

# **2017-2018 Budget**

ADOPTED June 21, 2017



**For Year Ending June 30, 2018**

**Grand Valley BOCES  
Western Colorado Community College**



**Proposed Legal Budget  
For Fiscal Year 2017-2018**

Dennis Bailey-Fougner  
Vice-President of Community College Affairs

*Board of Directors*

Steve Schultz, President

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2508 Blichmann Avenue  
Grand Junction, CO 81505

May 17, 2017

Dear Board of Directors:

In accordance with Colorado Revised Statutes, I am pleased to present the 2017-2018 preliminary budget of the Grand Valley Board of Cooperative Educational Services (GVBOCES)/Western Colorado Community College. In turn, the Board is charged with adoption of the budget and appropriation of funds by June 30, 2017.

This budget is jointly funded by Mesa County Valley School District #51 and Colorado Mesa University. The proposed budget is essentially unchanged from 2016-2017; however, a modest cost-of-living increase for faculty and GVBOCES employees is included in the proposal.

This 2017-2018 preliminary budget meets the needs of our student population and respects the budgetary constraints experienced by all in the educational arena. Appropriately, GVBOCES faculty and staff continually look for ways to reduce spending, determine and pursue grant prospects, and identify opportunities to generate additional revenue.

Respectfully submitted,

Dennis Bailey-Fougner  
Vice President of Community College Affairs

# Grand Valley BOCES

## MISSION STATEMENT

The Mission of Technology Education is to provide the training needed to develop the knowledge, skills, and attitudes that students will require to lead productive lives and to foster life-long learning skills that will engage them to meet today's and tomorrow's challenges, empowering them to compete on a local, national, and global level in the technical field for which they have been trained.

## VISION

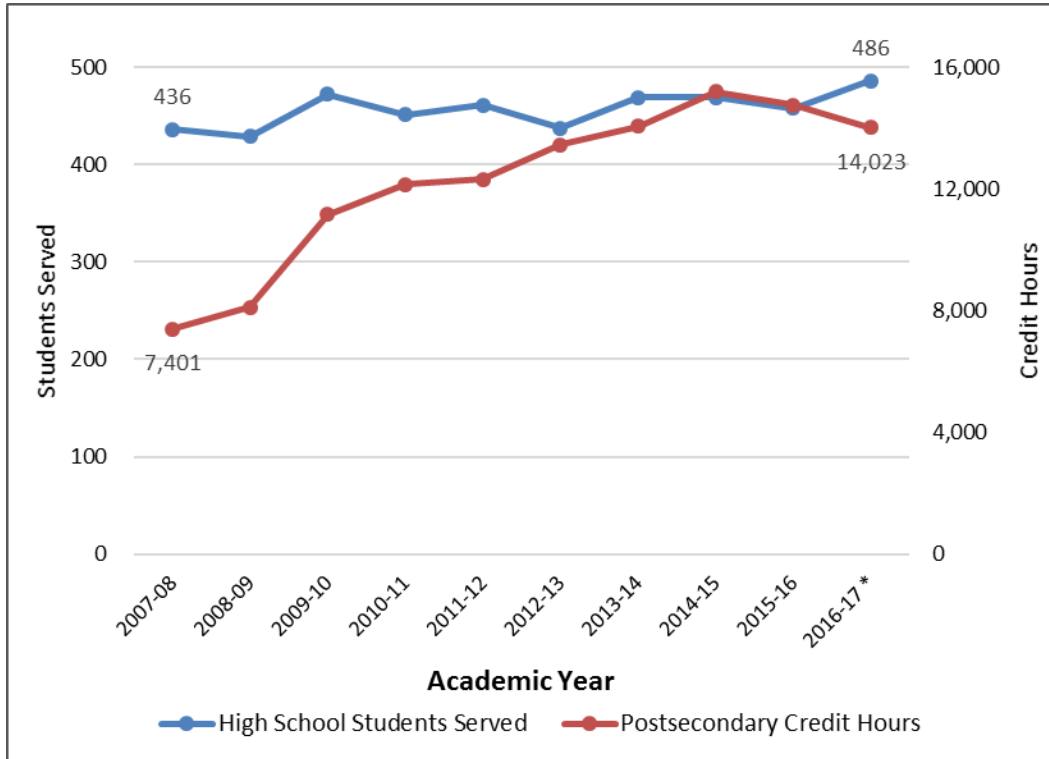
Our vision is one based in the belief that cooperation is the essential element of success for tomorrow's educators and that from that cooperation will grow a campus jointly owned and operated by Mesa County Valley School District #51 and Colorado Mesa University; a campus dedicated to quality, efficient technical training geared toward the student as an individual, regardless of that student's race, creed, gender, or religion. The long range vision sees a place where students of all ages can study academic and vocational content in an applied and integrated fashion in which numerous career options for secondary students exist, allowing them viable choices for either direct employment or continued study at the college level; where adult learners can study at the pace and time which suits their individual needs and the needs of their employers; where we can, through continued cooperation, offer diplomas through our existing high schools; and where we can continue to aid Colorado Mesa University in meeting its role as the premier institution of higher learning in Western Colorado.

## GOALS

- To meet the individual needs of each student, whether it is an employee retraining for new skills, a returning student, or a new student seeking career guidance. Each shall receive the specific training necessary so that they may achieve their personal goals.
- To keep abreast of the changing needs of our student body and local community
- To maintain a close working relationship with local business and industry
- To exemplify a professional atmosphere and conduct in areas of expertise
- To remain current with technological advancements so that we may offer our students the best training possible

# ENROLLMENT

## 10-YEAR TREND



Academic Year	High School Students Served	Postsecondary Credit Hours
2007-08	436	7,401
2008-09	429	8,115
2009-10	472	11,157
2010-11	451	12,144
2011-12	461	12,305
2012-13	437	13,453
2013-14	469	14,048
2014-15	469	15,197
2015-16	458	14,758
2016-17	486	14,023

# GENERAL FUND

## FUNDING SOURCES

GVBOCES receives its funding from Colorado Mesa University, Mesa County Valley School District #51, and from various grant sources. CMU provides funding directly to GVBOCES and also directly pays for postsecondary faculty positions located at Western Colorado Community College. CMU issues contracts for all faculty and some staff – all other GVBOCES staff contracts are issued by GVBOCES. MCVSD #51 provides funding directly to GVBOCES and maintains a secondary Perkins Basic Grant that assists with funding vocational programs throughout the school district and at WCCC. The Vice President of Community College Affairs supervises all GVBOCES/WCCC faculty and staff and is responsible for all evaluations and the supervision of all funds.

<b>GVBOCES Sources of Funds</b>	<b>CMU</b>	<b>MCVSD #51</b>	<b>GVBOCES</b>
Appropriated			
GVBOCES Funding 2017-2018	631,610	1,805,298	635,256
Perkins Basic Grant - Post Secondary	315,250	0	0
CDE Professional Development Grant	0	0	120,546
Enterprise Funds	0	0	53,351
<b>GVBOCES Total Funding by Source</b>	<b>946,860</b>	<b>1,805,298</b>	<b>809,153</b>
<b>TOTAL FUNDING</b>	<b>3,561,311</b>		

# GENERAL FUND

## REVENUE

Projections contain some unknown variables and some known variables for GVBOCES. The projections in this budget reflect what is currently known for the 2017-2018 fiscal year.

GENERAL FUND Revenue	2015-16 Adopted	2015-16 Actual	2016-17 Adopted	2017-18 PROPOSED	Increase (Decrease)
Colorado Mesa University Support	687,430	687,430	617,301	631,610	14,309
School District 51 Support	1,592,613	1,592,613	1,757,232	1,805,298	48,066
<b>Total Support Payments Revenue</b>	<b>2,280,043</b>	<b>2,280,043</b>	<b>2,374,533</b>	<b>2,436,908</b>	<b>62,375</b>
Postsecondary Basic Grant (Perkins)	303,479	303,479	315,250	315,250	0
CDE Professional Development Grant	132,544	101,291	132,722	120,546	(12,176)
<b>Total Grant Revenue</b>	<b>436,023</b>	<b>404,770</b>	<b>447,972</b>	<b>435,796</b>	<b>(12,176)</b>
Interest on LRRM	220	645	645	645	0
Interest Income	405	743	743	743	0
Other Income	35,100	25,019	194,500	34,500	(160,000)
<b>Total Other Revenue</b>	<b>35,725</b>	<b>26,407</b>	<b>195,888</b>	<b>35,888</b>	<b>(160,000)</b>
<b>TOTAL REVENUE</b>	<b>2,751,791</b>	<b>2,711,220</b>	<b>3,018,393</b>	<b>2,908,592</b>	<b>(109,801)</b>

# GENERAL FUND

## EXPENDITURES

The general fund is the operating fund of GVBOCES and is used to account for all financial resources except those noted in other funds. C.R.S. 22-45-103. Federal funds are included in this General Fund.

Some General Fund expenses include:

- Salaries and benefits for GVBOCES employees
- Purchased services such as maintenance contracts, non-staff or contracted personnel, travel expenses, professional development, etc.
- Facilities costs, including utilities and custodial services
- Instructional supplies and materials, equipment and other instructional costs
- Repairs and maintenance of instructional and non-instructional equipment
- Postsecondary Perkins Grant

GENERAL FUND Expenditures	2015-16 Adopted	2015-16 Actual	2016-17 Adopted	2017-18 PROPOSED	Increase (Decrease)
General Instruction	972,720	874,512	1,131,160	1,117,763	(13,397)
Instructional Support	288,235	257,859	307,768	312,122	4,354
School Administration	114,551	112,115	117,761	120,518	2,757
Central Administration	290,408	285,933	230,429	234,007	3,578
Business Services	165,883	154,447	178,297	180,444	2,147
Operations and Maintenance	557,609	536,712	797,614	561,739	(235,875)
<b>Total Operating Expenditures</b>	<b>2,389,406</b>	<b>2,221,578</b>	<b>2,763,029</b>	<b>2,526,593</b>	<b>(236,436)</b>
Postsecondary Basic Grant (Perkins)	303,479	303,365	315,250	315,250	0
CDE Professional Development Grant	195,928	101,291	227,359	215,183	(12,176)
<b>Total Grant Expenditures</b>	<b>499,407</b>	<b>404,656</b>	<b>542,609</b>	<b>530,433</b>	<b>(12,176)</b>
LRRM Fund	181,530	0	182,174	182,174	0
Other / Appropriated Reserve	195,830	0	129,949	268,760	138,811
<b>Total Other Expenditures</b>	<b>377,360</b>	<b>0</b>	<b>312,123</b>	<b>450,934</b>	<b>138,811</b>
<b>TOTAL GVBOCES EXPENDITURES</b>	<b>3,266,173</b>	<b>2,626,234</b>	<b>3,617,761</b>	<b>3,507,960</b>	<b>(109,801)</b>



# GENERAL FUND

**General Instruction:** Expenditures directly related to the teaching of pupils or interaction between teacher and pupils. Teaching may occur in a classroom or a lab. All programs at WCCC are technical. Included in this area are activities that are associated with assisting instructional staff with content and the process of providing learning experiences for students.

**Instructional Support Services:** Activities that improve the well-being of students and supplement the teaching process. Included are guidance, attendance, recruiting, placement, and student records.

**School Administration:** Activities concerned with the overall administrative responsibility for the school. This includes, but is not limited to, central inventory, copy machine, clerical staff in support of teaching and administrative duties, and the instructional director.

**Central Administration:** Activities concerned with establishing and administering policy for operating WCCC. Support services include activities of general administration and services that support each of the other instructional and supporting services. They include administration services and related support expenses.

**Business Services:** Activities concerned with paying, transporting, exchanging, and maintaining goods and services for WCCC. Support services include fiscal services, property accounting, purchasing services, warehousing, risk management, payroll, audit, and legal services.

**Operations & Maintenance:** Activities concerned with facility upkeep and repair. This includes the facilities director, utility worker, contracted custodial services, vehicle repair and maintenance, and utility expenses.

**Grant Administration:** Activities concerned with the writing, monitoring, expenditure and reporting of grant funds.

**LRRM Funds:** Activities concerned with long-range maintenance and repair of facility and equipment.

**Other:** All other activities not included in the categories listed above. This includes, but is not limited to, expenditure of donations, fund transfers and reserve funds.

# GENERAL FUND

## ENDING FUND BALANCE

The Ending Fund Balance is an overview of general fund revenues and expenditures and a projection of the GVBOCES general fund balance at the end of the 2017-2018 fiscal year. The proposed Beginning Fund Balance for 2017-2018 reflects the most recently audited Ending Fund Balance (2015-2016 Actual).

GENERAL FUND Ending Fund Balance	2015-16 Adopted	2015-16 Actual	2016-17 Adopted	2017-18 PROPOSED	Increase (Decrease)
Operating Revenue					
CMU Contract Payment	687,430	687,430	617,301	631,610	14,309
SD51 Contract Payment	1,592,613	1,592,613	1,757,232	1,805,298	48,066
Other Income	35,725	26,521	195,888	35,888	(160,000)
<b>Total Operating Revenue</b>	<b>2,315,768</b>	<b>2,306,564</b>	<b>2,570,421</b>	<b>2,472,796</b>	<b>(97,625)</b>
Operating Expenditures					
Instruction	(1,260,955)	(1,132,371)	(1,438,928)	(1,429,885)	(9,043)
Administration	(570,842)	(552,495)	(526,487)	(534,969)	8,482
Operations	(557,609)	(536,712)	(797,614)	(561,739)	(235,875)
<b>Total Operating Expenditures</b>	<b>(2,389,406)</b>	<b>(2,221,578)</b>	<b>(2,763,029)</b>	<b>(2,526,593)</b>	<b>(236,436)</b>
Budget Surplus (Deficit)	(73,638)	84,986	(192,608)	(53,797)	(138,811)
Beginning Fund Balance	514,382	514,382	599,368	599,368	0
<b>ENDING FUND BALANCE</b>	<b>440,744</b>	<b>599,368</b>	<b>406,760</b>	<b>545,571</b>	<b>138,811</b>
LRRM Fund	181,297	181,530	182,174	182,174	0
Est Reserve	259,447	417,838	224,586	363,397	138,811

# AGENCY FUND

## STUDENT BODY FUND

The Agency Fund provides for appropriation of all monies earned by students and staff in the pursuit of learning. Revenues are generated primarily from student projects, programs, and events. Expenditures are related to instruction or used to support student activities.

<b>AGENCY FUND Summary</b>	<b>2015-16 Adopted</b>	<b>2016-17 Adopted</b>	<b>2017-18 PROPOSED</b>
Estimated Carry Forward	72,104	90,216	74,888
Assets	200,000	200,000	200,000
Liabilities	200,000	200,000	200,000
<b>ESTIMATED CARRY FORWARD</b>	<b>72,104</b>	<b>90,216</b>	<b>74,888</b>

# ENTERPRISE FUNDS

## RESTAURANT

Enterprise funds are used to account for operations that are financed and operated in a manner similar to private businesses where the stated intent is that the costs of providing goods or services to the students or general public are financed by charges for services or products. In the GVBOCES budget, this account group includes Chez Lena, the restaurant in the Culinary Arts program. Though the restaurant serves as a lab setting for the curriculum and for teaching purposes, it is run separately from the instructional budgets.

<b>ENTERPRISE FUND - RESTAURANT Revenue and Expenditures Summary</b>	<b>2015-16 Adopted</b>	<b>2015-16 Actual</b>	<b>2016-17 Adopted</b>	<b>2017-18 PROPOSED</b>	<b>Increase (Decrease)</b>
<b>Beginning Fund Balance</b>	<b>1,385</b>	<b>4,321</b>	<b>4,321</b>	<b>4,321</b>	<b>0</b>
Revenue					
Sales – Restaurant	19,000	15,744	15,000	11,800	(3,200)
Sales – Bakery	0	86	500	200	(300)
Sales – Catering	2,000	6,223	2,500	6,000	3,500
Misc Income	8,800	380	740	630	(110)
<b>Total Revenue</b>	<b>29,800</b>	<b>22,433</b>	<b>18,740</b>	<b>18,630</b>	<b>(110)</b>
Expenditures					
General Instruction	10,100	3,256	0	1,900	1,900
Employee Expense	17,541	15,286	17,141	17,373	232
Non-Food Expense	1,300	0	0	300	300
Business Expense	1,400	955	2,950	2,550	(400)
Operations and Maintenance	700	0	0	0	0
Appropriated Reserve	144	0	2,970	828	(2,142)
<b>Total Expenditures</b>	<b>31,185</b>	<b>19,497</b>	<b>23,061</b>	<b>22,951</b>	<b>(110)</b>

# ENTERPRISE FUNDS

## RESTAURANT ENDING FUND BALANCE

The Restaurant Ending Fund Balance is an overview of enterprise fund revenues and expenditures and a projection of the enterprise fund balance at the end of the 2017-2018 fiscal year. The proposed Beginning Fund Balance for 2017-2018 reflects the most recently audited Ending Fund Balance (2015-2016 Actual).

ENTERPRISE FUND - RESTAURANT Ending Fund Balance	2015-16 Adopted	2015-16 Actual	2016-17 Adopted	2017-18 PROPOSED	Increase (Decrease)
Operating Revenue					
Sales	21,000	22,053	18,000	18,000	0
Other Income	8,800	380	740	630	(110)
<b>Total Operating Revenue</b>	<b>29,800</b>	<b>22,433</b>	<b>18,740</b>	<b>18,630</b>	<b>(110)</b>
Operating Expenditures					
Instruction	(27,641)	(18,542)	(17,141)	(19,273)	2,132
Administration	(2,700)	(955)	(2,950)	(2,850)	(100)
Operations	(700)	0	0	0	0
<b>Total Operating Expenditures</b>	<b>(31,041)</b>	<b>(19,497)</b>	<b>(20,091)</b>	<b>(22,123)</b>	<b>2,032</b>
Budget Surplus (Deficit)	(1,241)	2,936	(1,351)	(3,493)	2,142
Beginning Fund Balance	1,607	1,385	4,321	4,321	0
<b>ENDING FUND BALANCE</b>	<b>366</b>	<b>4,321</b>	<b>2,970</b>	<b>828</b>	<b>(2,142)</b>

# ENTERPRISE FUNDS

## COLORADO LAW ENFORCEMENT TRAINING CENTER (CLETC)

Enterprise funds are used to account for operations that are financed and operated in a manner similar to private businesses where the stated intent is that the costs of providing goods or services to the students or general public are financed by charges for services or products. In the GVBOCES budget, this account group includes the Colorado Law Enforcement Training Center (CLETC), a facility for training POST cadets and other law enforcement personnel. CLETC is operated jointly with Colorado Mesa University, the Grand Junction Police Department, and the Mesa County Sheriff's Office; revenue and expenditures associated with operations are managed separately from GVBOCES instructional budgets.

ENTERPRISE FUND - CLETC Revenue and Expenditures Summary	2015-16 Adopted	2015-16 Actual	2016-17 Adopted	2017-18 PROPOSED	Increase (Decrease)
<b>Beginning Fund Balance</b>	<b>14,246</b>	<b>10,800</b>	<b>10,800</b>	<b>10,800</b>	<b>0</b>
Revenue					
Facility Rental	6,000	5,000	4,000	7,600	3,600
Other Income	12,000	9,800	12,000	12,000	0
<b>Total Revenue</b>	<b>18,000</b>	<b>14,800</b>	<b>16,000</b>	<b>19,600</b>	<b>3,600</b>
Expenditures					
General Instruction	4,500	0	1,500	1,500	0
Business Office	100	0	100	100	0
Operations and Maintenance	13,400	15,382	20,700	24,300	3,600
Appropriated Reserve	14,246	0	4,500	4,500	0
<b>Total Expenditures</b>	<b>32,246</b>	<b>15,382</b>	<b>26,800</b>	<b>30,400</b>	<b>3,600</b>

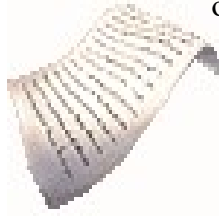
# ENTERPRISE FUNDS

## CLETC ENDING FUND BALANCE

The CLETC Ending Fund Balance is an overview of enterprise fund revenues and expenditures and a projection of the enterprise fund balance at the end of the 2017-2018 fiscal year. The proposed Beginning Fund Balance for 2017-2018 reflects the most recently audited Ending Fund Balance (2015-2016 Actual).

ENTERPRISE FUND - CLETC Ending Fund Balance	2015-16 Adopted	2015-16 Actual	2016-17 Adopted	2017-18 PROPOSED	Increase (Decrease)
Operating Revenue					
Facility Rental	6,000	5,000	4,000	7,600	3,600
Other Income	12,000	9,800	12,000	12,000	0
<b>Total Operating Revenue</b>	<b>18,000</b>	<b>14,800</b>	<b>16,000</b>	<b>19,600</b>	<b>3,600</b>
Operating Expenditures					
Instruction	(4,500)	0	(1,500)	(1,500)	0
Administration	(100)	0	(100)	(100)	0
Operations	(13,400)	(15,382)	(20,700)	(24,300)	3,600
<b>Total Operating Expenditures</b>	<b>(18,000)</b>	<b>(15,382)</b>	<b>(22,300)</b>	<b>(25,900)</b>	<b>3,600</b>
Budget Surplus (Deficit)	0	(582)	(6,300)	(6,300)	0
Beginning Fund Balance	11,382	11,382	10,800	10,800	0
<b>ENDING FUND BALANCE</b>	<b>11,382</b>	<b>10,800</b>	<b>4,500</b>	<b>4,500</b>	<b>0</b>

# COLORADO REVISED STATUTE COMPLIANCE STATEMENT



This budget's revenue projections were prepared using information provided by the Colorado Department of Education, the federal government and other sources using methods recommended in the Financial Policies and Procedures Handbook. This budget's expenditure estimates were prepared based on program needs, enrollment projections, mandated requirements, employee contracts, contracted services and anticipated changes in economic conditions using methods described in the Financial Policies and Procedures Handbook. Beginning fund balances and revenues equal or exceed budgeted expenditures and reserves.

This budget includes the actual audited revenues, expenditures, and fund balances for the last completed fiscal year. The figures are contained in the annual audit available for review in the main office of the Grand Valley BOCES, 2508 Blichmann Ave., the Colorado Department of Education, or the State Auditor's Office.

The 2015-2016 budgets were prepared in compliance with the revenue, expenditures, and other requirements of Section 20 of Article X of the Constitution.

C.R.S. 22-44-105(2)

<b>ALL FUNDS Consolidated Budget Summary</b>	<b>Net Total General Fund</b>	<b>Net Total Other Funds</b>	<b>Net Total All Funds</b>
Beginning Fund Balance	599,368	15,121	614,489
Revenues	2,908,592	38,230	2,946,822
<b>Total Funds</b>	<b>3,507,960</b>	<b>53,351</b>	<b>3,561,311</b>
Expenditures	3,239,200	48,023	3,287,223
Appropriated Reserves	268,760	5,328	274,088
<b>Total Appropriated Funds</b>	<b>3,507,960</b>	<b>53,351</b>	<b>3,561,311</b>
Fund Adjustments	0	0	0
Non-Appropriated Reserves	0	0	0
<b>Total Appr and Non-Appr Funds</b>	<b>3,507,960</b>	<b>53,351</b>	<b>3,561,311</b>