,205	\$192,220		
2nd	October	\$18,826	\$471,252	\$29,073	\$62,994	\$22,313	\$200,058	\$69,654	\$261,874		
	November	\$75,772	\$547,024	\$59,156	\$122,150	\$52,930	\$252,988	\$47,449	\$309,323		
	December	\$54,312	\$601,336	\$18,026	\$140,176	\$54,656	\$307,644	\$34,393	\$343,716		
3rd	January	\$50,873	\$652,209	\$30,791	\$170,967	\$12,501	\$320,145	\$34,793	\$378,509		
	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		\$28,725

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:	\$20,725
TC w/HS: \$2,464,616*	TC w/HS: \$1,652,700	Technical Assistance:	\$221,718	Technical Assistance:	\$226,705	Technical Assistance:	\$8,000
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:	\$0
		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:	\$0
		Transcribed Credit:	\$1,637,142	Transcribed Credit:	\$1,382,463	Transcribed Credit:	\$0

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

CONSENT AGENDA ITEM D.

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

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

July 2023 Grant Awards

Project Number	Title	Purpose	Grant Period	Number Served	Funding Source	Total Budget	Grant Award	Matching Funds
646	Comprehensive	<p>Blackhawk Technical College (BTC) will provide basic education instruction to at least 395 students in Adult Education (AE), English Language Learner (ELL), and General Educational Development Certificate (GED) or equivalent. A variety of instructional methods will be utilized, including classroom, computer assisted, small group, individualized, and collaborative learning.</p> <p>Students will receive assessment and instruction in Beginning Literacy (grade equivalents 0-1.9), Beginning Basic Education (grade equivalents 2-3.9), Low Intermediate (grade equivalents 4.0-5.9), and High Intermediate (grade equivalents 6.0-8.9); General Education Development Certificate (GED) or a High School Equivalency Diploma (HSED); and all six levels of English Language Learner (ELL) instruction. Digital and informational literacy and workforce preparation activities will be integrated across all curriculum levels and programs. Workforce Innovation and Opportunities Act (WIOA) partners will ensure co-enrollment across programs, as appropriate.</p> <p>Activities under this grant will take place at Beloit Public Library, School District of Beloit Even Start Program, Monroe Campus and Central Campus. In alignment with WIOA, the outcomes of this project will meet or exceed the Grantee Expected Level of Performance as established by the Adult Education and Family Literacy Act (AEFLA) for measurable skills gains.</p>	7/01/2023 – 6/30/2024	395	AEFLA	\$351,279	\$155,830	\$195,449 (MOE)

Project Number	Title	Purpose	Grant Period	Number Served	Funding Source	Total Budget	Grant Award	Matching Funds
825	Adult Corrections Education	<p>Blackhawk Technical College will continue its longtime collaboration with the Rock County Education and Criminal Addictions Program (RECAP) at the Rock County Sheriff's Office to provide basic education instruction to at least 50 Rock County jail inmates.</p> <p>In Rock County, people of color and/or economically disadvantaged individuals are significantly less likely than the general population to have attained a high school credential, yet that credential is key to improving socioeconomic status. National research supports that there is a correlation between high school non-completion and incarceration; those most likely to be incarcerated are those without a high school credential.</p> <p>Instruction will be provided to increase students' academic ability, to prepare for the GED/HSED, to increase health and financial literacy, and to prepare for employment and college readiness. In alignment with WIOA (Workforce Innovation and Opportunities Act), the outcomes of this project will meet or exceed the six required WIOA Performance Indicators (as grouped in the three output areas) as established by the Adult Education and Family Literacy Act (AEFLA) for basic skills. Measurable skills gains, credential attainment, and obtaining or retaining employment will all be included in the activities. Digital literacy and workplace preparation activities will be integrated across curricula.</p>	7/1/2023-6/30/2024	50	AEFLA	\$11,770	\$8,827	\$2,943 (MOE)
Project Number	Title	Purpose	Grant Period	Number Served	Funding Source	Total Budget	Grant Award	Matching Funds
073	Career Prep	Students on pathways have opportunities to participate in Rigorous Programs of Study to help train them for long-term college success. Articulation agreements will allow students to prepare for college and inform their career paths, particularly if	7/1/2023-6/30/2024	1,800	Perkins	\$41,346	\$41,346	\$0

		<p>they align their selection of dual-credit classes within their Academic Career Plans.</p> <p>The outcomes are projected to sustain a strong dual credit program through all forms of dual credit while implementing policy changes. The policy changes are reflective of HLC requirements along with the addition of new BTC academic programs. Staying on a consistent path through dual credit offerings as we come out of the COVID-19 Pandemic academic years is an accomplishment in and of itself. On that note, BTC does anticipate an increase in awareness concerning transcribed credit and advanced standing offerings to students, families, and underrepresented populations as our staff renews its focus to in-person outreach with local schools through daily work and special events no longer constrained due to COVID-19 Pandemic limitations.</p>						
Project Number	Title	Purpose	Grant Period	Number Served	Funding Source	Total Budget	Grant Award	Matching Funds
168	Equity and Inclusion	<p>Through this grant, the College will provide professional development opportunities to educate faculty and staff in identifying how equity and inclusivity affects student success. With this knowledge, we expect our faculty and staff to understand the need for participation in professional development activities and to assist with creating institutional goals designed to support inclusivity. Activities in this grant will support faculty and staff professional development and support inclusivity by:</p> <p>1) sending a cross-functional group comprised of students, faculty, administrators, and staff including members of the Inclusion, Diversity, Equity and Accessibility (IDEA) Committee to the YWCA of Rock County’s Racial Justice Summit (November 2023) and/or other like conference 2) offering external and/or internal trainings on equity and inclusion across campus 3) closing gaps in program completion for special populations through implementation of translation services for college</p>	7/1/2023-6/30/2024	65	Perkins	\$34,544	\$34,544	\$0

		materials; and 4) advancing the creation of an IDEA Lounge – a designated area for students and employees to gather, have professional development opportunities, and critical conversations – within the newly renovated Student Union.						
Project Number	Title	Purpose	Grant Period	Number Served	Funding Source	Total Budget	Grant Award	Matching Funds
471	Student Success	Blackhawk Technical College (BTC) will provide academic pathways and career guidance, accommodations (disability) support services, tutoring, and career services to improve skill attainment, program completion, and retention to at least 650 at-risk students in 2023-2024. Students identified as at-risk by academic limitations, economic barriers, identified disabilities or students in special populations (who need additional supports beyond those provided for the general student population) will be served by grant-funded activities and services in the Student Services and Learning Support areas at the college. Outcomes will include achievement of the following performance levels: 1P1-Post- Program Placement – 83.91% to 84.20% ; 2P1-Credential Attainment– 62.27% to 62.50%; and 3P1- Concentration in Non-Traditional Occupations– 17.41 to 17.70%.	7/1/2023-6/30/2024	650	Perkins	\$601,697	\$359,510	\$242,187
Project Number	Title	Purpose	Grant Period	Number Served	Funding Source	Total Budget	Grant Award	Matching Funds
423	Strengthening CTE Programs	Blackhawk Technical College (BTC) will employ Academic Advisor(s) to support students in Business Management and Criminal Justice programs with academic and student services interventions such as individualized plans and proactive advising. In FY2022, there were 199 students enrolled in the Business Management program, and 149 students enrolled in the Criminal Justice program, with a nominal increase/significant decrease from FY2021 enrollment of 197 and 179 respectively (Program Performance Dashboard). Using new communications and monitoring tools, the Academic Advisor(s) will identify struggling students early and	7/1/2023-6/30/2024	100	Perkins	\$90,502	\$90,502	\$0

		refer them to instructional supportive services (e.g. tutoring, accommodations/disability services) to improve learning outcomes in all program courses, and will also refer them to student services (e.g. student counseling & case management, financial aid) as appropriate. The Academic Advisor(s) will identify and implement interventions that in the short-term will better the technical/general education course completion while in the long-term will most certainly improve upon retention and credential completion. With a special focus on identified at-risk populations, about 25 first-year Business Management program and Criminal Justice program students will be invited to participate in first-year experience programming that may include: a summer bridge experience, growth mindset/skill development workshops, financial literacy information, and campus resource opportunities.						
Project Number	Title	Purpose	Grant Period	Number Served	Funding Source	Total Budget	Grant Award	Matching Funds
424	Nontraditional Occupations	The Non-Traditional Occupations project will serve 50 participants by promoting enrollment and retention in non-traditional technical careers. Efforts will include outreach to recruit students to NTO programs and participate in NTO Recruitment Events and case management and supportive services for students who are currently in NTO programs at the college (Perkins Indicator 3P1). The Student Recruitment Specialist will assist with the outreach activities, including providing recruitment materials to the dislocated worker program, and other programs at the Job Center (with support from the NTO Coordinator) and on our campuses, and providing information about NTO programs for middle and high school students in connection with scheduled recruitment activities. The NTO Coordinator, who is also the Student Counseling and Case Manager, will provide case management and supportive services to students currently enrolled in NTO programs, including identifying barriers, classroom visits, referrals to workshops and other	7/1/2023-6/30/2024	50	Perkins	\$22,625	\$22,625	\$0

		student services, and conducting exit interviews. The NTO Coordinator will serve as the College's point of contact for NTO inquiries and initiatives. Expected outcomes will be to work to exceed the 3P1 target of 17.41% for enrollment in non-traditional programs and close the 3P1 equity gaps for Male and Multicultural special populations.						
Project Number	Title	Purpose	Grant Period	Number Served	Funding Source	Total Budget	Grant Award	Matching Funds
190	Core Industry - Computer Numeric Control (CNC) Technician (32-444-1)	Blackhawk Technical College will develop, update, and align curriculum and credentials in the Computer Numeric Control (CNC) Technician program to meet the needs of employers in our district . Recommendations focused on the need for Building a Younger Pipeline, Shorter Certificate Development, Shared Curriculum and Instructional Delivery, as well as engagement in an Earn 'n' Learn Opportunities Advancement approach. At least 40 students will be enrolled in the CNC Technician program over the course of the 2-year grant and will receive intensive advising and preparation for the flexible learning environment. Part-time participating student enrollment will increase from the current 9 students to 12 students per grant year with 90% of part-time students completing their courses with a C or better; 60% of all participating students will be retained to the next semester. CNC faculty will create shorter duration certificates of specialized training that will reach a larger student and industry/incumbent worker base and scaffold with other credits within the program, potentially culminating in an associate degree. In order to drive completion of shorter-term certificates, the CNC program will incorporate flexible education, intensive advising, and faculty mentoring--all while building relationships with community partners including high schools, employers, and workforce programs.	7/1/2023-6/30/2025	40	State/ GPR	\$335,000	\$335,000	\$0
Project Number	Title	Purpose	Grant Period	Number Served	Funding Source	Total Budget	Grant Award	Matching Funds

089	Professional Growth	Blackhawk Technical College (BTC) is seeking financial support to help fund the Center for Innovation in Teaching and Learning (CITL). The funds will allow the CITL to continue to extend and improve the training, support, and professional development it provides for full-time and part-time faculty and other academic staff. This training targets Flexible Learning Models to continue to incorporate the principals for Universal Design for Learning (UDL) through new efforts of a lens of equity and inclusion. This will be accomplished while continuing to leverage instructional technologies, balanced assessment plans, curriculum development, and high-quality instructional design methods based on quality standards. The purpose of this work continues to directly relate to BTC's mission and vision, "Flexible Learning in a Supportive Environment" and subsequent strategic initiatives that gives all students equal choice, access and opportunities to learn. In alignment with the college's strategic initiatives, large and small group workshops, faculty sharing sessions, just-in-time support, and professional learning opportunities help new and experienced faculty gain the knowledge and experience necessary to expand and transition to new models of teaching. This work includes the incorporation of the new FQAS Initial competencies which are incorporated in our New Faculty Experience for full time faculty.	7/1/2023-6/30/2024	160	State/ GPR	\$75,010	\$50,006	\$25,004
Project Number	Title	Purpose	Grant Period	Number Served	Funding Source	Total Budget	Grant Award	Matching Funds
114	Emergency Assistance	Blackhawk Technical College will provide emergency assistance grants to eligible Pell recipients who may experience unforeseen financial emergencies. The goal is to assist eligible students who are experiencing temporary financial hardships and provide assistance to them so they can focus on their studies and continue in their academic pursuits. An estimated 30 individuals will be served through this grant.	7/1/2023-6/30/2024	30	State/ GPR	\$9,992	\$9,992	\$0

Project Number	Title	Purpose	Grant Period	Number Served	Funding Source	Total Budget	Grant Award	Matching Funds
196	Revision: Program-to-Program Articulation	<p>The AA/AS degree programs at Blackhawk support a regional workforce and economic development strategy for growing the number and diversity of bachelor’s degree holders who live and work in Rock and Green Counties. Increasing bachelor’s degree attainment rates will in turn attract new and higher wage employers to our district.</p> <p>Funding through this grant will allow for the newly created and hired position of Transfer Coordinator. The Transfer Coordinator along with guidance from the Executive Director – Student Services and in direct collaboration with the Vice President – Academic Affairs, will secure strategically and equally prioritized transfer/articulation agreements with other in-and-out-of-state 4-year academic institutions. As such, the Transfer Coordinator position will have a close working relationship with Blackhawk’s Academic Deans, Program Chairs and faculty as well as the College’s Advising and Recruitment teams.</p> <p>The Transfer Coordinator will also be specifically involved in discussions of internal curriculum workgroups tasked with formulating a strategic plan for steps needed to complete articulation agreements and potential curriculum/course crosswalks. Once finalized internally, the College will set up and attend local meetings with to build relationships, articulation agreements, and create curriculum/course crosswalks.</p>	7/01/2022 – 6/30/2024	N/A	FY2023 GPR Grants: State Leadership Program-to-Program Articulation	\$150,000	\$150,000	\$0

ACTION ITEMS ITEM A.

Resolution Awarding the Sale of \$3,800,000 General Obligation Promissory Notes, Series 2023C

The District Board adopted a resolution in June authorizing the borrowing of \$3,800,000 for building improvements and annual capital equipment. This amount is included in the Fiscal Year 2023-24 budget.

Public notice to electors was subsequently published in the District's official newspaper, and the interest rate will be determined on the day of the Board meeting. A Financial Consultant from Robert W. Baird, Inc. will be present at the meeting to share the results of underwriting the issuance with you.

A copy of the blank resolution is attached.

Long- and short-term borrowing requires passage by a roll-call vote of a majority of the quorum.

RESOLUTION AWARDING THE SALE OF \$3,800,000 GENERAL
OBLIGATION PROMISSORY NOTES, SERIES 2023C

WHEREAS, on June 21, 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 \$3,800,000 General Obligation Promissory Notes, Series 2023C, of Blackhawk Technical College District, Wisconsin" (the "Authorizing Resolution") which authorized the issuance of General Obligation Promissory Notes, Series 2023C (the "Notes") in the amount of \$1,135,000 for the public purpose of financing building remodeling and improvement projects; and in the amount of \$2,665,000 for the purpose of financing the acquisition of movable equipment (collectively, the "Project");

WHEREAS, the District caused a Notice to Electors to be published in the Beloit Daily News on June 28, 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 expires on July 28, 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;

WHEREAS, the Secretary (in consultation with Baird) caused notices 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;

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 THREE MILLION EIGHT HUNDRED THOUSAND DOLLARS (\$3,800,000) 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 (subject to the condition that no valid petition for referendum is filed by July 28, 2023 with respect to the Notes). 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 2023C"; shall be issued in the aggregate principal amount of \$3,800,000; shall be dated August 3, 2023; 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 April 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, 2031 and thereafter are subject to redemption prior to maturity, at the option of the District, on April 1, 2030 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 2023 through 2032 for the payments due in the years 2024 through 2033 in the amounts set forth on the Schedule.

(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.

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 2023C" (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 July 10, 2023.

Chairperson

ATTEST:

Secretary

(SEAL)

DRAFT

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 2023C

MATURITY DATE: ORIGINAL DATE OF ISSUE: INTEREST RATE: CUSIP:
April 1, _____ August 3, 2023 _____% _____

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 April 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 \$3,800,000, 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 purposes of financing building remodeling and improvement projects and the acquisition of movable equipment, as authorized by resolutions adopted on June 21, 2023 and July 10, 2023. Said resolutions are recorded in the official minutes of the District Board for said dates.

The Notes maturing on April 1, 2031 and thereafter are subject to redemption prior to maturity, at the option of the District, on April 1, 2030 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 irrevocable 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: _____
Chairperson

(SEAL)

By: _____
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)

ACTION ITEMS ITEM B.

Award of Contract for New Manufacturing Building Precast Concrete Panels Contingent Upon WTCS Board Approval of the Project

The Central Campus New Manufacturing Building construction project was approved by the District Board in June and the WTCS Board will consider project approval at their meeting on July 11th & 12th.

Building design work continues with the construction bid documents scheduled for release by July 13th and bids due on August 3rd. Bid results will be presented to the District Board for consideration of contract award at the August Board meeting.

Precast concrete panels, a major element in the new building construction, has a significant lead time from contracting to delivery (approx. 5 month). The project team elected to advance bidding for this element of the project in an effort to reduce the lead time impact on the schedule. A request for bids to furnish and erect the precast concrete wall panels was release on June 13th with bids due on June 27th.

JP Cullen was the only bidder with a bid amount of \$1,007,227 to furnish and erect these panels. JPC obtained 4 quotes for the precast concrete panels (furnish):

Bid Received From:	TOTAL BASE BID
Midstates + JP Cullen	\$1,007,227
International Concrete Products + JP Cullen	\$1,016,279
Stonecast + JP Cullen	\$1,020,797
County Prestress + JP Cullen	\$1,024,079

JP Cullen's bid was based upon award to the lowest qualified, responsive bidder - Midstates. The budget for this scope of work is \$1,011,827. The low bid supplier results in a total bid that is \$4,600 under budget.

Since design work is continuing, JP Cullen recommends carrying an allowance of \$14,750 for potential additional trade costs:

- Additional Embeds not yet shown \$3,750
- Bracing \$5,000
- Electrical Boxes cast into wall panels \$6,000

If unused, these dollars are returned to the Owner. If approved, the contract will be executed for \$1,007,227 plus the \$14,750 allowance, and the materials will be ordered. As a reminder, the remainder of the project will be released for bid by July 13th with bids due by August 3rd. The bid results will be presented to the District Board for award of contract consideration at the August Board meeting.

Administration recommends award of contract for furnishing and erection of precast concrete walls, contingent upon WTCS Board approval of this project at their meeting on July 11th & 12th, to JPC at the low bid of \$1,007,227 plus \$14,750 allowance for potential additional trade costs due to design decisions.

Administration will be present to answer any questions.

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