



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

September 13, 2019

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NOTICE OF MEETING

**GATEWAY TECHNICAL COLLEGE
DISTRICT BOARD**

Regular Meeting

**Tuesday, September 24, 2019 - 8:00 a.m.
Kenosha Campus, Madrigano Board Room
3520 30th Avenue, Kenosha, WI 53144**

The Gateway Technical College District Board will hold its regular meeting on Tuesday, September 24, 2019 at 8:00 a.m. at the Kenosha Campus, Madrigano Board Room, 3520 30th Avenue, Kenosha, 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. The Board reserves the right to reconvene in open session to take action on items discussed in executive session.

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 – Tuesday, September 24, 2019 – 8:00 a.m.
Kenosha Campus, Madrigano Board Room, 3520 30th Avenue, Kenosha, WI 53144

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			#5) Educational partners, locally, nationally, and internationally, connect their students to Gateway's well-developed career pathways courses, facilities, and educational resources. Vanguard – Jeff Robshaw	
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Info. / Disc	Action	Roll Call	AGENDA		Page
X		X	XI.	<p>Next Meeting Date and Adjourn</p> <p>A. Regular Meeting – Thursday, October 24, 2019, 8:00 am, Elkhorn Campus, Rooms 112/114</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. The Board reserves the right to reconvene in open session to take action on items discussed in executive session.</p>	<p>65</p> <p>65</p>

GATEWAY TECHNICAL COLLEGE DISTRICT BOARD

Regular Meeting

Tuesday, September 24, 2019 – 8:00 a.m.
Kenosha Campus, Madrigrano Board Room
3520 30th Avenue, Kenosha, WI 53144

- 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. August 22, 2019 – Regular Meeting

GATEWAY TECHNICAL COLLEGE DISTRICT BOARD
Regular Meeting, August 22, 2019

The Gateway Technical College District Board met on Thursday, August 22, 2019 at the Racine Campus, Quad 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

1. 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	Present
William Duncan	Present
Ronald J. Frederick	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 30 citizens/reporters.

III. Approval of Agenda

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

IV. Approval of Minutes

- A. It was moved by W. Duncan, seconded by P. Zenner-Richards and carried to approve the minutes of the June 20, 2019 Regular Meeting.
- B. It was moved by R. Zacharias, seconded by S. Pierce and carried to approve the minutes of the July 8, 2019 Organizational Meeting.

V. Citizen Comments

There were three citizens comments:

- 1) Jay Johnson spoke regarding concerns on major retirement benefit changes for employees.
- 2) Ann Stotts spoke also regarding benefits change concerns.
- 3) Colleen Aird spoke regarding early benefits change concerns.

VI. Chairperson's Report

1. Dashboard Report items included updates on:
 - Open house and quick start events had positive impact on enrollment.
 - Gateway received a \$300,000 National Science Foundation grant.
 - S.C. Johnson donation supports iMET.
2. Board Evaluation Summary
 - 6 of 8 Attending Trustees Responded to the Survey: Great event. Good meeting. Good overall in-service. Excellent! Appreciate all the work that went into this meeting.
3. Review of Summer District Boards Association Meeting
 - R. Bhatia, R. Zacharias, and W. Duncan attended the Summer District Boards Association meeting. They gave an overview on presentations from the meeting.

VII. President's Report

A. Announcements

- Bryan introduced and welcomed the following Gateway Journey members: Heather Miles, Tameeka Cosey and Jason Pruitt.
- Bryan introduced Zaida Hernandez-Irison as the new Gateway Board Member joining at the September 24, 2019 meeting.
- J. Thibodeau spoke about the New Faculty Institute.
- R. Koukari spoke about iMET Center including the expansion, tours and open house.
- J. Robshaw spoke about the Innovation Award received for trendsetting and innovation.
- S. Sklba spoke about Governor Evers recent visit to Gateway.
- Z. Haywood spoke on the Promise Program. 230 students are registered to begin the 3rd cohort in fall 2019. This is the largest cohort.
- J. Morris spoke on community outreach with Building our Future.
- Sharon Johnson was introduced to the Trustees as a new Vice President and CFO for Gateway.
- Bryan ended the announcements with a moment of recognition to honor former Gateway President Carole Johnson. A plaque was presented and a tree will be planted in Gateway's Arboretum on the Kenosha Campus in her honor. Carole Johnson passed away earlier this summer.

B. Campus Welcome

- Cyndean Jennings welcomed the Trustees to the Racine Campus and shared updates and events that have been happening on campus.

C. Student Representative Follow-Up

- Zina Haywood thanked Stacy Riley for presenting the initial discussion at the Board Retreat. Zina shared a follow-up with the Trustees suggesting that an Ad Hoc committee be created to discuss the policies and procure for having a student representative sit at Gateway's Board.

VIII. Operational Agenda

A. Action Agenda

1. Resolution Numbers B-2019 C.1 and C.2 Approval of Project for the Kenosha Campus Academic Building 2nd Floor, Area C, Classroom and Office Remodel

The administration is recommending approval by the Gateway Technical College District Board of Resolution Numbers B-2019 C.1 and C.2 for the Kenosha Campus Academic Building 2nd Floor, Area C, Classroom and Office Remodel project.

Following discussion, it was moved by R. Zacharias, seconded by S. Pierce and carried to approve Resolution Numbers B-2019 C.1 and C.2 Approval of Project for the Kenosha Campus Academic Building 2nd Floor, Area C, Classroom and Office Remodel

B. Consent Agenda

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

1. **Finance**
 - a) **Financial Statement and Expenditures over \$2,500:** Approved the financial statement and expenditures as of July 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 five (5) new hires; eleven (11) transfers/promotions; one (1) position reclassification; six (6) retirements; four (4) resignations; no employment approvals-casual, non-instructional; and no employment approvals-adjunct faculty.
3. **Grants Awards:** Approved the grand awards for August 2019

4. **Contracts for Instructional Delivery:** Approved the contracts for instructional delivery report for July 2019
5. **Advisory Committee Activity Report:** Approved the advisory committee 2019-2020 meeting schedule and new members as of August 1, 2019
6. **Approval of Gateway Technical College Ex-Officio Member for Gateway Technical College Foundation, Inc. Board of Directors** – Approved the recommendation of Sharon Johnson VP and CFO for this position serving Gateway Technical College Foundation, Inc. Board of Directors as ex officio non-voting member.
7. **Bids for Approval:** Approved the following Bids
 - a) Bid No. 1587 – Technical Building Roof Replacement Racine Campus

IX. Policy Governance Monitoring Reports

1. 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.

1) Students demonstrate the knowledge and skills and self-confidence required for employability, career advancement, a global perspective, and lifelong learning.

Stacy Riley, Kevin McCray and Jason Pruitt presented on Career and Employment Support.

Following discussion, it was moved by S. Pierce, seconded by R. Bhatia and carried that this report is evidence that the college is making progress on Ends Policy #1.

2. Policy Governance Review – Ends Policy #1

The Trustees reviewed Ends Policy #1 which is found under Policy Governance, Section 4 – Ends Policy 4.1, Statement #1.

Following discussion, it was moved by R. Bhatia, seconded by W. Duncan and carried to approve the wording of Ends Policy #1.

X. Board Member Community Reports

- William Duncan reported on the Summer District Boards Association meeting.

XI. Next Meeting Date and Adjourn

1. Regular Meeting – Tuesday, September 24, 2019, 8:00 am, Kenosha Campus, Madrigano Board Room
2. At approximately 9:25 a.m. it was moved by R. Zacharias, seconded by R. Bhatia 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
 - C. Foundation Presentation
 - D. President's Goals

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

GATEWAY TECHNICAL COLLEGE DISTRICT BOARD

Roll Call _____
Action _____
Information X
Discussion _____

CHAIRPERSON'S REPORT Foundation Presentation

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 President's Goals

Governance Process:
Board Liaison:

Policy 1.2 – Governing Philosophy
Bethany Ormseth

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

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

VIII. OPERATIONAL AGENDA

A. Action Agenda

1. Oath of Office
2. Resolution Number B-2019 D.1 & D.2 – Approval of Project for an Emergency Vehicle Operator Course (EVOC) First Responder Training Track Expansion, Kenosha Airport (Adjacent to Horizon Center for Transportation Technology) Kenosha, WI
3. Student Representative Policy Approval

**GATEWAY TECHNICAL COLLEGE DISTRICT BOARD
ORGANIZATIONAL MEETING**

Roll Call	_____
Action	_____X_____
Information	_____
Discussion	_____

OATH OF OFFICE

Summary of Item: The following board appointees are required to take the Oath of Office:

Zaida Hernandez-Irisson

“I, _____, swear that I will support the Constitution of the United States and the Constitution of the State of Wisconsin, and will faithfully and impartially discharge the duties of the office of Technical College District Board Member for Gateway Technical College to the best of my ability.”

GATEWAY TECHNICAL COLLEGE DISTRICT BOARD

Roll Call _____
Action X
Information _____
Discussion _____

RESOLUTION NUMBERS B-2019 D.1 and D.2
APPROVAL OF PROJECT FOR THE CONSTRUCTION OF AN EMERGENCY
VEHICLE OPERATOR COURSE (EVOC)/FIRST RESPONDER TRAINING TRACK
EXPANSION
KENOSHA AIRPORT, KENOSHA, WI
(Adjacent to the Horizon Center for Transportation Technology)

Summary of Item: The administration is recommending approval by the Gateway Technical College District Board of Resolution Numbers B-2019 D.1 and D.2 for the construction of an Emergency Vehicle Operator Course (EVOC)/First Responder Training Track Expansion to be located at the Kenosha Airport (adjacent to the Horizon Center for Transportation Technology), Kenosha, WI.

The administration also recommends approval from the Wisconsin Technical College System (WTCS) Board for the construction of an Emergency Vehicle Operator Course (EVOC)/First Responder Training Track Expansion to be located at the Kenosha Airport (adjacent to the Horizon Center for Transportation Technology), Kenosha, WI.

Attachments: Resolution Numbers B-2019 D.1 and D.2
WTCS Board Request for Approval – EVOC/First Responder
Training Track Expansion

Ends Statements and/or
Executive Limitations: Section 3 - Executive Limitation, Financial Condition Policy 3.5
Section 4 – Ends, College Ends Policy 4.1

Staff Liaison: Thomas Cousino

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GATEWAY TECHNICAL COLLEGE

RESOLUTION NO. B-2019 D.1

WHEREAS, the Gateway Technical College District Board is proposing the project for the construction of an Emergency Vehicle Operator Course (EVOC)/First Responder Training Track Expansion at the City of Kenosha Airport 4940 – 88th Avenue, Kenosha, WI 53144 (adjacent to the Gateway Technical College Horizon Center for Transportation Technology) to provide driver training for the Gateway Technical College Firefighter Technician, Emergency Medical Technician, Law Enforcement programs, CDL (Commercial Driver's License) training and local emergency service providers/first responders' on-going training and;

WHEREAS, the EVOC/First Responder Track Expansion project consists of site grading and installation of asphalt roadway on a 10-acre site leased at the City of Kenosha Airport, 4940 – 88th Avenue, Kenosha, WI 53144. The project cost is estimated at \$1,500,000 and;

WHEREAS, Gateway Technical College District has completed an Environmental Impact Statement and;

WHEREAS, the Gateway Technical College District Board reviewed the Environmental Impact Statement and public concerns on the proposed initial project concept for the construction of an EVOC/First Responder Track in 2017 and determined the Environmental Impact Statement and public concerns received at the public hearing on the project concept by Gateway Technical College would not provide an adverse effect on the surrounding community. No additional environmental or public concerns have been identified since the original study was completed and;

NOW, THEREFORE, BE IT RESOLVED, that the Gateway Technical College Board, pursuant to 5.04(2)(a) of the Wisconsin Administrative Code, approves said project.

Bethany Ormseth
Chairperson

Pamela Zenner-Richards
Secretary

September 24, 2019
Date

GATEWAY TECHNICAL COLLEGE

RESOLUTION NO. B-2019 D.2

WHEREAS, pursuant to 5.04(2)(a) of the Wisconsin Administrative Code, the Gateway Technical College District Board has approved the project for the construction of an Emergency Vehicle Operator Course (EVOC)/First Responder Training Track Expansion at the City of Kenosha Airport 4940 – 88th Avenue, Kenosha, WI 53144 (adjacent to the Gateway Technical College Horizon Center for Transportation Technology) consisting of asphalt roadway on a 10-acre leased site with a project cost estimated at \$1,500,000, to provide driver training for the Gateway Technical College Firefighter Technician, Emergency Medical Technician, Law Enforcement programs, CDL (Commercial Driver's License training and local emergency service providers/first responders' on-going training and;

WHEREAS, the EVOC/First Responder Track project consists of site grading and installation of asphalt roadway on a 10-acre site leased at the City of Kenosha Airport, 4940 – 88th Avenue, Kenosha, WI 53144. The project cost is estimated at \$1,500,000 and;

NOW, THEREFORE, BE IT RESOLVED that pursuant to 5.04(2)(b) of the Wisconsin Administrative Code, the Gateway Technical College District Board requests the Wisconsin Technical College System Board approve the project.

Bethany Ormseth
Chairperson

Pamela Zenner-Richards
Secretary

September 24, 2019
Date

REQUEST FOR APPROVAL

EXPANSION

Wisconsin Technical College System Board

This request for Wisconsin Technical College Board approval for renovation and expansion of facilities is made pursuant to s.38.04(10), Wis. Stats and Chapter TCS 5, Wis. Adm. Code.

Project Title and Description:

Emergency Vehicle Operator Course
(EVOC)/First Responder Training Track Expansion

District: Gateway Technical College

Authorized Representative: Tom Cousino

Date Submitted: September 9, 2019

Date of Requested WTCSB Review: November 5, 2019

Need for Expansion of Facilities

The proposed action would expand the existing Emergency Vehicle Operator Course (EVOC) on a parcel of leased vacant land adjacent to the Gateway Technical College Horizon Center.

The current track is limited in terms of the kinds of driving scenarios that can be done. The expansion would add roadways and intersections of different configurations to simulate a real world driving experience.

The demand for use of the existing track is strong. In addition to Law Enforcement and Fire driver-training activities, the track is used by the college's CDL driver training program. Auto and diesel repair programs in the adjacent Horizon Center use the track for road-testing repaired vehicles.

Gateway is the major provider of initial training for Protective Services personnel in the district, including driver training. The college also offers extensive continuing training opportunities for current Fire, EMS and Law Enforcement professionals. The new EVOC facility would be used heavily by these programs.

Recruits in the Law Enforcement Academy must successfully complete a 40 hour Emergency Vehicle Operator Course (EVOC) with at least 20 hours of behind the wheel training. The academy runs four academies each year. Each academy supports 24 recruits. Each recruit completes 21 credits a semester, which equate to about 70 FTEs per year.

In addition to the academy recruits, every law enforcement officer in the state of Wisconsin, by law, must accomplish four (4) hours of training in pursuit driving on a biennial basis. The LESB requires that at least two hours of this training be "behind the wheel" driving. Additionally, the Walworth County Sheriff's Office, and many Walworth county municipal agencies authorize and use PIT (Police Intervention Tactics – essentially ramming techniques) as one of their pursuit strategies.

Gateway Fire Service offers four courses that use the EVOC track:

Driver Operator Pumper is a 66 hour ACE course offered 3 times per year generating 3 FTEs per year,

Driver Operator Aerial is a 33 hour ACE course offered 2 times per year generating 1 FTE per year,

Entry Level Driver Operator I is a 15 hour ACE course offered once per year generating less than one FTE per year,

Entry Level Driver Operator II is a 15 hour ACE course offered once per year generating less than one FTE per year.

FTEs generated by Fire Services equate to about 5 per year. However, over 400 hours of track use.

Financial Impact

The \$1.5 million construction project will be funded by a bond issue.

Operating costs are expected to remain flat as this training is currently being offered and program delivery will not change significantly.

Project Capital Construction Budget

Architectural fees	116,000
Excavation	526,000
Paving	700,000
General Construction	68,000
Project Contingency	90,000
Total Budget	1,500,000

GATEWAY TECHNICAL COLLEGE DISTRICT BOARD

Roll Call _____
Action X
Information _____
Discussion _____

**OPERATIONAL AGENDA: Action Agenda
Student Representative Policy Approval**

Summary of Item: Approve the policy for the Student Representative
 on Gateway’s Board of Trustees.

Staff Laision: Zina Haywood

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. 1589 – North Building Electric Service Upgrade, Elkhorn Campus

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 **8/31/19**

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 8/31/19

<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	\$ 36,488,642	\$ -	0.00%
STATE AIDS	44,226,002	44,226,002	2,385,541	5.39%
STATUTORY PROGRAM FEES	14,973,201	14,973,201	9,400,165	62.78%
MATERIAL FEES	803,301	803,301	489,821	60.98%
OTHER STUDENT FEES	3,122,206	3,122,206	1,472,160	47.15%
INSTITUTIONAL	7,918,434	7,918,434	1,040,278	13.14%
FEDERAL	25,286,158	25,286,158	3,406,535	13.47%
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>\$ 147,378,681</u>	<u>\$ 26,654,598</u>	18.09%
EXPENDITURES BY FUNCTION:				
INSTRUCTIONAL	\$ 59,218,316	\$ 59,217,719	\$ 10,128,815	17.10%
INSTRUCTIONAL RESOURCES	1,313,809	1,313,809	216,492	16.48%
STUDENT SERVICES	43,366,356	43,366,953	5,876,034	13.55%
GENERAL INSTITUTIONAL	11,316,704	11,316,704	4,364,894	38.57%
PHYSICAL PLANT	31,212,996	31,212,996	2,817,920	9.03%
AUXILIARY SERVICES	525,000	525,000	92,777	17.67%
PUBLIC SERVICES	415,500	415,500	73,478	17.68%
TOTAL EXPENDITURES	<u>\$ 147,368,681</u>	<u>\$ 147,368,681</u>	<u>\$ 23,570,409</u>	15.99%
EXPENDITURES BY FUNDS:				
GENERAL	\$ 82,216,155	\$ 82,216,155	\$ 14,932,373	18.16%
SPECIAL REVENUE - OPERATIONAL	6,453,526	6,453,526	834,359	12.93%
SPECIAL REVENUE - NON AIDABLE	29,724,000	29,724,000	3,844,362	12.93%
CAPITAL PROJECTS	14,250,000	14,250,000	3,744,588	26.28%
DEBT SERVICE	14,200,000	14,200,000	121,950	0.86%
ENTERPRISE	525,000	525,000	92,777	17.67%
TOTAL EXPENDITURES	<u>\$ 147,368,681</u>	<u>\$ 147,368,681</u>	<u>\$ 23,570,409</u>	15.99%

**GATEWAY TECHNICAL COLLEGE
2019-20 SUMMARY OF REVENUE & EXPENDITURES AS OF 8/31/19**

<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	\$ 20,619,437	\$ -	0.00%
STATE AIDS	39,290,076	39,290,076	2,015,284	5.13%
STATUTORY PROGRAM FEES	14,973,201	14,973,201	9,400,165	62.78%
MATERIAL FEES	803,301	803,301	489,821	60.98%
OTHER STUDENT FEES	2,100,206	2,100,206	923,550	43.97%
FEDERAL REVENUE	30,000	30,000	-	0.00%
INSTITUTIONAL	<u>4,399,934</u>	<u>4,399,934</u>	<u>198,243</u>	4.51%
TOTAL REVENUE & OTHER RESOURCES	<u>\$ 82,216,155</u>	<u>\$ 82,216,155</u>	<u>\$ 13,027,064</u>	15.84%
 EXPENDITURES BY FUNCTION:				
INSTRUCTIONAL	\$ 52,897,232	\$ 52,897,232	\$ 8,328,142	15.74%
INSTRUCTIONAL RESOURCES	1,303,809	1,303,809	216,492	16.60%
STUDENT SERVICES	12,083,249	12,083,249	1,746,113	14.45%
GENERAL INSTITUTIONAL	8,068,869	8,068,869	3,569,740	44.24%
PHYSICAL PLANT	<u>7,862,996</u>	<u>7,862,996</u>	<u>1,071,887</u>	13.63%
TOTAL EXPENDITURES	<u>\$ 82,216,155</u>	<u>\$ 82,216,155</u>	<u>\$ 14,932,373</u>	18.16%

**GATEWAY TECHNICAL COLLEGE
2019-20 SUMMARY OF REVENUE & EXPENDITURES AS OF 8/31/19**

<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	2,431,926	68,668	2.82%
FEDERAL	1,704,158	1,704,158	47,764	2.80%
RESERVES - DECREASE	185,737	185,737	-	0.00%
INSTITUTIONAL	<u>82,500</u>	<u>82,500</u>	<u>69,666</u>	84.44%
TOTAL REVENUE & OTHER RESOURCES	<u><u>\$ 6,453,526</u></u>	<u><u>\$ 6,453,526</u></u>	<u><u>\$ 186,098</u></u>	2.88%
EXPENDITURES BY FUNCTION:				
INSTRUCTIONAL	\$ 3,721,084	\$ 3,720,487	\$ 379,663	10.20%
STUDENT SERVICES	1,554,107	1,554,704	285,559	18.37%
GENERAL INSTITUTIONAL	787,835	787,835	95,660	12.14%
PUBLIC SERVICES	<u>390,500</u>	<u>390,500</u>	<u>73,478</u>	18.82%
TOTAL EXPENDITURES	<u><u>\$ 6,453,526</u></u>	<u><u>\$ 6,453,526</u></u>	<u><u>\$ 834,359</u></u>	12.93%

**GATEWAY TECHNICAL COLLEGE
2019-20 SUMMARY OF REVENUE & EXPENDITURES AS OF 8/31/19**

<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	\$ 795	0.03%
OTHER STUDENT FEES	847,000	847,000	523,844	61.85%
INSTITUTIONAL	2,971,000	2,971,000	665,839	22.41%
FEDERAL	<u>23,552,000</u>	<u>23,552,000</u>	<u>3,358,771</u>	14.26%
TOTAL REVENUE & OTHER RESOURCES	<u>\$ 29,724,000</u>	<u>\$ 29,724,000</u>	<u>\$ 4,549,248</u>	15.30%
 EXPENDITURES BY FUNCTION:				
STUDENT SERVICES	\$ 29,714,000	\$ 29,714,000	\$ 3,844,362	12.94%
GENERAL INSTITUTIONAL	<u>10,000</u>	<u>10,000</u>	<u>-</u>	0.00%
TOTAL EXPENDITURES	<u>\$ 29,724,000</u>	<u>\$ 29,724,000</u>	<u>\$ 3,844,362</u>	12.93%

**GATEWAY TECHNICAL COLLEGE
2019-20 SUMMARY OF REVENUE & EXPENDITURES AS OF 8/31/19**

<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	\$ 300,795	200.53%
INSTITUTIONAL	100,000	100,000	14,385	14.38%
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>\$ 8,315,179</u>	58.35%
EXPENDITURES BY FUNCTION:				
INSTRUCTIONAL	\$ 2,600,000	\$ 2,600,000	\$ 1,421,010	54.65%
INSTRUCTIONAL - RESOURCES	10,000	10,000	-	0.00%
STUDENT SERVICES	15,000	15,000	-	0.00%
GENERAL INSTITUTIONAL	2,450,000	2,450,000	699,494	28.55%
PHYSICAL PLANT	9,150,000	9,150,000	1,624,084	17.75%
PUBLIC SERVICE	<u>25,000</u>	<u>25,000</u>	<u>-</u>	0.00%
TOTAL EXPENDITURES	<u>\$ 14,250,000</u>	<u>\$ 14,250,000</u>	<u>\$ 3,744,588</u>	26.28%

**GATEWAY TECHNICAL COLLEGE
2019-20 SUMMARY OF REVENUE & EXPENDITURES AS OF 8/31/19**

<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>\$ 121,950</u>	0.86%
TOTAL EXPENDITURES	<u>\$ 14,200,000</u>	<u>\$ 14,200,000</u>	<u>\$ 121,950</u>	0.86%

GATEWAY TECHNICAL COLLEGE
2019-20 SUMMARY OF REVENUE & EXPENDITURES AS OF 8/31/19

<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	24,767	14.15%
INSTITUTIONAL	<u>305,000</u>	<u>305,000</u>	<u>92,145</u>	30.21%
TOTAL REVENUE & OTHER RESOURCES	<u>\$ 525,000</u>	<u>\$ 525,000</u>	<u>\$ 116,912</u>	22.27%
EXPENDITURES BY FUNCTION:				
AUXILIARY SERVICES	<u>\$ 525,000</u>	<u>\$ 525,000</u>	<u>\$ 92,777</u>	17.67%
TOTAL EXPENDITURES	<u>\$ 525,000</u>	<u>\$ 525,000</u>	<u>\$ 92,777</u>	17.67%

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 JULY 31, 2019

Cash Balance June 30, 2019		\$ 36,198,393.14
 <u>PLUS:</u>		
Cash Receipts		10,136,363.06
		\$ 46,334,756.20
 <u>LESS:</u>		
Disbursement:		
Payroll	3,850,063.35	
Accounts Payable	<u>7,044,784.01</u>	<u>10,894,847.36</u>
 Cash Balance: June 30, 2019		 <u>\$ 35,439,908.84</u>

DISPOSITION OF FUNDS

Cash in Bank		1,820,872.35
Cash in Transit		42,807.03
Investments		33,570,944.46
Cash on Hand		<u>5,285.00</u>
 Total: July 31, 2019		 <u>\$ 35,439,908.84</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						
SEPTEMBER						
OCTOBER						
NOVEMBER						
DECEMBER						
January-20						
FEBRUARY						
MARCH						
APRIL						
MAY						
JUNE						

INVESTMENT SCHEDULE

July 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	\$ 11,141,562	2.38	OPEN
JOHNSON BANK	Various	Open	22,429,382	0.80	OPEN
		TOTAL	<u>\$ 33,570,944</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)
Transfer/Promotion(s)
Resignation(s)
Deceased**

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

Staff Liaison: Jacqueline Morris

09/24/19

PERSONNEL REPORT

September 2019

EMPLOYMENT APPROVALS: NEW HIRES

Maxwell Banor, Associate Dean, General Studies; Kenosha; Annual Salary: \$86,000; effective September 16, 2019

David Boyd, Instructor Mathematics, General Studies; Kenosha; Annual Salary: \$65,000; effective August 19, 2019

Debra Dosemagen, Instructor Nursing, School of Nursing; Burlington; Annual Salary: \$74,500; effective September 3, 2019

Lindsay Hofmann, Instructor Learning Success; Racine; Annual Salary: \$64,000; effective September 16, 2019

Olivia Millet, Welcome Center Associate (SS), Student Services; Racine; Annual Salary: \$36,400; effective August 19, 2019

Kenneth Neal Jr., Machine Maintenance Technician/Materials Expeditor, School of Manufacturing, Engineering & Information Technology (MEIT); Annual Salary: \$49,920; effective September 16, 2019

Thomas Pleuger, Instructor CNC, School of MEIT; SC Johnson iMET Center; Annual Salary: \$70,000; effective August 19, 2019

Scott Ruplinger, Instructor Mechanical Design Technology, School of MEIT; SC Johnson iMET Center; Annual Salary: \$75,000; effective August 19, 2019

Michael Schrader, Instructor Civil Engineering, School of MEIT; SC Johnson iMET Center; Annual Salary: \$76,000; effective August 19, 2019

Blanca Villarreal, Academic Operations Aide; Kenosha; Annual Salary: \$33,280; effective September 3, 2019

Lauren Weis, Health & Technology Learning Center (HTLC) Assistant, School of Nursing; Burlington; Annual Salary: \$64,000; effective August 26, 2019

TRANSFER/PROMOTION(S)

Olivia Millet, Student Express Associate, Student Services; Racine; Annual Salary: \$39,520; previously Welcome Center Associate (SS); effective September 16, 2019

RESIGNATION(S)

Kara Coleman, Instructor Accounting, School of Business & Transportation; Kenosha; effective August 1, 2019

Brandon Heather, Financial Aid-Communication & SAP, Student Services; Kenosha; effective August 22, 2019

Lisa Maxon, Dean Associate, Business & Workforce Solutions (BWS); SC Johnson iMET Center; effective August 21, 2019

Michael Schuck, Instructor Environmental (Water) Technology, School of MEIT; SC Johnson iMET Center; effective August 16, 2019

DECEASED

Jean Grevenow, Institutional Effectiveness Associate; Kenosha; Deceased August 4, 2019

Laurie Lewis, Registrar Office Associate, Student Services; Racine; Deceased August 11, 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 August 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 CFS	Grant Type / No.	Course Numbers	CFS Date / Date Req.
1001	RUSD	\$787.60	510-407-1R1F	510-407-1R1F	02/01/19
1002	Temper HS	\$9,570.60	543-300-1K1D	543-300-1K1D	02/01/19
1003	Union Grove HS	\$4,785.30	543-300-1Z1A	543-300-1Z1A	05/07/19
1004	RUSD	\$9,570.60	543-300-1RBA	543-300-1RBA	05/07/19
1005	RUSD	\$4,785.30	543-300-1RBB	543-300-1RBB	05/07/19
1006	RUSD	\$1,575.20	510-407-1RBA, 510-407-1RBB	510-407-1RBA, 510-407-1RBB	05/07/19
1007	Not Used	0			05/07/19
1008	Elkhorn HS		533-126-ZZCA	533-126-ZZCA	07/22/19
1009	Union Grove HS		501-101-2ECA	501-101-2ECA	07/22/19
1010	Burlington		501-101-2ZCA	501-101-2ZCA	07/22/19
1011	Union Grove HS		809-188-ZZCA	809-188-ZZCA	07/22/19
1012	Waterford HS		809-188-ZZCB	809-188-ZZCB	07/22/19
1013	Big Foot HS		501-101-2ECB	501-101-2ECB	07/22/19
1014	Burlington HS		501-101-2ZCB	501-101-2ZCB	07/22/19
1015	Union Grove HS		501-101-2ZCC	501-101-2ZCC	07/22/19
1016	Central HS		533-126-2ECA	533-126-2ECA	07/22/19
1017	Waterford HS		533-126-2ZCB	533-126-2ZCB	07/22/19
1018	Burlington HS		533-126-2ZCC	533-126-2ZCC	07/22/19
1019	Waterford HS		809-198-ZZCC	809-198-ZZCC	07/22/19
1020	Waterford HS		809-198-ZZCD	809-198-ZZCD	07/22/19
1021	Badger HS		501-101-2ECC	501-101-2ECC	07/22/19
1022	Burlington HS		533-126-2ZCD	533-126-2ZCD	07/22/19
1023	Williams Bay HS		533-126-2ECB	533-126-2ECB	07/22/19
1024	Waterford HS		809-196-ZZCE	809-196-ZZCE	07/22/19
1025	Burlington HS		533-126-2ECC	533-126-2ECC	07/22/19
1026	Williams Bay HS		533-126-2ZCE	533-126-2ZCE	07/22/19
1027	Central HS		533-126-2ZCF	533-126-2ZCF	07/22/19
1028	Burlington HS		533-126-2ECD	533-126-2ECD	07/22/19
1029	Union Grove		533-126-2ZCG	533-126-2ZCG	07/22/19
1030	Big Foot HS		533-126-2ZCH	533-126-2ZCH	07/22/19
1031	Union Grove HS		809-196-2ZCF	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	553-128-2ZCP				07/22/19
1044	Union Grove	533-128-2ZCQ				07/22/19
0001	KABA	196-848-1ZBA				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	612-408-1ZBR; 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
0019	Kenall Mfg	\$6,156.00		605-458-1ZBA	05/30/19
0020	Lavelle Industries	\$3,078.00	174		
0021	WTRP_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, 620-303-2CBA, 442-102-2CBA	09/05/19
0026	NC3	\$0.00		900-019-3M1Q3, 900-019-3M1QC	07/15/19

0027	Swiss Tech	\$2,394.88	623-493B-1ZBA, 623-493B-1ZBB, 623-493B-1ZBC, 623-493B-1ZBD 444-339-2CBK, 612-102-2CBK, 628-109-2CBK, 628-300-2CBK, 804-370-2CBK, 449-401B-2CBK, 900-019-2CBK 900-019-1ZBW	07/31/19
0028	WI DOC - Kenosha Correctional Center	\$47,709.00		
0029	Wilmot HS	\$736.10		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		531-805-2KBA, 531-805-2KBB, 531-805-2KBC, 531-801-2KBA, 531-801-2KBB, 531-801-2KBC 196-155-2ZBA	08/23/19
0036	RAMAC	\$4,050.00		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
		\$263,465.44		

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 September 1, 2019
- 2019-20 Meeting Schedule as of September 1, 2019

Staff Liaison: John Thibodeau

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

PROGRAM Name	Job Title	Employer	County Represented
Automotive Maintenance Technician & Automotive Technology			
Gaede, Nicolas	Parts Associate	Kenosha Subaru	Kenosha
Lynn, Tony	Shop Owner	Advanced Auto Clinic	Walworth
Barber Technologist & Cosmetology			
McPhaul, Cheryl	Stylist	Theodore's Hair Design	Kenosha
Business Management, Small Business Entrepreneurship, Leadership Development, & Marketing			
Scherer, Steve	VP of Sales	CCB Technology	Racine
Interior Design			
Chapman-Aldrige, Clover	Interior Design	Clover Bianca Design	Kenosha
Dipper, Laura	Pro Services, Interior Design	elImprovements	Kenosha
Remes, Emiliano	Designer	Generation Brands/Visual Comfort Group	Out of District
Strash, Tricia	Design & Sales	Custom Interiors	Kenosha
Supply Chain Management			
Burton, Bruce	Area Manager	S.C. Johnson Inc.	Racine
Chlebos, Michael	Program Manager	Impellam North America/Guidant Global	Racine

ADVISORY COMMITTEE

2019-2020 MEETING SCHEDULE

as of September 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	
Administrative Professional Office Assistant	J. Fullington	Thursday, September 26, 2019 6:00 pm - Kenosha Campus, Garden Room	
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	
Air Conditioning, Heating, & Refrigeration Technology Facilities Maintenance Building Trades - Carpentry	R. Koukari	Monday, September 20, 2019 5:00 pm - Kenosha Campus, Room TBA	
Arboriculture/Urban Forestry Technician	T. Simmons	Friday, September 27, 2019 1:00 pm - Kenosha Campus, Room TBA	
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	
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	
CNC Production Technician CNC Programmer Tool and Die Technician	R. Koukari	Thursday, October 3, 2019 5:30 pm - Elkhorn Campus, Room TBA	
Criminal Justice Studies	T. Simmons	Wednesday, October 3, 2019 11:00 am - Burlington Campus, Room 100	
Criminal Justice - Law Enforcement 720 Academy	T. Simmons	Wednesday, October 2, 2019 11:00am - Horizon Center, Room 106	
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	Monday, September 23, 2019 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	
Fire Medic Paramedic Technician Advanced EMT Emergency Medical Technician EMT-Paramedic	T. Simmons	Tuesday, October 15th, 2019 10:00 am - HERO Center, Room H101	
Firefighter Technician	T. Simmons	Tuesday, October 8, 2019 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	
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	
Hospitality Management Foundations of Lodging and Hospitality Management	T. Simmons	Wednesday, September 18, 2019 5:00 pm - Elkhorn Campus, Room S112	
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 23, 2019 7:30 am - Kenosha Campus, Room S105	
Motorcycle, Marine and Outdoor Power Products	J. Fullington	Wednesday, September 18, 2019 5:30 pm - Racine Campus	
Nursing Assistant	V. Hulback	Monday, October 7, 2019 3:30 pm - Kenosha Memorial Medical Center Room 878 - 8th Floor	
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	
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.	
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. 1589 NORTH BUILDING ELECTRICAL SERVICE UPGRADE ELKHORN CAMPUS

Summary of Item: Sealed bids were solicited to electrical contractors and one was received for the North Building Electrical Service Upgrade, Elkhorn Campus.

Administration is recommending the contract to provide all labor and materials required for this project be awarded to:

Rewald Electric Company
Burlington, WI

Prime Contract (Contract Value for Rewald Electric Company)	\$177,000
Contingency	4,988
Architect and Engineering Fees:(PIDA Fees-9.5%)	17,711
Reimbursable Fees	<u>300</u>

Total Project Cost: \$199,999

Funding Source: G O Promissory Notes Series 2018-19E

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
09/09/19

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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
262.652.2800

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

September 6, 2019

Mr. Thomas Cousino
Associate Vice President Facilities and Security
Gateway Technical College
3520 30th Avenue
Kenosha, Wisconsin 53140

RE: Elkhorn Campus
North Building Electrical Service Upgrade
Official Notice No. 1589

Dear Mr. Cousino:

On Tuesday August 20, 2019 at the Kenosha Campus Administration Center we received bids for the North Building Electrical Upgrade Project. Larry Paruszkiewicz, Rhonda Cerminara and Vicki Christensen were in attendance on behalf of Gateway Technical College. I was in attendance on behalf of Partners In Design Architects.

The bid documents consisted of the Base Bid, Alternate No. 1 to add additional conduit /panel for future building expansion and Deductive Alternate No. 2 to remove new disconnects, transformer and feeders for existitng chiller from the scope of work.

Based on our bid evaluation, we are recommending that the project be awarded to Rewald Electric Company for a contract value of \$177,000.00, declining both alternates. Gateway Technical College should also budget approximately \$4,988.00 for contingency, \$17,711.00 for architectural/engineering fees and \$300 for related reimbursable fees:

Contract Value:	\$ 177,000.00
Contingency:	\$ 4,988.00
A&E Fees:	\$ 17,711.00 (PIDA Fees 9.5%)
Reimbursable Fees:	\$ 300.00 (Reimbursable Fees)
Total Project Cost:	\$ 199,999.00

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

Sincerely,

Michael Risselada, AIA

www.pidarchitects.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.

5) Educational partners, locally, nationally, and internationally, connect their students to Gateway's well-developed career pathways courses, facilities, and educational resources.

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.

- 5) Educational partners, locally, nationally, and internationally, connect their students to Gateway’s well-developed career pathways courses, facilities, and educational resources.**

Staff Liaison: Jeff Robshaw

IX. POLICY GOVERNANCE MONITORING REPORTS

B. Executive Limitations

1. 3.5 Financial Condition – FY 2018-2019 Year-End Financial Review

GATEWAY TECHNICAL COLLEGE DISTRICT BOARD

Roll Call _____
Action X
Information _____
Discussion _____

**MONITORING REPORT
FY 2018-19 YEAR-END FINANCIAL REVIEW (UNAUDITED)**

Summary of Item: The report will include FY 2018-19 preliminary year-end financial review and results (unaudited).

Attachment: FY 2018-19 Year-End Financial Review (unaudited)

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

Staff Liaison: Sharon Johnson

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YEAR END FINANCIAL REVIEW (unaudited)

July 1, 2018 – June 30, 2019

General Fund

The preliminary General Fund results for fiscal year 2019 are as follows:

GENERAL FUND	Budget	Actual	Variance fav (unfav)
Revenue	\$ 81,781,776	\$ 83,468,634	\$ 1,686,858
Expenditures	81,781,776	81,199,248	582,528
Net Operating Rev (Exp)	-	\$ 2,269,386	\$ 2,269,386
Transfer Out	-	-	-
General Fund Surplus (Deficit)	-	\$ 2,269,386	\$ 2,269,386

Overall Results

Preliminary operating results show revenues exceeding expenditures by \$2.3 million which will be the net increase to the fund balance. The operational savings are mainly due to vacant position savings throughout the year, benefits budgeted at family for all vacancies and administration managing discretionary current expenditures. Overall, there were no salary savings as additional adjuncts were used in place of full time personnel.

Fund Balance/Reserves

Fund balance is a combination of previous fund balance, net revenues over expenditures, adjustments for prepaid expenditures and transfers out to other funds. As a matter of sound financial practice, fund balance should only be used to support one time initiatives, as opposed to ongoing operational expenditures. In any year, the amount by which net expenditures exceed net revenues, there will be a direct reduction in fund balance.

Prepaid expenditures are those expenditures paid in the current year for services to be provided in subsequent years. They are “shifted” to the appropriate year through the use of reserves. Prepaid expenditures mainly include expenditures for maintenance agreements, IT contracts, memberships, purchasing consortium expenditures, etc.

Management is recommending fund balance be monitored for policy adherence and possible use to offset the OPEB liability.

Change in Fund Balance - Designated for Operations:

06/30/18 Balance	\$ 22,646,269
Less: reclassification to Reserve for OPEB	\$ -
Net Revenue over Expenditures FY18	2,269,386
Adjustment for decrease in Prepaid Expenditures	39,287
Less: Operating Transfer out to Capital Fund	-
Net Change to Designated for Operations	2,308,673
06/30/19 Balance	\$ 24,954,942
FY19 Expenditures	\$ 81,199,248
General Fund Reserves as a % of Expenditures	30.7%

YEAR END FINANCIAL REVIEW (unaudited)

July 1, 2018 – June 30, 2019

Page 2 of 3

The General Fund reserve is expected to be \$24.9 million as of June 30, 2019 or 30.7% of actual FY19 expenditures. To align with the WTCS Financial Administrative Manual and comply with district policy, administration is recommending the fund balance be allocated to various designations as follows:

		As a % of Expenditures
Designated for Operations	\$ 20,299,812	25.0%
Designated for Subsequent Year	4,655,130	
Total Fund Balance 06/30/19	\$ 24,954,942	

Revenues

Overall, total revenues were favorable to budget by 2.0% or \$1,686,857. The increase is due largely to an increase in Transcribed Credits revenues, which is considered a “wash” with Transcribed Credits expenditures. Transcribed Credits revenues exceeded the budget by \$1,517,588 or 97.8% demonstrating a strong outreach into the K12 districts. Tuition and fees revenues were below budget by (\$558,863) or 3.0% due to lower FTE’s for the year than budgeted.

Expenditures

Overall, total General Fund expenditures were under budget by \$582,528 or .7%.

Total salaries were over budget \$446,665 or .9% due largely to an increase in combined Adjunct Instructor, Administration & Manager, and Casual salaries of 10.9% or \$1,383,797. This increase was offset by a decrease in part to full-time salaries and wages, which were under budget by 2.6% or \$937,132. The decrease in hiring full time faculty provided the flexibility needed to accommodate the changes in enrollment during the fiscal year.

Employee benefits were under budget by \$745,065 or 4.1%. The variance is due largely to Social Security and Retirement savings of 5.9% or \$404,383. These savings were driven by unfilled full-time positions which were budgeted at family coverage. Early retirement expenditures were under budget \$386,974 or 24.2% due mainly to actual rates coming in lower than expected. All other benefits were collectively over budget by .5% or \$46,292.

Other expenditures were under budget by \$284,128 or 1.9%. Transcribed Credit expenditures were over budget by \$1,517,588 or 97.8%. This variance is a “wash” with a revenue variance of the same amount (discussed in revenue section). The Transcribed Credit variance is offset by various expenditures that were under budget by a collective \$1,834,975 or 18.5%. Those expenditures include supplies, travel, professional development, dues/memberships, postage, rentals, utilities, computer software, circuit instruction fees, service contracts, and uncollectable fees. These savings were mainly attributed to management’s focus on controlling expenditures responsibly in line with the decrease in enrollment.

Special Revenue Fund

The Special Revenue Fund is used to account for all grant-related activities. The fund experienced an unfavorable financial result for FY 2019 with expenditures exceeding revenues by \$168,062. This variance is due to the use of fund balance previously approved for the Innovation Grants. A year-end budget revision will be necessary to reallocate the budget within functions.

YEAR END FINANCIAL REVIEW (unaudited)

July 1, 2018 – June 30, 2019

Page 3 of 3

Capital Projects Fund

The Capital Projects Fund is used to account for financial resources and related financial activity for the acquisition and improvement of sites and for the acquisitions, construction, equipping, and renovation of buildings. Revenues reflect fiscal year debt issues totaling \$13 million. Overall, the Capital Projects Fund reflects total expenditures of \$21.2 million and revenues and other financing sources of \$18.2 million. The Capital Projects Fund balance decreased by \$2,978,111. A year-end budget revision will be necessary to reallocate the budget within functions.

Debt Service Fund

The Debt Service Fund is used to account for the accumulation of resources for, and payment of, general long-term debt and lease obligation principal, interest, and related costs. The fund revenues exceeded expenditures by \$591,688 due mainly to higher premiums received on issuances. Principal and interest payments totaled \$13.0 million in FY19.

Enterprise Fund

The Enterprise Fund is used to account for operations (other than for the general operations) that are financed and operated in a manner similar to a private business enterprise, where the intent of the College is that the costs of providing goods or services to the general public on a continuing basis be financed or recovered primarily through user charges. The operations of the District's culinary arts, auto labs and miscellaneous student auxiliary items are accounted for in the Enterprise Fund in a manner similar to accounting for private enterprise operations. The fund experienced a positive financial result with revenues exceeding expenses by \$42,768.

Summary

Overall, the College's financial condition remains strong and we continue to adjust program and enrollment strategies in order to remain positioned to meet future fiscal challenges. The College also continues to hold a bond rating of Aaa, the highest rating as provided by Moody's Investors Services. Moving forward, management will continue to keep a focus on enrollment trends, community needs, and economic indicators to ensure responsible fiscal management.

FY 2018-19 Year End Financial Review - 09 24 19 Bd Mtg.docx

X. BOARD MEMBER COMMUNITY REPORTS

XI. NEXT MEETING DATE AND ADJOURN

- A. Regular Meeting – Thursday, October 24, 2019, 8:00 am, Elkhorn Campus, Rooms 112/114
- 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. The Board reserves the right to reconvene in open session to take action on items discussed in executive session.

ROLL CALL

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