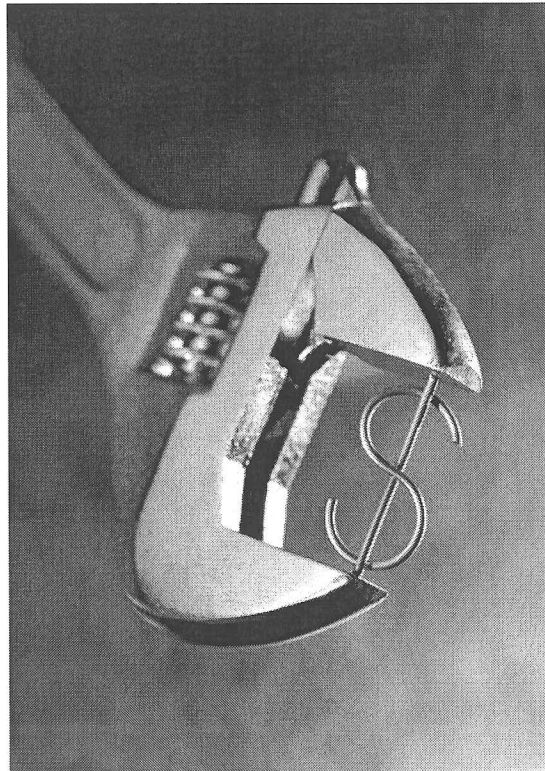


# **2011 - 2012 Budget**

Proposed May 18, 2011

Revised June 22, 2011



**For Year Ending June 30, 2012**

**Grand Valley BOCES  
Western Colorado Community College**



2011 – 2012 Budget  
Grand Valley BOCES  
Western Colorado  
Community College

## **Proposed Legal Budget For Fiscal Year 2011 – 2012**

Brigitte Sündermann  
Vice-President Community College Affairs

### *Board of Directors*

David Duff, President  
Lenna Watson, Secretary/Treasurer  
Timothy E. Foster, Member  
Joseph Skinner, Member  
Steve Schultz, Member  
Dan Roberts, Member  
Leslie Kiesler, Member

2508 Blichmann Avenue  
Grand Junction, CO 81505  
[www.mesastate.edu/wccc](http://www.mesastate.edu/wccc)

Prepared by:  
Jeff Piper  
Business Manager



2508 Blichmann Avenue  
Grand Junction, CO 81505

May 18, 2011

Dear Mr. Duff and the Board of Directors:

In accordance with Colorado Revised Statutes, I am pleased to present the 2011 – 2012 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, 2011.

This budget is jointly funded by Mesa County Valley School District #51 and Mesa State College. The budget has increased due to an increase in adjunct faculty and an increase in services. A modest increase has been funded for faculty and GVBOCES employee salaries.

There have been many highlights proposed in FY11 and subsequently will be funded in FY12. Of particular interest includes:

- New Programs
  - Aviation (fixed wing and rotary) – Certificate
  - Medical Office Assistant – Certificate
- Early Childhood Education program had been redesigned to align with new State Standards and the expected outcomes were realized with increased enrollments
- ENGL111 & SUPP101 (Gen Eds) will again be offered this fall because of student demand
- Pilot ELL classes will be offered in the fall to support those students with those specific needs
- Full-time Dev Ed faculty will be hired to support student retention and enrollments
- Second Lineworker faculty will be moved from 3/4-time to full-time

This 2011 – 2012 preliminary budget has been constructed to both meet the needs of our growing student population and respect the budgetary constraints currently being experienced by all in the educational arena. Because of these challenging economic times and the shortfalls that our partners will experience in FY12, faculty and staff will continually look for ways to reduce spending and to identify opportunities to generate additional revenue.

Respectfully submitted,

Brigitte Sündermann  
Vice President Community College Affairs

*INTRODUCTION*

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2010-2011 Proposed Budget

# 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 Mesa State College; 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 Mesa State College in meeting its role as the premier community college 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*

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2011 – 2012 Proposed Budget

# GENERAL FUND

## REVENUE

Projections contain some unknown variables and some known variables for the GV BOCES. The projections in this budget reflect what is currently known for the 2011 – 2012 fiscal year.

<b>GV BOCES Sources of Funds</b>	<b>2009 – 2010 Adopted</b>	<b>2010 – 2011 Adopted</b>	<b>2011 – 2012 Proposed</b>
Beginning Fund Balance	\$465,483	\$398,898	\$570,215
Mesa State Payment	\$639,116	\$639,116	\$812,001
School District 51 Contract	1,415,597	1,415,597	1,415,597
Other Contracts	0	0	0
Scholarships and Donations	0	0	0
Postsecondary Basic Grant (Perkins)	197,128	229,140	223,953
Math in CTE Grant	40,000	22,000	0
Miscellaneous Grants	0	0	0
Interest on LRRM	10,000	750	300
Other Interest Income	850	850	200
Other Income	114,500	95,815	66,815
<b>Total GV BOCES Revenue</b>	<b>\$2,417,191</b>	<b>\$2,403,268</b>	<b>\$2,518,866</b>
MSC Funds for Faculty	\$1,448,242	\$1,431,387	\$1,818,055
MSC Student Fees	72,394	90,000	107,000
<b>Total Other Funds</b>	<b>\$1,520,636</b>	<b>\$1,521,387</b>	<b>\$1,925,055</b>
<b>TOTAL ALL SOURCES</b>	<b>\$4,403,310</b>	<b>\$4,323,553</b>	<b>\$5,014,136</b>

# GENERAL FUND

## MESA STATE COLLEGE AND SCHOOL DISTRICT #51 FUNDING

Mesa State College and School District #51 provide revenues to the GV BOCES. In the case of Mesa State, some money is sent to the GV BOCES and additional funds are kept in the Mesa State General Fund to fund faculty positions located at Western Colorado Community College - Bishop Campus. The Vice President of Community College Affairs supervises all faculty and staff and is responsible for all evaluations. Mesa State issues contracts for all faculty, all other contracts are issued by the GV BOCES. School District #51 sends all general fund revenues to GV BOCES but maintains a Perkins Basic Grant that is partially used on the WCCC – Bishop Campus and partially used in vocational programs throughout the school district. As with the Mesa State money, the Vice President of Community College Affairs is responsible for the supervision of the funds but the GV BOCES does not appropriate the funds.

	Mesa State College	School District #51
Total to be sent to GV BOCES 2011 – 2012	\$812,001	\$1,415,597
Mesa State General Fund Faculty 2011 – 2012	1,818,055	-
Student Fees 2011 – 2012	107,000	-
<b>TOTAL FUNDING PROVIDED</b>	<b>\$2,737,056</b>	<b>\$1,415,597</b>



# GENERAL FUND

## EXPENDITURES

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

Some General Fund expenses include:

- Salaries and benefits for GV BOCES 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

<b>GV BOCES Expenditures</b>	<b>2009 – 2010 Adopted</b>	<b>2010 – 2011 Adopted</b>	<b>2011 – 2012 Proposed</b>
General Instruction	\$920,187	\$958,110	\$966,135
Instructional Support	195,219	193,872	225,422
School Administration	291,269	182,047	185,516
Central Administration	248,672	245,083	269,501
Business Services	227,128	212,353	176,260
Operations and Maintenance	401,858	420,323	453,691
Postsecondary Basic Grant (Perkins)	197,128	229,140	223,953
Math in CTE Grant	40,000	22,000	0
LRRM Fund	292,211	189,238	189,238
Other Expenditures	69,002	150,000	399,366
<b>Total GV BOCES Expenditures</b>	<b>\$2,882,674</b>	<b>\$2,802,166</b>	<b>\$3,089,081</b>
Mesa State Funds for Faculty	\$1,448,242	\$1,431,387	\$1,818,055
Mesa State Student Fees	72,394	90,000	107,000
Mesa State Advertising for WCCC	0	0	0
<b>Total Other GV BOCES Expenditures</b>	<b>\$1,520,636</b>	<b>\$1,521,387</b>	<b>\$1,925,055</b>
<b>TOTAL ALL SOURCES</b>	<b>\$4,403,310</b>	<b>\$4,323,553</b>	<b>\$5,014,136</b>

# GENERAL FUND

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

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

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

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

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

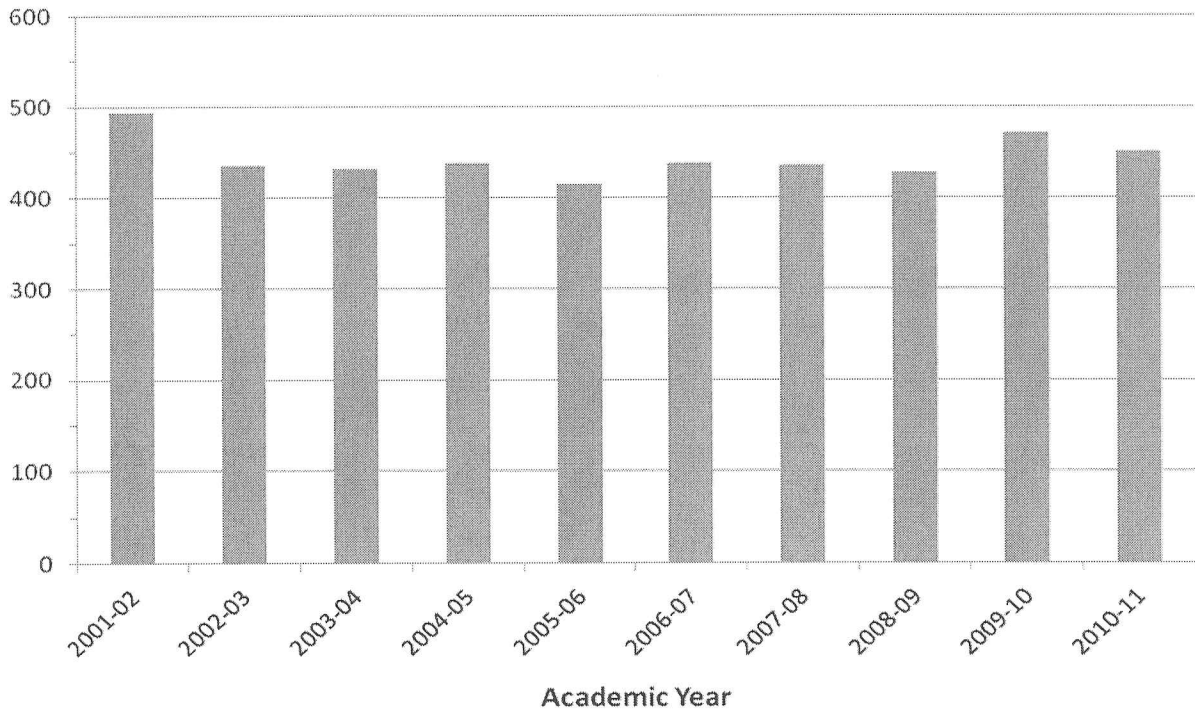
**Operations & Maintenance:** Activities concerned with facility upkeep and repair. This includes the facilities director, utility worker, contracted custodial services, vehicle repair and maintenance, and utility expenses.

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

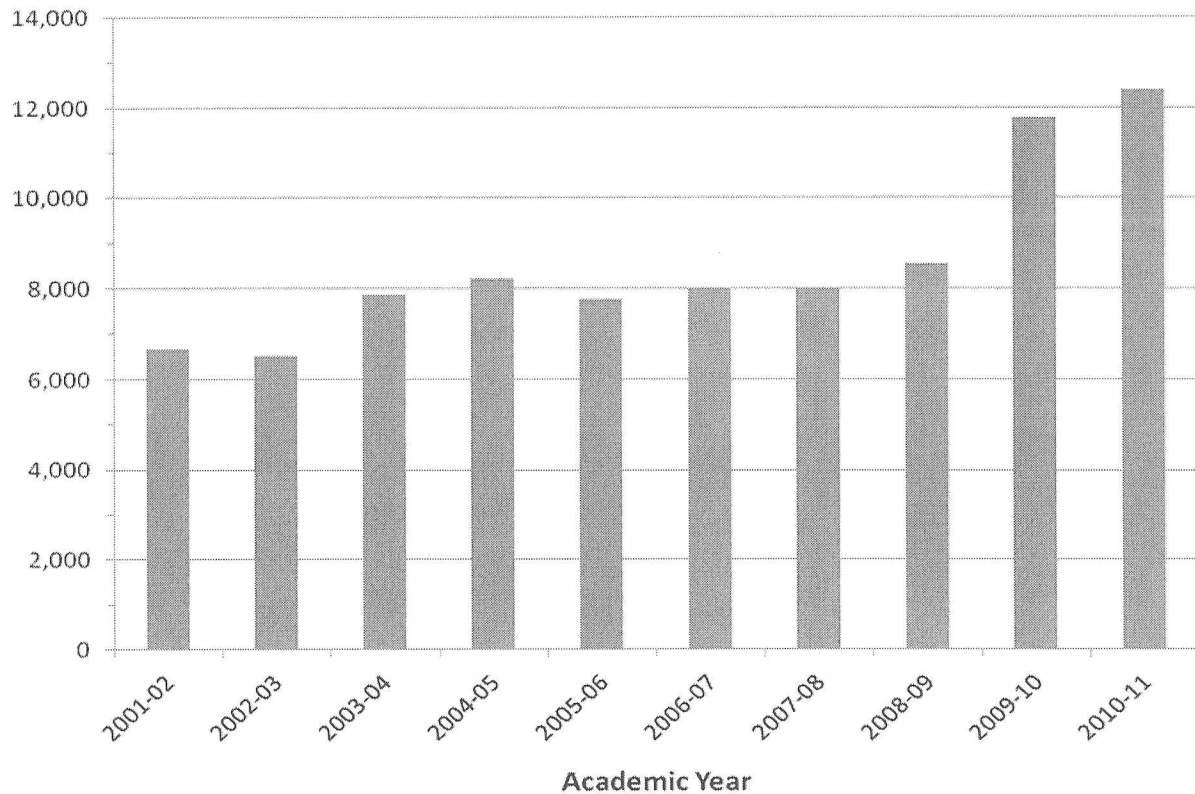
**LRRM Funds:** Activities concerned with long-range maintenance and repair of facility and equipment.

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

### Secondary Students Served



### Post-Secondary Credit Hours Generated



*AGENCY FUND*

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2011 – 2012 Proposed Budget

# STUDENT BODY FUND

## AGENCY FUNDS

Provide access to all monies earned by students and staff in the pursuit of learning. Revenues are generated primarily from student projects. Expenditures are related to instruction or used to support student activities.

<b>Agency Funds Summary</b>	2009 – 2010 Adopted	2010 – 2011 Adopted	2011 – 2012 Proposed
Estimated Carry Forward	\$51,000	\$51,000	51,000
Assets	100,000	100,000	100,000
Liabilities	100,000	100,000	100,000
Estimated Ending Balance	\$51,000	\$51,000	51,000

# RESTAURANT

## ENTERPRISE FUND

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 GV BOCES 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.

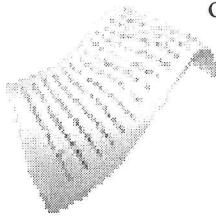
<b>Revenue and Expenditure Summary</b>	<b>2009 – 2010 Adopted</b>	<b>2010 – 2011 Adopted</b>	<b>2011 – 2012 Proposed</b>
Beginning Profit / Loss	\$9,100	\$11,200	\$14,680
Sales – Restaurant	20,000	20,000	20,000
Sales – Catering	7,000	8,000	5,000
General Fund Support	0	0	0
Misc Income	2,400	2,400	3,000
<b>Total Revenue and Beginning Balance</b>	<b>\$38,500</b>	<b>\$41,600</b>	<b>\$42,680</b>
Costs of Goods Sold	\$17,000	\$17,000	17,000
Employee Expense	15,000	15,000	10,000
Non-Food Expense	1,750	2,000	2,000
Business Administration Expense	0	0	0
Operations and Maintenance	1,800	1,800	1,800
Other Expense	2,950	5,800	11,880
<b>Total Expenditures</b>	<b>\$38,500</b>	<b>\$41,600</b>	<b>\$42,680</b>

## *STATE REPORT*

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### 2011 – 2012 Proposed Budget

#### 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 2010-2011 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 FundNet Total  
Other Funds

District Total

	Net Total General Fund	Net Total Other Funds	District Total
Beginning Fund Balance	\$570,215	\$14,680	\$584,895
Revenues	2,518,866	28,000	2,546,866
Total Funds Available	\$3,089,081	\$42,680	\$3,131,761
Expenditures	\$3,089,081	\$42,680	\$3,131,761
Appropriated Reserves	0	0	0
Total Appropriations	\$3,089,081	\$42,680	\$3,131,761
Fund Adjustments	0	0	0
Non-Appropriated Reserves	0	0	0
Total Appropriations and Non-Appropriated Reserves	\$3,089,081	\$42,680	\$3,131,761