

2014-2015 Budget

ADOPTED June 25, 2014



For Year Ending June 30, 2015

**Grand Valley BOCES
Western Colorado Community College**



2014-2015 Budget
Grand Valley BOCES
Western Colorado
Community College

Proposed Legal Budget For Fiscal Year 2014-2015

Brigitte Sündermann
Vice-President Community College Affairs

Board of Directors

Betty Bechtel, Member
Steve Schultz, Member
Ann Tisue, Member
Lenna Watson, Secretary/Treasurer
Robert G. Wilson, Member

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Prepared by:
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2508 Blichmann Avenue
Grand Junction, CO 81505

May 28, 2014

Dear Board of Directors:

In accordance with Colorado Revised Statutes, I am pleased to present the 2014-2015 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, 2014.

This budget is jointly funded by Mesa County Valley School District #51 and Colorado Mesa University. The budget reflects increased costs to provide program materials, and a modest increase has been funded for faculty and GVBOCES employee salaries.

This 2014-2015 preliminary budget has been constructed to both meet the needs of our growing student population and respect the budgetary constraints experienced by all in the educational arena. Appropriately, GVBOCES faculty and staff will continually look for ways to reduce spending, determine and pursue grant prospects, and identify opportunities to generate additional revenue.

Respectfully submitted,

Brigitte Sündermann
Vice President Community College Affairs

Grand Valley BOCES

MISSION STATEMENT

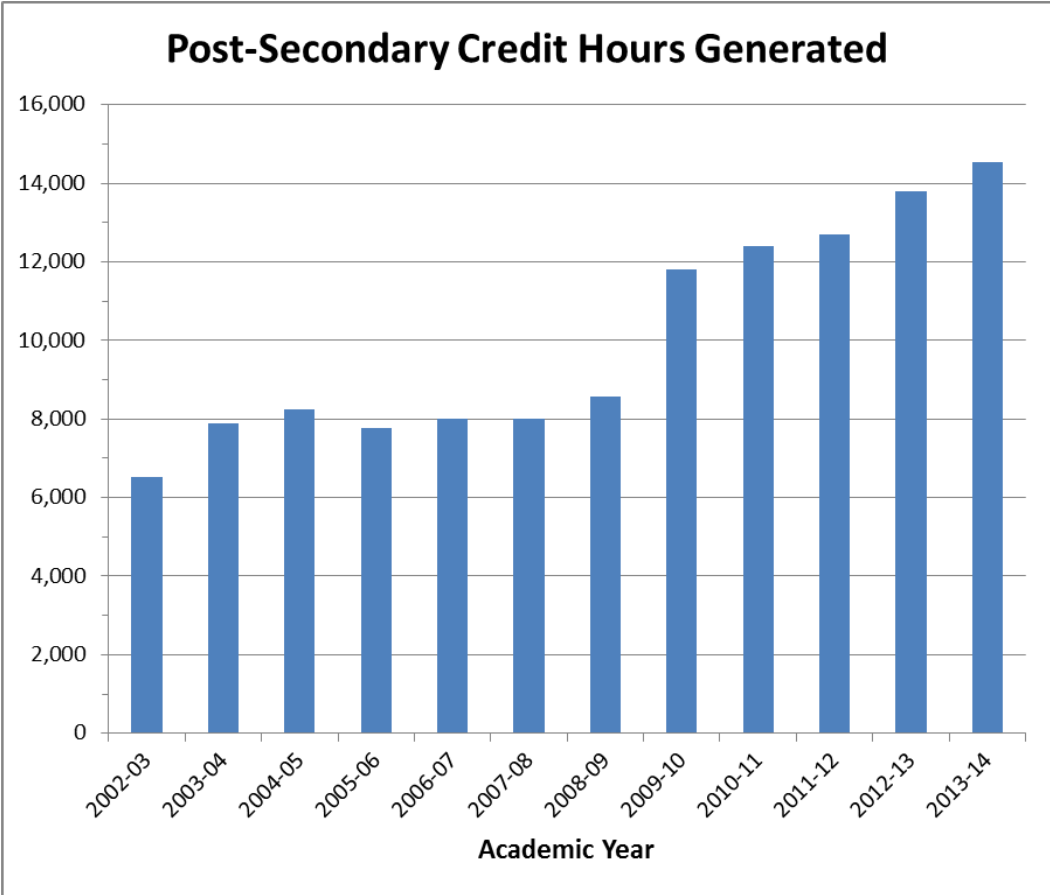
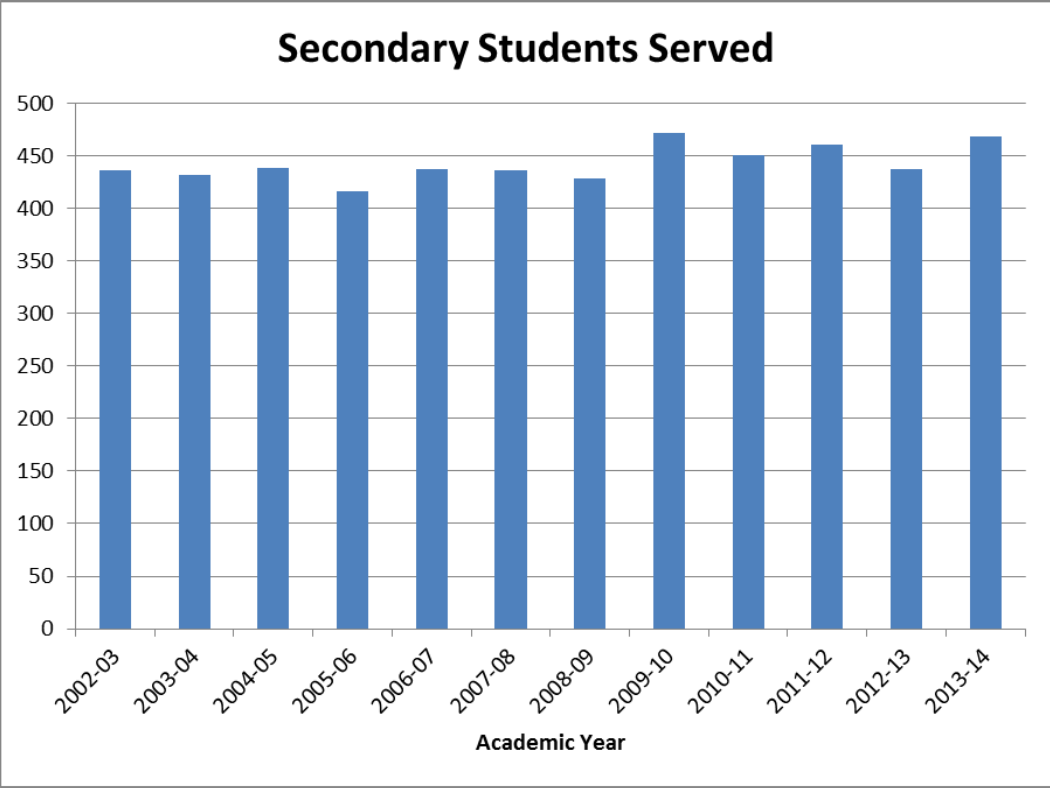
The Mission of Technology Education is to provide the training needed to develop the knowledge, skills, and attitudes that students will require to lead productive lives and to foster life-long learning skills that will engage them to meet today's and tomorrow's challenges, empowering them to compete 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 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



GENERAL FUND

COLORADO MESA UNIVERSITY AND SCHOOL DISTRICT #51 FUNDING

GVBOCES receives its funding from Colorado Mesa University, Mesa County Valley School District #51, and various grant sources. In the case of CMU, some money is sent to GVBOCES and additional funds are kept in the CMU General Fund to pay for faculty positions located at Western Colorado Community College. CMU issues contracts for all faculty and some staff – all other GVBOCES staff contracts are issued by GVBOCES. School District #51 sends general fund revenues to GVBOCES and maintains a secondary Perkins Basic Grant that funds vocational programs at WCCC and throughout the school district. The Vice President of Community College Affairs supervises all faculty and staff and is responsible for all evaluations and the supervision of all funds.

GVBOCES Sources of Funds	CMU	MCVSD #51	GVBOCES
Appropriated			
GVBOCES Funding 2014-2015	703,003	1,552,251	832,658
Perkins Basic Grant - Post Secondary	216,755	0	0
CDE Prof Development Grant	0	0	0
TOTAL	919,758	1,552,251	832,658

GENERAL FUND

REVENUE

Projections contain some unknown variables and some known variables for GVBOCES. The projections in this budget reflect what is currently known for the 2014-2015 fiscal year.

GVBOCES Revenue	2012-2013 Adopted	2012-2013 Actual	2013-2014 Adopted	2014-2015 PROPOSED	Increase (Decrease)
Colorado Mesa University Contract	724,014	724,014	679,527	703,003	23,476
School District 51 Contract	1,415,597	1,415,597	1,496,597	1,552,251	55,654
Total Contract Payments Revenue	2,139,611	2,139,611	2,176,124	2,255,254	79,130
Postsecondary Basic Grant (Perkins)	251,664	251,664	216,755	216,755	0
CDE Professional Development Grant	48,614	48,614	96,218	0	(96,218)
Total Grant Revenue	300,278	300,278	312,973	216,755	(96,218)
Interest on LRRM	200	289	425	210	(215)
Interest Income	335	452	335	301	(34)
Other Income	15,400	17,678	126,500	178,770	52,270
Total Other Revenue	15,935	18,419	127,260	179,281	52,021
TOTAL REVENUE	2,455,824	2,458,308	2,616,357	2,651,290	34,933

GENERAL FUND

EXPENDITURES

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

Some General Fund expenses include:

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

GVBOCES Expenditures	2012-2013 Adopted	2012-2013 Actual	2013-2014 Adopted	2014-2015 PROPOSED	Increase (Decrease)
General Instruction	1,024,071	956,522	954,443	977,460	23,017
Instructional Support	259,648	194,145	231,641	247,519	15,878
School Administration	151,454	144,441	156,274	162,393	6,119
Central Administration	280,540	286,980	299,906	307,647	7,741
Business Services	169,742	149,370	145,722	153,871	8,149
Operations and Maintenance	475,449	484,941	734,808	727,086	(7,722)
Total Operating Expenditures	2,360,904	2,216,399	2,522,794	2,575,976	53,182
Postsecondary Basic Grant (Perkins)	251,664	251,664	216,755	216,755	0
CDE Professional Development Grant	48,614	910	95,308	78,270	(17,038)
Total Grant Expenditures	300,278	252,574	312,063	295,025	(17,038)
LRRM Fund	180,952	0	181,087	181,301	214
Other / Appropriated Reserve	122,791	100	252,880	252,365	(515)
Total Other Expenditures	303,743	100	433,967	433,666	(301)
TOTAL GVBOCES EXPENDITURES	2,964,925	2,469,073	3,268,824	3,304,667	35,843

GENERAL FUND

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

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

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

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

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

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

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

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

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

GENERAL FUND

ENDING FUND BALANCE

The Ending Fund Balance is an overview of general fund revenues and expenditures and a projection of the GVBOCES general fund balance at the end of the 2014-2015 fiscal year. The proposed Beginning Fund Balance for 2014-2015 reflects the audited Beginning Fund Balance for the prior year.

GV BOCES Ending Fund Balance	2012-2013 Adopted	2012-2013 Actual	2013-2014 Adopted	2014-2015 PROPOSED	Increase (Decrease)
Operating Revenue					
CMU Contract Payment	724,014	724,014	679,527	703,003	23,476
SD51 Contract Payment	1,415,597	1,415,597	1,496,597	1,552,251	55,654
Other Income	15,935	18,419	127,260	101,011	(26,249)
Total Operating Revenue	2,155,546	2,158,030	2,303,384	2,356,265	52,881
Operating Expenditures					
Instruction	(1,283,719)	(1,150,667)	(1,186,084)	(1,224,979)	38,895
Administration	(601,736)	(580,791)	(601,902)	(623,911)	22,009
Operations	(475,449)	(485,041)	(734,808)	(727,086)	(7,722)
Total Operating Expenditures	(2,360,904)	(2,216,499)	(2,522,794)	(2,575,976)	53,182
Budget Surplus (Deficit)	(205,358)	(58,469)	(219,410)	(219,711)	301
Beginning Fund Balance	711,845	711,845	653,377	653,377	0
ENDING FUND BALANCE	506,487	653,376	433,967	433,666	(301)
LRRM Fund	189,238	181,087	181,087	181,301	214
Board Reserve (10% of Revenue)	213,961	213,961	217,612	225,525	7,913
Net Other Reserve	103,288	258,328	35,268	26,840	(8,428)

AGENCY FUND

STUDENT BODY FUND

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

Agency Funds Summary	2012-2013 Adopted	2013-2014 Adopted	2014-2015 PROPOSED
Estimated Carry Forward	140,000	100,558	58,475
Assets	200,000	200,000	200,000
Liabilities	200,000	200,000	200,000
ESTIMATED CARRY FORWARD	140,000	100,558	58,475

ENTERPRISE FUND

RESTAURANT

This account group is used to account for operations that are financed and operated in a manner similar to private business enterprises 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 is represented by the restaurant in the culinary arts program. Though the restaurant serves as a lab setting for the curriculum and for teaching purposes, it is run separately from the instructional budgets.

Enterprise Fund Revenue and Expenditures Summary	2012-2013 Adopted	2012-2013 Actual	2013-2014 Adopted	2014-2015 PROPOSED	Increase (Decrease)
Revenue					
Sales – Restaurant	20,000	17,600	24,000	20,000	(4,000)
Sales – Catering	3,500	6,479	6,500	3,000	(3,500)
General Fund Support	0	0	0	0	0
Misc Income	700	2,227	1,200	1,100	(100)
Total Revenue	24,200	26,306	31,700	24,100	(7,600)
Expenditures					
General Instruction - COGS	15,500	17,098	15,500	13,900	(1,600)
Employee Expense	9,700	12,860	16,113	7,750	(8,363)
Non-Food Expense	2,000	864	1,250	1,550	300
Business Expense	1,450	1,553	1,600	1,600	0
Operations and Maintenance	1,200	562	1,050	1,200	150
Appropriated Reserve	1,210	0	2,571	4,484	1,913
Total Expenditures	31,060	32,937	38,084	30,484	(7,600)

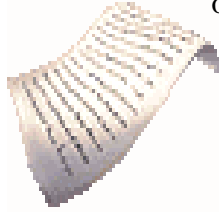
ENTERPRISE FUND

ENDING FUND BALANCE

The Ending Fund Balance is an overview of enterprise fund revenues and expenditures and a projection of the GVBOCES enterprise fund balance at the end of the 2014-2015 fiscal year. The proposed Beginning Fund Balance for 2014-2015 reflects the audited Beginning Fund Balance for the prior year.

Enterprise Fund Ending Fund Balance	2012-2013 Adopted	2012-2013 Actual	2013-2014 Adopted	2014-2015 PROPOSED	Increase (Decrease)
Operating Revenue					
Sales	23,500	24,079	30,500	23,000	(7,500)
Other Income	700	2,227	1,200	1,100	(100)
Total Operating Revenue	24,200	26,306	31,700	24,100	(7,600)
Operating Expenditures					
Instruction	(25,200)	(29,958)	(31,613)	(21,650)	(9,963)
Administration	(3,450)	(2,417)	(2,850)	(3,150)	300
Operations	(1,200)	(562)	(1,050)	(1,200)	150
Total Operating Expenditures	(29,850)	(32,937)	(35,513)	(26,000)	(9,513)
Budget Surplus (Deficit)	(5,650)	(6,631)	(3,813)	(1,900)	(1,913)
Beginning Fund Balance	13,014	13,014	6,384	6,384	0
ENDING FUND BALANCE	7,364	6,383	2,571	4,484	1,913
Board Reserve (10% of Revenue)	2,350	2,408	3,050	2,300	(750)
Net Other Reserve	5,014	3,975	(479)	2,184	2,663

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 2014-2015 budgets were prepared in compliance with the revenue, expenditures, and other requirements of Section 20 of Article X of the Constitution.

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

Consolidated Budget Summary	Net Total General Fund	Net Total Other Funds	Net Total All Funds
Beginning Fund Balance	653,377	6,384	659,761
Revenues	2,651,290	24,100	2,675,390
Total Funds	3,304,667	30,484	3,335,151
Expenditures	3,052,302	26,000	3,078,302
Appropriated Reserves	252,365	4,484	256,849
Total Appropriated Funds	3,304,667	30,484	3,335,151
Fund Adjustments	0	0	0
Non-Appropriated Reserves	0	0	0
Total Appr and Non-Appr Funds	3,304,667	30,484	3,335,151