



# District Board Meeting

3rd Wednesday of the Month  
5:00 pm  
Administration Building

Blackhawk Technical College

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## DISTRICT BOARD MEETING

### AGENDA

**DATE:** NOVEMBER 17, 2021

**TIME:** 5:00 P.M.

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

### CALL TO ORDER

A. Public Comment

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

### DISTRICT BOARD PROFESSIONAL DEVELOPMENT AND SPECIAL REPORTS

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

### INFORMATION/DISCUSSION

A. Financial Statement (*Information - Renea Ranguette*)

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

1. Community Engagement Update
2. Internal Communications
3. Review of College Events
4. Upcoming Events
5. Other Communications

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

D. WTCS Consortium Update (*Information – Representative*)

### 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 October 20, 2021, District Board Regular Meeting Minutes (*Action*)

B. Approval of Current Bills (*Action – Renea Ranguette*)

C. Approval of Training Contracts (*Action – Dr. Karen Schmitt*)

### ACTION ITEMS

A. Award of Contract for HVAC Building System Updates (*Action – Renea Ranguette*)

B. Selection of the 2021-22 Distinguished Alumni Award Nominee (*Action – Dr. Tracy Pierner*).

C. Approval of Water Connection Fee Proposal (*Action – Dr. Tracy Pierner*).

## COMMITTEES

### FINANCE *(Chairperson Barb Barrington-Tillman)*

Finance Committee Meeting – Meeting Scheduled November 17, 2021.

- A. Acceptance of the Fiscal Year 2020-21 Audit Report (*Finance Committee Recommendation – Action*)
- B. Modification to the Fiscal Year 2020-21 Budget (*Finance Committee Recommendation – Action*)
- C. Modification to the Fiscal Year 2021-22 Budget (*Finance Committee Recommendation – Action*)
- D. Fiscal Year 2022-23 Budget Assumptions and Calendar (*Information – Renea Ranguette*)

### PERSONNEL *(Chairperson Rich Deprez)*

Personnel Committee Meeting – No Meeting Scheduled in November.

## NEW BUSINESS

- A. None.

## OTHER BUSINESS

- A. Staff Changes (*For Information Only, Not for District Board Action*)
  - a. New Hires
    - i. Becky Lee, College Advancement Assistant – November 15, 2021
  - b. New Positions
    - i. None
  - c. Resignations
    - i. Sandi Peklo, Administrative Assistant-WCD – October 29, 2021
  - d. Retirements
    - i. Matt Urban, Workforce and Community Development Coordinator – February 4, 2022
- B. Report on ACCT Leadership Congress, October 23, 2020 (*Laverne Hays*)
- C. Report on District Board Association Virtual Fall Meeting, October 23, 2020 (*Laverne Hays*)
- D. District Board Association Winter Meeting, LTC/Osthoff, January 27-29, 2022 (*Chairperson Thornton*)

## FUTURE AGENDA ITEMS

## ADJOURNMENT

**Blackhawk Technical College (BTC) is an Equal Employment Opportunity and Affirmative Action Institution and Employer**

BTC does not discriminate against persons based on age, color, disability, ethnicity, gender, gender expression, gender identity, genetic information, height, marital status, national origin, political persuasion, pregnancy, childbirth or related medical conditions, race, religion, sex, sexual orientation, transgender status, veteran status, weight or any other protected classification.

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.

# INFORMATION/DISCUSSION ITEM A.

## BLACKHAWK TECHNICAL COLLEGE Summary of Revenue and Expenditures as of October 31, 2021

<u>COMBINED FUNDS</u>	2021-22 CURRENT BUDGET	2021-22 ACTUAL TO DATE	2021-22 PERCENT INCURRED	2020-21 ACTUAL TO DATE	2020-21 PERCENT INCURRED
<b>REVENUE &amp; OTHER RESOURCES:</b>					
Local Government	\$ 16,920,108	\$ 49	0.0%	\$ 14,676	0.1%
State Aids	15,097,073	2,501,321	16.6%	2,475,077	16.7%
Statutory Program Fees	5,388,810	3,495,048	64.9%	3,147,506	57.2%
Material Fees	387,644	196,654	50.7%	182,025	66.3%
Other Student Fees	724,250	477,793	66.0%	520,466	61.2%
Institutional	2,658,920	304,847	11.5%	251,723	9.1%
Federal	13,228,658	4,405,636	33.3%	3,808,825	39.0%
Other Sources (Bond/Transfer from Other Fund)	<u>10,474,625</u>	<u>10,300,000</u>	98.3%	<u>3,519,622</u>	68.3%
Total Revenue & Other Resources	<u>\$ 64,880,088</u>	<u>\$ 21,681,348</u>	30.3%	<u>\$ 13,919,920</u>	24.8%
<b>EXPENDITURES BY FUNCTION:</b>					
Instruction	\$ 18,859,103	\$ 5,013,755	26.6%	\$ 4,696,345	24.9%
Instructional Resources	3,888,826	708,806	18.2%	1,216,598	40.3%
Student Services	13,083,482	5,133,711	39.2%	4,912,427	40.0%
General Institutional	8,802,124	2,600,971	29.5%	2,725,903	35.8%
Physical Plant	26,806,513	4,037,352	15.1%	1,645,875	11.9%
Auxiliary Services	385,394	237,498	61.6%	221,810	71.6%
Other Uses (Transfer to Other Fund)	<u>174,625</u>	<u>-</u>	0.0%	<u>-</u>	0.0%
Total Expenditures & Other Uses	<u>\$ 72,000,067</u>	<u>\$ 17,732,093</u>	24.7%	<u>\$ 15,418,958</u>	27.6%
<b>EXPENDITURES BY FUNDS:</b>					
General	\$ 28,517,614	\$ 8,092,673	28.4%	\$ 7,847,012	27.8%
Special Revenue	5,540,168	1,012,478	18.3%	698,745	22.7%
Capital Projects	18,877,080	3,899,456	20.7%	1,995,848	31.5%
Debt Service	9,243,788	589,554	6.4%	529,618	6.1%
Enterprise	146,394	6,893	4.7%	8,951	10.8%
Internal Service	239,000	230,605	96.5%	213,109	93.9%
Trust & Agency	9,261,398	3,900,434	42.1%	4,125,675	44.0%
Other Uses (Transfer to Other Fund)	<u>174,625</u>	<u>-</u>	0.0%	<u>-</u>	0.0%
Total Expenditures	<u>\$ 72,000,067</u>	<u>\$ 17,732,093</u>	24.7%	<u>\$ 15,418,958</u>	27.6%
Fund Balances, Beginning	\$ 25,186,698	\$ 25,186,698		\$ 18,357,562	
Change in Fund Balance	<u>(7,119,979)</u>	<u>4,159,969</u>		<u>(1,499,038)</u>	
Fund Balances, Ending	<u>\$ 18,066,719</u>	<u>\$ 29,346,667</u>		<u>\$ 16,858,524</u>	

<b>Debt Service Detail</b>					
Principal Payments	7,495,000	-	0.0%	-	0.0%
Interest Payments	1,646,788	496,304	30.1%	497,118	43.7%
Other Debt Service Expenses	<u>102,000</u>	<u>93,250</u>	91.4%	<u>32,500</u>	47.8%
Total Debt Service Payments	<u>\$ 9,243,788</u>	<u>\$ 589,554</u>		<u>\$ 529,618</u>	



# CONSENT AGENDA ITEM A.



**BLACKHAWK** Technical College

## REGULAR DISTRICT BOARD MEETING

WEDNESDAY, OCTOBER 20, 2021

5:00 P.M.

### MINUTES

#### CALL TO ORDER

The Blackhawk Technical College District Board Regular meeting was held on Wednesday, October 20, 2021, at the Advanced Manufacturing Training Center, Room #118, 15 Plumb Street, Milton.

**Board Members Present:** Eric Thornton, Chairperson; Barbara Barrington-Tillman, Vice-Chairperson; Rich Deprez, Secretary; Rick Richard, Treasurer; Laverne Hays; Rob Hendrickson; Suzann Holland (left 5:25 p.m./returned 5:30 p.m.); Steve Pophal; and Kathy Sucus.

**Board Members Absent:** None.

**Staff Present:** Dr. Tracy Pierner; Kathy Broske; Tony Landowski; Renea Ranguette; Dr. Karen Schmitt; Julie Barreau; Dr. Helen Proeber; and Megan Wisnowski.

**Student Representative:** Hope Hopper.

**Guests:** None.

Chairperson Thornton called the Blackhawk Technical College District Board meeting to order at 5:03 p.m.

Chairperson Thornton called for Public Comment. There were no comments.

#### DISTRICT BOARD PROFESSIONAL DEVELOPMENT AND SPECIAL REPORTS

- A. Renea Ranguette, Vice President of Administrative Services, presented a Tax Levy Analysis to the District Board Members.
- B. Student Representative to the District Board, Hope Hooper, provided a report on student activities.

#### INFORMATION/DISCUSSION

Chairperson Thornton called for Information/Discussion items.

- A. The September Financial Statement and Quarterly Update were reviewed.
- B. Dr. Tracy Pierner presented his monthly report.
  - Community Engagement update includes the following meetings and events attended: GCDC Board meeting; presented at the Rock County LDA Luncheon; Forward Janesville BA5; Forward Janesville Golf Outing; United Way Day of Caring; UW-Whitewater Chancellor Henderson meeting on campus; Representative Vruwink and Chancellor Henderson discussion at Milton High School; Ann Roe meeting; presented at the K-12 Breakfast; met the new Brodhead Superintendent and Principal at Brodhead High School; Lisa Hurda provided a presentation at the Noon Rotary on my behalf.

- College Events: Nancy B. Parker Donor Wall Event; Alliant Energy committed \$200,000 to the Foundation for Naming opportunities (power poles and future refurbished EPD Lab; attended the Buckhorn Annual Dinner; Ten Year Lab Celebration Event at Monroe Campus; and a BA5 Event at the AMTC.
- Internal communication: The new Marketing and Communication Executive Director, Liz Paulsen, starts Monday, October 25, 2021; attended a Foundation Board meeting – the financial audit reported assets from last year of over \$1 million, and the Board approved a request for proposal for Student Housing Design Concept Services; The Janesville Gazette Best of the Best Award; and the Greater Beloit Chamber of Commerce Large Business of the Year Award.
- Upcoming Events: Fall Festival; BTC and PepsiCo/Frito-Lay tour of AMTC; meeting with Steve Servantez, Humane Society discussion; Alliant Energy Plant Tour, Manufacturing Days at AMTC; has been asked to serve on an AACC Committee.
- Other: Working with SWWDB on a Workforce Innovation Grant; collaborating with workforce and educational partners to become a coalition partner on a US EDA Build Back Better Regional Challenge Grant to support the food processing industry – to build a food and beverage incubator on the Monroe campus; attended the ACCT Conference and presented with Dr. Karen Schmitt and District Board member Laverne Hays.

C. Public Safety & Transportation Center (PSTC) Project Update.

Steel and the outer walls for the PSTC Education Building are at a 60-week delivery timeframe. The CTS doors are delayed until next week, creating a month delay to move into the building.

D. WTCS Consortium Update. There were none.

## CONSENT AGENDA

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

- A. Revised September 15, 2021, District Board Regular Meeting Minutes.
- B. Current Bills – The September bills include:
- Starting Check #00283106 and Ending Check #00284079
  - Direct Deposit Expense Reimbursements = \$2,800,483.82 (includes student related payments)
  - Payroll = \$951,408.71
  - Payroll Tax Wire Transfers = \$245,806.67
  - Other Wire Transfers = \$55,486.27
  - WRS Wire Transfers = \$165,808.68
  - P-card Disbursements = \$165,648.56
  - Bond Payment = \$496,303.55
  - Health Insurance Wire Transfer = \$308,114.74
  - Grand Total for the Month = \$5,189,061.00
- C. Training Contracts – Report Totals:
- Number Served: 210
  - Estimated FTEs: 0.983
  - BTC Cost Formula: \$16,710
  - LAB Cost Formula: \$12,228
  - Actual Contract Cost: \$22,313

**All in favor. Motion carried.**

**ACTION ITEMS**

Chairperson Thornton called for Action Items:

- A. District Board action was requested to establish the mill rate and tax levy for the Fiscal Year 2021-22.

Wisconsin Statute §38.16 defines the revenue limits applicable to District operations. The operational levy increase is limited by net new construction in the District. The District's net new construction valuation factor is applied to total revenue, which, for this purpose, is defined in statute as the total tax levy (net of debt service) from the previous year plus the property tax relief aid (PTRA) received in the last year. The District's 2021 valuation factor is 2.41780% for an operational levy increase of \$422,768 due to net new construction in the District.

The Department of Revenue reported the District's total refunded or rescinded in the 2020 levy was \$10,756.

Administration recommends the operational levy of \$7,321,346 with an operational mill rate of 0.45307 and the debt service levy of \$8,850,000 with a debt service mill rate of .54767. Therefore, the total levy proposed is \$16,171,346 with a total mill rate of 1.00074 per \$1,000 equalized valuation.

The State requires reporting a total levy, which includes the value of personal property that is exempt from the local tax levy. Including the value of exempt personal property brings the BTC total tax levy to \$16,333,840 for 2021-22.

As noted above, the actual local tax levy for 2021-22 will be \$16,171,346 since BTC will receive state aid in lieu of local property taxes on exempt personal property.

It was moved by Mr. Hays and seconded by Ms. Sukus to authorize a \$16,171,346 tax levy which is 1.00074 mills (including debt service) on \$16,159,386,341 of equalized value, and that the clerks of the various taxing entities be informed appropriately of their share of the District's levy.

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

**Motion carried unanimously.**

- B. The Central Campus HVAC system improvements are included in the FY22 annual capital funding for physical plant maintenance. Angus-Young Architects & Engineers assisted in the design specification and bid solicitation to replace the chilled water system. The engineer's preliminary estimate of the project cost was \$407,692. An alternate bid for the replacement of the system's electric switchboard was requested. Angus-Young has verified the low bidder has demonstrated sufficient qualification and responsibility to perform this work.

It was moved by Mr. Pophal and seconded by Ms. Holland to approve the award of contract for Central Campus HVAC Chiller Replacement to Sun Mechanical at a base bid of \$390,000 plus an alternate bid of \$83,500 for a total contract value of \$473,500.

**All in favor. Motion carried.**

- C. Administration requested approval of the Concept Review for an Associate of Applied Science Front End Web Development Program. The proposed 61-credit program would

provide employment training for people interested in website development that meets this need. For businesses to stay competitive in today's marketplace, they need a web presence. This request is about changing the name of the existing Web Software Developer program 10-152-4 to Front End Web Development 10-201-5. Pending District Board approval, documentation will be submitted for WTCS Board approval. If approved, the anticipated start time for the program is Fall 2022.

It was moved by Mr. Hays and seconded by Ms. Sukus to approve the Concept Review for an Associate of Applied Front End Design program.

**All in favor. Motion carried.**

- D. Administration requested approval of the Concept Review for an Associate of Applied Science Graphic Design Program; the proposed 63-credit program would provide employment training for people interested in Graphic Design. Graphic Designers are found in every industry in the College's District. Whether it be a small business creating brochures and media pieces or a large business with a marketing department, people with these skills are needed throughout the District. Pending District Board approval, documentation will be submitted for WTCS Board approval. If approved, the anticipated start time for the program is Fall 2022.

It was moved by Mr. Deprez and seconded by Mr. Hays to approve the Concept Review for an Associate of Applied Graphic Design program.

**All in favor. Motion carried.**

- E. Ms. Barrington-Tillman nominated Mr. Pophal for the 2022 Board Member of the Year Award.

Mr. Hays nominated Bob Beaver from Mid-State for the 2022 Board Member of the Year Award.

It was moved by Ms. Barrington-Tillman and seconded by Mr. Deprez to forward the nomination of Mr. Pophal to the District Boards Association of the 2022 Board Member of the Year Award.

**All in favor. Motion carried.**

- F. The District Board Association, 2021-22 Distinguished Alumni Award Nominee, is postponed until the November 17, 2021, District Board Meeting.

## COMMITTEES

Chairperson Thornton called for Committee Reports.

### FINANCE

- A. Finance Committee Meeting – No September Meeting Scheduled.

Committee Related Item:

- B. The Wisconsin Technical College System (WTCS) procurement rules require each District to review purchases of similar goods, supplies, or services each year to determine if a more competitive process should be used in the future. For the Fiscal Year 2020-2021, 52 vendors were each paid \$50,000 or more. A listing of these vendors was shared as well as an overview of the report.

It was moved by Ms. Barrington-Tillman and seconded by Mr. Pophal to accept the 2020-2021 Procurement Report as presented.

**All in favor. Motion carried.**

**PERSONNEL**

- A. Personnel Committee Meeting – No September Meeting Scheduled.

**NEW BUSINESS**

Chairperson Thornton called for New Business. There was none.

**OTHER BUSINESS**

Chairperson Thornton called for Other Business:

- A. Staff changes consisting of new hires, new positions, resignations, and retirements were reviewed.
- B. The Wisconsin Technical College District Boards Association October agenda was reviewed and discussed.
- C. A reminder was provided regarding the virtual District Board Association Fall Meeting, Legal Issues Facing Wisconsin Technical Colleges, scheduled for October 28-29, 2021.
- D. A discussion took place with regards to the District Board Self-Evaluation. The self-evaluations were completed in the summer and had a low response rate. It was suggested to complete and review the self-evaluations a month earlier.

**FUTURE AGENDA ITEMS**

Chairperson Thornton called for Future Agenda Items. There were none.

**ADJOURNMENT**

It was moved by Mr. Pophal and seconded by Mr. Depez to adjourn the meeting at 6:59 p.m.

**All in Favor. Motion carried.**

Richard Depez

Secretary



# CONSENT AGENDA ITEM B.

Blackhawk Technical College

## BILL LIST SUMMARY

Period Ending October, 2021

Starting Check Number           00284080  
Ending Check Number           00285096     Plus Direct Deposits

### PAYROLL TAXES

Federal	343,201.10	
State	<u>66,594.67</u>	409,795.77

### PAYROLL BENEFIT DEDUCTIONS & FRINGE PAYMENTS

Retirement	-	
Health and Dental Insurance	23,856.65	
Miscellaneous	<u>13,518.02</u>	37,374.67

### STUDENT RELATED PAYMENTS

369,424.10

### CURRENT NON CAPITAL EXPENSES

234,824.75

### CAPITAL

1,599,411.88

### DEBT

20,350.00

### TOTAL BILL LISTING AND PAYROLL TAXES

2,671,181.17

### PAYROLL-NET

1,064,502.18

### SUB TOTAL BILL LISTING AND PAYROLL

3,735,683.35

### PLUS OTHER WIRE TRANSFERS

54,367.81

### PLUS WRS WIRE TRANSFERS

161,162.25

### P-CARD DISBURSEMENTS

166,411.70

### WIRE FOR LAND PURCHASE

-

### PLUS BOND PAYMENT

-

### HEALTH INSURANCE WIRES

304,994.92

### GRAND TOTAL FOR THE MONTH

4,422,620.03



## CONSENT AGENDA ITEM C.

### CONTRACT TRAINING REPORT OCTOBER 2021

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
<b>2022-1082</b>	<b>Multiple Recipient</b>	<b>9</b>	<b>0.03</b>	<b>\$479</b>	<b>\$477</b>	<b>\$479</b>
	<i>Excel Advanced</i>					
	CNG	6				\$320
	IFF	1				\$53
	NAPCO	2				\$107
<b>2022-1084</b>	<b>Scot Forge</b>	<b>11</b>	<b>0.22</b>	<b>\$8,343</b>	<b>\$6,718</b>	<b>\$8,343</b>
	<i>Leadership Development</i>					
<b>2022-1091</b>	<b>Baker Manufacturing</b>	<b>24</b>	<b>0.08</b>	<b>\$1,464</b>	<b>\$1,193</b>	<b>\$1,464</b>
	<i>Signs of Substance Abuse</i>					
<b>2022-1092</b>	<b>Baker Manufacturing</b>	<b>24</b>	<b>0.12</b>	<b>\$2,182</b>	<b>\$1,213</b>	<b>\$2,182</b>
	<i>Leadership Development</i>					
<b>2022-1093</b>	<b>NorthStar</b>	<b>15</b>	<b>0.10</b>	<b>\$736</b>	<b>\$717</b>	<b>\$736</b>
	<i>Public Speaking/Presentations</i>					
<b>2022-1094</b>	<b>NorthStar</b>	<b>25</b>	<b>0.08</b>	<b>\$569</b>	<b>\$505</b>	<b>\$569</b>
	<i>Accountable Workplace</i>					
		<b>117</b>	<b>0.63</b>	<b>\$13,773</b>	<b>\$10,823</b>	<b>\$13,773</b>

Technical Assistance Contract Detail						
Contract #	Business/Industry	# Served	Est. FTEs	BTC Cost Formul	LAB Cost Formula	Actual Contract Amount
<b>2022-1086</b>	<b>ISELI</b>	<b>3</b>	<b>N/A</b>	<b>\$450</b>	<b>\$192</b>	<b>\$450</b>
	<i>Safety Consultation</i>					
<b>2022-1087</b>	<b>RWS Design &amp; Control</b>	<b>1</b>	<b>N/A</b>	<b>\$1,300</b>	<b>\$1,252</b>	<b>\$1,300</b>
	<i>Welding Consultation</i>					
<b>2022-1089</b>	<b>RWS Design &amp; Control</b>	<b>5</b>	<b>N/A</b>	<b>\$3,500</b>	<b>\$250</b>	<b>\$3,500</b>
	<i>Welding Assessments</i>					
<b>2022-1095</b>	<b>RWS Design &amp; Control</b>	<b>1</b>	<b>N/A</b>	<b>\$1,625</b>	<b>\$1,565</b>	<b>\$1,625</b>
	<i>Procedure Qual Consult</i>					
<b>2022-1096</b>	<b>Frito Lay</b>	<b>1</b>	<b>N/A</b>	<b>\$7,867</b>	<b>\$7,437</b>	<b>\$7,867</b>
	<i>Entry Level CDL</i>					
<b>2022-1097</b>	<b>Frito Lay</b>	<b>1</b>	<b>N/A</b>	<b>\$7,867</b>	<b>\$7,437</b>	<b>\$7,867</b>
	<i>Entry Level CDL</i>					
<b>2022-1098</b>	<b>Frito Lay</b>	<b>1</b>	<b>N/A</b>	<b>\$7,867</b>	<b>\$7,437</b>	<b>\$7,867</b>
	<i>Entry Level CDL</i>					
		<b>13</b>		<b>\$30,476</b>	<b>\$25,570</b>	<b>\$30,476</b>

**High School Customized Instruction Contract Detail**

Contract #	Business/Industry	# Served	Est. FTEs	BTC Cost Formul	LAB Cost Formula	Actual Contract Amount
2022-1088	Beloit Memorial HS	15	N/A	\$8,681	\$3,372	\$8,681
		15	0	\$8,681	\$3,372	\$8,681

**WAT Grant Customized Instruction Contract Detail**

Contract #	Business/Industry	# Served	Est. FTEs	BTC Cost Formul	LAB Cost Formula	Actual Contract Amount
		0	0.00	\$ -	\$ -	\$0

**Combined Contract Totals**

		# Served	Est. FTEs	BTC Cost Formul	LAB Cost Formula	Actual Contract Amount
		145	0.63	\$52,930	\$39,765	\$52,930

**High School At Risk Detail**

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

**Transcribed Credit Contract Detail**

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

All Contracts

145	0.63	\$52,930	\$39,765	\$52,930
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### Contract Training Approved By The District Board

	FY 2017-18		FY 2018-19		FY 2019-20		FY 2020-21		FY 2022-22		
	Month	Month's \$	YTD \$	Month's \$	YTD \$						
1st Quarter	July	\$60,763	\$60,763	\$15,141	\$15,141	\$306,616	\$306,616	\$0	\$0	\$34,748	\$34,748
	August	\$92,778	\$153,541	\$265,212	\$280,353	\$93,966	\$400,582	\$16,389	\$16,389	\$79,603	\$114,351
	September	\$355	\$153,896	\$110,603	\$390,956	\$51,844	\$452,426	\$17,532	\$33,921	\$63,394	\$177,745
2nd Quarter	October	\$83,880	\$237,776	\$36,363	\$427,319	\$18,826	\$471,252	\$29,073	\$62,994	\$22,313	\$200,058
	November	\$53,542	\$291,318	\$48,817	\$476,136	\$75,772	\$547,024	\$59,156	\$122,150	\$52,930	\$252,988
	December	\$44,997	\$336,315	\$67,999	\$544,135	\$54,312	\$601,336	\$18,026	\$140,176		
3rd Quarter	January	\$24,683	\$360,998	\$101,678	\$645,813	\$50,873	\$652,209	\$30,791	\$170,967		
	February	\$53,006	\$414,004	\$56,091	\$701,904	\$103,533	\$755,742	\$31,829	\$202,796		
	March	\$45,199	\$459,203	\$47,919	\$749,823	\$75,337	\$831,079	\$48,171	\$250,967		
4th Quarter	April	\$729,308	\$1,188,511	\$118,534	\$868,357	\$2,663	\$833,742	\$26,869	\$277,836		
	May	\$43,748	\$1,232,259	\$1,105,126	\$1,973,483	\$2,464,616	\$3,298,358	\$1,675,805	\$1,953,641		
	June	\$134,996	\$1,367,255	\$70,739	\$2,044,222	\$70,739	\$3,369,097	\$27,698	\$1,981,339		
<b>YTD TOTAL \$</b>		<b>\$1,367,255</b>		<b>\$2,044,222</b>		<b>\$3,369,097</b>		<b>\$1,981,339</b>		<b>\$252,988</b>	

#### Historical Reference

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

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



# **ACTION ITEMS ITEM A.**

## **Award of Contract for Higher Education Emergency Relief Fund [HEERF] HVAC Improvements**

Blackhawk Technical College received more than \$8.6 million in Higher Education Emergency Relief Fund [HEERF] Institutional Aids to support our efforts to:

- defray expenses associated with coronavirus (including lost revenue, technology costs associated with a transition to distance education, etc.);
- carry out student support activities authorized by the Higher Education Act of 1965, as amended, that address needs related to coronavirus;
- make additional emergency financial grants to students, and
- implement evidence-based practices to monitor and suppress coronavirus in accordance with public health guidelines

U.S. Department of Education FAQs provide guidance to institutions of higher education regarding HEERF allowable and unallowable expenditures. HEERF III – American Rescue Plan Act of 2021, provides guidance on allowable use of HEERF funds for minor remodeling which may include installation or renovation of HVAC systems to help prevent the spread of COVID-19.

Federal Uniform Guidance of Grants requires grant agency prior written approval for certain expenditures, including minor remodeling. BTC has received written approval from the US. Department of Education granting officer to use HEERF funds for replacement of two Central Campus air handlers and installation of bipolar ionization in HVAC ducts. A request for written approval of the Monroe Campus HVAC system replacement is pending.

Angus-Young Architects & Engineers assisted with the design specification and bid solicitation for HVAC improvements. A legal notice was published in the Janesville Gazette and bid documents were placed on Builders Exchange and Construction Connect (construction industry bidder boards). Eight companies acquired plans for review and consideration of bid submission, many of whom are subcontractors submitting bids to general contractors.

Two bids were received for replacement of the Central Campus air handling units:

Helm Group – Freeport, IL	\$459,665
TriCore Mechanical – Janesville, WI	\$471,000

One bid was received for the Monroe Campus HVAC system replacement and bipolar ionization in all college HVAC systems:

Gilbank Construction – Clinton, WI	\$1,493,000
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Angus-Young advises calls were made to local general contractors to raise interest in the bipolar ionization and Monroe Campus HVAC system replacement. Unfortunately, contractors are busy and interest was not high in this type of work.

Angus-Young acknowledges having worked with Gilbank Construction on similar improvements in K-12 buildings with great results. Angus-Young has verified the low bidders for each component demonstrates sufficient qualification and responsibility to perform this work.

Administration recommends award of contract for the **Central Campus air handling unit replacement to Helm Group, Freeport, IL in the amount of \$459,665** which is funded by the College's Higher Education Emergency Relief Fund grant award.

Administration recommends award of contract for the **Monroe Campus HVAC system replacement and Bipolar Ionization System Installation in all College HVAC systems to Gilbank Construction, Clinton, WI in the amount of \$1,493,000 pending U.S. Department of Education written approval** of this expenditure to be funded by the College's Higher Education Emergency Relief Fund grant award.

Renea Ranguette will be present at the meeting to address any questions.

## **ACTION ITEMS ITEM B.**

### **2021-22 Distinguished Alumni Award Nominee**

Each year, the Wisconsin Technical College District Boards Association seeks candidates for the Distinguished Alumni Award. This award recognizes a technical college alumnus who has demonstrated the value of a technical college education through career advancement, community service, continued personal and professional growth, and support of the technical college system.

The nominee's name and biography is attached.

Action is requested to forward this nomination to the Wisconsin Technical College District Boards Association for the 2022 Distinguished Alumni Award.

## 2021-22 Distinguished Alumni Award Nominee



Stephanie Hanson was born a teacher. Her earliest memories involve setting up a classroom in her bedroom and subjecting her siblings to playing school. “My mom bought me a chalkboard and a teacher’s grade book from a rummage sale,” she recalls, “and I would have class for them regularly. I would use my allowance to buy trinkets from the dollar store to bribe them into letting me teach them. As far back as I can remember, it’s what I’ve always wanted to do.”

For the past seven years, Stephanie has been a special education teacher at Merrill Elementary School, earning the praise of her fellow faculty and her building principal.

“Stephanie is a true leader in the building,” says Brandye Hereford, the Principal of Merrill Elementary. “She works with all stakeholders in the building to make sure that Merrill is a better place for students each day. Stephanie always treats students respectfully and goes over and beyond expectations when working with her student on grade-level content. Her problem-solving approach and student-centered attitude help make Merrill a positive place for our students. During distance learning, Stephanie kept in contact with families and did a great job modifying grade level lessons for her students.”

Over the summer, Stephanie was awarded the Beloit Rotary Educator of the Month for her outstanding work. Like most teachers, she puts her heart and soul into what she does every day. “I don’t do it for the recognition at all. I do it because I love to do it. And just seeing that other people do notice and do care. It was nice.”

Even though teaching was her dream, it wasn’t until her oldest son started in the Head Start program that Stephanie began to consider higher education. While Stephanie was volunteering in her son’s classroom, the Head Start teachers noticed Stephanie’s skills and encouraged her to pursue a degree in education.

“As a parent of two children, at that time, I did not think education, college was something that I could do,” she recalls. “But my Aunt Donna explained that Blackhawk has wonderful programming and grants and loans, and she got me hyped up once I realized that it was an option for me. I went the very next day and met with a counselor and enrolled in classes.”

Her instructors at BTC remember the student Stephanie was and continue to be impressed with the work she’s doing. “She inspires me with her kindness and passion,” says Michelle Weirich, BTC Early Childhood Instructor. “She truly has made a difference in the lives of people through her community service and work at the school.”

After completing her work in the ECE program at Blackhawk, Michelle encouraged Stephanie to keep going. “Michelle explained to me the great collaboration that Blackhawk has with Whitewater and encouraged me to continue after graduation,” Stephanie remembers. “I just needed that opening. I went to Whitewater right after she talked to me about it, met with a counselor, and figured out a plan to take that bridge. The summer after I graduated from BTC, I started at Whitewater.”

Graduating with a Bachelor’s Degree in Early Childhood Education and Special Education, Stephanie is now qualified to teach students from birth through third grade in regular or special education. After seven years at Merrill, she is transferring to Powers Elementary school to teach first grade in the same district her four children attend.

Stephanie’s two oldest children are now teenagers and considering what their career paths might be. Her son is currently an apprentice at Frito Lay and plans to attend a welding program. At the same time, her daughter is debating between a career in education and a career in medicine. Fully aware of how her journey has impacted her family’s future, Stephanie knows that if she hadn’t taken that first step of enrolling at Blackhawk, her children would not be considering these kinds of careers.

While recognizing the challenges of jumping into a new career, Stephanie would encourage those considering a career change to just do it. “You will not regret it,” she says. “Your family will benefit so much from you going back; you will benefit so much from going back. Many things changed in my life, from that first choice of going back to moving from a small apartment to now owning my own home and having my dream job. I am happy to say that I have built a life that I love, and it took that first step.”

**BLACKHAWK TECHNICAL COLLEGE**

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