



Bryan D. Albrecht, Ed.D.
President and CEO

December 10, 2019

BURLINGTON CENTER

496 McCanna Pkwy.
Burlington, WI 53105-3623
262.767.5200

ELKHORN CAMPUS

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Elkhorn, WI 53121-2046
262.741.8200

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EMERGENCY RESPONSE
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TECHNOLOGY**

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NOTICE OF MEETING

**GATEWAY TECHNICAL COLLEGE
DISTRICT BOARD
Regular Meeting**

**Thursday, December 19, 2019 - 3:00 p.m.
Burlington Center, Room 100
496 McCanna Pkwy, Burlington, WI 53105**

The Gateway Technical College District Board will hold its regular meeting on Thursday, December 19, 2019 at 3:00 p.m. at the Burlington Center, Room 100, 496 McCanna Pkwy, Burlington, WI. The agenda is included.

Following the regular meeting, the Gateway Technical College District Board will meet in executive session pursuant to Wisconsin Statutes 19.85(1)(c) to discuss labor relations and the President's goals. The Board reserves the right to reconvene in open session to take action on items discussed in executive session. Following the executive session, the Gateway Technical College Board will gather for a social event and there will be no official action taken.

Bryan D. Albrecht, Ed.D.
President and Chief Executive Officer

To request disability accommodations, contact the Compliance Manager at [262-564-3062](tel:262-564-3062)/Wisconsin Relay 711, or vollendorfi@gtc.edu, at least three days in advance.

GATEWAY TECHNICAL COLLEGE DISTRICT BOARD

Regular Meeting – Thursday, December 19, 2019 – 3:00 p.m.
Burlington Center, Room 100, 496 McCanna Pkwy, Burlington, WI 53105

Info. / Disc	Action	Roll Call	AGENDA	Page
			I. Call to Order A. Open Meeting Compliance	4
		X	II. Roll Call	4
	X		III. Approval of Agenda	5
	X		IV. Approval of Minutes A. November 21, 2019 – Regular Meeting	5
X			V. Citizen Comments	9
X			VI. Chairperson’s Report A. Dashboard Report	11
X			B. Board Evaluation Summary	12
X			VII. President’s Report A. Announcements	14
X			B. Campus Welcome – Terry Simmons	15
X			C. Esports – Stephanie Sklba and Jeff Robshaw	16
			VIII. Operational Agenda	
	X	X	A. Action Agenda 1. Resolution No. F-2019-2020C.1 – Resolution Authorizing the Issuance of \$1,500,000 General Obligation Promissory Notes, Series F-2019-2020C, of Gateway Technical College District, Wisconsin	18
			B. Consent Agenda 1. Finance a) Summary of Revenue and Expenditures	22
			b) Cash and Investment Schedules	30
			2. Personnel Report	34
			3. Contracts for Instructional Delivery	36
			4. Advisory Committee Activity Report	43
			5. Bids for Approval: a) Bid No. 1594 – Kenosha Campus, Horizon Center – EVOC Track Expansion	48
			IX. Policy Governance Monitoring Reports	
	X		A. Ends Statement Monitoring 1. College Ends Policy - The tri-county community benefits from affordable higher education that allows residents to develop knowledge and skills for family-supporting careers that contribute to the growth and sustainability of the local economy at a cost commensurate with the value of services provided. 4) Families are strengthened by the prosperity of their graduates, reduced unemployment or underemployment, and the availability of local jobs for family members. Alumni – Stephanie Sklba	57
	X		2. Policy Governance Review – Ends Policy #4	58
	X		B. Executive Limitations 1. 3.4 Budgeting / Forecasting – FY2020-2021 Budget Parameters and Budget Process Calendar – Jason Nygard	60
	X		2. 3.6 Asset Protection – Bill Whyte and Jeff Robshaw	64
	X		3. Policy Governance Review – 3.6 Asset Protection	65
X			X. Board Member Community Reports	66

Info. / Disc	Action	Roll Call	AGENDA		Page
X		X	XI.	<p>Next Meeting Date and Adjourn</p> <p>A. Regular Meeting - Thursday, January 23, 2020, 8:00 am, Kenosha Campus, Madrigrano Center, Board Room</p> <p>B. Adjourn – Following the regular meeting, the Gateway Technical College District Board will meet in executive session pursuant to Wisconsin Statutes 19.85(1)(c) to discuss labor relations and the President’s goals. The Board reserves the right to reconvene in open session to take action on items discussed in executive session. Following the executive session, the Gateway Technical College Board will gather for a social event and there will be no official action taken.</p>	<p>67</p> <p>67</p>

GATEWAY TECHNICAL COLLEGE DISTRICT BOARD

Regular Meeting

Thursday, December 19, 2019 – 3:00 p.m.
Burlington Center, Room 100
496 McCanna Pkwy, Burlington, WI 53105

- I. CALL TO ORDER
 - A. Open Meeting Compliance

II. ROLL CALL

Jesse Adams	_____
Ram Bhatia	_____
William Duncan	_____
Ronald J. Frederick	_____
Zaida Hernandez-Irisson	_____
Scott Pierce	_____
Roger Zacharias	_____
Pamela Zenner-Richards	_____
Bethany Ormseth	_____

Our Positive Core – Gateway Technical College District Board

Our shared strengths as a Board that we draw upon to do our work:

- Belief in the value of Gateway Technical College
- Commitment to our community
- Common sense of mission
- Mutual respect
- Sense of humor
- Open-mindedness & willingness to question

III. APPROVAL OF AGENDA

Items on the Consent Agenda for discussion

IV. APPROVAL OF MINUTES

A. November 21, 2019 – Regular Meeting

GATEWAY TECHNICAL COLLEGE DISTRICT BOARD
Regular Meeting, November 21, 2019

The Gateway Technical College District Board met on Thursday, November 21, 2019 at the Racine Campus, Rooms R102/R104, 1001 S. Main Street, Racine, WI. The meeting was called to order at 8:00 a.m. by Bethany Ormseth, Chairperson.

I. Call to Order

A. Open Meeting Compliance

- K. Bartlett confirmed the meeting was duly noticed in accordance with state statutes for open meeting compliance.

II. Roll Call

Jesse Adams	Excused
Ram Bhatia	Excused
William Duncan	Present
Ronald J. Frederick	Present
Zaida Hernandez-Irisson	Present
Scott Pierce	Present
Roger Zacharias	Present
Pamela Zenner-Richards	Present
Bethany Ormseth	Present

Also in attendance were Bryan Albrecht, Kelly Bartlett, Mary Harpe and 15 citizens/reporters.

III. Approval of Agenda

- A. It was moved by R. Frederick and seconded by W. Duncan and carried to approve the agenda.

IV. Approval of Minutes

- A. It was moved by S. Pierce, seconded by Z. Hernandez-Irisson and carried to approve the minutes of the October 21, 2019 Regular Meeting.

V. Citizen Comments

There were no citizens comments.

VI. Committee of the Whole

- A. Vision 2021 and Higher Learning Commission: John Thibodeau and Anne Whyntott lead a discussion on Vision 2021 and the upcoming HLC visit in 2020. All of the Vice President's from Gateway that were present at the meeting joined in the conversation to report on their divisions involvement in Vision 2021 and activities involving HLC.

VII. Chairperson's Report

- A. Dashboard Report items included updates on:

- Gateway received a \$12,975 award from DMI for cybersecurity.
- Gateway received \$29,500 from the Morgridge Foundation for GED services.
- Gateway is receiving \$40,000 from the Kloss Fund for hydroponics education.

- B. Board Evaluation Summary

- 7 of 7 Attending Trustees Responded to the Survey: Good meeting. Great presentation from Brunk Precision Manufacturing. Overall great meeting, but a bit too long. President's report was over one hour. Thank you for keeping the Board informed, but too much details on Elkhorn campus water damage. Excellent presentation on Ends Statement Monitoring. So proud of our work in the area of

diversity. We talk the talk and walk the walk. The award was frosting on the cake. Each meeting is something to be proud of. Good Meeting. Great presentation on local partnerships.

- C. District Boards Association Meeting
 - Beth Ormseth reminded the Trustees that the Winter District Boards Association meeting is coming up in January 2020.

VIII. President's Report

- A. Announcements
 - Bryan thanked Beth Ormseth and Scott Pierce for the leadership on the Board.
 - Bryan thanks Zaida Hernandez-Irisson for being his guest on his monthly radio show with 91.1 WGTD.
 - Stephanie Sklba spoke on the ribbon cutting for the Mahone Center on the Kenosha Campus.
 - Stephanie Sklba spoke on the Innovation Celebration for the Foundation. It was a wonderful event and well attended.
 - Jeff Robshaw and Stephanie Sklba talked about esports teams and bringing esports to Gateway.
- B. Campus Welcome
 - Cyndean Jennings welcomed the Trustees to the Racine Campus and mentioned events that have been happening on campus including: student visits from Australia, Drag Show on campus for LGBTQ+ club fundraiser, Germany students visited, Spanish 5.09 graduation, transfer fair and multiple high school visits on campus.
- C. Library Resources
 - Gary Flynn presented on library services that are available to staff, students and the community.
- D. CARF Award
 - Sharon Johnson presented on the CAFR Award (Certificate of Achievement for Excellence in Financial Reporting) and the effort that is put in to collecting the data and applying for and receiving this award year after year.

IX. Operational Agenda

A. Action Agenda

1. Resolution No. M-2019 B – Resolution for Authorizing A Taxable Tax and Revenue Anticipation Promissory Note for Cash Flow Purposes in An Amount Not to Exceed \$5,000,000

The administration is recommending Board approval of a resolution authorizing the short-term borrowing (if needed) of an amount not to exceed \$5,000,000. The resolution with authorize the administration to establish a line of credit with its current bank, Johnson Bank, if the need arises.

Following discussion, it was moved by S. Pierce, seconded by R. Zacharias and carried by roll call vote to approve Resolution No. M-2019 B – Resolution for Authorizing A Taxable Tax and Revenue Anticipation Promissory Note for Cash Flow Purposes in An Amount Not to Exceed \$5,000,000.

Aye: 7

Nay: 0

Abstaining: 0

Absent: 2

2. Comprehensive Annual Financial Report for Fiscal Year Ending June 30, 2019

A representative from the College's audit firm, CliftonLarsonAllen, LLP, will present the Comprehensive Annual Financial Report and Single Audit Report for the fiscal year ended June 30, 2019 for receipt by the Gateway Technical College Board of Trustees.

Following discussion, it was moved by R. Zacharias, seconded by W. Duncan and carried to approve Comprehensive Annual Financial Report for Fiscal Year Ending June 30, 2019.

B. Consent Agenda

It was moved by R. Frederick, seconded by W. Duncan and carried that the following items in the consent agenda be approved:

1. **Finance**
 - a) **Summary of Revenue and Expenditures:** Approved the summary of revenue and expenditures as of October 31, 2019.
 - b) **Cash and Investment Schedules:** Approved the monthly cash reconciliation, investment schedule and investment report.
2. **Personnel Report:** Approved the personnel report of two (2) new hires; three (3) promotions; one (1) resignation; no employment approvals-casual, non-instructional; and no employment approvals-adjunct faculty.
3. **Grants Awards:** Approved the grant awards for November 2019.
4. **Contracts for Instructional Delivery:** Approved the contracts for instructional delivery report for October 2019.
5. **Advisory Committee Activity Report:** Approved the advisory committee 2019-2020 meeting schedule and new members as of November 1, 2019

X. Policy Governance Monitoring Reports

A. Ends Statement Monitoring

- A. **College Ends Policy** – The tri-county community benefits from affordable higher education that allows residents to develop knowledge and skills for family-supporting careers that contribute to the growth and sustainability of the local economy at a cost commensurate with the value of services provided. 3) **Taxpayers receive a positive return on investment from Gateway’s impact on the local tax base, property values, and overall economic development as well as the contributions of graduates to the tri-county community.**

Sharon Johnson led a presentation on Gateway’s positive financial results which enable a positive impact on the community.

Following discussion, it was moved by S. Pierce, seconded by R. Zacharias and carried that this report is evidence that the college is making progress on Ends Policy #3.

XI. Board Member Community Reports

- W. Duncan spoke about Gateway’s Foundation Innovation Celebration.
- Z. Hernandez-Irisson announced that she was selected to participate in a grant for higher education.

XII. Next Meeting Date and Adjourn

- A. Regular Meeting – Thursday, December 19, 2019, 3:00 pm, Burlington Center, Room 100
- B. At approximately 10:13 a.m. it was moved by R. Zacharias, seconded by W. Duncan and carried that the meeting was adjourned.

Submitted by,

Pamela Zenner-Richards
Secretary

V. CITIZEN COMMENTS

The Gateway Technical College District Board has established a limit of thirty minutes for citizen comments. Individuals will be limited to three to five minutes for their comments depending on the number of individuals who wish to address the Board. Citizens wishing to address the Board are to sign up prior to the meeting on the forms provided at the entrance to the meeting room.

- VI. CHAIRPERSON'S REPORT
 - A. Dashboard Report
 - B. Board Evaluation Summary

GATEWAY TECHNICAL COLLEGE DISTRICT BOARD

Roll Call _____
Action _____
Information X
Discussion _____

CHAIRPERSON'S REPORT Dashboard Report

Governance Process:
Board Liaison:

Policy 1.2 – Governing Philosophy
Bethany Ormseth

GATEWAY TECHNICAL COLLEGE DISTRICT BOARD

Roll Call _____
Action _____
Information X
Discussion _____

CHAIRPERSON'S REPORT Board Evaluation Summary

Governance Process:
Board Liaison:

Policy 1.2 – Governing Philosophy
Bethany Ormseth

- VII. PRESIDENT'S REPORT
 - A. Announcements
 - B. Campus Welcome
 - C. Esports

GATEWAY TECHNICAL COLLEGE DISTRICT BOARD

Roll Call _____
Action _____
Information X
Discussion _____

PRESIDENT'S REPORT **Announcements**

Policy/Ends Statement: Policy 2.1

GATEWAY TECHNICAL COLLEGE DISTRICT BOARD

Roll Call _____
Action _____
Information X
Discussion _____

PRESIDENT'S REPORT Campus Welcome

Policy/Ends Statement: Policy 2.1

GATEWAY TECHNICAL COLLEGE DISTRICT BOARD

Roll Call _____
Action _____
Information X
Discussion _____

PRESIDENT'S REPORT Esports

Policy/Ends Statement: Policy 2.1

VIII. OPERATIONAL AGENDA

A. Action Agenda

1. Resolution No. F-2019-2020C.1 – Resolution Authorizing the Issuance of \$1,500,000 General Obligation Promissory Notes, Series F-2019-2020C, of Gateway Technical College District, Wisconsin

GATEWAY TECHNICAL COLLEGE DISTRICT BOARD

Roll Call X
Action _____
Information _____
Discussion _____

RESOLUTION NO. F-2019-2020C.1 RESOLUTION AUTHORIZING THE ISSUANCE OF \$1,500,000 GENERAL OBLIGATION PROMISSORY NOTES, SERIES 2019-2020C OF GATEWAY TECHNICAL COLLEGE DISTRICT, WISCONSIN

Summary of Item: Administration is recommending approval to issue General Obligation Promissory Notes, Series F-2019-2020 C; in the principal amount of \$1,500,000 for the public purpose of financing building remodeling and improvement projects. This borrowing is included in the 2019-20 budget. Upon approval, appropriate legal notices will be published in the official district newspapers.

Attachments: Resolution No. F-2019-2020C.1

Ends Statements and/or
Executive Limitations: Section 3 - Executive Limitations
Policy 3.5 - Financial Condition

Staff Liaison: Bill Whyte

ROLL CALL

Jesse Adams _____
Ram Bhatia _____
William Duncan _____
Ronald J. Frederick _____
Zaida Hernandez-Irisson _____
Scott Pierce _____
Roger Zacharias _____
Pamela Zenner-Richards _____
Bethany Ormseth _____

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RESOLUTION AUTHORIZING THE ISSUANCE OF \$1,500,000
GENERAL OBLIGATION PROMISSORY NOTES, SERIES 2019-2020C, OF
GATEWAY TECHNICAL COLLEGE DISTRICT, WISCONSIN

WHEREAS, Gateway Technical College District, Wisconsin (the “District”) is presently in need of \$1,500,000 for the public purpose of financing building remodeling and improvement projects; and

WHEREAS, the District Board deems it necessary and in the best interest of the District to borrow the monies needed for such purpose through the issuance of general obligation promissory notes pursuant to the provisions of Section 67.12(12), Wis. Stats.;

NOW, THEREFORE, BE IT:

RESOLVED, that the District shall issue general obligation promissory notes in the amount of \$1,500,000 for the public purpose of financing building remodeling and improvement projects; and be it further

RESOLVED, THAT:

Section 1. Note Authorization. The District shall issue the general obligation promissory notes authorized above in the aggregate principal amount of \$1,500,000 and designated “General Obligation Promissory Notes, Series 2019-2020C” (the “Notes”), the proceeds of which shall be used for the purpose specified above.

Section 2. Notice to Electors. The District Secretary shall, within ten (10) days hereafter, cause public notice of the adoption of this resolution to be given to the electors of the District by publishing notices thereof in the Elkhorn Independent, Kenosha News and Journal Times, the official District newspapers published and having general circulation in the District, which newspapers are found and determined to be likely to give notice to the electors, such notice to be in substantially the form set forth on Exhibit A hereto.

Section 3. Official Statement. The District Secretary shall cause an Official Statement to be prepared by Robert W. Baird & Co. Incorporated. The appropriate District officials shall determine when the Official Statement is final for purposes of Securities and Exchange Commission Rule 15c2-12 and shall certify said Statement, such certification to constitute full authorization of such Official Statement under this resolution.

Adopted this 19th day of December, 2019.

Chairperson

Attest:

Secretary

EXHIBIT A

NOTICE

TO THE ELECTORS OF:

Gateway Technical College
District, Wisconsin

NOTICE IS HEREBY GIVEN that the District Board of the above-named District, at a meeting duly called and held on December 19, 2019, adopted pursuant to the provisions of Section 67.12(12) of the Wisconsin Statutes, a resolution providing that the sum of \$1,500,000 be borrowed through the issuance of general obligation promissory notes of the District for the public purpose of financing building remodeling and improvement projects.

A copy of said resolution is on file in the District Office, 3520 30th Avenue, Kenosha, Wisconsin, and is available for public inspection weekdays, except holidays, between the hours of 8:00 A.M. and 4:00 P.M.

The District Board need not submit said resolution to the electors for approval unless within 30 days after the publication of this Notice there is filed with the Secretary of the District Board a petition meeting the standards set forth in Sec. 67.12(12)(e)5, Wis. Stats., requesting a referendum thereon at a special election.

Dated December 19, 2019.

BY ORDER OF THE DISTRICT BOARD

District Secretary

VIII. OPERATIONAL AGENDA

B. Consent Agenda

1. Finance
 - a) Summary of Revenue and Expenditures
 - b) Cash and Investment Schedules
2. Personnel Report
3. Contracts for Instructional Delivery
4. Advisory Committee Activity Report
5. Bids for Approval:
 - a) Bid No. 1594 – Kenosha Campus, Horizon Center – EVOC Track Expansion

GATEWAY TECHNICAL COLLEGE DISTRICT BOARD

Roll Call
Action X
Information
Discussion

SUMMARY OF REVENUE AND EXPENDITURES

Summary of Item: Summary of revenue and expenditures as of **11/30/19**

Ends Statements and/or Executive Limitations
Section 3 - Executive Limitations
Policy 3.5 Financial Condition

Staff Liaison: Sharon Johnson

GATEWAY TECHNICAL COLLEGE
2019-20 SUMMARY OF REVENUE & EXPENDITURES AS OF 11/30/19

<u>COMBINED FUNDS</u>	2019-20 APPROVED BUDGET	2019-20 WORKING BUDGET	2019-20 ACTUAL TO DATE	PERCENT INCURRED
REVENUE:				
LOCAL GOVERNMENT	\$ 36,488,642	\$ 36,765,641	\$ -	0.00%
STATE AIDS	44,226,002	44,619,178	7,447,942	16.69%
STATUTORY PROGRAM FEES	14,973,201	14,973,201	12,589,231	84.08%
MATERIAL FEES	803,301	803,301	677,901	84.39%
OTHER STUDENT FEES	3,122,206	3,122,206	2,162,703	69.27%
INSTITUTIONAL	7,918,434	7,918,434	2,331,473	29.44%
FEDERAL	25,286,158	25,342,024	12,733,089	50.24%
OTHER RESOURCES	14,375,000	14,375,000	8,460,097	58.85%
RESERVES - DECREASE	185,737	185,737	-	0.00%
TOTAL REVENUE & OTHER RESOURCES	<u>\$ 147,378,681</u>	<u>\$ 148,104,722</u>	<u>\$ 46,402,437</u>	31.33%
EXPENDITURES BY FUNCTION:				
INSTRUCTIONAL	\$ 59,218,316	\$ 59,606,482	\$ 24,718,392	41.47%
INSTRUCTIONAL RESOURCES	1,313,809	1,313,809	530,153	40.35%
STUDENT SERVICES	43,366,356	43,492,856	20,133,028	46.29%
GENERAL INSTITUTIONAL	11,316,704	11,451,704	5,134,387	44.84%
PHYSICAL PLANT	31,212,996	31,289,371	6,848,244	21.89%
AUXILIARY SERVICES	525,000	525,000	346,630	66.02%
PUBLIC SERVICES	415,500	415,500	170,193	40.96%
TOTAL EXPENDITURES	<u>\$ 147,368,681</u>	<u>\$ 148,094,722</u>	<u>\$ 57,881,027</u>	39.08%
EXPENDITURES BY FUNDS:				
GENERAL	\$ 82,216,155	\$ 82,942,196	\$ 33,579,484	40.49%
SPECIAL REVENUE - OPERATIONAL	6,453,526	6,453,526	2,026,094	31.40%
SPECIAL REVENUE - NON AIDABLE	29,724,000	29,724,000	14,942,116	50.27%
CAPITAL PROJECTS	14,250,000	14,250,000	5,921,323	41.55%
DEBT SERVICE	14,200,000	14,200,000	1,065,379	7.50%
ENTERPRISE	525,000	525,000	346,630	66.02%
TOTAL EXPENDITURES	<u>\$ 147,368,681</u>	<u>\$ 148,094,722</u>	<u>\$ 57,881,027</u>	39.08%

**GATEWAY TECHNICAL COLLEGE
2019-20 SUMMARY OF REVENUE & EXPENDITURES AS OF 11/30/19**

<u>GENERAL FUND</u>	2019-20 APPROVED BUDGET	2019-20 WORKING BUDGET	2019-20 ACTUAL TO DATE	PERCENT INCURRED
REVENUE:				
LOCAL GOVERNMENT	\$ 20,619,437	\$ 20,896,436	\$ -	0.00%
STATE AIDS	39,290,076	39,739,118	5,071,610	12.76%
STATUTORY PROGRAM FEES	14,973,201	14,973,201	12,589,231	84.08%
MATERIAL FEES	803,301	803,301	677,901	84.39%
OTHER STUDENT FEES	2,100,206	2,100,206	1,398,925	66.61%
FEDERAL REVENUE	30,000	30,000	185	0.62%
INSTITUTIONAL	<u>4,399,934</u>	<u>4,399,934</u>	<u>645,023</u>	14.66%
TOTAL REVENUE & OTHER RESOURCES	<u>\$ 82,216,155</u>	<u>\$ 82,942,196</u>	<u>\$ 20,382,875</u>	24.57%
 EXPENDITURES BY FUNCTION:				
INSTRUCTIONAL	\$ 52,897,232	\$ 53,299,398	\$ 21,552,231	40.44%
INSTRUCTIONAL RESOURCES	1,303,809	1,303,809	530,153	40.66%
STUDENT SERVICES	12,083,249	12,195,749	4,522,331	37.08%
GENERAL INSTITUTIONAL	8,068,869	8,203,869	3,936,260	47.98%
PHYSICAL PLANT	<u>7,862,996</u>	<u>7,939,371</u>	<u>3,038,510</u>	38.27%
TOTAL EXPENDITURES	<u>\$ 82,216,155</u>	<u>\$ 82,942,196</u>	<u>\$ 33,579,484</u>	40.49%

**GATEWAY TECHNICAL COLLEGE
2019-20 SUMMARY OF REVENUE & EXPENDITURES AS OF 11/30/19**

<u>SPECIAL REVENUE-OPERATIONAL FUND</u>	2019-20 APPROVED BUDGET	2019-20 WORKING BUDGET	2019-20 ACTUAL TO DATE	PERCENT INCURRED
REVENUE:				
LOCAL GOVERNMENT	\$ 2,049,205	\$ 2,049,205	\$ -	0.00%
STATE AIDS	2,431,926	2,376,060	668,904	28.15%
FEDERAL	1,704,158	1,760,024	401,778	22.83%
RESERVES - DECREASE	185,737	185,737	-	0.00%
INSTITUTIONAL	<u>82,500</u>	<u>82,500</u>	<u>85,677</u>	103.85%
TOTAL REVENUE & OTHER RESOURCES	<u><u>\$ 6,453,526</u></u>	<u><u>\$ 6,453,526</u></u>	<u><u>\$ 1,156,359</u></u>	17.92%
EXPENDITURES BY FUNCTION:				
INSTRUCTIONAL	\$ 3,721,084	\$ 3,707,084	\$ 1,006,432	27.15%
STUDENT SERVICES	1,554,107	1,568,107	672,753	42.90%
GENERAL INSTITUTIONAL	787,835	787,835	187,309	23.78%
PUBLIC SERVICES	<u>390,500</u>	<u>390,500</u>	<u>159,600</u>	40.87%
TOTAL EXPENDITURES	<u><u>\$ 6,453,526</u></u>	<u><u>\$ 6,453,526</u></u>	<u><u>\$ 2,026,094</u></u>	31.40%

**GATEWAY TECHNICAL COLLEGE
2019-20 SUMMARY OF REVENUE & EXPENDITURES AS OF 11/30/19**

<u>SPECIAL REVENUE-NON AIDABLE FUND</u>	2019-20 APPROVED BUDGET	2019-20 WORKING BUDGET	2019-20 ACTUAL TO DATE	PERCENT INCURRED
REVENUE:				
STATE AIDS	\$ 2,354,000	\$ 2,354,000	\$ 1,063,790	45.19%
OTHER STUDENT FEES	847,000	847,000	698,908	82.52%
INSTITUTIONAL	2,971,000	2,971,000	1,136,533	38.25%
FEDERAL	<u>23,552,000</u>	<u>23,552,000</u>	<u>12,331,126</u>	52.36%
TOTAL REVENUE & OTHER RESOURCES	<u>\$ 29,724,000</u>	<u>\$ 29,724,000</u>	<u>\$ 15,230,357</u>	51.24%
 EXPENDITURES BY FUNCTION:				
STUDENT SERVICES	\$ 29,714,000	\$ 29,714,000	\$ 14,937,944	50.27%
GENERAL INSTITUTIONAL	<u>10,000</u>	<u>10,000</u>	<u>4,172</u>	41.72%
TOTAL EXPENDITURES	<u>\$ 29,724,000</u>	<u>\$ 29,724,000</u>	<u>\$ 14,942,116</u>	50.27%

**GATEWAY TECHNICAL COLLEGE
2019-20 SUMMARY OF REVENUE & EXPENDITURES AS OF 11/30/19**

<u>CAPITAL PROJECTS FUND</u>	2019-20 APPROVED BUDGET	2019-20 WORKING BUDGET	2019-20 ACTUAL TO DATE	PERCENT INCURRED
REVENUE:				
STATE AIDS	\$ 150,000	\$ 150,000	\$ 643,638	429.09%
INSTITUTIONAL	100,000	100,000	264,323	264.32%
OTHER RESOURCES	<u>14,000,000</u>	<u>14,000,000</u>	<u>8,000,000</u>	57.14%
TOTAL REVENUE & OTHER RESOURCES	<u>\$ 14,250,000</u>	<u>\$ 14,250,000</u>	<u>\$ 8,907,961</u>	62.51%
EXPENDITURES BY FUNCTION:				
INSTRUCTIONAL	\$ 2,600,000	\$ 2,600,000	\$ 2,159,729	83.07%
INSTRUCTIONAL - RESOURCES	10,000	10,000	-	0.00%
STUDENT SERVICES	15,000	15,000	-	0.00%
GENERAL INSTITUTIONAL	2,450,000	2,450,000	1,006,646	41.09%
PHYSICAL PLANT	9,150,000	9,150,000	2,744,355	29.99%
PUBLIC SERVICE	<u>25,000</u>	<u>25,000</u>	<u>10,593</u>	42.37%
TOTAL EXPENDITURES	<u>\$ 14,250,000</u>	<u>\$ 14,250,000</u>	<u>\$ 5,921,323</u>	41.55%

**GATEWAY TECHNICAL COLLEGE
2019-20 SUMMARY OF REVENUE & EXPENDITURES AS OF 11/30/19**

<u>DEBT SERVICE FUND</u>	2019-20 APPROVED BUDGET	2019-20 WORKING BUDGET	2019-20 ACTUAL TO DATE	PERCENT INCURRED
REVENUE:				
LOCAL GOVERNMENT	\$ 13,775,000	\$ 13,775,000	\$ -	0.00%
INSTITUTIONAL	60,000	60,000	-	0.00%
OTHER RESOURCES	<u>375,000</u>	<u>375,000</u>	<u>460,097</u>	122.69%
TOTAL REVENUE & OTHER RESOURCES	<u>\$ 14,210,000</u>	<u>\$ 14,210,000</u>	<u>\$ 460,097</u>	3.24%
 EXPENDITURES BY FUNCTION:				
PHYSICAL PLANT	<u>\$ 14,200,000</u>	<u>\$ 14,200,000</u>	<u>\$ 1,065,379</u>	7.50%
TOTAL EXPENDITURES	<u>\$ 14,200,000</u>	<u>\$ 14,200,000</u>	<u>\$ 1,065,379</u>	7.50%

GATEWAY TECHNICAL COLLEGE
2019-20 SUMMARY OF REVENUE & EXPENDITURES AS OF 11/30/19

<u>ENTERPRISE FUND</u>	2019-20 APPROVED BUDGET	2019-20 WORKING BUDGET	2019-20 ACTUAL TO DATE	PERCENT INCURRED
REVENUE:				
LOCAL GOVERNMENT	\$ 45,000	\$ 45,000	\$ -	0.00%
OTHER STUDENT FEES	175,000	175,000	64,870	37.07%
INSTITUTIONAL	<u>305,000</u>	<u>305,000</u>	<u>199,918</u>	65.55%
TOTAL REVENUE & OTHER RESOURCES	<u>\$ 525,000</u>	<u>\$ 525,000</u>	<u>\$ 264,788</u>	50.44%
EXPENDITURES BY FUNCTION:				
AUXILIARY SERVICES	<u>\$ 525,000</u>	<u>\$ 525,000</u>	<u>\$ 346,630</u>	66.02%
TOTAL EXPENDITURES	<u>\$ 525,000</u>	<u>\$ 525,000</u>	<u>\$ 346,630</u>	66.02%

GATEWAY TECHNICAL COLLEGE DISTRICT BOARD

Roll Call
Action X
Information
Discussion

CASH AND INVESTMENT SCHEDULES

Summary of Item: Monthly cash and investment schedules

Ends Statements and/or Executive Limitations:
Section 3 - Executive Limitations
Policy 3.5 Financial Condition

Staff Liaison: Sharon Johnson

GATEWAY TECHNICAL COLLEGE
MONTHLY CASH RECONCILIATION
FOR THE MONTH ENDING OCTOBER 31, 2019

Cash Balance September 30, 2019		\$ 32,152,691.75
 <u>PLUS:</u>		
Cash Receipts		13,068,033.80
		\$ 45,220,725.55
 <u>LESS:</u>		
Disbursement:		
Payroll	4,202,863.97	
Accounts Payable	<u>10,582,264.99</u>	<u>14,785,128.96</u>
Cash Balance: October 31, 2019		<u>\$ 30,435,596.59</u>

DISPOSITION OF FUNDS

Cash in Bank		627,966.29
Cash in Transit		87,156.30
Investments		29,715,249.00
Cash on Hand		<u>5,225.00</u>
Total: October 31, 2019		<u>\$ 30,435,596.59</u>

GATEWAY TECHNICAL COLLEGE
MONTHLY INVESTMENT REPORT

JULY 2019 - JUNE 2020

	Investments at Beginning of Month	Investments at End of Month	Change in Investments for Month	Investments Income for Month	YTD Investments Income	Average Monthly Rate of Investment Income
July-19	\$ 34,415,436	\$ 33,570,944	\$ (844,492)	\$ 30,280	\$ 30,280	1.32
AUGUST	33,570,944	35,922,901	2,351,957	36,017	66,297	1.17
SEPTEMBER	35,922,901	29,433,861	(6,489,040)	32,981	99,278	1.22
OCTOBER	29,433,861	29,715,249	281,388	29,147	128,425	1.14
NOVEMBER						
DECEMBER						
January-20						
FEBRUARY						
MARCH						
APRIL						
MAY						
JUNE						

INVESTMENT SCHEDULE

October 31, 2019

<u>NAME OF BANK/INST</u>	<u>DATE INVESTED</u>	<u>DATE OF MATURITY</u>	<u>AMOUNT</u>	<u>INTEREST RATE</u>	<u>PRESENT STATUS</u>
LOCAL GOV'T POOL	Various	Open	\$ 8,992,715	1.92	OPEN
JOHNSON BANK	Various	Open	20,722,534	0.80	OPEN
		TOTAL	<u>\$ 29,715,249</u>		

GATEWAY TECHNICAL COLLEGE DISTRICT BOARD

Roll Call _____
Action X
Information _____
Discussion _____

PERSONNEL REPORT

Summary of Item: Monthly Personnel Activity Report

**Employment Approvals: New Hire(s)
Promotion(s)
Retirement(s)
Resignation(s)
Deceased**

**Ends Statements and/or Executive Limitations:
Section 3: Executive Limitations
Policy 3.3 – Employment, Compensation & Benefits**

Staff Liaison: Jacqueline Morris

12/19/19

PERSONNEL REPORT

December 2019

EMPLOYMENT APPROVALS: NEW HIRES

Heather Halbach, HR Generalist; Human Resources; Kenosha; Annual Salary: \$56,000; effective November 25, 2019

Sabrina Miner, Institutional Effectiveness Associate; Kenosha; Annual Salary: \$49,920; effective December 2, 2019

Rachel Westrum, Grants Administrator, Institutional Effectiveness; Kenosha; Annual Salary: \$63,000; effective November 11, 2019

PROMOTION(S)

David Aguirre, IloT Technician, Learning Innovation Division (LID); iMET-Sturtevant; Annual Salary: \$64,408; previously Computer Support Technician; effective January 6, 2020

Vicki Hulback, Dean, School of Health; Kenosha; Annual Salary: \$120,000; previously Dean, School of Nursing; effective November 11, 2019

Carrie Parworth, Manager Student Services Center; Elkhorn; Annual Salary: \$73,000; previously Academic Advisor; effective November 25, 2019

RETIREMENT(S)

Julie Capelli, Instructor, Nursing Assistant, School of Health; effective December 19, 2019

Katherine Estep, Horticulture Specialist, School of Protective and Human Services (PHS); Kenosha; effective January 3, 2020

Melvina Klemm, Paraprofessional II, Pre-College Programs; Racine; effective January 3, 2020

Mike O'Donnell, Dean, School of Allied Health & Veterinary Sciences; Elkhorn; effective January 3, 2020

Brenda Stockton, Tech Central Coordinator, LID; Kenosha; effective January 3, 2020

RESIGNATION(S)

Heather Clingan, Instructor, Veterinary Assistant; Elkhorn, effective January 2, 2020

Susan Walther, Administrative Associate, Community & Government Relations; Kenosha; effective January 10, 2020

DECEASED

Erik Mekhsian, Cyber Security Analyst, LID; Kenosha; deceased November 4, 2019

GATEWAY TECHNICAL COLLEGE DISTRICT BOARD

Roll Call	_____
Action	<u> X </u>
Information	_____
Discussion	_____

CONTRACTS FOR INSTRUCTIONAL DELIVERY

Summary of Items: **1. 38.14 Contract reports for November 2019**
lists all contracts for service completed or
in progress 2019/2020 fiscal year.

Ends Statements and/or Executive Limitations:
Policy 4.4 College Strategic Directions/Ends Statements #1 and #3

Staff Liaison: Matt Janisin

Contract #	Sponsor Name	Estimated		Grant Type / No.	Course Numbers	CFS Date / Date Req.
		CFS Cost				
1001	RUSD		\$787.60		510-407-1R1F	02/01/19
1002	Tremper HS		\$9,570.60		543-300-1K1D	02/01/19
1003	Union Grove HS		\$4,785.30		543-300-1Z1A	05/07/19
1004	RUSD		\$9,570.60		543-300-1RBA	05/07/19
1005	RUSD		\$4,785.30		543-300-1RBB	05/07/19
1006	RUSD		\$1,575.20		510-407-1RBA, 510-407-1RBB	05/07/19
1007	Not Used					05/07/19
1008	Elkhorn HS				533-126-2ZCA	07/22/19
1009	Union Grove HS				501-101-2ECA	07/22/19
1010	Burlington				501-101-2ZCA	07/22/19
1011	Union Grove HS				809-188-2ZCA	07/22/19
1012	Waterford HS				809-188-2ZCB	07/22/19
1013	Big Foot HS				501-101-2ECB	07/22/19
1014	Burlington HS				501-101-2ZCB	07/22/19
1015	Union Grove HS				501-101-2ZCC	07/22/19
1016	Central HS				533-126-2ECA	07/22/19
1017	Waterford HS				533-126-2ZCB	07/22/19
1018	Burlington HS				533-126-2ZCC	07/22/19
1019	Waterford HS				809-198-2ZCC	07/22/19
1020	Waterford HS				809-198-2ZCD	07/22/19
1021	Badger HS				501-101-2ECC	07/22/19
1022	Burlington HS				533-126-2ZCD	07/22/19
1023	Williams Bay HS				533-126-2ECB	07/22/19
1024	Waterford HS				809-196-2ZCE	07/22/19
1025	Burlington HS				533-126-2ECC	07/22/19
1026	Williams Bay HS				533-126-2ZCE	07/22/19
1027	Central HS				533-126-2ZCF	07/22/19
1028	Burlington HS				533-126-2ECD	07/22/19
1029	Union Grove				533-126-2ZCG	07/22/19
1030	Big Foot HS				533-126-2ZCH	07/22/19
1031	Union Grove HS				809-196-2ZCF	07/22/19

1032	Waterford HS	533-126-2ECE				07/22/19
1033	Union Grove HS	533-126-2ZCJ				07/22/19
1034	Williams Bay HS	533-128-2ZCK				07/22/19
1035	Central HS	533-128-2ECF				07/22/19
1036	Big Foot HS	533-128-2ZCM				07/22/19
1037	Big Foot HS	152-126-2ZCA				07/22/19
1038	Burlington HS	152-126-2ZCB				07/22/19
1039	Union Grove HS	152-126-2ZCC				07/22/19
1040	Central HS	152-126-2ZCD				07/22/19
1041	Elkhorn HS	533-128-2ECG				07/22/19
1042	Burlington HS	533-128-2ZCN				07/22/19
1043	Waterford HS	553-128- ZZCP				07/22/19
1044	Union Grove	533-128-2ZCQ				07/22/19
0001	KABA	196-848-1ZBA	\$2,100.00			03/21/19
0002	KABA	196-849-2ZBA, 196-850-2ZBA				03/21/19
0003	REAL School	152-437-1C1A, 152-437-1C1B, 152-437-1C1C, 439-401-1C1A, 439-401-1C1B, 439-401-1C1C, 900-019-1C1A	\$11,492.00			02/13/19
0004	Lavelle Industries	462-802-1ZBLA, 462-802-1ZBLB, 462-802-1ZBLC, 462-802-1ZBLD; 900-003-1M1LV	\$1,642.00	176		06/14/19
0005	WI DOC - REECC Cohort 4	444-338-1cba, 801-302-1cba	\$17,800.00			03/11/19
0006	Monarch Plastics	196-850-1ZBM	\$1,937.44			03/21/19
0007	RCK Foods	612-408-2ZBR replaced 1ZBR 612-408-1ZBR; 900-003-1M1RC	\$1,026.00	143		03/21/19
0008	WE-Energies-CANCEL	420-408-1eba	\$0.00			04/01/19

0009	See 2020-2000 on the 2020 Police/Fire Contract Log	n/a	n/a	n/a	n/a
0010	WRTP - Big Step	\$6,615.00		607-104-1RMA	04/08/19
0011	St. Joseph's Nursing Home CANCELLED	N/A		503-447-1ZBA, 503-447-1ZBB, 503-447-1ZBC, 503-447-1ZBD, 503-447-1ZBE, 503-447-1ZBF, 503-447-1ZBG	04/15/19
0012	InSinkErator	\$18,942.44		628-109-1ZBA, 103-420H-1ZBA, 103-463-1ZBA	05/02/19
0013	Staff Electric	\$13,428.00		150-410-2CBA, 900-019-2CBA	05/02/19
0014	Kenosha Fire Department	\$4,992.00		531-805-1ZBA, 531-805-1ZBB, 531-805-1ZBC, 531-801-1ZBA, 531-801-1ZBB, 531-801-1ZBC	05/07/19
0015	WE Energies	\$17,112.00		420-408-1CBW	05/22/19
0016	WE Energies	\$17,112.00		420-408-2CBW	05/22/19
0017	Bradshaw Medical	\$713.00		623-824-1ZBA	05/30/19
0018	RUSD - Kobriger			602-130-2Z1A, 602-107-2Z1A, 602-125-2Z1A, 602-130-2Z1B, 602-125-2Z1B, 602-130-2Z1C, 602-107-2Z1C, 602-125-2Z1C, 602-104-2Z11, 602-127-2Z11, 900-019-2Z1SS, 900-019-2Z1AS, 900-019-2Z1PD	09/10/19
0019	Kenall Mfg	\$6,156.00		605-458-1ZBA	05/30/19
0020	Lavelle Industries	\$3,078.00	174	462-466-2ZBA, 462-493-2ZBA, 462-480-2ZBA; 900-003-2M1LT	11/14/19
0021	WRTP_Big Step	\$6,615.00		607-104-1RMB	06/12/19
0022	Uline	\$744.12		605-429H-1ZBA	06/20/19

0023	Good Foods		\$1,231.00	147	196-895A-1ZBA, 196-834-1ZBA; 900-003-1M1GF	06/21/19
0024	SC Johnson		\$1,400.00		462-463-2CBA, 462-463-2CBB	07/03/19
0025	InSinkErator				804-370-2ZBA, 620-302-2CBA, 620-303-2CBA, 442-102-2CBA	09/05/19
0026	NC3		\$3,125.00		900-019-1M1Q3, 900-019-1M1QC	07/15/19
0027	Swiss Tech		\$2,394.88		623-493B-1ZBA, 623-493B-1ZBB, 623-493B-1ZBC, 623-493B-1ZBE	07/31/19
0028	WI DOC - Kenosha Correctional Center		\$47,947.00		444-339-2CBK, 612-102-2CBK, 628-109-2CBK, 628-300-2CBK, 804-370-2CBK, 449-401B-2CBK, 103-804-2CBK	09/09/19
0029	Wilmot HS		\$736.10		900-019-1ZBW1	08/12/19
0030	Professional Services Group		\$272.50		196-873-1CBA	08/06/19
0031	Andis		\$12,795.00		196-874A-1CBA, 196-874A-1CBB	08/08/19
0032	Andis		\$17,250.00		196-874-2CBA, 196-874-2CBB	08/08/19
0033	Modine Manufacturing		\$2,816.24		103-432C-1ZBM, 103-466-1ZBM	08/13/19
0034	Modine Manufacturing		\$1,408.12		103-828A-2ZBM, 103-817A-2ZBM, 103-804R-2ZBM	08/13/19
0035	Kenosha Fire Department		\$5,136.00		531-805-2KBA, 531-805-2KBB, 531-805-2KBC, 531-801-2KBA, 531-801-2KBB, 531-801-2KBC	08/23/19
0036	RAMAC		\$4,050.00		196-155-3ZBA	08/30/19
0037	Walworth County Jail		\$10,923.00		890-721-2ZBA, 859-777-2ZBA, 858-733-2ZBA, 856-740-2ZBA, 854-733-2ZBA	08/30/19
0038	WCEDA		\$3,244.20		196-848-2EBA, 196-848-2EBB	09/10/19

0039	Gilbane Building Company	\$757.00		196-803-2CBA	09/10/19
0040	Modine Mfg	\$4,674.36		103-432C-2ZBA, 103-466-2ZBA, 103-828A-2ZBA, 103-817A-2ZBA, 103-804R-2ZBA	09/16/19
0041	Twin Disc	\$7,139.74		420-472-2ZBA, 420-434- 2ZBA, 804-415A-2ZBA, 900- 019-2ZBB	10/18/19
0042	RYOC --DOG	n/a		Moved to Police/Fire Log	09/17/19
0043	Ellsworth --DOG	n/a		Moved to Police/fire Log	09/17/19
0044	Gateway IT Dept	\$7,902.00		150-412-2CBA, 900-019- 2CBG	10/03/19
0045	Nestle USA	\$8,562.50		900-019-1ZBN, 900-010- 1ZBN	10/03/19
0046	CC&N			804-163-3WBA, 413-463- 3RBA, 413-464-3RBA, 150- 417A-3CBA, 150-417B- 3CBB, 900-019-3CBA	10/31/19
0047	DOC - Ellsworth			444-337-2cba, 444-339-2cba, 444- 338-2cba, 103-804-2cba, 801-302- 2cba, 444-331-2cba, 804-370-2cba.	10/01/19
0048	Gilbane Building Company	\$755.00		196-827-2CBA	09/24/19
0049	Kenall Mfg	\$6,300.00		605-458-2ZBA	09/26/19
0050	WRTP Big Step	\$6,795.00		607-104-2RMA	09/27/19
0051	Amazon	\$1,392.38		533-434-2ZBA	10/03/19
0052	Swiss Tech	\$1,694.88		420-434B-2ZBA1, 420-434B- 2ZBB, 420-434B-2ZBC, 420- 434B-2ZBD	10/18/19
0053	BRP, Inc	\$1,550.00		103-828A-2ZBP, 103-817A- 2ZBP, 103-804R-2ZBP	10/23/19

0054	WCEDA	\$3,244.20		196-849-2EBA, 196-849-2EBB	10/25/19
0055	Carde Communications Telecom WATG	\$2,310.00		150-412-2CBTC, 900-019-2CBTC; 900-003-	10/22/19
0056	Randall Consolidated School	\$811.60		900-019-2ZBR, 900-010-2ZBR	10/23/19
0057	NC3			900-019-2M1Q4, 900-019-2M1QD	10/29/19
0058	Nestle USA	\$10,550.00		900-019-2ZBN	10/29/19
0059	Plymouth Tube	\$3,060.96		196-856-2EBA	11/07/19
0060	CC&N	\$18,600.00		605-166-3CBA, 605-159-3CBA, 900-019-3CBB -- 607-401...	
0061	Commercial Plastics	\$1,675.00		503-447-2ZBA, 503-447-2ZBB, 503-447-2ZBC, 503-447-2ZBD	11/12/19
0062	Good Foods	\$1,655.16		103-432C-2ZBG	11/12/19
0063	Kenosha Fire Dept.	\$963.00		900-019-2ZBK	11/12/19
0064	Foxconn	\$6,110.00		103-804P-2CBD, 103-804P-2CBC, 103-417C-2CBD, 103-417C-2CBC	11/22/19
0065	SC Johnson	\$1,400.00		462-463-2CBC, 462-463-2CBD	11/12/19
0066	Walworth County Public Works	\$619.10		412-402-2ZBA	11/15/19
0067	Royal Basket	\$3,262.36		605-462-2ZBA, 605-463-2ZBA, 900-019-2ZBRB, 900-019-2ZBRT	11/15/19
0068	Lavelle Ind		181		
0069	Lavelle Ind		181		
Total		\$379,092.88			

GATEWAY TECHNICAL COLLEGE DISTRICT BOARD

Roll Call	___
Action	<u> x </u>
Information	___
Discussion	___

ADVISORY COMMITTEE ACTIVITY REPORT

Summary of Item: Approval of:

- New Members as of December 1, 2019
- 2019-20 Meeting Schedule as of December 1, 2019

Staff Liaison: John Thibodeau

GATEWAY TECHNICAL COLLEGE ADVISORY COMMITTEES -- NEW MEMBERS As of December 1, 2019

PROGRAM Name	Job Title	Employer	County Represented
Business Management, Small Business Entrepreneurship, Leadership Development, & Marketing			
Gonsalves, Paul	Director of Quality and Product Support	Industrial America, LLC	Kenosha
Supply Chain Management			
Gonsalves, Paul	Director of Quality and Product Support	Industrial America, LLC	Kenosha

ADVISORY COMMITTEE

2019-2020 MEETING SCHEDULE

as of December 1, 2019

ADVISORY COMMITTEE	DEAN	FALL 2019	SPRING 2020
Accounting Accounting Assistant	J. Fullington	Thursday, September 26, 2019 6:00 pm - Kenosha Campus, Garden Room	Tuesday, February 11, 2020 6:00 pm - iMET Center, Room 102
Administrative Professional Office Assistant	J. Fullington	Thursday, September 26, 2019 6:00 pm - Kenosha Campus, Garden Room	Tuesday, February 11, 2020 6:00 pm - iMET Center, Room 102
Adult Basic Education	C. Jennings	Will not meet	
Adult High School	C. Jennings	Will not meet	
Aeronautics-Pilot Training	J. Fullington	Thursday, September 19, 2019 11:00am - Horizon Center, Room 106	Thursday, March 12, 2020 12:00pm - Horizon Center, Room 112
Air Conditioning, Heating, & Refrigeration Technology Facilities Maintenance Building Trades - Carpentry	R. Koukari	Monday, September 20, 2019 5:00 pm - Kenosha Campus, Room TBA	Monday, March 9, 2020 5:00 pm - Kenosha Campus Garden Room
Arboriculture/Urban Forestry Technician	T. Simmons	Friday, September 20, 2019 1:00 pm - Kenosha Campus, Garden Room	
Architectural-Structural Engineering Technician Civil Engineering Technology – Fresh Water Resources Civil Engineering Technology – Highway Technology	R. Koukari	Wednesday, September 18, 2019 5:30 pm - iMET Center, Room 104	
Automotive Technology Automotive Maintenance Technician	J. Fullington	Tuesday, September 24, 2019 5:30 pm - Horizon Center, Room 106	Wednesday February 19, 2020 5:30 pm - Horizon Center, Room 106
Barber Technologist Cosmetology	T. Simmons	Wednesday, October 2, 2019 5:00 pm - Racine Campus, Room 102	
Business Management Leadership Development Business Services Manager Small Business Entrepreneurship Marketing	J. Fullington	Thursday, September 26, 2019 6:00 pm - Kenosha Campus, Garden Room	Tuesday, February 11, 2020 6:00 pm - iMET Center, Room 102
CNC Production Technician CNC Programmer Tool and Die Technician Criminal Justice Studies	R. Koukari	Thursday, October 3, 2019 5:30 pm - Elkhorn Campus, Room TBA	
Criminal Justice - Law Enforcement 720 Academy	T. Simmons	Wednesday, October 3, 2019 11:00 am - Burlington Campus, Room 100 Wednesday, October 2, 2019 11:00am - Horizon Center, Room 106	Wednesday, April 1, 2020 11:00 am
Culinary Arts Culinary Assistant	T. Simmons	Tuesday, October 1, 2019 3:30 pm - Tremper High School Kitchen	

Dental Assistant	M. O'Donnell	Tuesday, October 1, 2019 5:30 pm - Kenosha Campus, Room S127	
Diesel Equipment Mechanic Diesel Equipment Technology	J. Fullington	Tuesday, September 24, 2019 5:30 pm - Horizon Center, Room 106	Wednesday February 19, 2020 5:30 pm - Horizon Center, Room 106
Early Childhood Education Foundations of Teacher Education	T. Simmons	Wednesday, October 9, 2019 10:00 am - Racine Campus, Room 243	
Electrical Engineering Technology Electronics Electronics Technician Fundamentals	R. Koukari	Wednesday, September 18, 2019 5:30 pm - IMET Center, Room 104	
Electromechanical Maintenance Technician	R. Koukari	Wednesday, October 2, 2019 8:00 am - Horizon Center, Room 106	Wednesday - March 11, 2020 8:00 am - Elkhorn Campus
Fire Medic Paramedic Technician Advanced EMT Emergency Medical Technician EMT-Paramedic	T. Simmons	Tuesday, October 15, 2019 10:00 am - HERO Center, Room H101	Thursday, March 5, 2020 5:30 pm - HERO Center
Firefighter Technician	T. Simmons	Wednesday, October 2, 2019 6:00 pm - HERO Center	Wednesday, March 11, 2020 6:00 pm - HERO Center
Gas Utility Construction and Service	R. Koukari	Will not meet	Will not meet
Graphic Communications Professional Communications	J. Fullington	Monday, September 30, 2019 5:30 pm - Burlington Center, Room 100	Tuesday, April 7, 2020 5:00 pm - IMET Center, Room 102
Health Information Technology	M. O'Donnell	Thursday, October 31, 2019 1:00 pm - Racine Campus, Room TBD	
Horticulture	T. Simmons	Monday, September 23, 2019 6:00 pm - Pike Creek Horticulture Center	Monday, March 9, 2020 5:30 pm - Pike Creek Horticulture Center
Hospitality Management Foundations of Lodging and Hospitality Management	T. Simmons	Wednesday, September 18, 2019 5:00 pm - Elkhorn Campus, Room S112	Wednesday, March 4, 2020 Sazzy B Restaurant - Kenosha
Human Services Associate	T. Simmons	Wednesday, October 9, 2019 5:15 pm - Racine Campus, Room 301	
Information Technology - Computer Support Specialist Information Technology - Network Specialist Information Technology - Cybersecurity Specialist Information Technology - Computer Support Technician	R. Koukari	Thursday, October 3, 2019 5:30 pm - Elkhorn Campus, Rms 112 & 114	
Information Technology - Software Developer Information Technology - Web Software Developer Information Technology - Data Analytics Specialist Information Technology - Web Programmer	R. Koukari	Thursday, October 3, 2019 5:30 pm - Elkhorn Campus, Rms 112 & 114	

Interior Design	T. Simmons	Tuesday, October 15, 2019 5:30 pm - Kenosha Campus, Garden Room	
Mechanical Design Technology Advanced Manufacturing Technology	R. Koukari	Wednesday, September 18, 2019 5:30 pm - iMET Center, Room 104	
Medical Assistant	M. O'Donnell	Wednesday, October 30, 2019 7:30 am - Kenosha Campus, Room S105	
Motorcycle, Marine and Outdoor Power Products	J. Fullington	Thursday, October 3, 2019 5:30 pm - Racine Campus	Tuesday, January 28, 2020 BRP Facility, 10101 Science Dr, Sturtevant
Nursing Assistant	V. Hulback	Monday, October 7, 2019 3:30 pm - Kenosha Memorial Medical Center Room 878 - 8th Floor	Monday, February 17, 2020 2:00 pm - Froedtert South Kenosha Hospital 8th Floor, Room 878
Nursing Associate Degree	V. Hulback	Thursday, October 17th, 2019 2:00 pm - Kenosha Campus, Room i131	
Pharmacy Technician	M. O'Donnell	Tuesday, October 15, 2019 6:30 pm - Burlington Center, Room 122	
Physical Therapist Assistant	M. O'Donnell	Thursday, October 24, 2019 6:00 pm - Kenosha Campus, Room 221	
Supply Chain Management	J. Fullington	Tuesday, September 17, 2019 5:30 pm - Kenosha Campus, Garden Room	Tuesday, March 10, 2020 6:00 pm - iMET Center, Room 102
Surgical Technology	M. O'Donnell	Monday, October 7, 2019 4:30 pm - Kenosha Campus, Room S118	
Veterinary Technician Veterinary Assistant	M. O'Donnell	Monday, October 14, 2019 5:30 pm - Veterinary Sciences Bldg.	Monday, March 15, 2020 5:30 pm - Location TBD
Welding Welding/Maintenance & Fabrication	R. Koukari	Tuesday, October 2, 2019 5:30pm - Racine Campus, Michigan Room	

GATEWAY TECHNICAL COLLEGE DISTRICT BOARD

Roll Call _____
Action X
Information _____
Discussion _____

BID NO. 1594 EVOC TRACK EXPANSION HORIZON CENTER KENOSHA, WI

Summary of Item: Sealed bids were received from one contractor for the Horizon Center EVOC Track Expansion project – Kenosha Campus. Administration is recommending the contract to provide all labor and materials required for these projects be awarded to:

Riley Construction
Kenosha, WI

Expansion Contract Value:(Contract Value for Riley)	\$1,392,305
Architect & Engineering Fees: (PIDA Fees)	103,337
Reimbursable Fees	<u>3,800</u>

Total Project Cost: **\$1,499,442**

Funding Sources: General Obligation Promissory Notes, Series FY 2020-2021D

Attachments: Letter of Recommendation for Award of Bid and Tabulation of Bids from Partners In Design Architects

**Ends Statements
and/or Executive
Limitations:**

Section 3 – Executive Limitations,
Policy 3.5, Financial Condition

Staff Liaison: Thomas Cousino

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Partners in Design
ARCHITECTS

**Partners in Design
Architects, Inc.**

W I S C O N S I N
600 Fifty Second Street
Suite 220
Kenosha, WI 53140
voice: 262.652.2800
fax: 262.652.2812

I L L I N O I S
2610 Lake Cook Road
Suite 280
Riverwoods, IL 60015
voice: 847.940.0300
fax: 847.940.1045

December 9, 2019

Mr. Thomas Cousino
Gateway Technical College
3520 30th Avenue
Kenosha, Wisconsin 53140

RE: Kenosha Campus
Horizon Center EVOG Expansion
Official Notice No. 1594

Dear Mr. Cousino:

On Thursday, November 21, 2019, at the office of your construction manager, Riley Construction, we received subcontractor bids for the Horizon Center EVOG Track Expansion project. Yourself, John Thielen, Vicki Christensen and Rhonda Cerminara were in attendance on behalf of Gateway Technical College. Garrick Palay and Patrick Mayhew were in attendance on behalf of Riley Construction, and I was in attendance on behalf of Partners In Design Architects for the receipt of bids.

The Horizon Center EVOG Track Expansion project consisted of one base bid and four alternate bids. On bid day this project was over budget and since that time we have been working with the apparent low bidders to reduce the scope and provide a project value that is within budget.

After reviewing the bids with you, John Thielen and Riley Construction, we are recommending the college accept the Horizon Center EVOG Track Expansion project as modified by the value engineering noted on the attached documents.

Based on our bid evaluation and value engineering we are recommending that the contract value for Riley Construction be \$1,392,305.00 for the Horizon Center EVOG Track Expansion project. Gateway Technical College should also budget approximately \$107,137.00 for architectural and engineering fees related to the competitive bid process, and reimbursable fees.

Expansion Contract:	\$ 1,392,305.00	(Contract Value for Riley)
A&E Fees:	\$ 103,337.00	(PIDA Fees)
<u>Reimbursable Fees:</u>	<u>\$ 3,800.00</u>	<u>(Reimbursable Fees)</u>
Total Project Cost:	\$1,499,442.00	

Should you have any questions regarding our recommendation, please do not hesitate to give me a call.

Sincerely,

Jeffrey E. Bridleman

www.pidarchitects.com

PIDA Proj. No.	191.18.124		
GTC Proj No.	Official No. 1594		
Proj Name	EVOC EXPANSION - HORIZON CENTER		
Total Project Budget		\$	1,500,000.00
Accepted or Not	General Contractor		
	EVOC Base Bid	\$	1,417,872.00
No	Alt. No. 1: foundations	\$	39,635.00
Yes	Alt. No. 2: Split top lift	\$	33,770.00
No	Alt. No. 3: Signage and Striping	\$	24,068.00
Yes	Alt. No. 4: Midwest Guard Rail System	\$	87,182.00
Accepted or Not	Value Engineering		
No	VE No. 1: Reduce surface asphalt course to 2" in lieu of 3"	\$	(44,809.00)
Yes	VE No. 2: Eliminate the fire hydrant, pad, pollards and piping	\$	(46,921.00)
Yes	VE No. 3: eliminate modifications to the entrance drive	\$	(8,631.00)
Yes	VE No. 4: Credit Geogrid material, 15,000 sf, provided by owner	\$	(7,649.00)
Yes	VE No. 5: relocate chain link fence at north property line in lieu of new	\$	(2,235.00)
Yes	VE No. 6: Eliminate wood fencing	\$	(81,083.00)
Construction Total		\$	1,392,305.00
	A&E Fees		
Study Fees			
EVOC Base Bid	6.50%	\$	92,162.00
Alt. No. 1: foundation	80% of 6.5%	\$	2,061.00
Alt. No. 2: Split top lift	6.50%	\$	2,195.00
Alt. No. 3: Signage and	80% of 6.5%	\$	1,252.00
Alt. No. 4: Midwest G	6.50%	\$	5,667.00
Sub-Total Fees		\$	103,337.00
	Printing Cost: Bidding	\$	150.00
	Printing Cost: For Construction	\$	150.00
	Geotesting Services	\$	-
	Topographic Survey	\$	2,500.00
	City of Kenosha	\$	1,000.00
Sub-Total		\$	3,800.00
A&E Total fees		\$	107,137.00
	GTC Responsible fees		
	Testing Services	\$	-
GTC Project Cost		\$	-
Total Project Cost		\$	1,499,442.00
PIDA PO			
Contractor PO			

Project: EVOC Expansion		Bid Administrator: Riley Construction												
Project No.: 191.18.124		Address Bids Received: 5301 99th Avenue, Kenosha, WI 53144												
GTC P.O.:		Bid Due Date & Time: 11/21/18 11:00 AM												
Bid Package: N/A														
Contract No.	Description	Low Base Bidder	Other Bidder(s)	Base Bid Amount	Alt #1	Alt #2	Alt #3	Alt #4	Bid Rev. 1	Date	Bid Rev. 2	Date	Contract Amount	Date
					NO	YES	NO	YES						
1.1	Earthwork/Site Utilities	\$ 355,755.00	Wanasek DK Contractors	\$ 386,000.00	\$ 6,000.00				(\$30,245)				\$ 355,755.00	
				\$ 391,023.00	\$ 1,500.00									
1.2	Asphalt Paving	\$ 691,672.00	Cicchini Stark	\$ 673,000.00	\$ 5,000.00	\$ 30,000.00	\$ 21,381.00		(\$11,328)				\$ 691,672.00	
				\$ 823,360.00									\$ 823,360.00	
1.3	Fencing	\$ 113,250.00	Northway Century	\$ 112,500.00				\$ 77,450.00	(\$76,700)				\$ 113,250.00	
				\$ 115,948.00				not bid					\$ 115,948.00	
1.4	General Trades	\$ -	Riley	\$ 16,240.00	\$ 29,210.00				(\$16,240)					
	Subtotal of Low Bids	\$ 1,160,677												
	Add GC's	\$ 71,981												
	Construction Budget	\$ 1,232,658												
	Contingency (LS)	\$ 70,385												
	Building Permit Allowance	\$ 19,841												
	CMI Fees/Insurance	\$ 57,980												
	Performance Bond	\$ 11,441												
	Riley GMP	\$ 1,392,305												
	Add A/E Fees													
	Add Owner expenses													
	Proect Total	\$ 1,392,305												



Bid Revision Tracking Form
Gateway Technical College



Project:	EVOC Expansion
Project No.:	191.18.124
GTCP.O.:	
Bid Package:	N/A

Bid Revision	Contract No.	Value Engineering Description	Subcontractor	Documentation Attached	Total Change in Value	Accepted or Declined
1	1.2	Reduce surface asphalt course to 2" (i.l.o. 3")	Cicchini	Yes	(\$40,000.00)	No
2	1.1	Eliminate the fire hydrant, pad, bollards and piping	Wanasek	Yes	(\$28,025.00)	yes
	1.2		Cicchini	Yes	(\$2,500.00)	
	1.4		Riley	Yes	(\$11,360.00)	
	1.1		Wanasek	Yes	(\$825.00)	
3	1.2	Eliminate modifications to the entrance drive	Cicchini	Yes	(\$2,000.00)	yes
	1.4		Riley	Yes	(\$4,880.00)	
	1.2		Cicchini	Yes	(\$6,828.00)	
4	1.2	Credit for geogrid material (approx 15,000 sf) to be furnished by Owner	Wanasek	Yes	(\$1,395.00)	yes
5	1.3	Relocate chain link fence at north end i.l.o. replacing	Northway	Yes	(\$700.00)	yes
	1.3		Northway	Yes	(\$76,000.00)	
7						
8						
9						

Patrick Mayew

From: Greg Krahn <GKrahn@cicchinasphalt.com>
Sent: Monday, November 25, 2019 9:42 AM
To: Patrick Mayew
Subject: EVOC Credits

GTC Supplies All Fabric – Credit \$50,000.00
Asphalt Credit to Pave 2” - \$40,000.00
Fire Lane Patch - \$2,500.00
Widen Entrance - \$2,000.00



Greg Krahn
Senior Sales Manager
262.654.1929 office
262.948.9097 mobile
www.cicchinasphalt.com

Patrick Mayew

From: Justin Russell <jrussell@wanasek.com>
Sent: Tuesday, December 3, 2019 10:26 AM
To: Patrick Mayew; Dan Azarian
Subject: RE: GTC EVOC-VE Items

Patrick,

Below are the values of each of our items as requested.

- | | | |
|---|--|---------------------|
| 1 | Reduce surface asphalt course to 2" (i.l.o. 3") | |
| 2 | Eliminate the fire hydrant, pad, bollards and piping | \$28,025.00 |
| 3 | Eliminate modifications to the entrance drive | \$825.00 |
| 4 | Credit for geogrid material (approx 15,000 sf) to be furnished by Owner | |
| 5 | Relocate chain link fence at north end i.l.o. replacing (Fencing contractor to relocate i.l.o. Earthwork demolishing | 465 LF = \$1,395.00 |
| 6 | Eliminate wood fencing | |

Let me know if you have any questions.

Thanks,

Justin Russell

Project Manager & Safety Coordinator

The Wanasek Corporation

29606 Durand Avenue | Burlington, WI 53105

Cell (262) 716-8105 | Main Office (262) 763-3561 | Fax (262) 767-9917

www.wanasek.com | JRussell@Wanasek.com

www.wanasekcrane.com/reviews Let us know how we are doing.



From: Patrick Mayew [mailto:patrickm@rileycon.com]
Sent: Monday, December 02, 2019 4:50 PM
To: Justin Russell; Dan Azarian
Subject: GTC EVOC-VE Items

Guys,

Where are we at with VE pricing. Need it tomorrow morning if possible.

Patrick

From: Dan Azarian <dazarian@wanasek.com>
Sent: Monday, November 25, 2019 3:02 PM
To: Patrick Mayew <patrickm@rileycon.com>
Subject: RE: GTC EVOC

Patrick Mayew

Subject: FW: GTC EVOG VE Pricing

From: Timothy Cassidy <tpcassidy347@hotmail.com>

Sent: Wednesday, December 4, 2019 1:20 PM

To: Patrick Mayew <patrickm@rileycon.com>

Subject: Re: GTC EVOG VE Pricing

Pat:
The value of the cedar wood fencing is \$76,000.00.
To remove, salvage and reinstall the existing fence with new posts and a short section of new fence to tie into the adjacent fence, deduct \$700.00.
Thanks,
Tim

Tim,

Per our conversation, I need pricing for items #s 4-6 below. Trying to wrap this up tomorrow if possible .

- 1 Reduce surface asphalt course to 2" (i.l.o. 3")
- 2 Eliminate the fire hydrant, pad, bollards and piping
- 3 Eliminate modifications to the entrance drive
- 4 Credit for geogrid material (approx. 15,000 sf) to be furnished by Owner
- 5 **Eliminate wood fencing**
- 6 **Relocate chain link fence at north end i.l.o. replacing (Fencing contractor to relocate i.l.o. Earthwork demolishing**

Thank you,

Patrick Mayew
Project Estimator
Riley Construction Company, Inc.



Let us make
your job easier.

Kenosha Office Phone (262) 658-4381
Direct Fax: (262) 605-2205
Kenosha Office Fax (262) 658-0312
www.rileycon.com



IX. POLICY GOVERNANCE MONITORING REPORTS

A. End Statement Monitoring

1. College Ends Policy - The tri-county community benefits from affordable higher education that allows residents to develop knowledge and skills for family-supporting careers that contribute to the growth and sustainability of the local economy at a cost commensurate with the value of services provided.

4) Families are strengthened by the prosperity of their graduates, reduced unemployment or underemployment, and the availability of local jobs for family members.

2. Policy Governance Review – Ends Statement #4

GATEWAY TECHNICAL COLLEGE DISTRICT BOARD

Roll Call	_____
Action	<u> X </u>
Information	_____
Discussion	_____

POLICY GOVERNANCE MONITORING REPORTS
Ends Statement Monitoring

College Ends Policy - The tri-county community benefits from affordable higher education that allows residents to develop knowledge and skills for family-supporting careers that contribute to the growth and sustainability of the local economy at a cost commensurate with the value of services provided.

- 4) Families are strengthened by the prosperity of their graduates, reduced unemployment or underemployment, and the availability of local jobs for family members.**

Staff Liaison: Stephanie Sklba

GATEWAY TECHNICAL COLLEGE DISTRICT BOARD

Roll Call	_____
Action	<u> X </u>
Information	_____
Discussion	_____

POLICY GOVERNANCE REVIEW Review Ends Policy #4

SECTION 4 – ENDS POLICY 4.1, STATEMENT 4

The tri-county community benefits from affordable higher education that allows residents to develop knowledge and skills for family-supporting careers that contribute to the growth and sustainability of the local economy at a cost commensurate with the value of services provided.

- 4) Families are strengthened by the prosperity of their graduates, reduced unemployment or underemployment, and the availability of local jobs for family members.**

Governance Process: Policy 1.4 – Board Policy Creation and Review
Board Liaison: Bethany Ormseth

IX. POLICY GOVERNANCE MONITORING REPORTS

B. Executive Limitations

1. 3.4 Budgeting / Forecasting – FY2020-2021 Budget Parameters and Budget Process Calendar
2. 3.6 Asset Protection
3. Policy Governance Review – 3.6 Asset Protection

GATEWAY TECHNICAL COLLEGE DISTRICT BOARD

Roll Call _____
Action X
Information _____
Discussion _____

POLICY GOVERNANCE MONITORING REPORTS **Executive Limitations Policy 3.4** **Budgeting/Forecasting**

FISCAL YEAR 2020-2021 BUDGET PARAMETERS **AND BUDGET PROCESS CALENDAR**

Executive Limitations Policy: Budgeting for any fiscal year or the remaining part of any fiscal year shall not deviate materially from the Board's Ends policy, risk fiscal jeopardy, fail to reflect credible projections of income and expenses, or fail to align with the college's strategic plan.

The Board establishes budget assumptions and parameters each year. In addition, the Board reviews the budget process calendar which includes the timetable for completion of the budget process.

The administration recommends the following assumptions for preparation of the fiscal year 2020-2021 budget. Certain assumptions such as property valuation, state aid and tuition increases that are not determined by the College will be monitored on a regular basis and changes reported accordingly.

Attachments: Preliminary FY 2020 - 2021 Budget Parameters
Preliminary FY 2020 - 2021 Budget Calendar

Ends Statement and/or Executive Limitations: Section 3 – Executive Limitations
Policy 3.4, Budgeting/Forecasting

Staff Liaison: Jason Nygard

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Preliminary FY 2020- 2021 Budget Parameters

Page 1 of 2

Enrollments

The initial budget for FY 2021 will be prepared using an enrollment projection of flat compared to FY 2020 projected actuals. Projections will be based on the year end forecast.

Tuition and Fee Revenue

Tuition and Fees will be budgeted flat for FY 2021. The budget for this will be projected using forecasted FY2020 results for tuition and fees. This will result in the tuition per credit to remain at \$136.50.

Operational Tax Levy

Tax Levy will be budgeted flat in FY 2021 at \$23.0M. However, an estimate of \$800k for net new construction will be included.

State Aid – Property Tax Relief

Property Tax Relief Aid is expected remain flat for FY 2021 at \$32.7M.

State Aid – Historical/Outcome based

Based on current enrollments and the economic environment, State Aid will be budgeted flat. Preliminary estimates will be updated as the criteria for Performance Based Funding develops. Performance based funding will remain at 30% while the allocation based on the historical formula will remain at 70% in FY 2020.

Projected Property Valuations

Property values will be budgeted for an increase of 5% in the calculation of the mill rate for the FY 2021 budget.

BWS Contracts for Service

BWS Contracts for Services will be budgeted with an increase of 5% compared to FY19 actuals.

Salary and Wage Expense

Salaries will be budgeted with consideration given to statutory and merit guidelines.

Vacant Position Savings

A savings goal of \$1.5 M will be set based on vacant positions.

Employee Benefit Expense

The budget related to medical insurance will be budgeted with an increase of 10% while dental insurance, life insurance, and other employee fringe benefits depend on loss ratios and trend analysis.

Operational Expenses

Total operational expenses will be budgeted flat compared to the FY 2019 actuals.



Preliminary FY 2020- 2021 Budget Parameters
Page 2 of 2

Debt Service/Long-Term Borrowing

A total of \$14 million is projected in borrowing for FY 2021 for facility remodeling and repairs and capital equipment.

OPEB

If the combined operating fund balance exceeds three (3) months, the President may consider transferring up to twenty percent (20%) combined operating fund balance in excess of the three (3) months' operating expenses to reserves for Other Post-Employment Benefits (OPEB).



Preliminary FY 2020-2021 Budget Calendar

November 11, 2019	ELC review of FY 2021 Budget Parameters and Calendar
December 9-13, 2019	Budget Officers - Budget kickoff week
December 19, 2019	Gateway District Board of Trustees (District Board) Review and approve budget parameters and budget calendar for FY 2021
January, 2020	Budget on Campus All Staff – Budget Development
January 3, 2020	Capital Budget due to Budget Office (must be entered using Google Forms)
January 14, 2020	Administrative In-service, budget update
January 24, 2020	Operating budgets due to Budget Office (all data must be entered into Adaptive Insights by this time)
February 3, 2020	ELC - Review preliminary budget
February - March, 2020	Budget officer meetings ELC - Review and Develop list of recommended budget strategies and adjust budget as necessary
March 19, 2020	Budget status report to District Board
March 31, 2020	Distribute proposed budget to District Board
April, 2020	Budget on Campus Administrative In-service, budget update
April 21, 2020	District Board Approve preliminary budget for public hearing
April 22, 2020	Publish Class I notice of public hearing
May 7, 2020	District Board Public Hearing – Racine County, Burlington Center
May 14, 2020	District Board Approve budget (if change is not needed from public hearing)
May – June 2020	Budget on Campus Revise budget (as determined as a result of the public hearing)
June 18, 2020	District Board Approve FY 2021 Budget, if needed
June 30, 2020	Submit approved FY 2021 Budget to State Board
July, 2020	Administrative In-service
October, 2020	District Board Reaffirm tax levy Administrative In-service December 19, 2019

GATEWAY TECHNICAL COLLEGE DISTRICT BOARD

Roll Call _____
Action X
Information _____
Discussion _____

POLICY GOVERNANCE MONITORING REPORTS
Executive Limitations Policy 3.6
Asset Protection

Executive Limitations Policy: The President shall not cause or allow the College’s assets to be unprotected, inadequately maintained, or exposed to unnecessary risk.

**Ends Statements and/or
Executive Limitations:**

Executive Limitations
Asset Protection 3.6

Staff Liaison:

William Whyte and Jeff Robshaw

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GATEWAY TECHNICAL COLLEGE DISTRICT BOARD

Roll Call	_____
Action	<u> X </u>
Information	_____
Discussion	_____

POLICY GOVERNANCE REVIEW Review Policy 3.6

SECTION 3 - EXECUTIVE LIMITATIONS POLICY 3.6 ASSET PROTECTION

The President shall not cause or allow the College's assets to be unprotected, inadequately maintained, or exposed to unnecessary risk.

Without limiting the scope of the foregoing statement, the President shall not:

1. Allow assets to be uninsured against theft and casualty losses in amounts consistent with replacement values or against liability losses to Board members, staff, or the College itself in amounts consistent with limits of coverage obtained by comparable organizations.
2. Allow unbonded personnel access to material amounts of funds.
3. Permit plant and equipment to be subjected to improper wear and tear or inadequate maintenance.
4. Unnecessarily expose the College, the Board, or staff to claims of liability.
5. Receive, process, or disburse funds under controls which are not sufficient to meet the auditor's standards.
6. Invest funds in non-interest bearing accounts. Further, no investments shall be made without compliance with, in order of priority, the following principles:
 - a) security of the investment;
 - b) receiving favorable consistent interest earned on the investment; and
 - c) local financial institutions receiving favorable consideration where (a) and (b) are relatively equal.
7. Acquire, encumber, or dispose of real property without Board approval.
8. Fail to protect the college's digital assets from loss or damage.
9. Fail to protect the College's trademarks, copyrights, and intellectual property interests.
10. Name facilities or parts of facilities without prior Board approval.

Governance Process: Policy 1.4 – Board Policy Creation and Review
Board Liaison: Bethany Ormseth

X. BOARD MEMBER COMMUNITY REPORTS

XI. NEXT MEETING DATE AND ADJOURN

- A. Regular Meeting - Thursday, January 23, 2020, 8:00 am, Kenosha Campus, Madrigrano Center, Board Room
- B. Adjourn – Following the regular meeting, the Gateway Technical College District Board will meet in executive session pursuant to Wisconsin Statutes 19.85(1)(c) to discuss labor relations and the President’s goals. The Board reserves the right to reconvene in open session to take action on items discussed in executive session. Following the executive session, the Gateway Technical College Board will gather for a social event and there will be no official action taken.

ROLL CALL

Jesse Adams	_____
Ram Bhatia	_____
William Duncan	_____
Ronald J. Frederick	_____
Zaida Hernandez-Irisson	_____
Scott Pierce	_____
Roger Zacharias	_____
Pamela Zenner-Richards	_____
Bethany Ormseth	_____