



BLACKHAWK
TECHNICAL COLLEGE

DISTRICT BOARD MEETING

BELOIT~JANESVILLE CAMPUS
ROOMS 2602 AND 2604
6004 S COUNTY ROAD G
JANESVILLE WI 53546



District Board Meeting | AGENDA



BELOIT-JANESVILLE CAMPUS
Rooms 2602 and 2604
6004 S County Rd G, Janesville, WI 53546



March 19, 2025



5-7 pm

I. CALL TO ORDER

a. Public Comment

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

II. SPECIAL REPORTS

- a. Student Representative to the District Board Report (Information – Rebecca Barnett)
- b. Program Review Executive Summary (Information – Dr. Karen Schmitt)

III. CONSENT AGENDA ITEMS

- a. Approval of the Draft February 19, 2025, District Board Meeting Minutes (Action)
- b. Approval of Current Bills (Action – Jim Nemeth)
- c. Approval of Training Contracts (Action – Dr. Karen Schmitt)

IV. COMMITTEE REPORTS

Finance Committee (Chairperson Barrington-Tillman) – No Meeting Scheduled

Personnel Committee (Chairperson Deprez) – No Meeting Scheduled

V. ACTION ITEMS

- a. Approval of the Naming of the Dental Lab (Action – Dr. Tracy Pierner)
- b. Approval of the Adoption of Resolution to Approve the Lower-Level Classroom Remodel Upon Wisconsin Technical College System Board (WTCSB) Approval and to Request WTCSB Approval of Remodel (Action – Jim Nemeth)
- c. Approval of Audit Services Contract (Action – Jim Nemeth)

Finance Committee Action Items – No Action Items

Personnel Committee Action Items – No Action Items

VI. POLICY REVIEW

- a. E-210 – Public Records Law (Public’s Right to Know) (Action – Dr. Tracy Pierner)

VII. INFORMATION/DISCUSSION

- a. Financial Statement (Information – Jim Nemeth)
- b. President’s Update (Information – Dr. Tracy Pierner)
 - i. Community and Internal Engagement
 - ii. College and Upcoming Events
 - iii. Other Communications
 - iv. Construction Projects
- c. Compensation Update (Information – Kathy Broske)



District Board Meeting | AGENDA



BELOIT-JANESVILLE CAMPUS
Rooms 2602 and 2604
6004 S County Rd G, Janesville, WI



March 19, 2025



5-7 pm

- d. Staff Changes (For Information Only. Not for District Board Action)
 - a. New Hires:
 - i. Ryan Kanable, PT Copywriter and Content Creator – March 10, 2025
 - b. New Positions:
 - i. Lacey Rebarck, Admissions & Enrollment Assistant – March 3, 2025
 - ii. Maritza Espinoza, Financial Aid Specialist – March 10, 2025
 - c. Resignations:
 - i. Dianne Low, Administrative Assistant – ITS – February 28, 2025
 - ii. Craig Buxton, Academic Advisor – March 14, 2025
 - iii. Denise VanFleet, Administrative Chair – Allied Health, March 27, 2025
 - d. Retirements:
 - i. None

VIII. WTCS CONSORTIUM UPDATES

- a. District Board Association (DBA) (Information – Representative)
- b. District Mutual Insurance (DMI) (Information)
- c. Insurance Trust (WTC) (Information – Representative)
- d. Marketing Consortium (Information – Representative)
- e. Purchasing Consortium (Information – Representative)
- f. Wisconsin Technical College Employee Benefit Consortium (WTCEBC) (Information – Representative)

IX. FUTURE AGENDA ITEMS

- a. Suggestions for Future Agenda Items

X. ADJOURNMENT



MARCH 19, 2025

CONSENT AGENDA

- a. Draft February 19, 2025, District Board Regular Meeting Minutes
 - b. Current Bills
 - c. Training Contracts
- 



CONSENT AGENDA a.

District Board Meeting | MINUTES



BELOIT-JANESVILLE CAMPUS
District Board Room - 2613
6004 S County Rd G, Janesville, WI 53546



February 19, 2025



5-7 p.m.

ATTENDANCE

District Board Members Present: Eric Thornton, Chairperson; Barbara Barrington-Tillman, Vice-Chairperson; Rich Deprez, Secretary; Kathy Sukus, Treasurer; Rachel Andres; Rob Hendrickson; Suzann Holland; Mark Holzman (arrived 5:03 p.m.); and Dave Marshick.

District Board Members Absent: None.

Staff: Julie Barreau, Kathy Broske, Tony Landowski, Dr. Katie Lange, Jim Nemeth, Liz Paulsen, Dr. Tracy Pierner, Dr. Karen Schmitt, Dr. Jon Tysse.

Student Representative: Rebecca Barnett.

Guests: None.

CALL TO ORDER

Chairperson Thornton called the Blackhawk Technical College District Board meeting to order at 5:00 p.m. and called for Public Comments. There were none.

SPECIAL REPORTS

Chairperson Thornton called for Special Reports.

- a. Chairperson Rebecca Barnett shared the student activity report with the District Board members.
- b. Dr. Tracy Pierner reviewed the BTC Foundation Gift Report with the District Board members.
- c. Dr. Katie Lange reviewed the Dual Credit Report with the District Board members.
- d. Dr. Jon Tysse presented the Spring 2025 Enrollment and Fall 2024 Student Success Report to the District Board members.

CONSENT AGENDA

Chairperson Thornton called for the Consent Agenda. Mr. Deprez moved, and Ms. Andres seconded the motion to approve the Consent Agenda Items a - c. **Ayes: 9; Opposed: 0.**

The motion carried.

- a. Draft January 15, 2025, District Board Meeting Minutes.
- b. Current Bills for January 31, 2025, include starting check #00303663 and ending check #00303861, totaling \$3,694,155.83 for the month.
- c. Training Contracts: The number served is 51 for an actual contract amount of \$29,053.

COMMITTEE REPORTS

- a. Chairperson Thornton called for Committee Reports. There were none.



District Board Meeting | MINUTES



BELOIT-JANESVILLE CAMPUS
District Board Room - 2613
6004 S County Rd G, Janesville, WI 53546



February 19, 2025



5-7 p.m.

ACTION ITEMS

Chairperson Thornton called for Action Items.

- a. It was moved by Ms. Andres and seconded by Mr. Hendrickson to approve the Administrative Office Suite Remodel contingent upon Wisconsin Technical College System Board (WTCSB) approval and to request WTCSB approval of the remodel. **Ayes: 9; Opposed: 0. The motion carried.**
- b. It was moved by Mr. Hendrickson and seconded by Ms. Andres to approve the award of a contract to Van Er for \$94,815 to purchase and install a switchgear. **Ayes: 9; Opposed: 0. The motion carried.**
- c. It was moved by Ms. Andres and seconded by Mr. Hendrickson to approve modifications to the Fiscal Year 2024-25 Budget. **Ayes: 9; Opposed: 0. The motion carried.**

The roll was called. The following members voted: Ms. Andres, yes; Ms. Barrington-Tillman, yes; Mr. Deprez, yes; Mr. Hendrickson, yes; Ms. Holland, yes; Mr. Holzman, yes; Mr. Marshick, yes; Ms. Sukus, yes; and Mr. Thornton, yes—**Ayes: 9; Opposed: 0. Motion Carried.**

POLICY REVIEW

Chairperson Thornton called for Policy Review. There were none.

INFORMATION/DISCUSSION

Chairperson Thornton called for Information/Discussion Items.

- a. Jim Nemeth reviewed the January Financial Statement with the District Board members.
- b. Dr. Tracy Pierner presented his monthly report to the District Board members.
- c. Staff Changes consisting of new hires, new positions, resignations, and retirements were reviewed.

WTCS CONSORTIUM UPDATES

Chairperson Thornton called for WTCS Consortium updates. There were none.

FUTURE AGENDA ITEMS

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

ADJOURNMENT

Ms. Andres moved and was seconded by Mr. Hendrickson to adjourn the meeting at 6:35 p.m. **Ayes: 9; Opposed: 0. The motion was carried.**

Rich Deprez, Secretary

CONSENT AGENDA ITEM b.

Blackhawk Technical College

BILL LIST SUMMARY

Period Ending February 28, 2025

Starting Check Number 00303862
Ending Check Number 00304736 Plus Direct Deposits

PAYROLL TAXES

Federal	219,862.99	
State	<u>38,219.40</u>	258,082.39

PAYROLL BENEFIT DEDUCTIONS & FRINGE PAYMENTS

Retirement	-	
Health and Dental Insurance	21,186.99	
Miscellaneous	<u>16,917.38</u>	38,104.37

STUDENT RELATED PAYMENTS

774,053.26

CURRENT NON CAPITAL EXPENSES

404,253.16

CAPITAL

436,306.74

DEBT

10,000.00

TOTAL BILL LISTING AND PAYROLL TAXES

1,920,799.92

PAYROLL-NET

1,092,467.79

SUB TOTAL BILL LISTING AND PAYROLL

3,013,267.71

PLUS OTHER WIRE/ACH TRANSFERS

55,788.78

PLUS WRS WIRE TRANSFERS

180,020.16

P-CARD DISBURSEMENTS

108,146.47

WIRE FOR LAND PURCHASE

-

PLUS BOND PAYMENT

-

HEALTH INSURANCE WIRES

331,644.94

GRAND TOTAL FOR THE MONTH

3,688,868.06

CONSENT AGENDA ITEM c.

CONTRACT TRAINING REPORT MARCH 2025

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

Customized Instruction Contract Detail

Contract #	Business/Industry	# Served	Est. FTEs	Actual Contract Amount
		0	0	\$ -

Technical Assistance Contract Detail

Contract #	Business/Industry	# Served	Est. FTEs	Actual Contract Amount
2025-1106	Imperial Supplies <i>Product Identification</i>	16	NA	\$ 3,485
2025-1107	Rock Co Public Works <i>CDL 80hour</i>	1	NA	\$ 4,079
2025-1108	Jones Dairy <i>Maintenance Assessment</i>	1	NA	\$ 850
2025-1109	Brigzy's Rentals/Trees <i>CDL 80hour</i>	1	NA	\$ 4,159
2025-1113	City of Monroe <i>CDL 160 hour</i>	4	NA	\$ 26,195
		23	0	\$ 38,768

High School Customized Instruction Contract Detail

Contract #	Business/Industry	# Served	Est. FTEs	Actual Contract Amount
2025-1104	Janesville School District <i>CNA</i>	8	0.53	\$ 7,699
2025-1105	Milton HS <i>CNA</i>	8	0.53	\$ 7,924
		16	1.06	\$ 15,623

WAT Grant Customized Instruction Contract Detail				
Contract #	Business/Industry	# Served	Est. FTEs	Actual Contract Amount
		0	0	\$ -
Combined Contract Totals				
		# Served	Est. FTEs	Actual Contract Amount
		39	1.06	\$ 54,391
High School At Risk Detail				
Contract #	Business/Industry	# Served	Est. FTEs	Actual Contract Amount
		0	0	\$ -
Transcripted Credit Contract Detail				
Contract #	Business/Industry	# Served	Est. FTEs	Actual Contract Amount
		0	0	\$ -
	All Contracts	39	1.06	\$ 54,391

Contract Training Approved By The District Board

Quarter	Month	FY 2020-21		FY 2021-22		FY 2022-23		FY 2022-23		FY 2024-25	
		Month's \$	YTD \$	Month's \$	YTD \$	Month's \$	YTD \$	Month's \$	YTD \$	Month's \$	YTD \$
1st	July	\$0	\$0	\$34,748	\$34,748	\$54,931	\$54,931	\$28,725	\$28,725	\$38,831	\$38,831
	August	\$16,389	\$16,389	\$79,603	\$114,351	\$41,084	\$96,015	\$68,918	\$97,643	\$38,724	\$77,555
	September	\$17,532	\$33,921	\$63,394	\$177,745	\$96,205	\$192,220	\$80,688	\$178,331	\$91,371	\$168,926
2nd	October	\$29,073	\$62,994	\$22,313	\$200,058	\$69,654	\$261,874	\$35,845	\$214,176	\$47,508	\$216,434
	November	\$59,156	\$122,150	\$52,930	\$252,988	\$47,449	\$309,323	\$27,781	\$241,957	\$44,929	\$261,363
	December	\$18,026	\$140,176	\$54,656	\$307,644	\$34,393	\$343,716	\$33,481	\$275,438	\$80,092	\$341,455
3rd	January	\$30,791	\$170,967	\$12,501	\$320,145	\$34,793	\$378,509	\$79,645	\$355,083	\$33,485	\$374,940
	February	\$31,829	\$202,796	\$48,571	\$368,716	\$63,011	\$441,520	\$52,717	\$407,800	\$29,053	\$403,993
	March	\$48,171	\$250,967	\$60,958	\$429,674	\$37,786	\$479,306	\$21,190	\$428,990	\$54,391	\$458,384
4th	April	\$26,869	\$277,836	\$26,321	\$455,995	\$68,919	\$548,225	\$4,959	\$433,949		
	May	\$1,675,805	\$1,953,641	\$1,637,142	\$2,093,137	\$57,853	\$606,078	\$40,600	\$474,549		
	June	\$27,698	\$1,981,339	\$29,771	\$2,122,908	\$1,451,081	\$2,057,159	\$940,832	\$1,415,381		
	YTD TOTAL		\$1,981,339		\$2,122,908		\$2,057,159		\$1,415,381		\$458,384

Historical Reference

FY 2020-21	FY 2021-22	FY 2022-23	FY 2023-24	FY 2024-25
WAT Grants: \$145,703	Customized Instruction: \$234,389	Customized Instruction: \$279,252	Customized Instruction: \$193,929	Customized Instruction: \$140,433
TC w/HS: \$1,652,700	Technical Assistance: \$221,718	Technical Assistance: \$226,705	Technical Assistance: \$188,917	Technical Assistance: \$160,827
HSED w/HS: \$13,788	High School Customized Instruction: \$62,817	High School Customized Instruction: \$107,368	High School Customized Instruction: \$113,632	High School Customized Instruction: \$144,419
	WAT Grants: \$39,864	WAT Grants: \$52,024	WAT Grants: \$14,078	WAT Grants: \$1,794
	High School At Risk: \$8,752	High School At Risk: \$21,595	High School At Risk: \$6,836	High School At Risk: \$10,911
	Transcripted Credit: \$1,637,142	Transcripted Credit: \$1,382,463	Transcripted Credit: \$897,989	Transcripted Credit: \$0



MARCH 19, 2025

ACTION ITEMS

- a. Naming of the Dental Lab
- b. Adoption of Resolution to Approve the Lower-Level Classroom Remodel Upon Wisconsin Technical College System Board (WTCSB) Approval and to Request WTCSB Approval of Remodel
- c. Audit Services Contract

Finance Committee Action Items

- a. No Action Items

Personnel Committee Action Items

- a. No Action Items
- 

ACTION ITEMS ITEM a.

Honorary Dental Lab Naming

Dr. Gregg and Helen Dickinson have been staunch supporters of Blackhawk Technical College and have provided nearly \$1 million in support of our students through scholarships, emergency funding, and general needs in honor of their late son, Ben. Dr. Dickinson, a retired pediatric dentist, has also served as an advocate and Blackhawk champion since joining the Foundation Board in 2020. As we finalize plans for the new Dental Lab on our Beloit-Janesville campus, we seek approval to honor Gregg & Helen Dickinson for their transformative generosity by naming the Dental Lab after their family.

ACTION ITEMS ITEM b.

Action Item

Approval of Beloit-Janesville Campus Central Building 1600 Instructional Area Remodel Contingent Upon Wisconsin Technical College System Board (WTCSB) Approval and to Request WTCSB Approval of Remodel (Action – James Nemeth)

The 1600 instructional area of the Beloit-Janesville Campus Central building was previously occupied by the law enforcement academy, which has since moved to the Public Safety Center. The area is approximately 9,000 square feet and contained a shooting range, a defensive and arrest tactics training room, a MILO simulation room, and locker rooms for the recruits. The equipment has been removed from this area and lead contamination in the shooting range has been cleaned, however it remains unused due to its specialized layout.

The College's Three-Year Facilities Master Plan provides for renovation of this space. Space planning with key stakeholders has been completed, and administration proposes renovation of the instructional and support space into classrooms to better serve teaching and learning needs.

The proposed remodel will convert this area into seven (7) classrooms and one (1) club room for student organization use. The new classrooms will consist of one large room (seating for 48), five standard rooms (seating for 24-30), and one smaller room (seating for 20). The restrooms and locker rooms previously used by the law enforcement academy will be demolished. The vacated space will remain empty for potential future use, such as a lab or storage area, as the space is not ideal for classrooms or conference rooms due to its location below the new EPD lab.

The need for this remodel is driven several factors including:

- Continued enrollment growth. The college's headcount has increased by approximately 20% over the past two years, with notable expansion in the general education division, which primarily uses these general-purpose classrooms.
- The relocation of the MATT division to the Beloit-Janesville Campus in August 2024, which has increased use of general-purpose classrooms between 2-5 rooms during the day for course lectures.
- The EPD program's upcoming relocation will increase competition for classroom space, as their new lab will not include dedicated classroom area.
- Apprenticeship classes, previously held at the local union hall, will move to campus starting in the Fall of 2025, which will require 2 dedicated classrooms.
- Requests from the Student Government Organization for more dedicated student space, similar to the IDEAL lounge for student club activities.

Current classroom utilization is increasingly constrained. The college has 26 general-purpose rooms, and finding available space between 1-3 PM, Monday through Wednesday, is particularly difficult. Mornings from 9-12 PM are also busy. When a

class cannot be scheduled in one of the general-purpose rooms, classes are scheduled in Workforce and Community Development classrooms and the Multipurpose room. This can cause conflicts during the semester as contract training programs and student services space needs don't align with the academic course scheduling.

The timing for this project aligns well with the recently approved Administrative Suite construction that is located above the 1600 area, which will minimize disruption. Additionally, combining these efforts will create cost efficiencies by achieving additional scale when bidding.

The long-range debt plan does include a second \$1.5 million borrowing for fiscal year 2026, which can be used to fund this project. While projected fiscal year 2025 surplus and existing capital reserves will likely be adequate to fund the project, management proposes the approval to fund the project with a debt issue to maintain flexibility.

The estimate of project based on similar projects on campus is provided below:

General construction	\$1,300,000
Contingency – 10%	130,000
Professional & other fees	<u>70,000</u>
TOTAL	\$1,500,000

With District Board support, the request will be presented to the WTCS Board for consideration at their May 19-20th meeting. The project will be released for bid in May with award of contract tentatively scheduled for June. Upon contract award, construction will commence in the late summer and is scheduled for completion by end of winter.

Administration recommends District Board approval of the following resolution to remodel the 1600 Instructional Area on the Beloit-Janesville Campus:

Resolution:

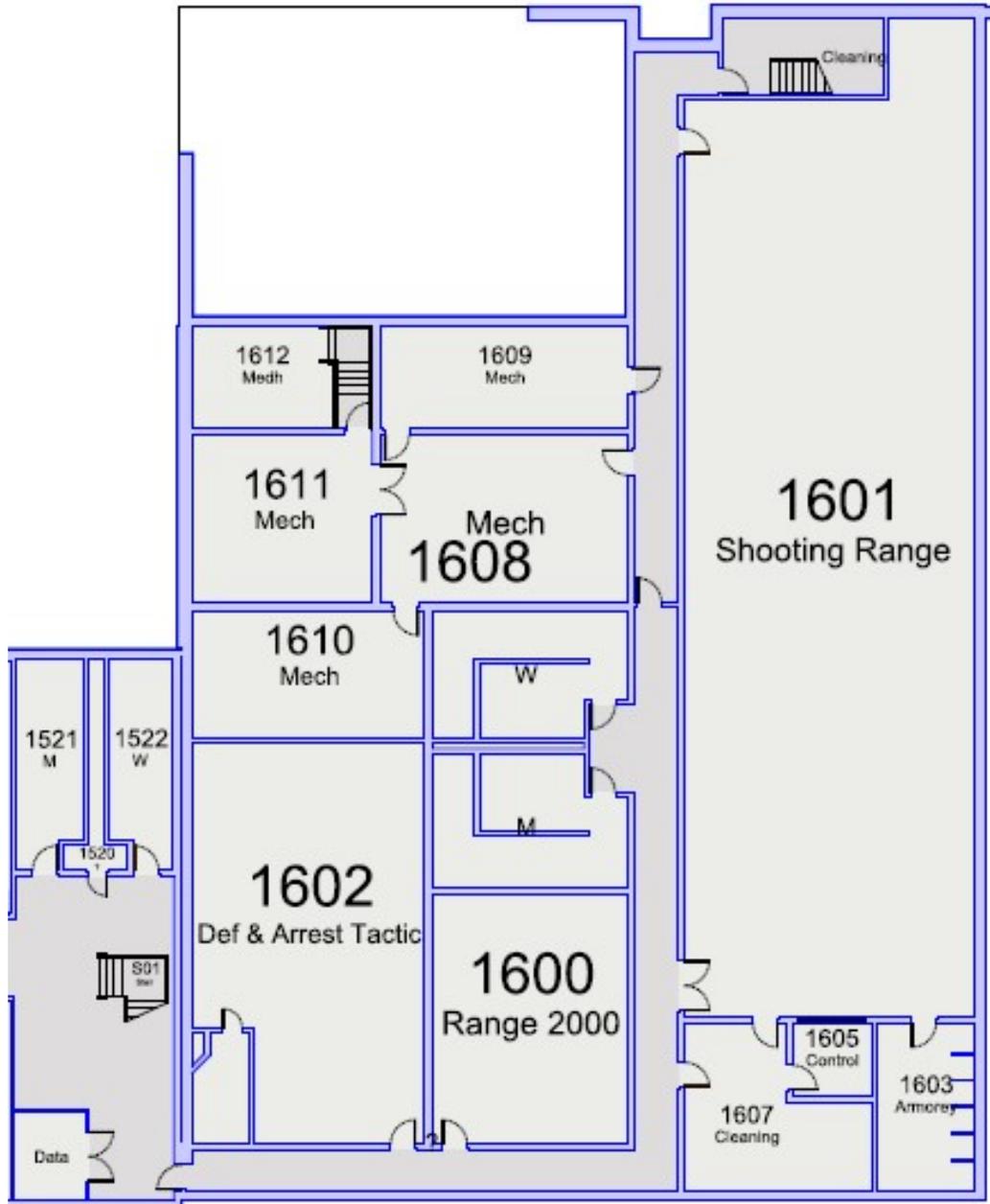
Whereas, Blackhawk Technical College is committed to maintaining quality facilities; and

Whereas, the remodel projects are necessary to improve existing facilities and support planned programming changes; and

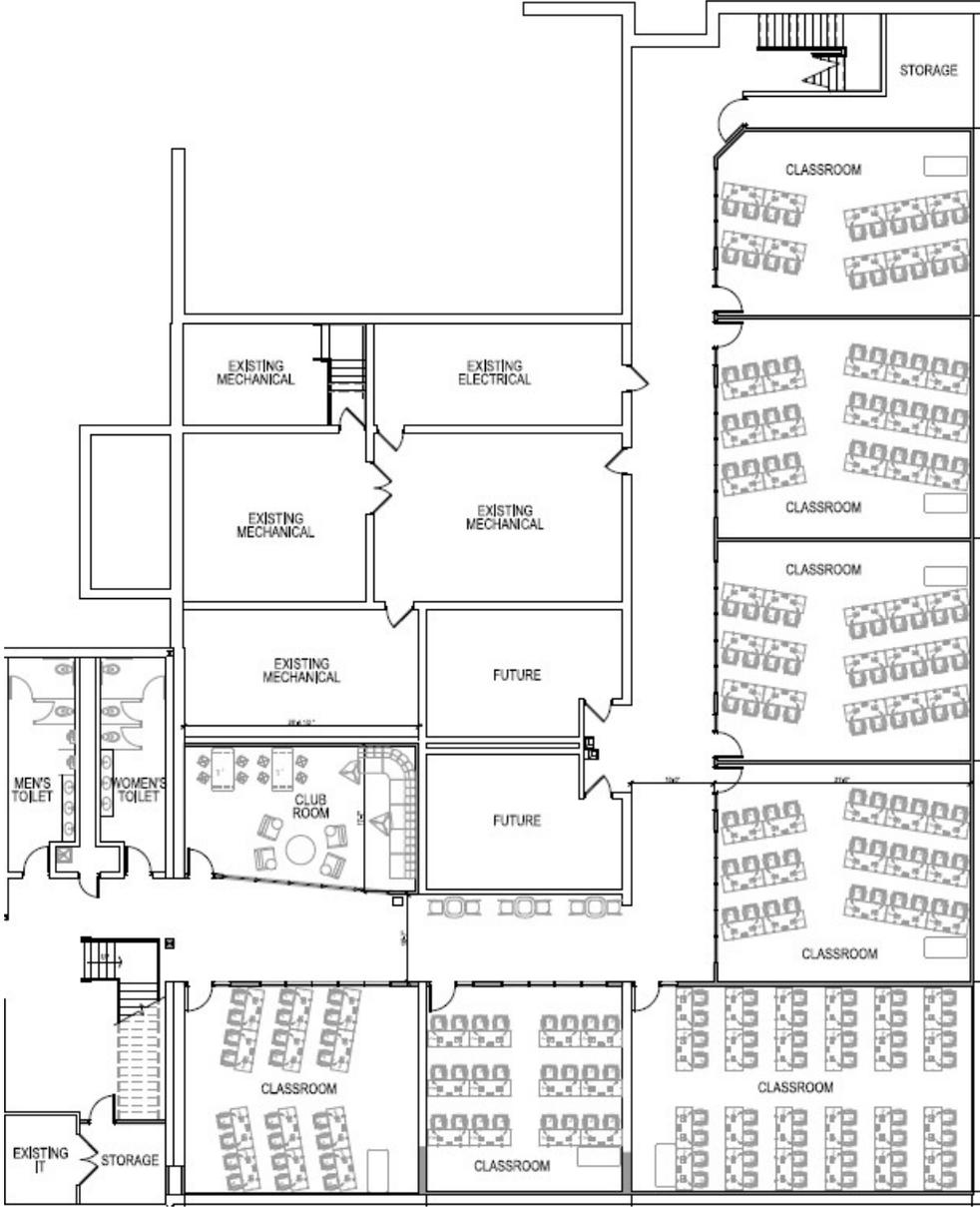
Whereas, these improvements are part of the College's facilities plan;

It is therefore Resolved, that the Blackhawk Technical College District Board approve the Beloit-Janesville Central Building 1600 Instructional Area Remodel Project, which is contingent upon WTCS Board approval and to request Wisconsin Technical College System Board approval of the improvements.

Existing Space



Proposed Renovation



ACTION ITEMS ITEM c.

Action Items

Audit Services Contract (Action – James Nemeth)

The College contracts with an independent certified public accountant to perform an annual audit of the District’s financial records. The WTCS administrative regulations require that the District solicit bids from qualified firms for these professional services at least every seven years. The College has historically limited the term of the contract to three years with the option to renew for two additional one-year terms (five-year maximum).

In 2019, the College solicited bids for audit services and Clifton Larsen Allen (CLA) was awarded the contract. After 1 year, the contract with CLA was terminated for cause due to poor performance during the audit. The College then awarded the contract to Wipfli, which completed the remainder of the 5-year audit services contract.

A Request for Proposal (RFP) for Audit Services was released February 12, 2025, with proposals due by March 11, 2025. An evaluation committee consisting of Kris Byl, Accounting and Procurement Manager, Gerri Downing, Director of Finance, Jim Nemeth, Vice President, Finance and College Operations reviewed and rated proposals. The bids and proposal scoring is as follows:

Firm	3-Year	5-Year
WIPFLI, Eau Claire	\$142,500	\$243,750
Clifton Larson Allen, Milwaukee	\$184,351	\$319,870
Sikich, Brookfield	\$211,220*	\$370,230*

* A discount is included if the Foundation also selects Sikich for their audit work. The discounted prices for a 3- and 5-year contract are \$190,098 and \$333,207, respectively.

RFP 25-011	Max Points	Sikich	CLA	Wipfli
Qualification and experience of Partner and manager assigned to engagement	105	85	90	105
Qualifications of firm including relevant experience	105	105	105	105
References including most recent peer review letter	90	90	90	90
Total Points	300.00	280.00	285.00	300.00
Comments:		None	performed 9 of the 16 colleges	performed 7 of the 16 colleges
RFP 25-011	Max Points	Sikich	CLA	Wipfli
Quality, features and completeness of proposal	180	165	175	180
Cost	120	75	79	120
Total Points	300.00	240.00	254.00	300.00
Combined totals	600.00	520.00	539.00	600.00

Board Policy D-440 Audits requires the District Board to award the contract for audit services.

Administration recommends awarding the contract for audit services to Wipfli, at the proposed rate of \$142,500 for three years with the option to extend for two additional years at the rate of \$50,000 and \$51,250, respectively for years four and five.



MARCH 19, 2025

POLICY REVIEW

a. E-210 – Public Records Law (Public’s Right to Know)



POLICY REVIEW ITEM a.



POLICY – Section E – General Institution

Title: E-210 – Public Records Law (Public’s Right To Know)

Authority: District Board

Effective Date: December 15, 1982

Revision Date: ~~October 21, 2020~~ March 19, 2025

Reviewed Date:

Related Forms, Policies, Procedures, Statutes:

- E-210.1 – Public Records Law (Public’s Right to Know)
- E-212 – Records Retention and Destruction
- J-300 – Privacy and Access to Student Records
- Wisconsin Statutes 19.31-19.39

The District Board is considered an authority for the Wisconsin Public Records and Property Law (Sec. 19.31-19.39, Stats.).

It is the declared public policy of this State that all persons are entitled to the most significant possible information regarding the affairs of government and the official acts of those officers and employees who represent them.

Providing persons with such information is declared an essential function of representative government and an integral part of the routine duties of officers and employees whose responsibility is to provide such information.

The District Board reaffirms the public policy that all the College's records, as defined in Section 19.32(2), Stats., are public records subject to release, inspection, and reproduction except as otherwise provided for by law.

The District Board has designated the President/District Director as the official custodian of the records and property of the College. The District Board has further directed that each of the individuals holding the below-listed positions be designated deputy custodians to act as legal custodians and to respond to requests for records and property in such legal custodian’s absence:

- Vice President of Finance and College Operations/CFO (Financial Records)
- Executive Director of Student Services/CSSO (Student Records)
- Executive Director of Human Resources/CHRO (Employee/Employment Records)
- Assistant to the President/District Director (all other Public Records)

~~The District Board designates the President/District Director as the legal custodian of the records of the College. The President/District Director may designate duties and responsibilities of this District College according to the Wisconsin Public Records Law to deputy legal custodians. The President/District Director authorizes the following deputies to act as legal custodians:~~

- ~~Vice President of Finance and College Operations/CFO (Financial records)~~
- ~~Executive Director of Student Services/CSSO (Student records)~~

• ~~Assistant to the President/District Director (all other public records)~~

It is directed that all Employees be informed of the legal custodian's duties, the requirements of the Wisconsin Public Records and Property Law, and the provisions of this Policy.

All requests for the inspection, release, and reproduction of the public records of the College shall be directed or referred to the legal custodian. The legal custodian is vested with the full legal power to make decisions concerning the inspection, release, or reproduction of records as permitted under Wisconsin's Public Records and Property Law. The legal custodian and their deputies are authorized to consult with the College's legal counsel to determine a request for the release of a record.

The College shall indemnify any costs or fees incurred in implementing this Policy. These will not be treated as personal liabilities of the legal custodian unless penalties are incurred for the legal custodian or deputy's willful and in bad faith act or omission.

The President/District Director shall establish procedures for records management, including access by the public, that comply with the requirements of the state's open meeting and public records access laws (Sec. 19.31-19.39, Stats.). Procedure E-210.1 – Public Records Law (Public's Right to Know) shall serve as the official notice of the procedure for the inspection, release, or reproduction of records and property of the College and constitutes the official position of the District Board regarding the inspection, release, and reproduction of records and property of the College and the fees that may be charged for location and reproduction of such records and property. The official notice shall be prominently displayed in appropriate locations on the College Premises and made available on request to any member of the public upon demand.

All College records, public or not, will be retained and disposed of by Policy E-212 – Record Retention and Destruction may be subject to a litigation hold on the disposal of such records.



MARCH 19, 2025

INFORMATION/DISCUSSION

a. Financial Statement



INFORMATION/DISCUSSION ITEM a.

BLACKHAWK TECHNICAL COLLEGE Summary of Revenue and Expenditures as of February 28, 2025

<u>COMBINED FUNDS</u>	2024-25 CURRENT BUDGET	2024-25 ACTUAL TO DATE	2024-25 PERCENT INCURRED	2023-24 ACTUAL TO DATE	2023-24 PERCENT INCURRED
REVENUE & OTHER RESOURCES:					
Local Government	\$ 17,743,589	\$ 17,254,347	97.2%	\$ 17,095,807	99.8%
State Aids	19,043,265	15,576,015	81.8%	15,489,359	93.9%
Statutory Program Fees	6,585,580	6,699,913	101.7%	6,307,140	100.7%
Material Fees	355,640	363,299	102.2%	350,958	102.0%
Other Student Fees	960,000	1,099,368	114.5%	908,152	105.5%
Institutional	6,052,754	2,937,364	48.5%	2,585,102	76.5%
Federal	8,771,768	8,296,764	94.6%	7,182,758	92.0%
Other Sources (Bond/Transfer from Other Fund)	<u>7,319,745</u>	<u>7,208,304</u>	98.5%	<u>7,032,948</u>	100.0%
Total Revenue & Other Resources	<u>\$ 66,832,341</u>	<u>\$ 59,435,374</u>	81.2%	<u>\$ 56,952,223</u>	67.4%
EXPENDITURES BY FUNCTION:					
Instruction	\$ 23,722,058	\$ 12,546,562	52.9%	\$ 11,743,580	60.1%
Instructional Resources	1,694,341	871,230	51.4%	982,723	54.9%
Student Services	13,278,017	11,086,445	83.5%	10,109,314	83.8%
General Institutional	11,261,110	6,271,774	55.7%	5,312,716	57.1%
Physical Plant	21,896,629	7,135,396	32.6%	18,629,455	45.7%
Auxiliary Services	444,982	334,865	75.3%	307,352	72.7%
Other Uses (Transfer to Other Fund)	<u>325,045</u>	<u>80,000</u>	24.6%	<u>-</u>	0.0%
Total Expenditures & Other Uses	<u>\$ 72,622,182</u>	<u>\$ 38,326,272</u>	52.9%	<u>\$ 47,085,141</u>	56.1%
EXPENDITURES BY FUNDS:					
General	\$ 31,951,865	\$ 18,980,993	59.4%	\$ 18,693,041	60.7%
Special Revenue	3,295,680	1,518,697	46.1%	1,354,998	50.2%
Capital Projects	14,707,552	6,504,079	44.2%	17,565,668	55.9%
Debt Service	10,025,000	969,963	9.7%	920,007	9.2%
Enterprise	151,982	61,949	40.8%	52,911	34.2%
Internal Service	2,300,000	936,446	40.7%	256,945	91.8%
Trust & Agency	9,865,058	9,274,147	94.0%	8,241,571	96.7%
Other Uses (Transfer to Other Fund)	<u>325,045</u>	<u>80,000</u>	24.6%	<u>-</u>	0.0%
Total Expenditures	<u>\$ 72,622,182</u>	<u>\$ 38,326,272</u>	52.9%	<u>\$ 47,085,141</u>	56.1%
Fund Balances, Beginning	\$ 25,694,607	\$ 25,694,607		\$ 44,286,478	
Change in Fund Balance	<u>(5,789,841)</u>	<u>21,105,182</u>		<u>9,867,083</u>	
Fund Balances, Ending	<u>\$ 19,904,766</u>	<u>\$ 46,799,789</u>		<u>\$ 54,153,561</u>	

Debt Service Detail					
Principal Payments	8,215,000	-	0.0%	-	0.0%
Interest Payments	1,705,000	865,913	50.8%	839,707	44.1%
Other Debt Service Expenses	<u>105,000</u>	<u>104,050</u>	99.1%	<u>80,300</u>	76.5%
Total Debt Service Payments	<u>\$ 10,025,000</u>	<u>\$ 969,963</u>		<u>\$ 920,007</u>	



BLACKHAWK
TECHNICAL COLLEGE