

# 2020-21 Budget

Adopted June 16, 2020



**For Year Ending June 30, 2021**

**Grand Valley BOCES  
Western Colorado Community College**

# **Proposed Legal Budget For Fiscal Year 2020-21**

Brigitte Sundermann  
Acting Vice President of Community College Affairs

## *Board of Directors*

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

June 1, 2020

Dear Board of Directors:

In accordance with Colorado Revised Statutes, I am pleased to present the 2020-21 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, 2020.

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.

This 2020-21 preliminary budget respects the budgetary constraints experienced by all in the educational arena, particularly in light of the impact of COVID-19. The proposed budget reflects revenue decreases from our partners in anticipation of budget reductions, and we have not proposed a cost-of-living increase for faculty and GVBOCES employees. Now more than ever, the value of the skills we deliver benefits our students tremendously, and with the support of our partners we will continue to better the community through our programs.

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

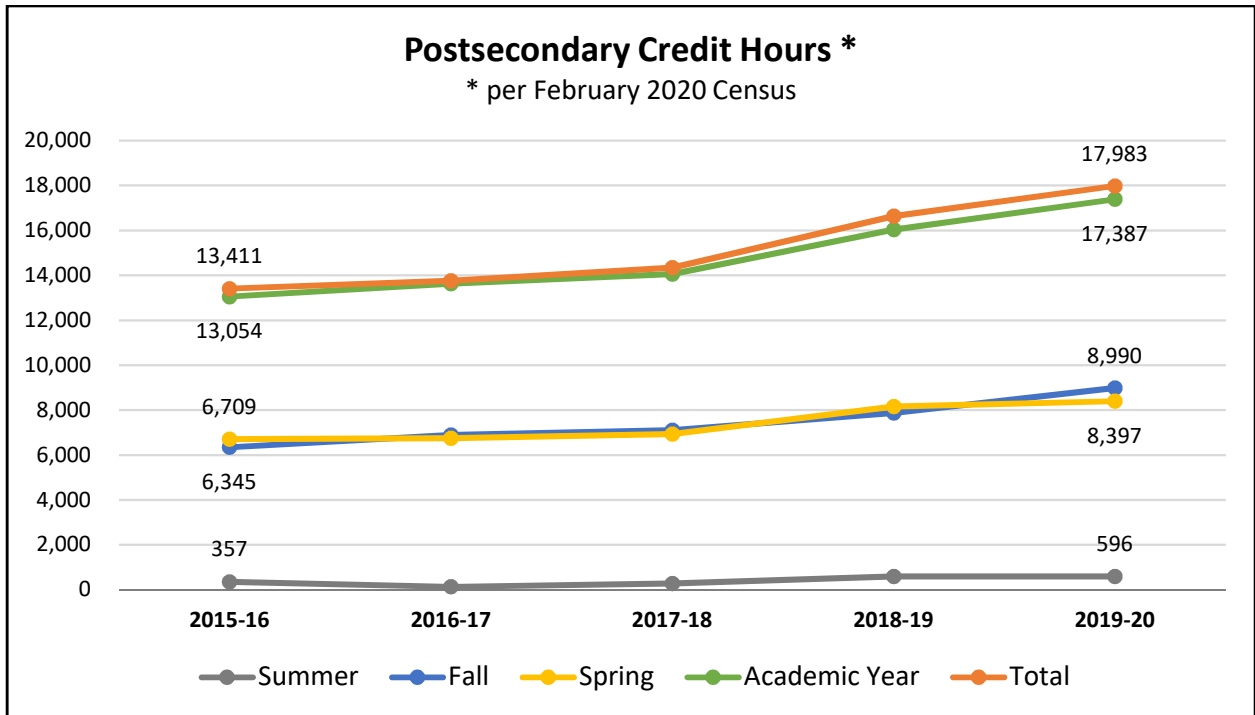
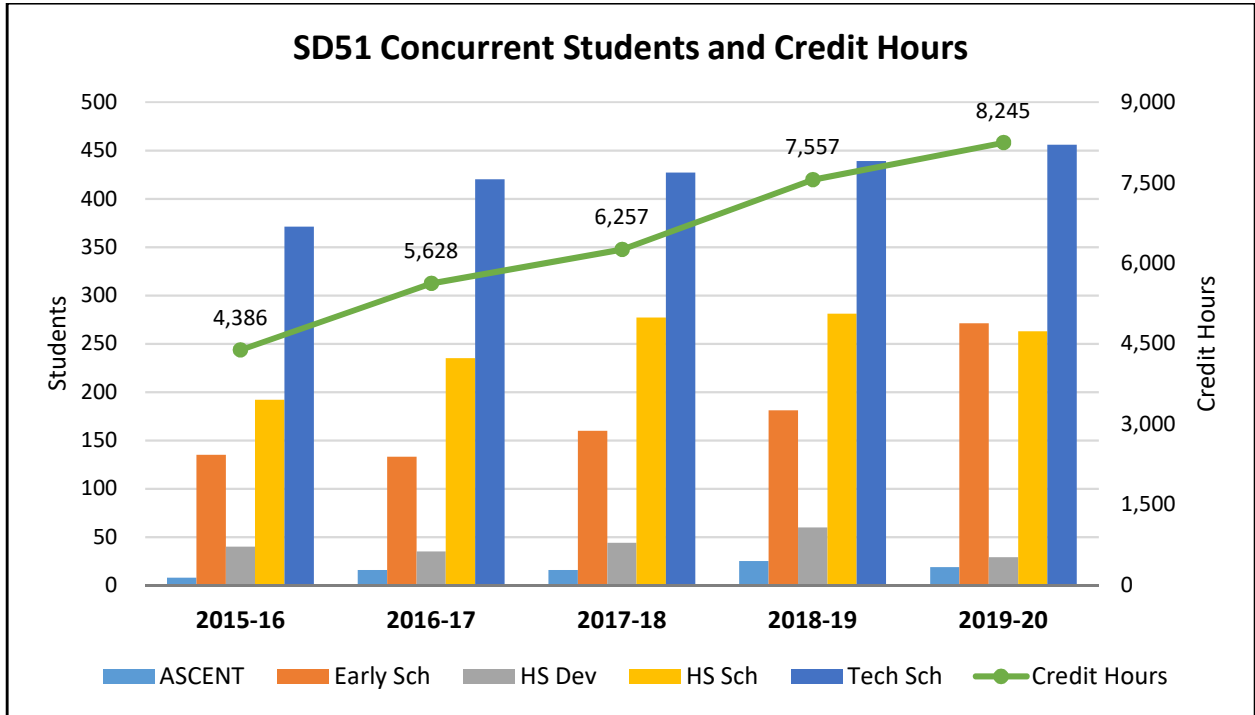
Our vision is one based in the belief that cooperation is the essential element of success for tomorrow's educators and that from that cooperation will grow a campus jointly owned and operated by Mesa County Valley School District 51 and Colorado Mesa University; a campus dedicated to quality, efficient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

<b>GVBOCES Sources of Appropriated Funds</b>	<b>CMU</b>	<b>MCVSD 51</b>	<b>GVBOCES</b>
GVBOCES Funding 2020-21	242,297	1,858,232	622,692
CDE Professional Development Grant	0	0	111,514
Student Activities Fund (Fund 29)	0	0	200,000
Enterprise Fund (CLETC)	0	0	34,580
<b>GVBOCES Total Funding by Source</b>	<b>242,297</b>	<b>1,858,232</b>	<b>966,786</b>
<b>TOTAL FUNDING</b>	<b>3,069,315</b>		

# 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 2020-21 fiscal year and does not include any balances carried forward.

<b>GENERAL FUND Revenue</b>	<b>2018-19 Adopted</b>	<b>2019-20 Adopted</b>	<b>2020-21 PROPOSED</b>	<b>Increase (Decrease)</b>
<b>Beginning Fund Balance</b>	<b>413,684</b>	<b>534,872</b>	<b>534,872</b>	<b>0</b>
Colorado Mesa University Support	474,550	282,536	242,297	(40,239)
School District 51 Support	1,836,502	1,885,721	1,858,232	(27,489)
<b>Total Support Payments Revenue</b>	<b>2,311,052</b>	<b>2,168,257</b>	<b>2,100,529</b>	<b>(67,728)</b>
Pinnacol Grant	15,000	0	0	0
CDE BOCES COVID Support	0	25,000	0	(25,000)
CDE Professional Development Grant	111,514	111,514	111,514	0
<b>Total Grant Revenue</b>	<b>126,514</b>	<b>136,514</b>	<b>111,514</b>	<b>(25,000)</b>
Interest on LRRM	1,800	2,440	2,440	0
Other Interest Income	1,725	2,700	2,700	0
Other Income	109,180	82,680	82,680	0
<b>Total Other Revenue</b>	<b>112,705</b>	<b>87,820</b>	<b>87,820</b>	<b>0</b>
CUAR Sales	0	54,000	0	(54,000)
<b>TOTAL REVENUE</b>	<b>2,963,955</b>	<b>2,981,463</b>	<b>2,834,735</b>	<b>(146,728)</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.

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

<b>GENERAL FUND Expenditures</b>	<b>2018-19 Adopted</b>	<b>2019-20 Adopted</b>	<b>2020-21 PROPOSED</b>	<b>Increase (Decrease)</b>
General Instruction	1,130,743	1,114,839	1,089,507	(25,332)
Instructional Support	0	54,000	0	(54,000)
Instructional Support	212,973	212,051	269,745	57,694
School Administration	160,304	156,941	117,087	(39,854)
Central Administration	209,585	193,094	150,934	(42,160)
Business Services	180,138	195,290	193,549	(1,741)
Operations and Maintenance	554,543	475,660	435,487	(40,173)
<b>Total Operating Expenditures</b>	<b>2,448,286</b>	<b>2,401,875</b>	<b>2,256,309</b>	<b>(145,566)</b>
CDE COVID Support	0	25,000	0	(25,000)
CDE Professional Development Grant	134,272	111,514	111,514	0
<b>Total Grant Expenditures</b>	<b>134,272</b>	<b>136,514</b>	<b>111,514</b>	<b>(25,000)</b>
LRRM Fund	186,577	190,638	190,638	0
Other / Appropriated Reserve	195,021	252,436	276,274	23,838
<b>Total Other Expenditures</b>	<b>381,598</b>	<b>443,074</b>	<b>466,912</b>	<b>23,838</b>
<b>TOTAL EXPENDITURES</b>	<b>2,964,156</b>	<b>2,981,463</b>	<b>2,834,735</b>	<b>(146,728)</b>



# 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 2020-21 fiscal year. The proposed Beginning Fund Balance for 2020-21 reflects the budgeted 2019-20 Ending Fund Balance.

GENERAL FUND Ending Fund Balance	2018-19 Adopted	2019-20 Adopted	2020-21 PROPOSED	Increase (Decrease)
Operating Revenue				
CMU Contract Payment	474,550	282,536	242,297	(40,239)
SD51 Contract Payment	1,836,502	1,885,721	1,858,232	(27,489)
Grant and Other Income	239,219	224,334	199,334	(25,000)
<b>Total Operating Revenue</b>	<b>2,550,271</b>	<b>2,392,591</b>	<b>2,299,863</b>	<b>(92,728)</b>
Operating Expenditures				
Instruction	1,343,716	1,326,890	1,359,252	(32,362)
Administration	550,027	545,325	461,570	83,755
Operations	554,543	475,660	435,487	40,173
Grant and Other Expense	134,272	136,514	111,514	(25,000)
<b>Total Operating Expenditures</b>	<b>2,582,558</b>	<b>2,484,389</b>	<b>2,367,823</b>	<b>116,566</b>
Budget Surplus (Deficit)	(32,287)	(91,798)	(67,960)	(23,838)
Beginning Fund Balance	413,684	534,872	534,872	0
<b>ENDING FUND BALANCE</b>	<b>381,397</b>	<b>443,074</b>	<b>466,912</b>	<b>23,838</b>

# 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.

<b>GENERAL FUND Expenditures - ALL SOURCES</b>	<b>2020-21 BOCES</b>	<b>2020-21 CMU</b>	<b>Total Expenditures</b>
General Instruction	1,089,507	3,087,571	4,177,078
Instructional Support	269,745	563,833	833,578
School Administration	461,570	167,075	628,645
Operations and Maintenance	435,487	289,206	724,693
<b>Total Operating Expenditures</b>	<b>2,256,309</b>	<b>4,107,685</b>	<b>6,363,994</b>
CDE Professional Development Grant	111,514	0	111,514
Postsecondary Perkins Grant (EST)	0	330,000	330,000
<b>Total Grant Expenditures</b>	<b>111,514</b>	<b>330,000</b>	<b>441,514</b>
LRRM Fund	190,638	0	190,638
Appropriation of Fund Balance	276,274	0	276,274
<b>Total Other Expenditures</b>	<b>466,912</b>	<b>0</b>	<b>466,912</b>
<b>TOTAL EXPENDITURES</b>	<b>2,834,735</b>	<b>4,437,685</b>	<b>7,272,420</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	2018-19 Adopted	2019-20 Adopted	2020-21 PROPOSED	Increase (Decrease)
<b>Beginning Fund Balance</b>	<b>4,935</b>	<b>10,580</b>	<b>10,580</b>	<b>0</b>
Facility Rental	12,000	12,000	12,000	0
Other Income	12,000	12,000	12,000	0
<b>Total Operating Revenue</b>	<b>24,000</b>	<b>24,000</b>	<b>24,000</b>	<b>0</b>
<b>TOTAL REVENUE</b>	<b>28,935</b>	<b>34,580</b>	<b>34,580</b>	<b>0</b>
General Instruction	1,500	1,500	1,500	0
Business Office	100	100	100	0
Operations and Maintenance	25,850	26,750	26,750	0
Appropriated Reserve	1,485	6,230	6,230	0
<b>TOTAL EXPENDITURES</b>	<b>28,935</b>	<b>34,580</b>	<b>34,580</b>	<b>0</b>

# STUDENT ACTIVITIES FUND (FUND 29)

(FORMALLY AGENCY FUND)

## STUDENT BODY FUND

The Student Activities Fund provides for the appropriation of all monies earned by students and staff in the pursuit of learning. Revenues are generated primarily from students' fundraising 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.

STUDENT ACTIVITIES FUND (FUND 29) Revenue and Expenditures Summary	2019-20 Adopted	2020-21 PROPOSED	Increase (Decrease)
<b>Beginning Fund Balance</b>	<b>103,689</b>	<b>103,689</b>	<b>0</b>
Fundraising / Other Revenue	82,311	82,311	0
Dues Revenue	14,000	14,000	0
<b>Total Operating Revenue</b>	<b>96,311</b>	<b>96,311</b>	<b>0</b>
<b>TOTAL REVENUE</b>	<b>200,000</b>	<b>200,000</b>	<b>0</b>
Travel and Registration	26,000	26,000	0
Program Supplies	54,311	54,311	0
Dues and Memberships	16,000	16,000	0
Other / Appropriated Reserve	103,689	103,689	0
<b>TOTAL EXPENDITURES</b>	<b>200,000</b>	<b>200,000</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 2020-21 budgets were prepared in compliance with the revenue, expenditures, and other requirements of Section 20 of Article X of the Constitution.

<b>2020-21 ALL FUNDS Consolidated Budget Summary</b>	<b>Net Total General Fund</b>	<b>Net Total Enterprise Fund</b>	<b>Net Total Fund 29</b>	<b>Net Total All Funds</b>
Beginning Fund Balance	534,872	10,580	103,689	649,141
Revenues	2,299,863	24,000	96,311	2,420,174
<b>Total Funds</b>	<b>2,834,735</b>	<b>34,580</b>	<b>200,000</b>	<b>3,069,315</b>
Expenditures	2,558,461	28,350	96,311	2,683,122
Appropriated Reserves	276,274	6,230	103,689	386,193
<b>Total Appropriated Funds</b>	<b>2,834,735</b>	<b>34,580</b>	<b>200,000</b>	<b>3,069,315</b>
Fund Adjustments	0	0	0	0
Non-Appropriated Reserves	0	0	0	0
<b>Total Appr and Non-Appr Funds</b>	<b>2,834,735</b>	<b>34,580</b>	<b>200,000</b>	<b>3,069,315</b>