

Blackhawk Technical College
Annual and Regular District Board Meeting
July 11, 2016
Central Campus – Administrative Center – Board Room
5:00 PM

AGENDA

- Enc. #1 1. Oath of Office for Reappointed Board Members

- Enc. #2 2. Election of Officers of the Board for the 2016-17 Fiscal Year (Annual Business – Action)
 - a. Chair
 - b. Vice Chair
 - c. Secretary
 - d. Treasurer

- 3. Public Comment
Members of the public who, during the portion of the meeting set aside for public comment, raise issues not on the agenda may be invited back to repeat their comments at a later Board meeting when the subject is properly noticed on the agenda.

- 4. Special Reports

- 5. Information/Discussion

- Enc. #3 a. Financial Statement (Information – Renea Ranguette)

- b. President’s Report
 - 1. Activities for the Month
 - 2. Legislative Update
 - 3. BTC in the News
 - 4. Other Communications

- 6. Annual Meeting Business

- Enc. #4 a. Designation of Date, Place, and Time of Regular Meetings of the Board for the Ensuing Year (Annual Business – Action)

- Enc. #5 b. Designation of District’s Official Newspaper (Annual Business – Action)

- Enc. #6 c. Naming of Wisconsin Technical College District Boards Association Delegate and Committee Representatives:

- Designation of Board of Director Delegate
(Annual Business – Information)
- Designation of Legislative Committee Representative
(Annual Business – Action)
- Designation of Human Resources Committee Representative
(Annual Business – Action)
- Designation of Program Committee Representative
(Annual Business – Action)
- Designation of Marketing/Public Relations & Awards Committee
Representative (Annual Business – Action)
- Designation of Representative to Committee on
Interdistrict/Interagency Cooperation (Annual Business – Action)
- Designation of Representative to Bylaws, Policies & Procedures
Committee (Annual Business – Action)

- Enc. #7 d. Designation of Depositories for the Blackhawk Technical College District
(Annual Business - Action)
- Enc. #8 e. Designation of Legal Counsel for the Blackhawk Technical College District
for FY 2016-17 (Annual Business – Action)
- Enc. #9 f. Designation of Auditor for the Blackhawk Technical College District
(Annual Business – Information)

7. Consent Agenda

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

- Enc. #10 a. Approval of Combined Minutes of the Public Hearing on the Fiscal Year
2016-17 Budget and Regular Meeting Held on June 15, 2016 (Action)
- Enc. #11 b. Approval of Current Bills (Action – Renea Ranguette)
- Enc. #12 c. Approval of Contract Training (Action – Dr. Diane Nyhammer)
- Enc. #13 d. Confirmation of Instructional Employment Contract Issued for the Position
of Nursing Assistant Instructor (Sarah Hubert) (Action – Brian Gohlke)
- Enc. #14 e. Acceptance of Resignation (Sarah Dillman) (Action – Brian Gohlke)
- Enc. #15 f. Acceptance of Intents to Retire (Timothy Cantwell, David Gile, Jeffrey
Scott) (Action – Brian Gohlke)

8. Action Items

Enc. #16 a. Approval of Three-Year Facilities Plan (Action – Renea Ranguette)

Enc. #17 b. Selection of 2016 Distinguished Alumni Award Nominee (Action – Dr. Tracy Pierner)

9. Committee Reports

Finance Committee

Barbara Tillman, Chairperson

No June Meeting Held

No July Meeting Scheduled
Committee-related items follow

Enc. #18 a. Adoption of Resolution Awarding the Sale of \$3,500,000 General Obligation Promissory Notes, Series 2016C (Action – Renea Ranguette and Robert W. Baird Representative)

Personnel Committee

Eric Thornton, Chairperson

No June Meeting Held

No July Meeting Scheduled

10. New Business

Enc. #19 a. 2015-16 Year-End and 2016 Summer Enrollment Report (Information – Edward Robinson)

11. Other Business

a. District Boards Association Summer Meeting – July 15-16, Wausau

b. ACCT Leadership Congress – October 5-8, New Orleans, LA

11. Future Agenda Items

ENCLOSURE #1

1. Oath of Office for Reappointed Board Members

Ms. Barbara Tillman (Employer Member), Mr. Mark Mayer (Employee Member), and Mr. Laverne Hays (Additional Member) were reappointed to three-year terms ending June 30, 2019.

Each will be required to sign the attached written oath prior to conducting business, which is required by Wisconsin Statutes.

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_____

Jacqueline J. Pins, Notary Public
My commission expires 9/25/17

ENCLOSURE #2

3. Election of Officers of the Board for the 2016-17 Fiscal Year (Annual Business - Action)

In May 2016, Board members were asked to complete the Board Members Interests for 2016-17 form for use in determining individual interests with regards to the election of officer positions at the July meeting. A form containing a compilation of the interests submitted is attached.

a. Election of Chair

The Board Chairperson for the past two years has been Barbara Tillman. The Chair of the Board may not serve for more than two successive years. There are no statutory requirements for any of the other offices.

Dr. Pierner will call for nominations for Chair of the Board for the 2016-17 fiscal year.

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

Following the election, the newly elected Chair will continue with the elections for the following offices.

b. Election of Vice Chair

Mr. Eric Thornton has served as Vice Chair for the past year.

c. Election of Secretary

Mr. Laverne Hays has served as Secretary of the Board for the past year.

d. Election of Treasurer

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

Board Member Interests for 2016-17

\	TRACI DAVIS	LAVERNE HAYS	TOM HEEG	MARK MAYER	RICK RICHARD	KAREN SCHULTE	MALIK SURANI	ERIC THORNTON	BARBARA TILLMAN
CHAIRPERSON	If needed							X	
VICE CHAIRPERSON	If needed							X	X
SECRETARY	If needed	X						X	
TREASURER	If needed				X			X	

ENCLOSURE #3

Blackhawk Technical College
General Fund
 Comparative Statement of Revenues and Expenditures
 For The Months Ended June 30, 2016 and 2015

	2015-2016				2014-2015						
	Original Budget	Adjusted Budget	YTD Actual	Percent of Budget	Original Budget	Adjusted Budget	YTD Actual	Percent of Budget	Audited		
									Year End	Percent of Budget	Dollar Variance
Revenues											
Property Tax	5,810,524	5,810,524	5,834,526	100.41%	9,774,438	5,636,363	5,649,551	100.23%	5,649,677	100.24%	13,314
Other Local Government	(11,000)	(11,000)	2,861	-26.01%	(11,000)	(11,000)	3,983	-36.21%	3,983	-36.21%	14,983
State Aid	13,069,682	13,069,682	12,587,848	96.31%	12,746,687	12,884,762	12,687,635	98.47%	12,835,623	99.62%	(49,139)
Program Fees	6,433,128	5,753,476	7,905,827	137.41%	6,536,088	6,536,088	8,604,206	131.64%	6,234,905	95.39%	(301,183)
Material Fees	396,810	373,350	547,145	146.55%	428,719	428,719	529,874	123.59%	360,238	84.03%	(68,481)
Other Student Fees	387,900	370,476	499,201	134.75%	442,835	442,835	501,197	113.18%	421,068	95.08%	(21,767)
Institutional Revenue	710,491	732,515	1,333,378	182.03%	802,491	835,491	506,586	60.63%	1,196,110	143.16%	360,619
Federal Revenue	12,000	12,000	8,227	68.56%	12,000	12,000	9,375	78.13%	18,053	150.44%	6,053
Total Revenue	26,809,535	26,111,023	28,719,013	109.99%	30,732,258	26,765,258	28,492,407	106.45%	26,719,657	99.83%	(45,601)
Other Resources											
Trsf fr Res & Des Fund Bal	662,397	735,953	-	0.00%	-	931,656	-	0.00%	-	0.00%	(931,656)
Other Funding Sources	-	-	-	0.00%	-	-	-	0.00%	-	0.00%	-
Total Other Resources	662,397	735,953	-	0.00%	-	931,656	-	0.00%	-	0.00%	(931,656)
Total Resources	27,471,932	26,846,976	28,719,013	106.97%	30,732,258	27,696,914	28,492,407	102.87%	26,719,657	96.47%	(977,257)
Expenditures											
Instruction	15,590,348	15,434,442	15,178,373	98.34%	16,198,737	15,753,219	15,058,012	95.59%	15,998,938	101.56%	(245,719)
Instructional Resources	2,262,654	1,535,146	1,374,502	89.54%	2,240,822	2,243,432	2,010,875	89.63%	2,042,912	91.06%	200,520
Student Services	2,415,383	2,365,042	2,234,767	94.49%	2,475,333	2,431,746	2,392,021	98.37%	2,425,850	99.76%	5,896
General Institutional	4,554,329	4,789,103	4,653,235	97.16%	4,883,381	4,565,154	4,388,697	96.13%	4,432,707	97.10%	132,447
Physical Plant	2,639,218	2,710,149	2,545,431	93.92%	2,761,985	2,693,363	2,531,772	94.00%	2,676,690	99.38%	16,673
Auxiliary Services	-	-	-	0.00%	-	-	-	0.00%	-	0.00%	-
Total Expenditures	27,461,932	26,833,882	25,986,308	96.84%	28,560,258	27,686,914	26,381,377	95.28%	27,577,097	99.60%	109,817
Other Uses											
Trsf fr Res & Des Fund Bal	-	-	-	0.00%	-	-	-	0.00%	-	0.00%	-
Other Uses	10,000	13,094	-	0.00%	2,172,000	10,000	10,000	100.00%	10,000	100.00%	-
Total Other Uses	10,000	13,094	-	0.00%	2,172,000	10,000	10,000	100.00%	10,000	100.00%	-
Total Uses	27,471,932	26,846,976	25,986,308	96.79%	30,732,258	27,696,914	26,391,377	95.29%	27,587,097	99.60%	109,817
Budgeted Resources											
Over (Under) Expenditures	-	-	2,732,705		-	-	2,101,030		(867,440)		
Beginning Fund Balance	9,453,785	9,453,785	9,453,785		10,321,225	10,321,225	10,321,225		10,321,225		
Change in Fund Balance	(662,397)	(735,953)	-		-	(931,656)	2,101,030		(867,440)		
Ending Fund Balance	8,791,388	8,717,832	12,186,490		10,321,225	9,389,569	12,422,255		9,453,785		
Reserved for Prepaid Items	200,000	200,000	330,000		330,000	330,000	330,000		77,121		
Designated for Operations	6,250,000	6,250,000	6,866,000		6,866,000	6,866,000	6,866,000		5,482,729		
Designated for State Aid Fluc	257,000	257,000	299,000		299,000	299,000	299,000		257,000		
Designated for Sub Years	386,000	386,000	448,000		448,000	448,000	448,000		386,000		
Designated for Sub Year	1,698,388	1,624,832	4,243,490		2,378,225	1,446,569	4,479,255		3,250,935		

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

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

Blackhawk Technical College
Special Revenue Fund
 Comparative Statement of Revenues and Expenditures
 For The Months Ended June 30, 2016 and 2015

	2015-2016				2014-2015						
	Original Budget	Adjusted Budget	YTD Actual	Percent of Budget	Original Budget	Adjusted Budget	YTD Actual	Percent of Budget	Audited		
									Year End	Percent of Budget	Dollar Variance
Revenues											
Property Tax	647,075	647,075	647,075	100.00%	683,048	682,922	683,048	100.02%	682,922	100.00%	-
Other Local Government	-	-	-	0.00%	-	-	-	0.00%	-	0.00%	-
State Aid	854,617	856,117	768,726	89.79%	794,583	903,623	599,435	66.34%	646,775	71.58%	(256,848)
Program Fees	-	-	-	0.00%	-	-	-	0.00%	-	0.00%	-
Material Fees	1,325	1,325	215	16.23%	1,500	1,500	-	0.00%	663	44.20%	(837)
Other Student Fees	25,171	25,171	4,406	17.50%	28,500	28,500	-	0.00%	13,619	47.79%	(14,881)
Institutional Revenue	10,000	40,450	62,015	153.31%	10,000	42,211	458	1.09%	458	1.09%	(41,753)
Federal Revenue	1,114,994	1,109,712	958,566	86.38%	1,216,894	1,411,947	1,030,825	73.01%	1,121,022	79.40%	(290,925)
Total Revenue	2,653,182	2,679,850	2,441,003	91.09%	2,734,525	3,070,703	2,313,766	75.35%	2,465,459	80.29%	(605,244)
Other Resources											
Trsf fr Res & Des Fund Bal	-	-	-	0.00%	-	-	-	0.00%	-	0.00%	-
Other Funding Sources	-	-	-	0.00%	-	-	-	0.00%	-	0.00%	-
Total Other Resources	-	-	-	0.00%	-	-	-	0.00%	-	0.00%	-
Total Resources	2,653,182	2,679,850	2,441,003	91.09%	2,734,525	3,070,703	2,313,766	75.35%	2,465,459	80.29%	(605,244)
Expenditures											
Instruction	1,724,058	1,722,776	1,607,471	93.31%	1,834,746	2,130,997	1,539,542	72.25%	1,600,710	75.12%	530,287
Instructional Resources	50,283	50,283	50,316	100.07%	51,396	51,396	47,478	92.38%	51,396	100.00%	-
Student Services	814,269	814,269	659,252	80.96%	782,452	794,864	696,508	87.63%	705,887	88.81%	88,977
General Institutional	64,572	64,572	67,384	104.35%	65,931	65,931	52,791	80.07%	52,791	80.07%	13,140
Physical Plant	-	27,950	27,950	100.00%	-	27,515	-	0.00%	-	0.00%	27,515
Total Expenditures	2,653,182	2,679,850	2,412,373	90.02%	2,734,525	3,070,703	2,336,319	76.08%	2,410,784	78.51%	659,919
Other Uses											
Trsf fr Res & Des Fund Bal	-	-	-	0.00%	-	-	-	0.00%	-	0.00%	-
Other Uses	-	-	-	0.00%	-	-	-	0.00%	-	0.00%	-
Total Other Uses	-	-	-	0.00%	-	-	-	0.00%	-	0.00%	-
Total Uses	2,653,182	2,679,850	2,412,373	90.02%	2,734,525	3,070,703	2,336,319	76.08%	2,410,784	78.51%	(659,919)
Budgeted Resources Over (Under) Expenditures	-	-	28,630		-	-	(22,553)		54,675		
Beginning Fund Balance	669,809	669,809	669,809		615,134	615,134	615,134		615,134		
Change in Fund Balance	-	-	-		-	-	(22,553)		54,675		
Ending Fund Balance	669,809	669,809	698,439		615,134	615,134	592,581		669,809		

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

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

Blackhawk Technical College
Operating Budget
General Fund & Special Revenue Funds Combined
For The Months Ended June 30, 2016 and 2015

	2015-2016				2014-2015						
	Original Budget	Adjusted Budget	YTD Actual	Percent of Budget	Original Budget	Adjusted Budget	YTD Actual	Percent of Budget	Year End	Audited of Budget	Dollar Variance
Revenues											
Property Tax	6,457,599	6,457,599	6,481,601	100.37%	10,457,486	6,319,285	6,332,599	100.21%	6,332,599	100.21%	13,314
Other Local Government	(11,000)	(11,000)	2,861	-26.01%	(11,000)	(11,000)	3,983	-36.21%	3,983	-36.21%	14,983
State Aid	13,924,299	13,925,799	13,356,574	95.91%	13,541,270	13,788,385	13,287,070	96.36%	13,482,398	97.78%	(305,987)
Program Fees	6,433,128	5,753,476	7,905,827	137.41%	6,536,088	6,536,088	8,604,206	131.64%	6,234,905	95.39%	(301,183)
Material Fees	398,135	374,675	547,360	146.09%	430,219	430,219	529,874	123.16%	360,901	83.89%	(69,318)
Other Student Fees	413,071	395,647	503,607	127.29%	471,335	471,335	501,197	106.34%	434,687	92.22%	(36,648)
Institutional Revenue	720,491	772,965	1,395,393	180.52%	812,491	877,702	507,044	57.77%	1,196,568	136.33%	318,866
Federal Revenue	1,126,994	1,121,712	966,793	86.19%	1,228,894	1,423,947	1,040,200	73.05%	1,139,075	79.99%	(284,872)
Total Revenue	29,462,717	28,790,873	31,160,016	108.23%	33,466,783	29,835,961	30,806,173	103.25%	29,185,116	97.82%	(650,845)
Other Resources											
Trsf fr Res & Des Fund Bal	662,397	735,953	-	0.00%	-	931,656	-	0.00%	-	0.00%	(931,656)
Other Funding Sources	-	-	-	0.00%	-	-	-	0.00%	-	0.00%	-
Total Other Resources	662,397	735,953	-	0.00%	-	931,656	-	0.00%	-	0.00%	931,656
Total Resources	30,125,114	29,526,826	31,160,016	105.53%	33,466,783	30,767,617	30,806,173	100.13%	29,185,116	94.86%	(1,582,501)
Expenditures											
Instruction	17,314,406	17,157,218	16,785,844	97.84%	18,033,483	17,884,216	16,597,554	92.81%	17,599,648	98.41%	284,568
Instructional Resources	2,312,937	1,585,429	1,424,818	89.87%	2,292,218	2,294,828	2,058,353	89.70%	2,094,308	91.26%	200,520
Student Services	3,229,652	3,179,311	2,894,019	91.03%	3,257,785	3,226,610	3,088,529	95.72%	3,131,737	97.06%	94,873
General Institutional	4,618,901	4,853,675	4,720,619	97.26%	4,949,312	4,631,085	4,441,488	95.91%	4,485,498	96.86%	145,587
Physical Plant	2,639,218	2,738,099	2,573,381	93.98%	2,761,985	2,720,878	2,531,772	93.05%	2,676,690	98.38%	44,188
Auxiliary Services	-	-	-	0.00%	-	-	-	0.00%	-	0.00%	-
Total Expenditures	30,115,114	29,513,732	28,398,681	96.22%	31,294,783	30,757,617	28,717,696	93.37%	29,987,881	97.50%	769,736
Other Uses											
Trsf fr Res & Des Fund Bal	-	-	-	0.00%	-	-	-	0.00%	-	0.00%	-
Other Uses	10,000	13,094	-	0.00%	2,172,000	10,000	10,000	100.00%	10,000	100.00%	-
Total Other Uses	10,000	13,094	-	0.00%	2,172,000	10,000	10,000	100.00%	10,000	100.00%	-
Total Uses	30,125,114	29,526,826	28,398,681	96.18%	33,466,783	30,767,617	28,727,696	93.37%	29,997,881	97.50%	769,736
Budgeted Resources Over (Under) Expenditures	-	-	2,761,335		-	-	2,078,477		(812,765)		
Beginning Fund Balance	10,123,594	10,123,594	10,123,594		10,936,359	10,936,359	10,936,359		10,936,359		
Change in Fund Balance	(662,397)	(735,953)	-		-	(931,656)	2,078,477		(812,765)		
Ending Fund Balance	9,461,197	9,387,641	12,884,929		10,936,359	10,004,703	13,014,836		10,123,594		
Reserved for Prepaid Items	200,000	200,000	330,000		330,000	330,000	330,000		77,121		
Designated for Operations	6,250,000	6,250,000	6,866,000		6,866,000	6,866,000	6,866,000		5,482,729		
Designated for State Aid Fluc	257,000	257,000	299,000		299,000	299,000	299,000		257,000		
Designated for Sub Years	386,000	386,000	448,000		448,000	448,000	448,000		386,000		
Designated for Sub Year	2,368,197	2,294,641	4,941,929		2,993,359	2,061,703	5,071,836		3,920,744		

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

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

Blackhawk Technical College
Capital Projects Fund
 Comparative Statement of Revenues and Expenditures
 For The Months Ended June 30, 2016 and 2015

	2015-2016				2014-2015				Audited		
	Original Budget	Adjusted Budget	YTD Actual	Percent of Budget	Original Budget	Adjusted Budget	YTD Actual	Percent of Budget	Year End	Percent of Budget	Dollar Variance
Revenues											
Property Tax	-	-	-	0.00%	-	-	-	0.00%	-	0.00%	-
State Aid	45,000	45,000	-	0.00%	5,000	10,378	-	0.00%	4,736	45.63%	(5,642)
Institutional Revenue	-	31,565	16,752	53.07%	10,000	10,126	5,822	57.50%	6,695	66.12%	(3,431)
Federal Revenue	-	38,434	-	0.00%	-	57,687	-	0.00%	78,998	136.94%	21,311
Total Revenue	45,000	114,999	16,752	14.57%	15,000	78,191	5,822	7.45%	90,429	115.65%	12,238
Other Resources											
Trsf fr Res & Des Fund Bal	4,385,000	6,077,518	-	0.00%	-	2,930,717	-	0.00%	-	0.00%	(2,930,717)
Other Funding Sources	11,300,000	11,300,000	11,300,000	100.00%	15,000,000	19,500,000	19,500,000	100.00%	19,500,000	100.00%	-
Total Other Resources	15,685,000	17,377,518	11,300,000	65.03%	15,000,000	22,430,717	19,500,000	86.93%	19,500,000	86.93%	(2,930,717)
Total Resources	15,730,000	17,492,517	11,316,752	64.69%	15,015,000	22,508,908	19,505,822	86.66%	19,590,429	87.03%	(2,918,479)
Expenditures											
Instruction	2,929,993	4,135,920	3,105,631	75.09%	3,802,880	5,344,542	3,616,614	67.67%	4,194,047	78.47%	1,150,495
Instructional Resources	2,160,500	2,001,869	1,331,888	66.53%	1,872,311	1,989,753	1,852,074	93.08%	1,935,159	97.26%	54,594
Student Services	8,550	8,550	7,075	82.75%	144,600	176,197	180,070	102.20%	190,964	108.38%	(14,767)
General Institutional	399,437	648,404	422,972	65.23%	409,000	1,004,722	790,209	78.65%	948,504	94.40%	56,218
Physical Plant	9,773,585	10,010,492	7,883,161	78.75%	8,661,209	8,716,673	8,014,487	91.94%	8,313,651	95.38%	403,022
Auxiliary Services	-	-	-	0.00%	-	-	-	0.00%	-	0.00%	-
Total Expenditures	15,272,065	16,805,235	12,750,727	75.87%	14,890,000	17,231,887	14,453,454	83.88%	15,582,325	90.43%	1,649,562
Other Uses											
Trsf fr Res & Des Fund Bal	318,415	547,762	-	0.00%	-	5,043,021	-	0.00%	-	0.00%	5,043,021
Other Uses	139,520	139,520	60,000	43.00%	125,000	234,000	234,000	100.00%	234,000	100.00%	-
Total Other Uses	457,935	687,282	60,000	8.73%	125,000	5,277,021	234,000	4.43%	234,000	4.43%	5,043,021
Total Uses	15,730,000	17,492,517	12,810,727	73.24%	15,015,000	22,508,908	14,687,454	65.25%	15,816,325	70.27%	6,692,583
Budgeted Resources Over (Under) Expenditures	-	-	(1,493,975)		-	-	4,818,368		3,774,104		
Beginning Fund Balance	6,104,509	6,104,509	6,104,509		2,330,405	2,330,405	2,330,405		2,330,405		
Change in Fund Balance	(4,066,585)	(5,529,756)	-		-	2,112,304	4,818,368		3,774,104		
Ending Fund Balance	2,037,924	574,753	4,610,534		2,330,405	4,442,709	7,148,773		6,104,509		

Capital Projects Fund is used to account for all resources and expenditures related to capital projects. Capital projects include the acquisition of sites/buildings, purchase or construction of buildings (including equipping), remodeling and improvement of buildings and purchase of movable and fixed equipment with a per unit value of \$500 and a life expectancy of at least two years.

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

Blackhawk Technical College
Debt Service
 Comparative Statement of Revenues and Expenditures
 For The Months Ended June 30, 2016 and 2015

	2015-2016				2014-2015						
	Original Budget	Adjusted Budget	YTD Actual	Percent of Budget	Original Budget	Adjusted Budget	YTD Actual	Percent of Budget	Year End	Percent of Budget	Dollar Variance
Revenues											
Property Tax	7,419,676	7,419,676	7,188,785	96.89%	4,743,000	6,105,000	6,105,000	100.00%	6,105,000	100.00%	-
Institutional Revenue	1,200	1,200	5,593	466.08%	2,000	2,000	1,355	67.75%	1,516	75.80%	(484)
Total Revenue	7,420,876	7,420,876	7,194,378	96.95%	4,745,000	6,107,000	6,106,355	99.99%	6,106,516	99.99%	(484)
Other Resources											
Trsf fr Res & Des Fund Bal	-	-	-	0.00%	-	-	-	0.00%		0.00%	-
Other Funding Sources	139,520	139,520	60,000	43.00%	1,487,000	204,000	234,000	114.71%	234,000	114.71%	30,000
Total Other Resources	139,520	139,520	60,000	43.00%	1,487,000	204,000	234,000	114.71%	234,000	114.71%	30,000
Total Resources	7,560,396	7,560,396	7,254,378	95.95%	6,232,000	6,311,000	6,340,355	100.47%	6,340,516	100.47%	29,516
Expenditures											
Physical Plant	7,560,396	7,560,396	7,270,636	96.17%	6,232,000	6,311,000	6,103,939	96.72%	5,982,918	94.80%	328,082
Total Expenditures	7,560,396	7,560,396	7,270,636	96.17%	6,232,000	6,311,000	6,103,939	96.72%	5,982,918	94.80%	328,082
Other Uses											
Trsf fr Res & Des Fund Bal	-	-	-	0.00%	-	-	-	0.00%		0.00%	-
Other Uses	-	-	-	0.00%	-	-	-	0.00%	-	0.00%	-
Total Other Uses	-	-	-	0.00%	-	-	-	0.00%	-	0.00%	-
Total Uses	7,560,396	7,560,396	7,270,636	96.17%	6,232,000	6,311,000	6,103,939	96.72%	5,982,918	94.80%	328,082
Budgeted Resources											
Over (Under) Expenditures	-	-	(16,258)		-	-	236,416		357,598		
Beginning Fund Balance	819,388	819,388	819,388		461,790	461,790	461,790		461,790		
Change in Fund Balance	-	-	-		-	-	236,416		357,598		
Ending Fund Balance	819,388	819,388	803,130		461,790	461,790	698,206		819,388		

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

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

Blackhawk Technical College
Enterprise Fund
 Comparative Statement of Revenues and Expenditures
 For The Months Ended June 30, 2016 and 2015

	2015-2016				2014-2015						
	Original Budget	Adjusted Budget	YTD Actual	Percent of Budget	Original Budget	Adjusted Budget	YTD Actual	Percent of Budget	Year End	Percent of Budget	Dollar Variance
Revenues											
Other Student Fees	-	-	-	0.00%	-	-	-	0.00%	-	0.00%	-
Institutional Revenue	150,125	156,125	137,782	88.25%	154,000	158,684	106,955	67.40%	107,828	67.95%	(50,856)
Federal Revenue	-	-	-	0.00%	-	-	-	0.00%	-	0.00%	-
Total Revenue	150,125	156,125	137,782	88.25%	154,000	158,684	106,955	67.40%	107,828	67.95%	(50,856)
Other Resources											
Trsf fr Res & Des Fund Bal	5,000	5,000	-	0.00%	-	3,000	-	0.00%	-	0.00%	(3,000)
Other Funding Sources	10,000	10,000	-	0.00%	10,000	10,000	10,000	100.00%	10,000	100.00%	-
Total Other Resources	15,000	15,000	-	0.00%	10,000	13,000	10,000	76.92%	10,000	76.92%	(3,000)
Total Resources	165,125	171,125	137,782	80.52%	164,000	171,684	116,955	68.12%	117,828	68.63%	(53,856)
Expenditures											
Instruction	-	-	-	0.00%	-	-	-	0.00%	-	0.00%	-
Auxiliary Services	155,125	161,125	53,679	33.32%	154,000	158,126	100,921	63.82%	103,270	65.31%	54,856
Total Expenditures	155,125	161,125	53,679	33.32%	154,000	158,126	100,921	63.82%	103,270	65.31%	54,856
Other Uses											
Trsf fr Res & Des Fund Bal	-	-	-	0.00%	-	3,558	-	0.00%	-	0.00%	3,558
Other Uses	10,000	10,000	-	0.00%	10,000	10,000	10,000	100.00%	10,000	100.00%	-
Total Other Uses	10,000	10,000	-	0.00%	10,000	13,558	10,000	73.76%	10,000	73.76%	3,558
Total Uses	165,125	171,125	53,679	31.37%	164,000	171,684	110,921	64.61%	113,270	65.98%	58,414
Budgeted Resources Over (Under) Expenditures	-	-	84,103		-	-	6,034		4,558		
Beginning Fund Balance	420,056	420,056	420,056		415,498	415,498	415,498		415,498		
Change in Fund Balance	(5,000)	(5,000)	-		-	558	6,034		4,558		
Ending Fund Balance	415,056	415,056	504,159		415,498	416,056	421,532		420,056		

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

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

Blackhawk Technical College
Internal Service Fund
 Comparative Statement of Revenues and Expenditures
 For The Months Ended June 30, 2016 and 2015

	2015-2016				2014-2015				Audited		
	Original Budget	Adjusted Budget	YTD Actual	Percent of Budget	Original Budget	Adjusted Budget	YTD Actual	Percent of Budget	Year End	Percent of Budget	Dollar Variance
Revenues											
Institutional Revenue	167,470	167,470	167,470	100.00%	167,470	167,470	167,470	100.00%	167,470	100.00%	-
Total Revenue	167,470	167,470	167,470	100.00%	167,470	167,470	167,470	100.00%	167,470	100.00%	-
Other Resources											
Trsf fr Res & Des Fund Bal	20,000	42,500	-	0.00%	8,000	8,000	-	0.00%	-	0.00%	(8,000)
Other Funding Sources	-	-	-	0.00%	-	-	-	0.00%	-	0.00%	-
Total Other Resources	20,000	42,500	-	0.00%	8,000	8,000	-	0.00%	-	0.00%	(8,000)
Total Resources	187,470	209,970	167,470	79.76%	175,470	175,470	167,470	95.44%	167,470	95.44%	(8,000)
Expenditures											
Instruction	-	-	-	0.00%	-	-	-	0.00%	-	0.00%	-
Student Services	-	-	-	0.00%	-	-	-	0.00%	-	0.00%	-
Auxiliary Services	187,470	209,970	208,692	99.39%	175,470	175,470	171,170	97.55%	171,292	97.62%	4,178
Total Expenditures	187,470	209,970	208,692	99.39%	175,470	175,470	171,170	97.55%	171,292	97.62%	4,178
Other Uses											
Trsf fr Res & Des Fund Bal	-	-	-	0.00%	-	-	-	0.00%	-	0.00%	-
Other Uses	-	-	-	0.00%	-	-	-	0.00%	-	0.00%	-
Total Other Uses	-	-	-	0.00%	-	-	-	0.00%	-	0.00%	-
Total Uses	187,470	209,970	208,692	99.39%	175,470	175,470	171,170	97.55%	171,292	97.62%	4,178
Budgeted Resources											
Over (Under) Expenditures	-	-	(41,222)		-	-	(3,700)		(3,822)		
Beginning Fund Balance	275,268	275,268	275,268		279,090	279,090	279,090		279,090		
Change in Fund Balance	(20,000)	(42,500)	-		(8,000)	(8,000)	(3,700)		(3,822)		
Ending Fund Balance	255,268	232,768	234,046		271,090	271,090	275,390		275,268		

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

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

Blackhawk Technical College
Trust and Agency Fund
 Comparative Statement of Revenues and Expenditures
 For The Months Ended June 30, 2016 and 2015

	2015-2016				2014-2015						
	Original Budget	Adjusted Budget	YTD Actual	Percent of Budget	Original Budget	Adjusted Budget	YTD Actual	Percent of Budget	Year End	Percent of Budget	Dollar Variance
Revenues											
Property Tax	-	-	-	0.00%	-	-	-	0.00%	-	0.00%	-
State Aid	919,000	922,094	736,713	79.90%	974,000	974,000	874,482	89.78%	874,482	89.78%	(99,518)
Other Student Fees	303,000	303,000	397,202	131.09%	310,000	310,000	433,523	139.85%	315,325	101.72%	5,325
Institutional Revenue	223,000	229,500	223,169	97.24%	238,000	242,500	169,098	69.73%	169,118	69.74%	(73,382)
Federal Revenue	12,160,000	12,160,000	9,127,743	75.06%	13,470,000	13,470,000	11,197,715	83.13%	11,290,475	83.82%	(2,179,525)
Total Revenue	13,605,000	13,614,594	10,484,827	77.01%	14,992,000	14,996,500	12,674,818	84.52%	12,649,400	84.35%	(2,347,100)
Other Resources											
Trsf fr Res & Des Fund Bal	115,498	115,498	-	0.00%	83,241	116,241	-	0.00%	-	0.00%	(116,241)
Other Funding Sources	10,000	13,094	-	0.00%	10,000	10,000	10,000	100.00%	10,000	100.00%	-
Total Other Resources	125,498	128,592	-	0.00%	93,241	126,241	10,000	7.92%	10,000	7.92%	(116,241)
Total Resources	13,730,498	13,743,186	10,484,827	76.29%	15,085,241	15,122,741	12,684,818	83.88%	12,659,400	83.71%	(2,463,341)
Expenditures											
Instruction	-	-	-	0.00%	-	-	-	0.00%	-	0.00%	-
Student Services	13,625,498	13,638,186	10,379,161	76.10%	14,980,241	15,017,741	12,371,671	82.38%	12,579,138	83.76%	2,438,603
General Institutional	105,000	105,000	129,236	123.08%	105,000	105,000	107,678	102.55%	107,678	102.55%	(2,678)
Physical Plant	-	-	-	0.00%	-	-	-	0.00%	-	0.00%	-
Total Expenditures	13,730,498	13,743,186	10,508,397	76.46%	15,085,241	15,122,741	12,479,349	82.52%	12,686,816	83.89%	2,435,925
Other Uses											
Trsf fr Res & Des Fund Bal	-	-	-	0.00%	-	-	-	0.00%	-	0.00%	-
Other Uses	-	-	-	0.00%	-	-	-	0.00%	-	0.00%	-
Total Other Uses	-	-	-	0.00%	-	-	-	0.00%	-	0.00%	-
Total Uses	13,730,498	13,743,186	10,508,397	76.46%	15,085,241	15,122,741	12,479,349	82.52%	12,686,816	83.89%	2,435,925
Budgeted Resources											
Over (Under) Expenditures	-	-	(23,570)		-	-	205,469		(27,416)		
Beginning Fund Balance	714,899	714,899	714,899		812,862	812,862	812,862		742,315		
Change in Fund Balance	(115,498)	(115,498)	-		(83,241)	(116,241)	205,469		(27,416)		
Ending Fund Balance	599,401	599,401	691,329		729,621	696,621	1,018,331		714,899		

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

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

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

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

Blackhawk Technical College
All Funds
 Comparative Statement of Revenues and Expenditures
 For The Months Ended June 30, 2016 and 2015

	2015-2016				2014-2015				Audit		
	Original Budget	Adjusted Budget	YTD Actual	Percent of Budget	Original Budget	Adjusted Budget	YTD Actual	Percent of Budget	Year End	Percent of Budget	Dollar Variance
Revenues											
Property Tax	13,877,275	13,877,275	13,670,386	98.51%	15,200,486	12,424,285	12,437,599	100.11%	12,437,599	100.11%	13,314
Other Local Government	(11,000)	(11,000)	2,861	-26.01%	(11,000)	(11,000)	3,983	-36.21%	3,983	-36.21%	14,983
State Aid	14,888,299	14,892,893	14,093,287	94.63%	14,520,270	14,772,763	14,161,552	95.86%	14,361,616	97.22%	(411,147)
Program Fees	6,433,128	5,753,476	7,905,827	137.41%	6,536,088	6,536,088	8,604,206	131.64%	6,234,905	95.39%	(301,183)
Material Fees	398,135	374,675	547,360	146.09%	430,219	430,219	529,874	123.16%	360,901	83.89%	(69,318)
Other Student Fees	716,071	698,647	900,809	128.94%	781,335	781,335	934,720	119.63%	750,012	95.99%	(31,323)
Institutional Revenue	1,262,286	1,358,825	1,946,159	143.22%	1,383,961	1,458,482	957,744	65.67%	1,649,195	113.08%	190,713
Federal Revenue	13,286,994	13,320,146	10,094,536	75.78%	14,698,894	14,951,634	12,237,915	81.85%	12,508,548	83.66%	(2,443,086)
Total Revenue	50,851,188	50,264,937	49,161,225	97.80%	53,540,253	51,343,806	49,867,593	97.12%	48,306,759	94.08%	(3,037,047)
Other Resources											
Trsf fr Res & Des Fund Bal	5,187,895	6,976,469	-	0.00%	91,241	3,989,614	-	0.00%	-	0.00%	(945,706)
Other Funding Sources	11,459,520	11,462,614	11,360,000	99.10%	16,507,000	19,724,000	19,754,000	100.15%	19,754,000	100.15%	80,982
Total Other Resources	16,647,415	18,439,083	11,360,000	61.61%	16,598,241	23,713,614	19,754,000	83.30%	19,754,000	83.30%	(864,724)
Total Resources	67,498,603	68,704,020	60,521,225	88.09%	70,138,494	75,057,420	69,621,593	92.76%	68,060,759	90.68%	(4,609,897)
Expenditures											
Instruction	20,244,399	21,293,138	19,891,475	93.42%	21,836,363	23,228,758	20,214,168	87.02%	21,793,695	93.82%	1,435,063
Instructional Resources	4,473,437	3,587,298	2,756,706	76.85%	4,164,529	4,284,581	3,910,427	91.27%	4,029,467	94.05%	255,114
Student Services	16,863,700	16,826,047	13,280,255	78.93%	18,382,626	18,420,548	15,640,270	84.91%	15,901,839	86.33%	2,518,709
General Institutional	5,123,338	5,607,079	5,272,827	94.04%	5,463,312	5,740,807	5,339,375	93.01%	5,541,680	96.53%	199,127
Physical Plant	19,973,199	20,308,987	17,727,178	87.29%	17,655,194	17,748,551	16,650,198	93.81%	16,973,259	95.63%	775,292
Auxiliary Services	342,595	371,095	262,371	70.70%	329,470	333,596	272,091	81.56%	274,562	82.30%	59,034
Total Expenditures	67,020,668	67,993,644	59,190,812	87.05%	67,831,494	69,756,841	62,026,529	88.92%	64,514,502	92.48%	5,242,339
Other Uses											
Trsf fr Res & Des Fund Bal	318,415	547,762	-	0.00%	-	5,046,579	-	0.00%	-	0.00%	5,046,579
Other Uses	159,520	162,614	60,000	36.90%	2,307,000	254,000	254,000	100.00%	254,000	100.00%	-
Total Other Uses	477,935	710,376	60,000	8.45%	2,307,000	5,300,579	254,000	4.79%	254,000	4.79%	5,046,579
Total Uses	67,498,603	68,704,020	59,250,812	86.24%	70,138,494	75,057,420	62,280,529	82.98%	64,768,502	86.29%	10,288,918
Budgeted Resources Over (Under) Expenditures	-	-	1,270,413		-	-	7,341,064		3,292,257		
Beginning Fund Balance	18,457,714	18,457,714	18,457,714		15,236,004	15,236,004	15,236,004		15,165,457		
Change in Fund Balance	(4,869,480)	(6,428,707)	-		(91,241)	1,056,965	7,341,064		3,292,257		
Ending Fund Balance	13,588,234	12,029,007	19,728,127		15,144,763	16,292,969	22,577,068		18,457,714		
Reserved for Prepaid Items	200,000	200,000	330,000		330,000	330,000	330,000		77,121		
Designated for Operations	6,250,000	6,250,000	6,866,000		6,866,000	6,866,000	6,866,000		5,482,729		
Designated for State Aid Fluc	257,000	257,000	299,000		299,000	299,000	299,000		257,000		
Designated for Sub Years	386,000	386,000	448,000		448,000	448,000	448,000		386,000		
Designated for Sub Year	2,368,197	2,294,641	4,941,929		2,993,359	2,061,703	5,071,836		3,920,744		

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

ENCLOSURE #4

6. Annual Meeting Business

a. Designation of Date, Place, and Time of Regular Meetings of the Board for the Ensuing Year (Annual Business - Action)

For the last several years, the BTC District Board has held its regular meeting on the third Wednesday of each month, beginning at 5:00 PM.

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

Regular Board meetings have been held in the Administration Building at Central Campus. For the 2016-17 fiscal year, it is proposed that the following regular Board meetings be held at alternate BTC locations:

- October 19, 2016 – Advanced Manufacturing Training Center, Room 118
- March 15, 2017 – Monroe Campus, Rooms 413 and 414

A final request is to take action at this time to set the Board meeting date for July 2017. 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 10, 2017. Rather than holding two meetings during July, it has been our practice to combine the annual organizational meeting of the Board and the regular July meeting of the Board.

Please check your calendars for conflicts. Formal Board action will be necessary to establish the dates, time, and location of meetings to be held during Fiscal Year 2016-17.

ENCLOSURE #5

6. Annual Meeting Business

b. Designation of District's Official Newspaper (Annual Business - Action)

It has been the practice of the District to rotate the official newspaper designation among the three daily newspapers for a two-year period.

The *Monroe Times* has been the District's official newspaper for FY 2015-16 and 2014-15. The *Beloit Daily News* was named by the Board as its official newspaper for FY 2013-14 and 2012-13. Next in rotation would be The *Janesville Gazette*.

Action is necessary this year to designate The *Janesville Gazette* as the official newspaper of the District for FY 2016-17 and FY 2017-18.

ENCLOSURE #6

6. Annual Meeting Business

c. Naming of Wisconsin Technical College District Boards Association Delegate and Committee Representatives:

- Designation of Board of Director Delegate (Information)

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

The Board of Director Member/Delegate should plan to attend the Fall Planning Meeting on Friday-Saturday, August 26 (evening) and 27, 2016, at the Concourse Hotel in Madison, and regular board meetings in conjunction with DBA quarterly meetings, with this year's board meetings scheduled for the following dates—July 15-16 (Wausau), October 28-29 (Milwaukee), January 12-13, 2017 (Madison), April 7-8, 2017 (Sheboygan), and July 2017 (date and location to be determined).

Laverne Hays has served as Blackhawk's delegate for the past year. He has one-year remaining on his current term.

COMMITTEE REPRESENTATIVES:

In addition, the District Boards Association requests that the representatives to the six standing committees also be selected at this time. The Association has suggested that every Board member serve on a committee. The Human Resources and Legislative Committees are considered the most active committees; therefore, the Association is suggesting the assignment of two members each to these committees.

- Designation of Legislative Committee Representative (Action)

- Designation of Human Resources Committee Representative (Action)

- Designation of Program Committee Representative (Action)

- Designation of Marketing/Public Relations & Awards Committee Representative (Action)

- Designation of Representative to Committee on Interdistrict/Interagency Cooperation (Action)

- Designation of Representative to Bylaws, Policies & Procedures Committee (Action)

A copy of the committee descriptions is attached as well as a list of current committee designees and alternates.

**WISCONSIN TECHNICAL COLLEGE DISTRICT BOARDS ASSOCIATION
2016-17 TECHNICAL COLLEGE DISTRICT REPRESENTATIVES**

Blackhawk Technical College	2015-16	2016-17
District Name		
Chairperson of the Board	Barbara Tillman	
Vice-Chairperson of the Board	Eric Thornton	
Secretary of the Board	Laverne Hays	
Treasurer of the Board	Rick Richard	
BOARD DELEGATE & STANDING COMMITTEES		
Board of Director Member <i>(July 2015 through June 2017)</i>	Laverne Hays	Laverne Hays
Legislative Committee Representative	Mark Mayer	
Human Resources Committee Representative	Barbara Tillman Eric Thornton	
Program Committee Representative	Traci Davis	
Marketing/Public Relations & Awards Committee Representative	Dr. Karen Schulte	
Interdistrict / Interagency Cooperation Committee Representative	Laverne Hays	
Bylaws, Policies & Procedures Committee Representative	Eric Thornton Laverne Hays	

District Boards Association Committee Descriptions

Legislative

The Legislative Committee has the following objectives:

1. Serve as the cornerstone of the Association's legislative interaction.
2. Review, analyze and recommend positions on state and federal legislation.
3. Communicate with other Association members, college presidents and Wisconsin Technical College System Board on specific position and action required on/by a bill.
4. Develop and maintain effective relations with state and federal legislators.
5. Provide information and coordinate activities for individuals who will testify when necessary.
6. Coordinate with other groups on joint legislative efforts.

Human Resources

The Human Resources Committee has responsibility for:

1. Reviewing labor-related legislation that affects member districts.
2. Creating a coordinated bargaining focus for member districts.
3. Serving as the catalyst in group goal setting and the implementation of bargaining strategies.
4. Serving as the vehicle to better educate district board members on labor negotiations and labor relations.
5. Developing cost containment strategies and alternatives.
6. Promoting effective faculty and staff recruitment and retention strategies to meet technical college human resources needs in an increasingly competitive labor market.

Program

The Program Committee will assist in establishing the quarterly in-service programs:

1. Research and identify in-service needs of the Wisconsin Technical College District Boards Association.
2. Establish an annual in-service topic agenda.
3. Assist and advise the staff in planning and developing the quarterly in-service programs.
4. Evaluate the effectiveness of the Association's in-service programs.

Marketing/Public Relations & Awards

The Marketing/Public Relations & Awards Committee has responsibility for identifying and recognizing:

1. Board Member of the Year;
2. Technical Education Champion (TECh) Award recipients;
3. Media Award recipients;
4. Legislator recognition;
5. Outgoing officers;
6. Other individuals who have contributed to vocational, technical and adult education, Wisconsin Technical Colleges, and the Wisconsin Technical College District Boards Association; and
7. Distinguished Alumni of the Year.

The Committee's role includes marketing and public relations, with the expressed purpose of serving as the coordinating vehicle with the System's Statewide Marketing Committee. The Committee is also charged with marketing the Wisconsin Technical College District Boards Association to district board members and, through Association activities, the Committee makes the public aware of the benefits of the Wisconsin Technical College System.

Interdistrict/Interagency Cooperation

The Interdistrict/Interagency Cooperation Committee has the following purposes:

1. To promote a dialog among district boards concerning multiple-district policy and/or program initiatives that best promote the mission of Wisconsin Technical Colleges;
2. To promote identification of and education about initiatives that will likely result in significant resource savings if pursued on a multiple-district basis or between districts and external agencies or other partners;
3. To realize the leverage presented by pooled purchasing across districts or in conjunction with other agencies or partners, without eroding district-level decision making and control concerning such purposes;
4. To identify and promote opportunities in furtherance of the Technical Colleges' missions that take advantage of cross-agency partnerships; and
5. To share knowledge among Association members concerning best practices and new ways of doing business while maximizing the good stewardship of college resources.

Bylaws, Policies & Procedures

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

The Committee has additional specific assignments:

1. At the Board of Directors' request, develop a select list of major issues on which the Board of Directors may request member consideration.
2. At the request of the Board of Directors, committee chair, or an individual unit member of the Association, review a proposed resolution or proposed change in the corporate 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.

ENCLOSURE #7

6. Annual Meeting Business

d. Designation of Depositories for the Blackhawk Technical College District
(Annual Business – Action)

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 FY 2016-17.

The authorizing signatures will need to reflect the signatures of any new officers of the 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 Town 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

Town Bank, Monroe, WI; First Community Bank, Milton, WI; Mid-America Bank, Janesville, WI; Blackhawk Bank, Beloit, WI; First National Bank & Trust Company, Beloit, WI; Anchor Bank, Janesville, WI; Associated Bank, Janesville, WI; Chase Bank, Janesville, WI; BMO Harris Bank, Janesville, WI; U. S. Bancorp, Madison, WI; Johnson 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	Renea Ranguette
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.

Chairperson of the Board

Signed and sealed this _____
day of _____, 2016.

Treasurer of the Board

Secretary of the Board

President/District Director

Affix School Seal

Vice President of Finance & College Operations

Controller

ENCLOSURE #8

6. Annual Meeting Business

- e. Designation of Legal Counsel for the Blackhawk Technical College District for FY 2016-17 (Annual Business – Action)

The District has employed Attorney Michael Aldana of Quarles & Brady LLP, Milwaukee, for labor relations and general higher education legal issues, and Attorney David Moore of Nowlan & Mouat 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 2016-17, it is our recommendation these attorneys again be designated as legal counsel for the Blackhawk Technical College District.

ENCLOSURE #9

6. Annual Meeting Business

f. Designation of Auditor for the Blackhawk Technical College District (Annual Business – Information)

In April 2014, the District awarded a three-year audit contract to Wipfli LLP of Eau Claire for the fiscal years ending 2014, 2015, and 2016, with two one-year optional renewals for fiscal years ending 2017 and 2018.

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

ENCLOSURE #10

Public Hearing on the FY 2016-17 Budget and Regular Meeting

of the

Blackhawk Technical College District Board

June 15, 2016

Minutes

The Public Hearing on the Fiscal Year 2016-17 Budget and regular meeting of the Blackhawk Technical College Board were held on Wednesday, June 15, 2016, at the BTC Administrative Center, 6004 S. County Road G, Janesville, in the Board Room. The following members were present: Barbara Tillman, Chairperson; Laverne Hays, Secretary; Rick Richard, Treasurer; Traci Davis (arrived 4:52 p.m.); Tom Heeg; Mark Mayer; Dr. Karen Schulte; and Malik Surani. Board members absent: Eric Thornton, Vice Chairperson. Staff present: Dr. Tom Eckert; Renea Ranguette; Brian Gohlke; Jackie Pins; Ed Robinson; Gary Kohn; Dr. Sally Vogl-Bauer; Dr. Gina McConoughey; Dr. Garry Krause; Matt Urban; Orinda Conway and Dustin Williams. Guests: John Mehan, Mike Johnson, Lee Fassett, Steve Johnson, Carol Riley, Jeanice Fox, Jim Fowler, and several additional community members.

Chairperson Tillman opened the public hearing on the FY 2016-17 budget at 4:30 p.m.

The proposed budget for FY 2016-17 was presented. Enrollment trends were shared. Administration forecasts FY17 credit enrollments to be slightly below 1,500 Full-Time Equivalents (FTEs), which is less than the 2008 baseline of the pre-GM closure. This forecast reflects flat enrollments with the exception of increased Law Enforcement Academies which are already planned. Operating revenue is proposed at \$28,958,569, comprised of 48% state aid, 23% local property taxes, 23% tuition & fees, and 3% for both federal and institutional revenues. FY17 revenues reflect a slight increase from FY16 due to Net New Construction and slight fee increases. Operating expenses are proposed at \$28,854,498, of which 79% is personnel-related, 21% other expenses, and less than 1% for contingency. Compared to the current budget, expenses for FY17 reflect a reduction of 2.1%. Allocation of operating expenses breaks down to 58% instruction, 17% for General Administration, 11% Student Services, 9% Physical Plant, and 5% Instructional Resources. The College experienced an enrollment decline slightly greater than 10% in FY16. Flexibility to take action mid-year to adjust the budget is limited due to the employment contracts at the College. In anticipation of potential further decline in FY17, the proposed budget is based upon level wages and reduced work days to be taken after September 1, 2016. Based upon the enrollment in early September, restoration of pay/furlough days would be possible and brought forward to the Board for action. Any restoration would be made in December/May based upon the semesters' enrollments. The Operating Fund Balance within the FY16 budget was reflected to close at \$9.4 million. With no planned draw on Fund Balance in FY17, the projected close of Fund Balance for FY17 is \$9.5 million. Fiscal Year 2016-17 Capital Fund reflects equipment purchases totaling \$3.4 million; building improvements totaling \$5.9 million; and a Transfer to Debt in amount of \$120,000. Funding will be covered from bond proceeds totaling \$8.5 million, Grants/Gifts/Other receipts totaling \$694,198, and draw on Fund Balance of \$236,938. Within the Debt Service Fund, \$8.5 million in new bond issues are proposed. There is a 10 year maximum term on issues, with debt retirement matched with asset life for repayment schedule planning. The Debt Service Levy totals \$8.3 million, with a Mill rate of 0.72945. The property tax comparison reflects Totals Mills will increase from 1.19909 to 1.30038, and the Total Levy will increase from \$13,670,386 to \$14,860,951. All Funds Revenue and Expenses were also reviewed and reflected \$49,565,567 and \$58,356,950, respectively. The next step in the Budget process is for the District Board to take action to adopt the budget; action to do so is planned during the June Board meeting which immediately follows the Public Hearing.

Chairperson Tillman asked for any comments from the public. There were none.

As there were no additional comments, the public hearing was closed at 4:55 p.m.

Chairperson Tillman called the regular meeting to order at 5:02. She welcomed Malik Surani to the Board; he provided a brief introduction. Chairperson Tillman stated Mr. Surani's oath of office has been signed and is on file. She further announced that Enclosure #9, Approval of the Three-Year Facilities Plan, had been pulled from the agenda and will be placed on the July 11 agenda.

Chairperson Tillman called for Public Comment. Lee Fassett, Steve Johnson, Carol Riley, Jeanice Fox, and Jim Fowler addressed the Board on the elimination of a continuing education Woodworking course in Milton.

Chairperson Tillman called for Special Reports.

Barbara Schupp and Dr. Tom Eckert were recognized in their retirement from the College after 16 and 6 years of service, respectively.

Chairperson Tillman called for Information/Discussion items.

The May financial statement was reviewed.

Dr. Eckert presented the President's monthly report. Information shared included meetings attended since the May Board meeting. The employee picnic was held on May 23; employee recognition was held during the event. He will be providing a tour of the AMTC on June 17 to two individuals from MadREP. Notification has been received that J.P. Cullen & Sons was selected as the recipient of the 2016 District Boards Association TECh Award; the award will be presented at the Association's summer meeting. A handout was shared on statewide results for WTCS Outcome Based Funding. Summer projects are underway at Central Campus and include installation of the water main and construction of a new College entrances from County Road G and Highway 51.

Chairperson Tillman called for the Consent Agenda.

It was moved by Mr. Mayer and seconded by Mr. Hays to approve the consent agenda which included the minutes of the Regular Meeting held on May 18, 2016; current bills from the month of May – Voucher #00236674 to and including #00236885 and direct deposit expense reimbursements in the total amount of \$1,655,295.64 (includes student-related payments), a payroll total for the month of May of \$762,051.03, payroll tax wire transfers for the month of May of \$407,189.91, other wire transfers for the month of May of \$47,803.41, WRS wire transfers for the month of May of \$156,180.09, P-card disbursements for the month of May of \$175,373.76, a bond payment for the month of May of \$0, and a health insurance wire transfer for the month of May of \$323,354.00, for a grand total of \$3,527,247.84; approval of 4 training contracts negotiated since the last meeting totaling \$6,124; confirmation of an administrative employment contract issued to Robert Balsamo for the position of EMS and Fire Service Coordinator at a salary of \$75,700, effective June 29, 2016; acceptance of resignation of Mary Schoeler, Chief Information Officer, effective immediately; acceptance of resignation of Tyree Gamble, Program Advisor, effective July 29, 2016; and acceptance of an intent to retire for Kay Sanden, Accounting Clerk II, effective December 16, 2016.

Motion carried.

Chairperson Tillman called for Action Items. The sole item, Enclosure #9 – Approval of the Three-Year Facilities Plan, was postponed until the July 11 meeting.

Chairperson Tillman called for Committee Reports. There were no committee meetings in May or June.

It was moved by Mr. Hays and seconded by Dr. Schulte to adopt the resolution to create district reserves and establish reservations of fund balances.

Motion carried unanimously.

The proposed Fiscal Year 2016-17 Budget was presented at a Public Hearing prior to the start of the regular Board meeting. There were no questions raised at the Hearing. The District Board was asked to adopt the Budget as presented. Mr. Richard commented that the debt levy has had large increases in last couple of years with the end result being a better learning environment for students; he then stressed the need to be mindful of future projects not included within the Plan.

It was moved by Mr. Heeg and seconded by Ms. Davis to approve the attached resolution to adopt the 2016-17 Budget for the Blackhawk Technical College District in the total amount of \$58,618,271, with the amount of \$14,860,951 to be generated from local tax sources.

Motion carried unanimously.

John Mehan, of Robert W. Baird Co., Inc., reviewed information on the sale of Series 2016B general obligation promissory notes.

It was moved by Mr. Hays and seconded by Mr. Heeg to adopt the attached resolution awarding the sale of \$1,500,000 General Obligation Promissory Notes, Series 2016B, to Robert W. Baird & Co., Inc., Milwaukee, Wisconsin, at an interest rate of 1.99% and a net interest cost of \$283,028.

The roll was called and the following members voted affirmatively: Mr. Hays, Mr. Mayer, Mr. Surani, Ms. Davis, Mr. Richard, Dr. Schulte, Mr. Heeg, and Ms. Tillman.

Motion carried unanimously.

Board action was requested to adopt a resolution authorizing the issuance of \$3,500,000 general obligation promissory notes for annual capital building and grounds improvements and movable equipment for Fiscal Year 2016-17. Following publication of the resolution and subsequent to the passage of the statutory referendum time period, final approval to award the bid on the borrowing would be presented to the Board at the July 11, 2016, meeting.

It was moved by Dr. Schulte and seconded by Mr. Surani to adopt the attached resolution authorizing the issuance of \$1,500,000 general obligation promissory notes, Series 2016C, Blackhawk Technical College District, Wisconsin.

The roll was called and the following members voted affirmatively: Mr. Hays, Mr. Mayer, Mr. Surani, Ms. Davis, Mr. Richard, Dr. Schulte, Mr. Heeg, and Ms. Tillman.

Motion carried unanimously.

Chairperson Tillman called for New Business.

A presentation was made on the concept of the Green County Development Corporation Business Incubator Project and its potential to house additional BTC lab space for agriculture programs. The

proposed 37,000 square foot building would be located on 7.5 acres of land within the Monroe North Industrial Park. Within the building, approximately 8,000 square feet would be designated for BTC lab space. The College recently was awarded a \$340,000 grant to be used for additional ag instructors, lab assistants, and ag equipment. The proposed lab space could be used to house that ag equipment in a controlled, managed environment, a space to work on the equipment through hands-on learning for many different ag classes, and a space to host events and be a benefit to the students and the community. Another benefit the space would provide to the College is in the recruitment of students. Recruitment of students is difficult without a "WOW" factor; development of this facility to include agriculture lab space would provide an additional aspect to draw students to our ag programs. This proposed opportunity is not limited to the ag program. The space could be used as BTC training space for a number of programs, i.e. food safety, public safety, forklift training, and business & industry training. The facility could also accommodate future programs such as Power Ag or Precision Ag. The BTC cost to pursue this opportunity would be at or below \$1.3 million. It was stressed that this would be a training facility and not a staffed facility. Dr. Eckert stated the College has been looking for additional space for an agriculture lab for the past seven years. Successful agriculture programs within the WTCS have both lab and classroom space for training. Mr. Johnson stated a best case scenario would be for a Fall 2017 opening for the proposed facility.

Learning Operations reports were provided by the General Education/Academic Support and Advanced Manufacturing, Transportation, & Apprenticeship Divisions.

Information was reviewed regarding the Milton Woodworking community education offering. Additional discussion raised the question of whether a public donation could be made through the BTC Foundation to support the woodworking class. Additional research will be done on options available to assist in the reinstatement of the cancelled Woodworking class; findings will be reported back to the District Board at a future meeting. Pending a final solution, a second class would not be able to be offered until Spring 2017.

Chairperson Tillman called for Other Business.

A reminder was provided on the District Boards Association Summer Meeting being held in Wausau on July 15-16.

A reminder was provided on the ACCT 2016 Leadership Congress being held in October in New Orleans.

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

It was moved by Mr. Richard and seconded by Mr. Heeg to adjourn the meeting at 7:08 p.m.

Motion carried.

Laverne E. Hays
Secretary

ENCLOSURE #11

7. Consent Agenda

b. Approval of Current Bills (Action – Renea Ranguette)

The June bills include Voucher #00236886 to and including #00237158 and direct deposit expense reimbursements in the total amount of \$655,822.18 (includes student related payments), a payroll total for the month of June of \$708,755.23, payroll tax wire transfers for the month of June of \$394,726.42, other wire transfers for the month of June of \$45,883.12, WRS wire transfers for the month of June of \$155,726.45, P-card disbursements for the month of June of \$184,325.74, a bond payment for the month of June of \$0, and a health insurance wire transfer for the month of June of \$316,722.60, for a grand total of \$2,461,961.74.

Blackhawk Technical College

BILL LIST SUMMARY
 Period Ending June, 2016

Starting Check Number 00236886
 Ending Check Number 00237158 Plus Direct Deposits

PAYROLL TAXES			
Federal		335,562.07	
State		<u>59,164.35</u>	
			394,726.42
PAYROLL BENEFIT DEDUCTIONS & FRINGE PAYMENTS			
Retirement		-	
Health and Dental Insurance		25,001.69	
Miscellaneous		<u>15,610.83</u>	
			40,612.52
STUDENT RELATED PAYMENTS			65,897.74
CURRENT NON CAPITAL EXPENSES			240,349.31
CAPITAL			308,962.61
DEBT			<u>-</u>
TOTAL BILL LISTING AND PAYROLL TAXES			1,050,548.60
PAYROLL-NET			<u>708,755.23</u>
SUB TOTAL BILL LISTING AND PAYROLL			1,759,303.83
PLUS OTHER WIRE TRANSFERS			45,883.12
PLUS WRS WIRE TRANSFERS			155,726.45
P-CARD DISBURSEMENTS			184,325.74
PLUS BOND PAYMENT			-
HEALTH INSURANCE WIRES			<u>316,722.60</u>
GRAND TOTAL FOR THE MONTH			<u><u>2,461,961.74</u></u>

Memo

Bill List Total	655,822.18
Wire Transfer - Payroll Taxes	394,726.42

7. Consent Agenda

c. Approval of Contract Training (Action - Dr. Diane Nyhammer)

The following training contracts have been negotiated since the last meeting:

Contract #	Business/Industry	FULL CONTRACT DETAIL INFORMATION				Actual Contract Cost
		# Served	Est. FTEs	BTC Cost Formula	LAB Cost Formula	
2017-1022	City of Milton <i>Technical Assistance/Consulting</i>	10	0.00	\$1,500	\$1,000	\$1,500
2017-1013	Monticello High School <i>Transcribed Credit</i>	25	3.33	\$14,387	N/A	\$14,387
<i>Report Subtotal</i>		<u>35</u>	<u>3.33</u>	<u>\$15,887</u>	<u>\$1,000</u>	<u>\$15,887</u>

	MULTIPLE RECEIPT, GRANT OR OTHER COMPLEX CONTRACT BREAKDOWN INFORMATION					FULL CONTRACT DETAIL INFORMATION				
	# Served	Est. FTEs	BTC Cost Formula	LAB Cost Formula	Actual Contract Cost	# Served	Est. FTEs	BTC Cost Formul	LAB Cost Formula	Actual Contract Cost
2017-1029	SSI Technologies <i>Principles of Lean Manufacturing</i> --WAT Grant Funding					13	0.04	\$1,196	\$686	\$371
<i>Report Subtotal</i>										\$825
<i>Report Subtotal</i>						<u>13</u>	<u>0.04</u>	<u>\$1,196</u>	<u>\$686</u>	<u>\$1,196</u>
REPORT TOTALS						<u>48</u>	<u>3.37</u>	<u>\$17,083</u>	<u>\$1,686</u>	<u>\$17,083</u>

* BTC charges do not meet LAB formula.

CONTRACT TRAINING APPROVED BY BTC BOARD

	Month	FY 2012-13		FY 2013-14		FY 2014-15		FY 2015-16		FY 2015-16	
		Month's \$	YTD \$	Month's \$	YTD \$	Month's \$	YTD \$	Month's \$	YTD \$	Month's \$	YTD \$
1st Qtr.	July	\$3,535	\$3,535	\$52,148	\$52,148	\$36,837	\$36,837	\$64,607	\$64,607	\$17,083	\$17,083
	August	\$5,555	\$9,090	\$40,224	\$92,372	\$88,157	\$124,994	\$31,803	\$96,410		\$17,083
	September	\$2,797	\$11,887	\$43,942	\$136,314	\$4,242	\$129,236	\$22,000	\$118,410		\$17,083
2nd Qtr.	October	\$49,820	\$61,707	\$25,200	\$161,514	\$26,983	\$156,219	\$52,506	\$170,916		\$17,083
	November	\$21,902	\$83,609	\$34,725	\$196,239	\$56,992	\$213,211	\$622,564	\$793,480		\$17,083
	December	\$11,439	\$95,048	\$307,342	\$503,581	\$408,509	\$621,720	\$275,514	\$1,068,994		\$17,083
3rd Qtr.	January	\$342,694	\$437,742	\$0	\$503,581	\$76,855	\$698,575	\$52,828	\$1,121,822		\$17,083
	February	\$306,330	\$744,072	\$455,099	\$958,680	\$124,335	\$822,910	\$14,624	\$1,136,446		\$17,083
	March	\$150,257	\$894,329	\$46,981	\$1,005,661	\$56,331	\$879,241	\$64,158	\$1,200,604		\$17,083
4th Qtr.	April	\$76,884	\$971,213	\$72,840	\$1,078,501	\$35,193	\$914,434	\$16,268	\$1,216,872		\$17,083
	May	\$45,068	\$1,016,281	\$50,185	\$1,128,686	\$52,003	\$966,437	\$85,469	\$1,302,341		\$17,083
	June	\$5,252	\$1,021,533	\$47,797	\$1,176,483	\$3,851	\$970,288	\$6,124	\$1,308,465		\$17,083
YTD TOTAL \$			<u>\$1,021,533</u>		<u>\$1,176,483</u>		<u>\$970,288</u>		<u>\$1,308,465</u>		<u>\$17,083</u>

Historical Reference

1. FY 2012-13 - WAT Grant total: \$86,233; Transcribed Credit contracts with high schools total: \$719,956
2. FY 2013-14 - WAT Grant total: \$229,793; Transcribed Credit contracts with high schools total: \$707,169
3. FY 2014-15 - WAT Grant total: \$179,200; Transcribed Credit contracts with high schools total: \$597,665
4. FY 2015-16 - WAT Grant total: \$117,606; Transcribed Credit contracts with high schools total: \$900,167; HSED contracts with high schools total: \$47,438
5. FY 2016-17 - WAT Grant total: \$825; Transcribed Credit contracts with high schools total: \$14,387; HSED contracts with high schools total: \$

ENCLOSURE #13

7. Consent Agenda

d. Confirmation of Instructional Employment Contract Issued for the Position of Nursing Assistant Instructor (Sarah Hubert) (Action – Brian Gohlke)

Sarah Hubert has been issued an instructional employment contract for the position of Nursing Assistant Instructor at an annual salary of \$65,955, effective July 11, 2016.

Ms. Hubert holds M.S. and B.S. degrees in Nursing from Viterbo University, La Crosse; and an Associate Degree in Nursing, a Practical Nursing Diploma, and a Nursing Assistant Certificate from Southwest Wisconsin Technical College, Fennimore. For the past year, she has held the position of Director of Nursing Services at Monroe Manor Nursing and Rehabilitation Center and has been an adjunct instructor for Viterbo University. Since 2012, Ms. Hubert has also served as an Academic Coach for Academic Partnerships, Dallas, Texas. Prior occupational experience includes positions as Registered Nurse/Director of Nursing Services at Pleasant View Nursing Home; Nurse Educator at Monroe Clinic; and Staff Nurse at Monroe Clinic, Freeport Health Network, and Southwest Health Center.

Confirmation of Ms. Hubert's employment contract is requested

ENCLOSURE #14

7. Consent Agenda

e. Acceptance of Resignation (Sarah Dillman) (Action – Brian Gohlke)

Sarah Dillman, Nursing Assistant Instructor, has submitted her resignation, effective June 23, 2016.

It is our recommendation you accept the resignation with regret and with best wishes for future endeavors.

ENCLOSURE #15

7. Consent Agenda

- f. Acceptance of Intents to Retire (Timothy Cantwell, David Gile, Jeffrey Scott)
(Action – Brian Gohlke)

Timothy Cantwell, Maintenance Technician, has submitted his intent to retire on January 6, 2017, after 30 years of service to the College.

David Gile, Economics Instructor, has submitted his intent to retire on February 22, 2017, after 34½ years of service to the College.

Jeffrey Scott, Programmer Analyst Instructor, has submitted his intent to retire on August 24, 2016, after 23½ years of service to the College.

Acceptance of the intents to retire are recommended.

ENCLOSURE #16

8. Action Items

a. Approval of Three-Year Facilities Plan (Action – Renea Ranguette)

The Three-Year Facilities Plan provides the means by which the Wisconsin Technical College System (WTCS) Board monitors all of the construction and major remodeling projects statewide. Each district is required to provide an annual update to the Facilities Plan to the WTCS Board by August 1.

Enclosed is a draft of the Blackhawk Technical College's Three-Year Facilities Plan for July 1, 2016 – June 30, 2019.

District Board action is needed to approve the Plan and to submit the document to the WTCS Board by August 1, 2016.

Blackhawk Technical College

Three-Year Facilities Plan

July 1, 2016-June 30, 2019



Serving Rock and Green Counties

Blackhawk Technical College is an Equal Opportunity Employer and Educator

**BLACKHAWK TECHNICAL COLLEGE
2016-19 THREE-YEAR FACILITIES PLAN**

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Blackhawk Technical College Three Year Facilities Plan

Section 1 – Executive Summary

New/Additional Facilities

The College is leasing space at the Advanced Manufacturing Training Center and intends to exercise the option to purchase this facility in the next three years. Acquisition of this facility will result in operational savings for the District.

Construction

BTC plans to construct a training lab with adjoining classroom and support space in Green County to support the expansion of hands-on training for the agribusiness and laboratory food technician programs.

Remodeling

The dental assistant training lab will be renovated to provide better quality instructional space for this health occupation program. Existing spaces will also be remodeled to provide improved space for information technology and facilities management administrative support functions. The cascading effect of the planned remodeling will allow for the expansion and improvement of library services. The student commons/meeting support space will also be renovated for improved functional use.

Lastly, the College plans to complete the municipal water service loop serving the Central Campus in order to maintain quality domestic water service to this facility and provide continuity of service for fire protection and domestic consumption in the event of a water main failure.

Dissolution

The College is marketing the sale of the Aviation Center facility which sits on land leased from Rock County. The lease restricts the use of the facility to aviation related activities. The College is optimistic that a buyer for this special use property will be identified in the near future.

Capital Improvements

The total amount of capital improvements anticipated over the next three years as indicated in Section 3 of the Plan is \$3,875,000. Significant capital improvement projects budgeted for the next three fiscal years include roof replacements; mechanical system replacements; parking lot repairs and replacement; building exterior, grounds and landscape maintenance; electrical upgrades and repairs; water and sewer system upgrade and repairs; interior and exterior door replacements; and carpet, lighting, & ceiling tile replacement. Annually, BTC anticipates interior and exterior painting, and minor upgrades to classrooms.

Blackhawk Technical College Three Year Facilities Plan

Section 2 - Existing Facilities

For owned facilities, in summary form, identify by campus salient information including location, land area, and total building area.

Campus	Location (Address)	Site Size (Acres)	Total Area (sq ft)	Building Replacement Value
Central	6004 Prairie Road, Janesville, WI 53547	75.00	291,452	\$ 41,763,280
Monroe	210 4th Avenue, Monroe, WI 53566	3.00	24,023	\$ 4,538,668
Center for Transportation Studies	1740 Highway 14, Janesville, WI 53545	5.00	30,846	\$ 4,613,596
Aviation Center	4618 S. Columbia Drive, Janesville, WI 53546	0.75	25,210	\$ 2,163,244

For leased facilities, in summary form, identify by campus salient information including location, total lease area, and lease expiration date.

Location	Address	Lease Area (sq ft)	Lease Expiration
Advanced Manufacturing Training Center	15 Plumb Street, Milton, WI 53563	105,100	5/21/2023
Beloit Center	444 E. Grand Avenue, Beloit, WI 53511	29,068	7/31/2019
Rock County Job Center	1900 Center Avenue, Janesville, WI 53547	1,488	12/31/2015

From the WTCS Facility Inventory System

Campus	Instruction	Office	General/Support	Non-Assignable	Total
Central	132,802	42,753	48,014	67,883	291,452
Monroe	13,230	3,575	2,050	5,168	24,023
Center for Transportation Studies	20,644	897	432	8,873	30,846
Aviation Center	19,908	1,000	800	3,502	25,210

Blackhawk Technical College Three Year Facilities Plan

Section 3 – Three Year Project Summary

2016-2017

Acquisition/Construction

BTC is leasing space at the Advanced Manufacturing Training Center and plans to acquire ownership in this facility in an effort to reduce the operational costs associated with leasing.

Budget: \$1,500,000

Remodeling

Remodel existing square footage for dental assistant training center and instructional offices.

Budget: \$1,500,000

Remodel existing space for technology, facilities, and procurement administrative and support functions.

Budget: \$1,500,000

Capital Improvements

A total of \$875,000 is projected for capital improvements in the 2016-2017 fiscal year. Some of the significant improvements planned include:

- Classroom, learning lab, and support space updates
- Plumbing updates
- Building system control replacements
- Parking lot and grounds improvements

2017-2018

Acquisition/Construction

BTC is partnering with the Green County Development Corporation to construct a training lab with adjoining classroom and support space in the Green County Innovation Center. This space will support the expansion of hands-on training for the agribusiness and laboratory food technician programs.

Budget: \$1,500,000

Remodeling

Remodel existing space to expand and improve the library including the addition of small group/specialized study and instructional training space.

Budget: \$1,500,000

Extension of municipal water main to establish loop connection to ensure services are not interrupted and improve water quality.

Budget: \$1,500,000

Capital Improvements

A total of \$1,500,000 is projected for capital improvements in the 2017-2018 fiscal year. Some of the significant improvements planned include:

- Roof replacements
- Classroom, learning lab, and support space updates
- Plumbing updates
- Building system control replacements
- Parking lot and grounds improvements

2018-2019

Acquisition/Construction

None planned at this time.

Remodeling

Remodel existing space to improve the student commons and adjoining meeting space.

Budget: \$1,500,000

Capital Improvements

A total of \$1,500,000 is projected for capital improvements in the 2018-2019 fiscal year.

Some of the significant improvements planned include:

- Roof replacements
- Classroom, learning lab, and support space updates
- Plumbing updates
- Building system control replacements
- Parking lot and grounds improvements

ENCLOSURE #17

8. Action Items

b. Selection of 2016 Distinguished Alumni Award Nominee (Action – Dr. Tracy Pierner)

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. This year's nomination from Blackhawk Technical College is Barbara Barrington-Tillman, a 1987 graduate of the Police Science program.

Barb began her law enforcement career in 1978 as a Police Aide for the City of Beloit Police Department. In 1982, she accepted the position of Deputy Sheriff at the Rock County Sheriff's Department. During her work in this capacity, she realized that for advancement of her career she would need to return to school and obtain a degree. It was at that time she made the decision to enroll in the Police Science program at BTC. Upon finishing her degree at BTC in 1987, she rose within the ranks at the Sheriff's Department from Sergeant to Lieutenant to Commander within only eight years. In 2007, Barb was named Chief Deputy of the Rock County Sheriff's Department, the rank she continues to hold today.

In 2010, Barb was appointed to the Blackhawk Technical College District Board and was recently reappointed to serve a third term on the Board. During the interview with the Appointment Committee, she stated, "...my primary reason for seeking reappointment to the BTC District Board is that I firmly believe in the Technical College System and recognize how vital it is to our communities that people have potential for advanced education and professional skills training close to home to further their employment opportunities." She takes her responsibilities as a Board member seriously and truly believes her service on the Board contributes to the economic health of our communities. She has served as Board Chairperson for two years, Board Vice Chairperson for three years; Finance Committee Chairperson for three years; and recently served as the Chairperson for the Presidential Search Committee.

Barb is a strong leader to everyone around her and has been involved in many professional organizations throughout her career. In addition, she is an individual who is committed to community service. A few of the organizations she has been involved with throughout the years include: Rock County Law Enforcement Association, Wisconsin Association of Women Police, Wisconsin Sheriffs and Deputy Sheriffs Association – District 7 Alternate Director, American Cancer Society Wisconsin Leadership Council member, Rock County 4-H Fair Association Charter member, Relay for Life Janesville Outdoor Event Security Coordinator, Rock Valley Correctional Programs Board member, and Kennedy Elementary School Planning Committee.

We are pleased to forward to the District Board the name of Barbara Barrington-Tillman as our nominee for the 2016 Distinguished Alumni Award. Action is requested to forward this nomination to the Wisconsin Technical College District Boards Association for the 2016 Distinguished Alumni Award, which will be presented at the October Association meeting in Milwaukee.

ENCLOSURE #18

9. Committee Reports

- a. Adoption of Resolution Awarding the Sale of \$3,500,000 General Obligation Promissory Notes, Series 2016C (Action – Renea Ranguette and Robert W. Baird Representative)

The Board adopted a resolution in June authorizing the borrowing of \$3,500,000 for annual capital equipment and building improvements. This amount is included in the FY 2016-17 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

RESOLUTION AWARDING THE SALE OF \$3,500,000 GENERAL OBLIGATION PROMISSORY NOTES, SERIES 2016C

WHEREAS, the District Board of Blackhawk Technical College District, Rock and Green Counties, Wisconsin (the "District") has, by a resolution adopted June 15, 2016 (the "Authorizing Resolution"), authorized the issuance of General Obligation Promissory Notes, Series 2016C (the "Notes"), pursuant to Section 67.12(12) of the Wisconsin Statutes for the public purposes of financing building remodeling and improvement projects in the amount of \$930,000 and the acquisition of movable equipment in the amount of \$2,570,000;

WHEREAS, the Secretary of the District caused Notices to Electors to be published in The Monroe Times on June 21, 2016 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 general obligation promissory notes to finance building remodeling and improvement projects and the acquisition of movable equipment;

WHEREAS, no petition for referendum has been filed with the Secretary and the time to file such a petition will expire on July 21, 2016;

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

WHEREAS, Baird, in consultation with the officials of the District, prepared an Official Notice of Sale (a copy of which is attached hereto as Exhibit A and incorporated herein by this reference) setting forth the details of and the bid requirements for the Notes and indicating that the Notes would be offered for public sale on July 11, 2016;

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

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 1A. Ratification of the Official Notice of Sale and Offering Materials. The District Board of the District 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 1B. Award of the Notes. 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 a referendum is filed by July 21, 2016 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 retained by the District Treasurer until the closing of the note issue, 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 2016C"; shall be issued in the aggregate principal amount of \$3,500,000; shall be dated August 3, 2016; 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, 2017. 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, 2024 and thereafter shall be subject to redemption prior to maturity, at the option of the District, on April 1, 2023 or on any date thereafter. Said Notes shall be 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 2016 through

2025 for the payments due in the years 2017 through 2026 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 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 \$3,500,000 General Obligation Promissory Notes, Series 2016C, dated August 3, 2016" (the "Debt Service Fund Account") and such account shall be maintained until the indebtedness evidenced by the Notes is fully paid or otherwise extinguished. The District Treasurer shall deposit in 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 separate and distinct from all other funds of the District and disbursed solely for the purposes for which borrowed or for the payment of the principal of and the interest on the Notes. 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 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 purposes 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. 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 11. Payment of the Notes; Fiscal Agent. The principal of and interest on the Notes shall be paid by the District Secretary or District Treasurer (the "Fiscal Agent").

Section 12. 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 13. Record Date. The fifteenth day of each 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 14. 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 previously executed on behalf of the District and on file in the District office.

Section 15. 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 16. 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 17. 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 18. 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 19. 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 11, 2016.

Chairperson

ATTEST:

Secretary

(SEAL)

EXHIBIT A

Official Notice of Sale

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

(See Attached)

EXHIBIT B

Bid Tabulation

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

(See Attached)

EXHIBIT C

Winning Bid

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

(See Attached)

EXHIBIT D-1

Pricing Summary

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

(See Attached)

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)

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 2016C

MATURITY DATE: ORIGINAL DATE OF ISSUE: INTEREST RATE: CUSIP:
April 1, _____ August 3, 2016 _____% _____

DEPOSITORY OR ITS NOMINEE NAME: CEDE & CO.

PRINCIPAL AMOUNT: _____ THOUSAND DOLLARS
(\$_____)

FOR VALUE RECEIVED, 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, 2017 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 District Treasurer (the "Fiscal Agent") or any successor thereto at the close of business on the 15th day of the calendar month next preceding the semi-annual 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 \$3,500,000, all of which are of like tenor, except as to denomination, interest rate, maturity date and redemption provision, issued by the District pursuant to the provisions of Section 67.12(12), Wisconsin Statutes, for the public purposes of financing building remodeling and improvement projects

(\$930,000) and the acquisition of movable equipment (\$2,570,000), all as authorized by resolutions of the District Board duly adopted by said governing body at meetings held on June 15, 2016 and July 11, 2016. Said resolutions are recorded in the official minutes of the District Board for said dates.

The Notes maturing on April 1, 2024 and thereafter are subject to redemption prior to maturity, at the option of the District, on April 1, 2023 or on any date thereafter. Said Notes are redeemable as a whole or in part, and if in part, from maturities selected by the District and within each maturity, by lot (as selected by the Depository), at the principal amount thereof, plus accrued interest to the date of redemption.

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

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

This Note 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, 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)

ENCLOSURE #19

10. New Business

a. 2015-16 Year-End and 2016 Summer Enrollment Report (Information – Edward Robinson)

The attached enrollment report includes Full-Time Equivalency (FTE) and Headcount based on the BTC active registration data package. The report includes data divided into four (4) categories. The first three categories include enrollment figures that cover summer, fall, and spring semesters over a 3-year timespan (2013-14, 2014-15, and 2015-16). The four enrollment categories displayed within the attached documents are:

1. Credit Based:
 - Associate Degree
 - One-Year Technical Diploma
 - Two-Year Technical Diploma
 - Short Term Program (Less than 1 Year)
2. Non-credit Based:
 - General Adult
 - Occupational Adult
 - Apprenticeship
 - Adult Avocational
 - Beginning Adult Basic Education
 - Intermediate Adult Basic Education
 - ELL, Hearing-Impaired, Visually Impaired
 - Adult Secondary & Youth HS Diploma or HSED/GED
3. Credit & Non-Credit Combined
4. Summer 2016-17 enrollment

FINDINGS

Credit Based:

- 14% decline in headcount from 2014-15 to 2015-2016
- 10% decline in FTE from 2014-15 to 2015-2016

Non-credit Based:

- 9% decline in headcount from 2014-15 to 2015-2016
- 20% decline in FTE from 2014-15 to 2015-2016

Total Combined Enrollment:

- 13% decline in total headcount from 2014-15 to 2015-2016
- 11% decline in total FTE from 2014-15 to 2015-2016

Summer 2016-17:

Credit based:

- 8% decline in headcount
- 7% increase in FTE

Non-credit Based:

- 59% decline in headcount
- 75% decline in FTE

Credit & Non-credit:

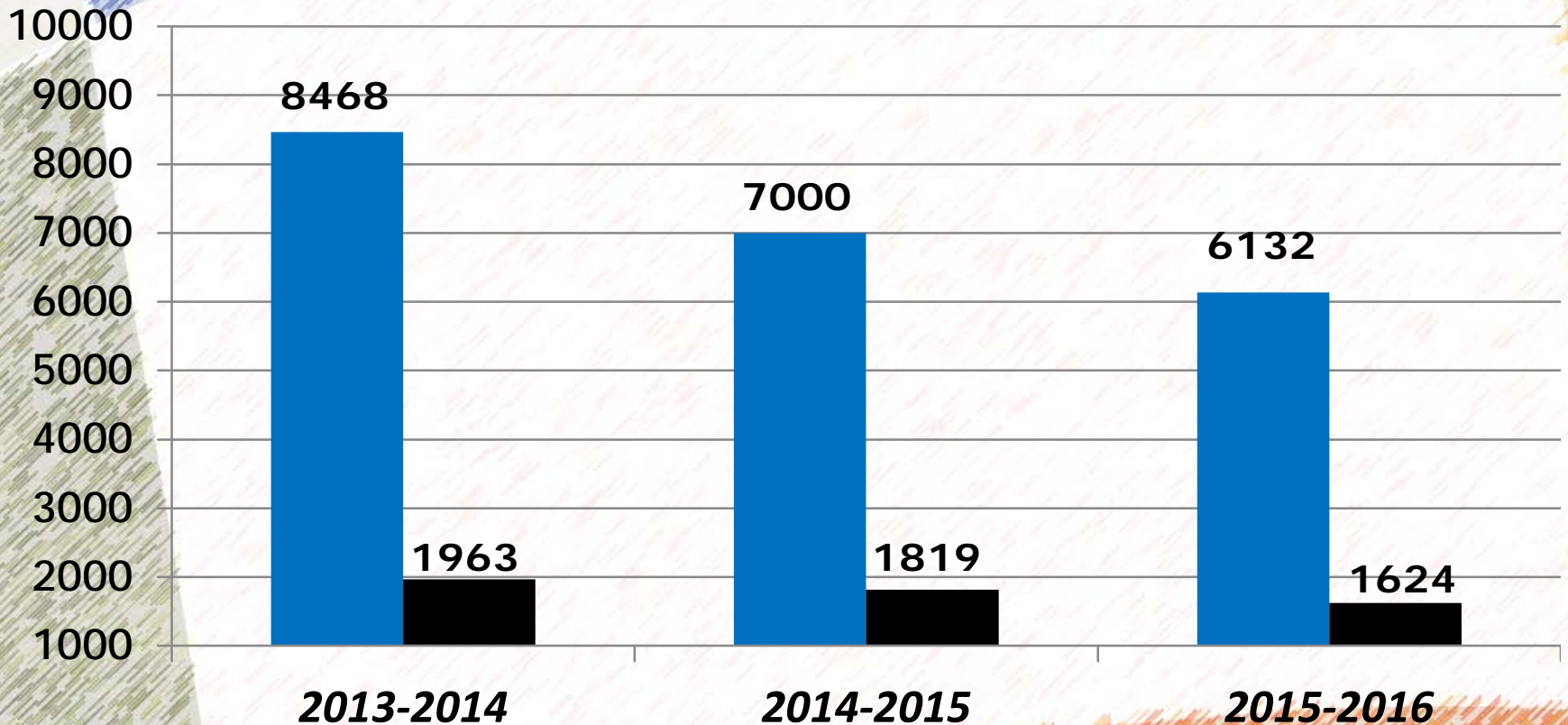
- 35% decline in headcount
- 7% decline in FTE

Year-End Enrollment Report

Transcribed credits are not included in this report.

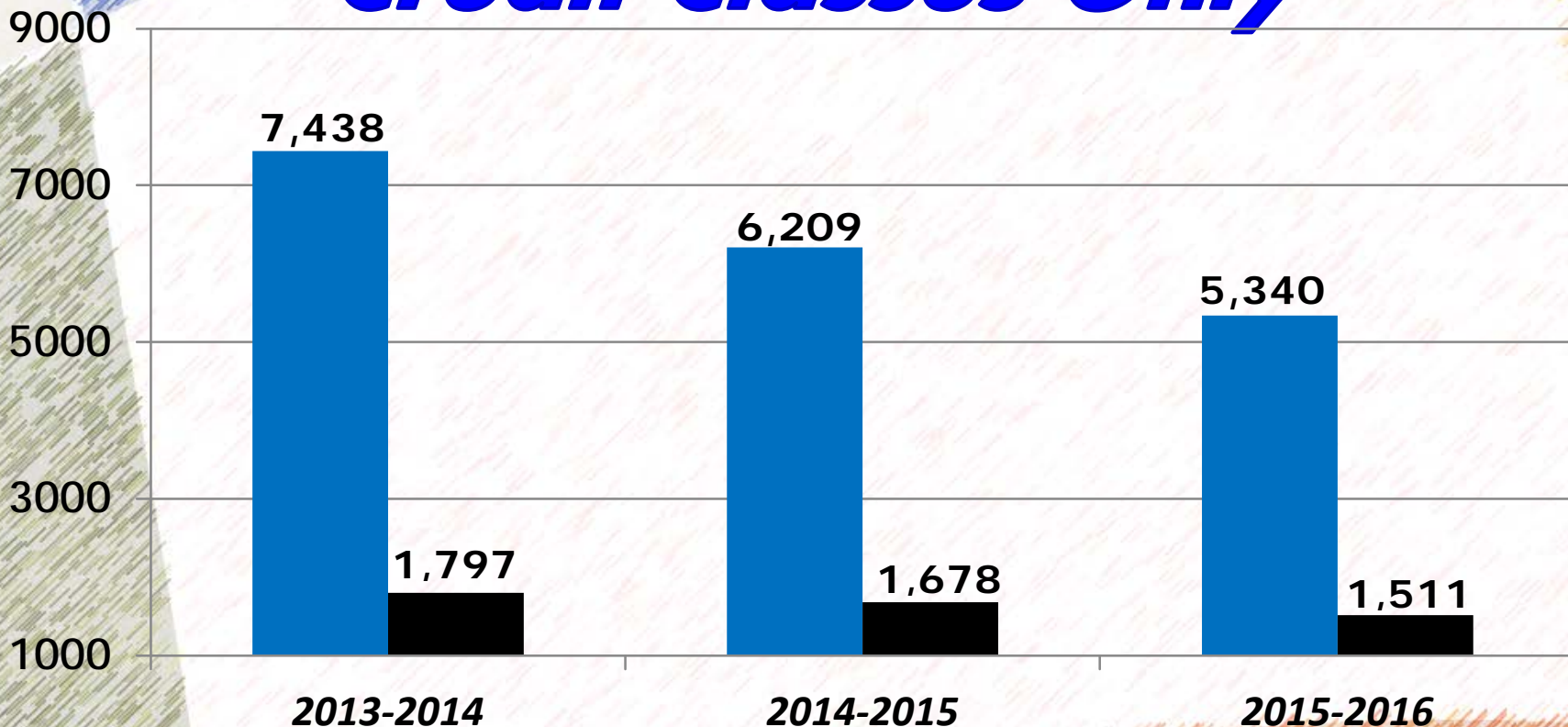
Your College. Your Future.
Take the next step!

Total Combined Enrollment



HEADCOUNT / FTE

Credit Classes Only



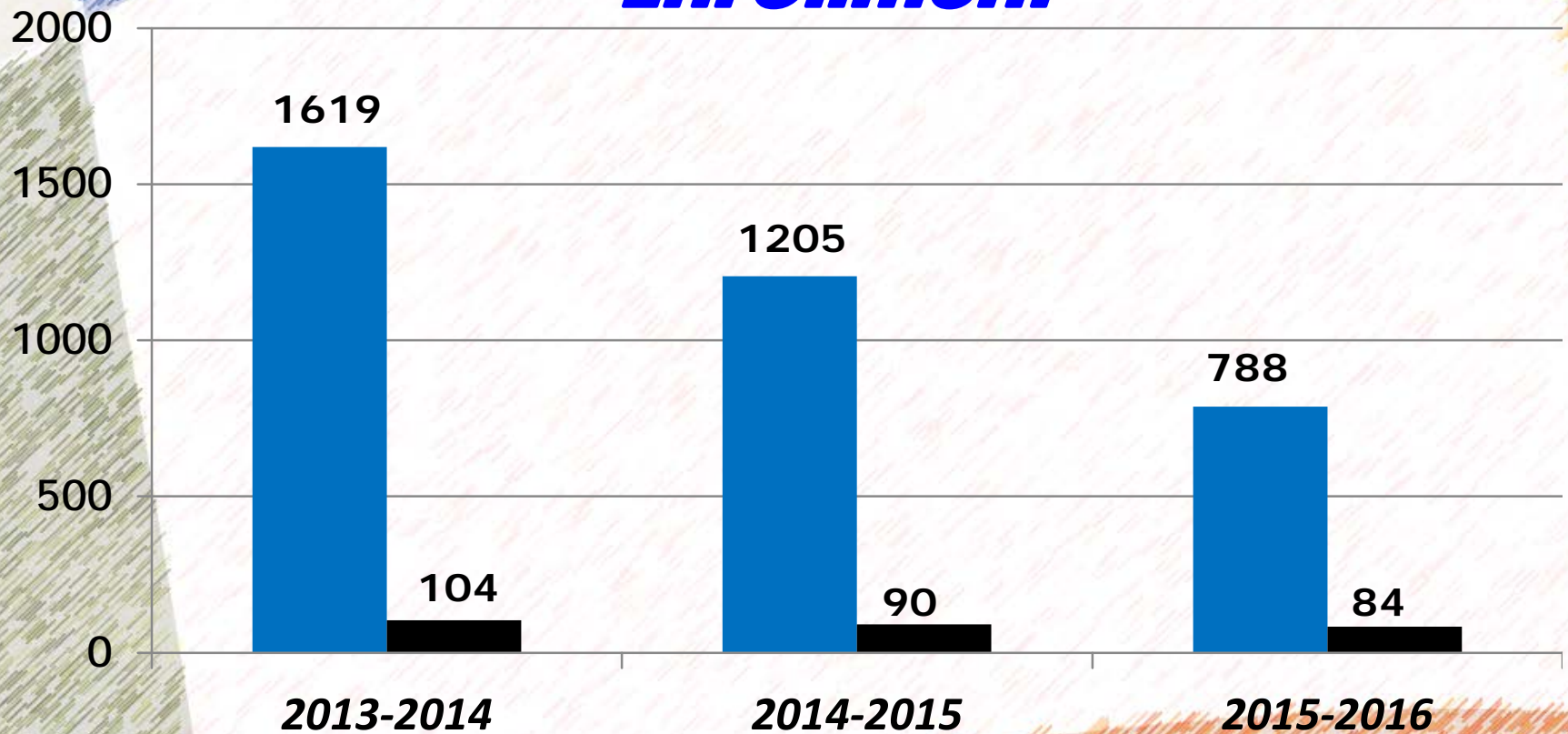
HEADCOUNT / FTE

Non-Credit Classes Only



HEADCOUNT / FTE

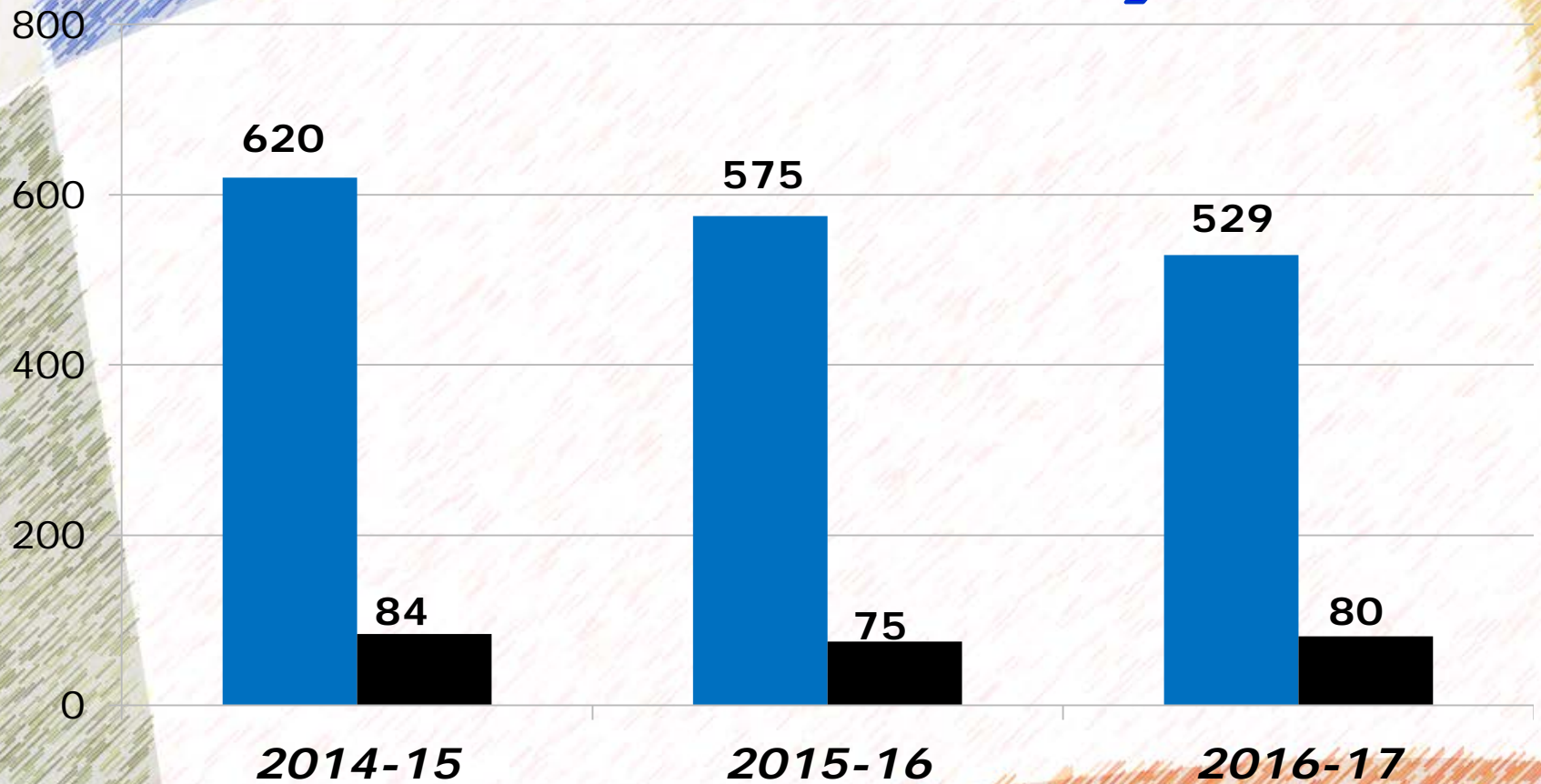
Total Combined Summer Enrollment



HEADCOUNT / FTE

BLACKHAWK

SUMMER 2016-17
Credit Classes Only

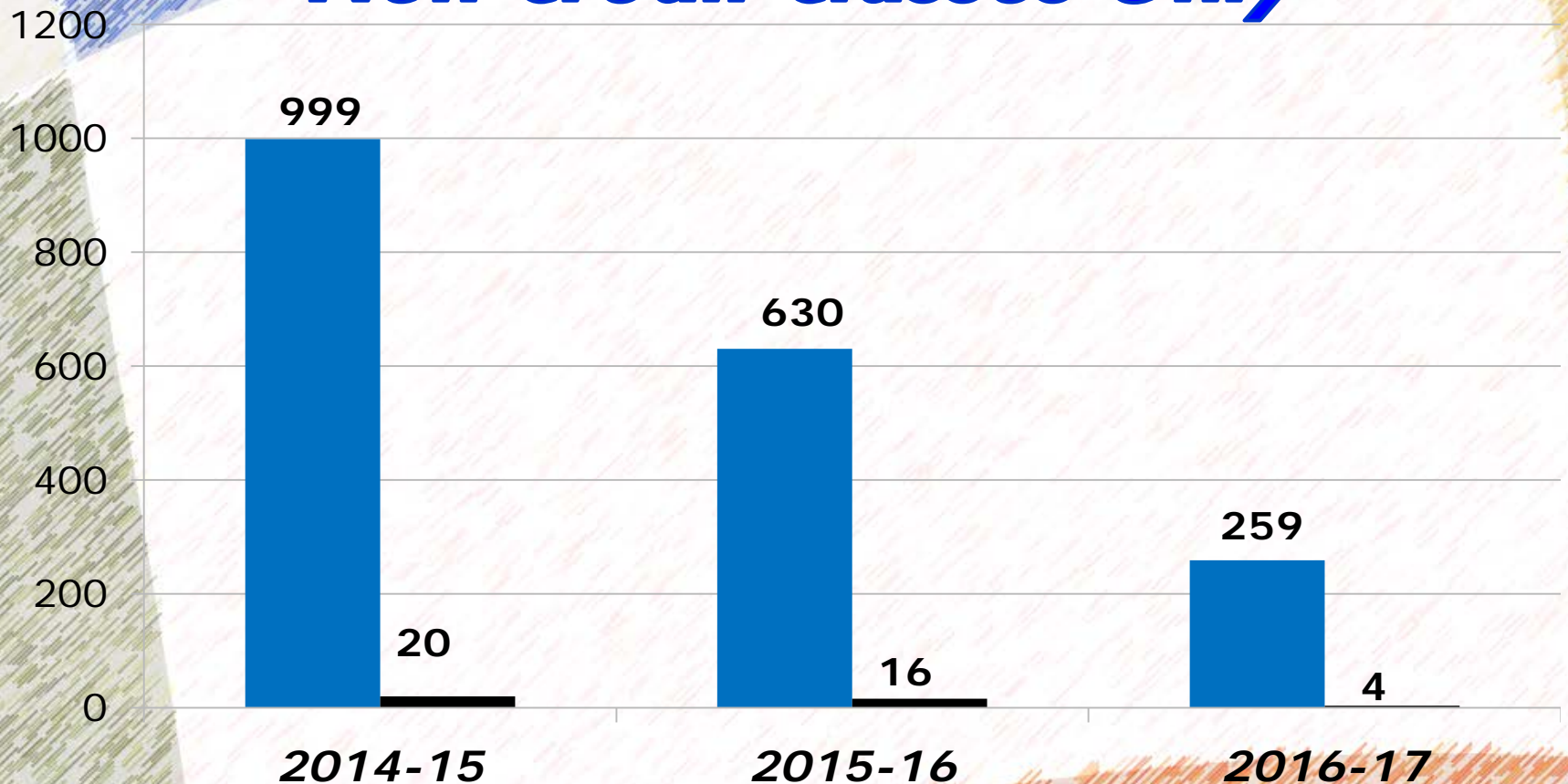


HEADCOUNT / FTE

Your College. Your Future.

Blackhawk College
June 14, 2017

SUMMER 2016-17 ***Non-Credit Classes Only***



HEADCOUNT / FTE

Your College, Your Future

Take the next step.

Questions - Comments

Your College. Your Future.
Take the next step!