

2019-20 Budget

Adopted June 19, 2019



For Year Ending June 30, 2020

**Grand Valley BOCES
Western Colorado Community College**



**Proposed Legal Budget
For Fiscal Year 2019-20**

Brigitte Sundermann
Acting Vice-President of Community College Affairs

Board of Directors

Robert G. Wilson, President

Sally Schaefer, Vice President

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Grand Valley BOCES
Western Colorado Community College
2508 Blichmann Ave
Grand Junction, CO 81505

May 15, 2019

Dear Board of Directors:

In accordance with Colorado Revised Statutes, I am pleased to present the 2019-20 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, 2019.

This budget is jointly funded by Mesa County Valley School District #51 and Colorado Mesa University. The budget reflects a continued effort by Colorado Mesa University to directly fund instructional supplies and materials for most postsecondary programs and its portion of shared administrative costs. The budget also proposes a modest cost-of-living increase for faculty and GVBOCES employees.

This 2019-20 preliminary budget respects the budgetary constraints experienced by all in the educational arena. However, WCCC is experiencing significant credit hour growth and awarding more technical certificates to concurrent students than at any time in its history. With the investments of our partners, the value of the programs and skills we deliver benefits our students tremendously.

Respectfully submitted,

Brigitte Sundermann
Acting 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

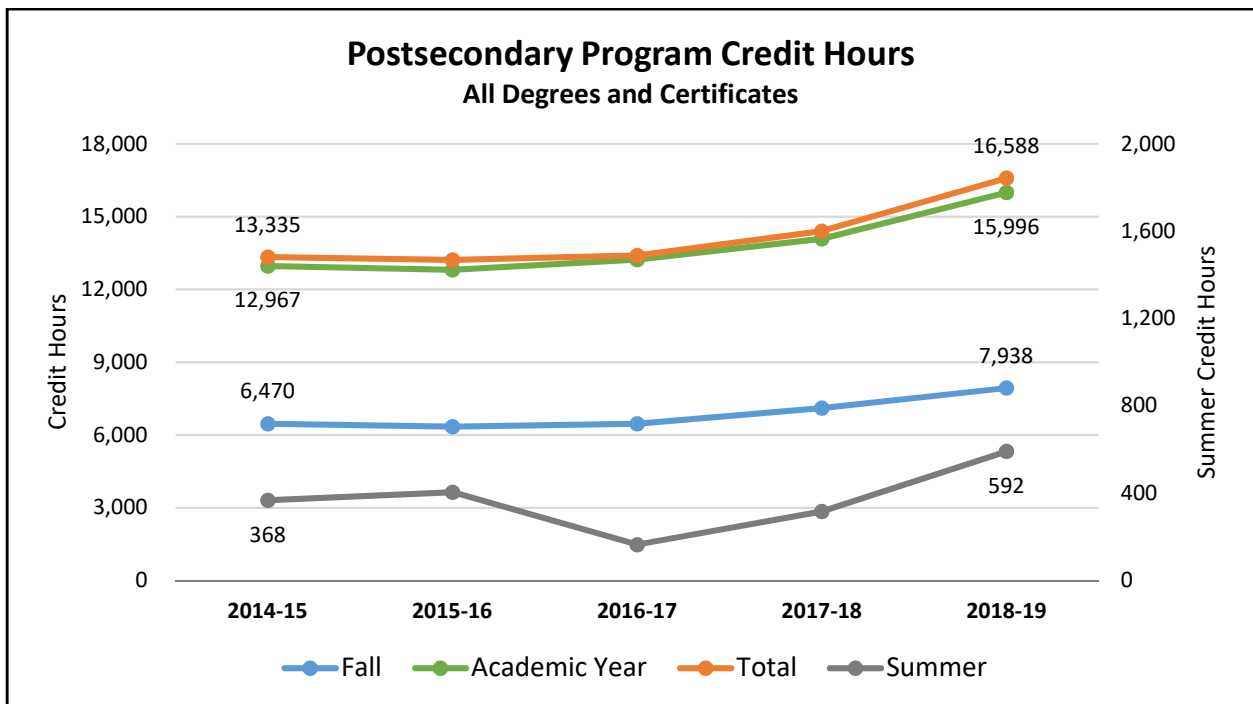
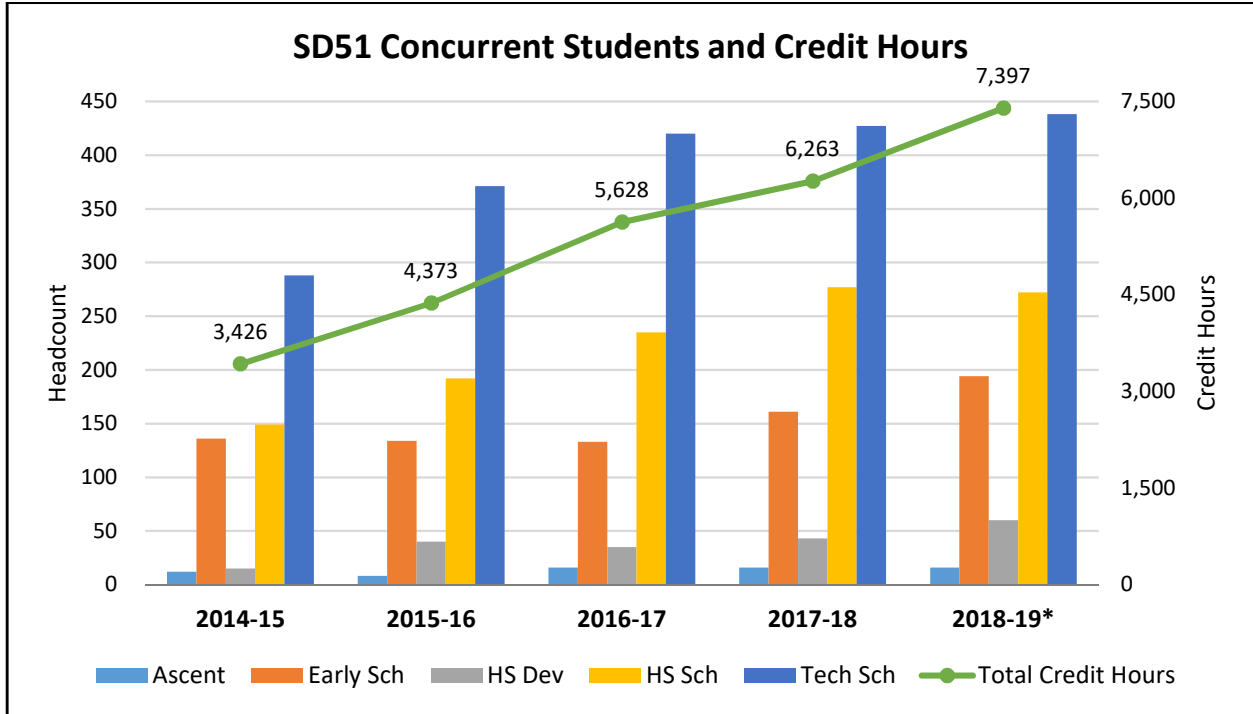
Our vision is one based in the belief that cooperation is the essential element of success for tomorrow's educators and that from that cooperation will grow a campus jointly owned and operated by Mesa County Valley School District #51 and Colorado Mesa University; a campus dedicated to quality, efficient 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 DATA

5-year Trend



Grand Valley BOCES

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 faculty, program supplies, and administrative and facilities support for postsecondary programs located at Western Colorado Community College (see page 11). CMU issues contracts for all faculty and some staff – all GVBOCES staff contracts are issued by GVBOCES. The Vice President of Community College Affairs supervises all GVBOCES and WCCC faculty and staff and is responsible for all evaluations and the supervision of all funds.

GVBOCES Sources of Funds 2019-20	CMU	MCVSD #51	GVBOCES
Appropriated			
GVBOCES Funding 2018-2019	282,536	1,919,123	547,639
CDE Professional Development Grant	0	0	111,514
Enterprise Fund (CLETC)	0	0	28,935
GVBOCES Total Funding by Source	282,536	1,919,123	688,088
TOTAL FUNDING	2,889,747		

GENERAL FUND

REVENUE

Revenue projections contain some unknown variables and some known variables for GVBoces. The projections in this budget reflect what is currently known for the 2019-20 fiscal year and do not include any balances carried forward.

GENERAL FUND Revenue	2017-18 Adopted	2017-18 Actual	2018-19 Adopted	2019-20 PROPOSED	Increase (Decrease)
Colorado Mesa University Support	616,560	619,560	474,550	282,536	(192,014)
School District 51 Support	1,805,298	1,805,298	1,836,502	1,919,123	82,621
Total Support Payments Revenue	2,421,858	2,424,858	2,311,052	2,201,659	(109,393)
CDE Professional Development Grant	111,715	134,221	111,715	111,514	(201)
Pinnacol Grant	25,000	15,000	15,000	0	(15,000)
Sturm Family Grant	185,000	185,000	0	0	0
Total Grant Revenue	321,715	334,221	126,715	111,514	(15,201)
Interest on LRRM	1,300	2,698	1,800	1,800	0
Other Interest Income	1,280	2,735	1,725	1,725	0
Other Income	72,650	106,117	109,180	130,430	21,250
Total Other Revenue	75,230	111,550	112,705	133,955	21,250
TOTAL REVENUE	2,818,803	2,870,629	2,550,472	2,447,128	(103,344)

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.

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

GENERAL FUND Expenditures	2017-18 Adopted	2017-18 Actual	2018-19 Adopted	2019-20 PROPOSED	Increase (Decrease)
General Instruction	1,404,537	1,236,809	1,130,743	1,156,251	25,508
Instructional Support	256,992	287,828	212,973	205,336	(7,637)
School Administration	178,645	116,301	160,304	156,941	(3,363)
Central Administration	229,849	226,635	209,585	193,094	(16,491)
Business Services	177,944	169,224	180,138	187,532	7,394
Operations and Maintenance	558,199	767,867	554,543	475,660	(78,883)
Total Operating Expenditures	2,806,166	2,804,664	2,448,286	2,374,814	(73,472)
CDE Professional Development Grant	161,655	177,419	134,272	111,514	(22,758)
Total Grant Expenditures	161,655	177,419	134,272	111,514	(22,758)
LRRM Fund	183,548	0	186,577	186,577	0
Other / Appropriated Reserve	49,802	0	195,021	178,378	(16,643)
Total Other Expenditures	233,350	0	381,598	364,955	(16,643)
TOTAL GVBOCES EXPENDITURES	3,201,171	2,982,083	2,964,156	2,851,283	(112,873)

GENERAL FUND

General Instruction: Expenditures directly related to the teaching of students or interaction between teacher and students. Teaching may occur in a classroom or a lab. All programs at WCCC are designated and approved as Career and Technical Education programs by the Colorado Community College System. Also included in this area are activities that are associated with assisting instructional staff with content and the process of providing positive 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 operating revenues and expenditures (excluding grant income and expense) and a projection of the GVBOCES general fund balance at the end of the 2019-20 fiscal year. The proposed Beginning Fund Balance for 2019-20 reflects the budgeted 2018-19 Ending Fund Balance.

GENERAL FUND Ending Fund Balance	2017-18 Adopted	2017-18 Actual	2018-19 Adopted	2019-20 PROPOSED	Increase (Decrease)
Operating Revenue					
CMU Contract Payment	616,560	619,560	474,550	282,536	(192,014)
SD51 Contract Payment	1,805,298	1,805,298	1,836,502	1,919,123	82,621
Other Income	285,230	111,550	127,705	133,955	6,250
Total Operating Revenue	2,707,088	2,536,408	2,438,757	2,335,614	(103,143)
Operating Expenditures					
Instruction	(1,661,529)	(1,210,865)	(1,343,716)	(1,361,587)	17,871
Administration	(586,438)	(512,160)	(550,027)	(537,567)	(12,460)
Operations	(558,199)	(767,867)	(554,543)	(475,660)	(78,883)
Total Operating Expenditures	(2,806,166)	(2,490,892)	(2,448,286)	(2,374,814)	(73,472)
Budget Surplus (Deficit)	(99,078)	45,516	(9,529)	(39,200)	29,671
Beginning Fund Balance	368,168	368,168	413,684	404,155	(9,529)
ENDING FUND BALANCE	269,090	413,684	404,155	364,955	(39,200)

GENERAL FUND

(Non-appropriated Direct Support)

COLORADO MESA UNIVERSITY

Colorado Mesa University directly provides faculty, program supplies, administrative, and facilities support for postsecondary programs located at Western Colorado Community College. Direct funding is not appropriated by GVBOCES and is not included in the adopted budget; however, the impact of funding is significant and is an important consideration for GVBOCES Board and stakeholders.

GENERAL FUND Expenditures Budget - ALL SOURCES	2019-20 BOCES	2019-20 CMU	Total Expenditures
General Instruction (incl faculty)	1,156,251	2,229,025	3,385,276
Instructional Support	205,336	480,281	685,617
School Administration	537,567	151,890	689,457
Operations and Maintenance	475,660	121,550	597,210
Total Operating Expenditures	2,374,814	2,982,746	5,357,560
CDE Professional Development Grant	111,514	0	111,514
Postsecondary Perkins Grant (EST)	0	330,000	330,000
Total Grant Expenditures	111,514	330,000	441,514
LRRM Fund	186,577	0	186,577
Appropriation of Fund Balance	178,378	0	178,378
Total Other Expenditures	364,955	0	364,955
TOTAL WCCC EXPENDITURES	2,851,283	3,312,746	6,164,029

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	2017-18 Adopted	2017-18 Actual	2018-19 Adopted	2019-20 PROPOSED	Increase (Decrease)
Beginning Fund Balance	7,856	19,756	4,935	1,485	(3,450)
Revenue					
Facility Rental	12,000	14,475	12,000	12,000	0
Other Income	12,000	12,000	12,000	12,000	0
Total Revenue	24,000	26,475	24,000	24,000	0
Expenditures					
General Instruction	1,500	1,490	1,500	1,500	0
Business Office	100	0	100	100	0
Operations and Maintenance	34,300	39,806	25,850	20,950	(4,900)
Appropriated Reserve	7,856	0	1,485	2,935	1,450
Total Expenditures	43,756	41,296	28,935	25,485	(3,450)

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 2019-20 fiscal year. The proposed Beginning Fund Balance for 2019-20 reflects the budgeted 2018-19 Ending Fund Balance.

ENTERPRISE FUND - CLETC Ending Fund Balance	2017-18 Adopted	2017-18 Actual	2018-19 Adopted	2019-20 PROPOSED	Increase (Decrease)
Operating Revenue					
Facility Rental	12,000	14,475	12,000	12,000	0
Other Income	12,000	12,000	12,000	12,000	0
Total Operating Revenue	24,000	26,475	24,000	24,000	0
Operating Expenditures					
Instruction	(1,500)	(1,490)	(1,500)	(1,500)	0
Administration	(100)	0	(100)	(100)	0
Operations	(34,300)	(39,806)	(25,850)	(20,950)	(4,900)
Total Operating Expenditures	(35,900)	(41,296)	(27,450)	(22,550)	(4,900)
Budget Surplus (Deficit)	(11,900)	(14,821)	(3,450)	1,450	(4,900)
Beginning Fund Balance	7,856	19,756	4,935	1,485	(3,450)
ENDING FUND BALANCE	(4,044)	4,935	1,485	2,935	1,450

AGENCY FUND

STUDENT BODY FUND

The Agency Fund provides for the 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 restricted to the benefit of students, either through program-related supplies and equipment or for the support of student activities.

AGENCY FUND Summary	2017-18 Adopted	2018-19 Adopted	2019-20 PROPOSED
Estimated Carry Forward	74,888	96,450	96,450
Appropriated Revenue	200,000	200,000	200,000
Expenditures	200,000	200,000	200,000
ESTIMATED CARRY FORWARD	74,888	96,450	96,450

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 2019-20 budgets were prepared in compliance with the revenue, expenditures, and other requirements of Section 20 of Article X of the Constitution.

2019-20 ALL FUNDS Consolidated Budget Summary	Net Total General Fund	Net Total Other Funds	Net Total All Funds
Beginning Fund Balance	404,155	1,485	405,640
Revenues	2,447,128	24,000	2,471,128
Total Funds	2,851,283	25,485	2,876,768
Expenditures	2,672,905	22,550	2,695,455
Appropriated Reserves	178,378	2,935	181,313
Total Appropriated Funds	2,851,283	25,485	2,876,768
Fund Adjustments	0	0	0
Non-Appropriated Reserves	0	0	0
Total Appr and Non-Appr Funds	2,851,283	25,485	2,876,768