

**MINUTES OF THE REGULAR WOODBRIDGE BOARD OF EDUCATION MEETING**

**Monday, June 16, 2025**

**Town Hall Main Meeting Room**

**CALL TO ORDER:** Ms. Lynn Piascyk, Chair, called the meeting to order (6:16 PM).

**BOARD MEMBERS PRESENT:** Lynn Piascyk, Chair; Sarah Beth Del Prete (Secretary); Dr. Laura Francese; Jeff Hughes; Steven Lawrence, Vice Chair; and Erin Williamson.

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**STAFF:** Vonda Tencza, Superintendent.

**Executive Session**

The Board entered Executive Session in accordance with State statute to review the recently ratified CSEA contract, the Business Manager 2025/26 contract and conduct the exit interview with the Superintendent.

**MOTION #1 – EXECUTIVE SESSION (6:16 PM)**

Move that we enter Executive Session in accordance with state statute and invite the Superintendent to join the Executive Session.

Mr. Lawrence  
Second by Mr. Hughes  
**UNANIMOUS**

**BOARD MEMBERS PRESENT:** Lynn Piascyk, Chair; Sarah Beth Del Prete, Secretary; Dr. Laura Francese; Jeff Hughes; Steven Lawrence, Vice Chair; Dr. Michael Strambler (6:44 PM), and Erin Williamson.

**STAFF:** Vonda Tencza, Superintendent.

The Board reviewed the CSEA proposed contract, the Business Manager 2025/26 contract and conducted the exit interview with the Superintendent.

**MOTION #2 – RETURN TO PUBLIC SESSION**

Move that we return to Public Session (6:59 PM).

Ms. Williamson  
Second by Mr. Hughes  
**UNANIMOUS**

Chair Piascyk called the Public Session back to order (7:05 PM).

**BOARD MEMBERS PRESENT:** Lynn Piascyk, Chair; Sarah Beth Del Prete, Secretary; Dr. Laura Francese; Jeff Hughes; Steven Lawrence, Vice Chair; Dr. Michael Strambler, and Erin Williamson.

**STAFF:** Vonda Tencza, Superintendent; Analisa Sherman, Principal; Donna Coonan, Director of Business Services/Operations and Marsha DeGennaro, Clerk of the Board.

**CORRESPONDENCE** – None

**PUBLIC COMMENT** – None

## **CONSENT AGENDA**

### **MOTION #3 – CONSENT AGENDA**

Move that we approve the consent agenda as presented.

Mr. Lawrence

Second by Mr. Hughes

**UNANIMOUS**

*Superintendent Report* – Superintendent Tencza presented a Certificate of Recognition --- *Strong Friend of Education* from the Connecticut Association of Schools to Lynn Piascyk. Also highlighted were events of the past year as this was the superintendent's last meeting.

*BRS Update* – Ms. Sherman noted the CARES assembly, field day the annual end of year clap out for 6<sup>th</sup> graders and Teacher of the Year, Larissa Crocco.

*BRS Infrastructure Building Committee* – Mr. Hughes indicated this committee will meet on June 18 at 8:00 AM via WebEx to narrow down the plans.

*Finance Committee* – Mr. Lawrence noted this committee met on June 10 to review the standard monthly reports. There is a projected surplus of approximately \$98,000 in the 2024/25 budget. The Committee also reviewed the request to increase school lunch prices for both the 2025/26 and 2026/27 school years. Also, reviewed were recommendations for use of the surplus monies in the 2024/25 budget and suggestions for reconciliation of the 2025/26 budget based on reductions by the Town Board of Finance.

*2024/25 Budget Surplus* – The Board reviewed the list presented by administration. It was noted that there were three (3) adjustments to the dollars indicated above. The golf cart would change to \$9,200, the radios reduced by approximately \$1,000 and the Generation Machine would increase to \$23,000 as the quote suggested that there be one machine and two substations, therefore, changing the “prioritized” figure to \$69,000.

<b>Potential Surplus Uses</b>		
<b>Description</b>	<b>Amount</b>	<b>Notes</b>
Bulk supplies to help defer family contribution	\$10,000	classroom supplies
Cover Reduced Lunch Fees	\$2,800	cover \$0.60 per meal for reduced families
Risers for band/chorus	\$3,000	
Rugs/Walk off Mats	\$2,250	Tools For Schools suggestions
Annihilare Cleaning Product	\$12,000	3 year pay back
Generation Machine		
Radios	\$8,000	refresh worn radios
Loop Repair	\$6,000	last year quote
Golf Cart	\$14,000	no quote
PE equipment	\$5,000	
<b>Items Prioritized</b>	<b>\$63,050</b>	
Exterior Painting	\$15,000	S Wing Front (old quote)
	\$15,000	D Wing Front (old quote)
	\$27,000	E Wing Front (old quote)
Total	\$120,050	
	Capital Equip.	
	Educational	
	Facilities	

**MOTION #4 – 2024/25 BUDGET SURPLUS**

Move that we use the projected surplus in the 2024/25 operating budget as recommended by administration with any remaining dollars returned to the Town.

Mr. Lawrence  
Second by Dr. Francese  
**WITHDRAWN**

**MOTION #5 – 2024/25 BUDGET SURPLUS**

Move that we use the projected surplus in the 2024/25 operating budget as recommended by administration moving the “PE equipment” to after the “loop repair” and moving the “golf cart” to the last item on the list with any remaining dollars returned to the Town.

Mr. Lawrence  
Second by Dr. Francese  
**WITHDRAWN**

Discussion ensued for the optics and perception that could be created by the purchase of a “golf cart” and the necessity of the loop repair with the building project looming on the horizon as the potential exists that there could be a smaller building footprint in a few years. Perhaps dollars allocated should apply directly to education needs / purposes such as classroom supplies. Also, is it possible to explore use of the Town golf cart used by the Recreation Department that sits idle during the day. It was also noted that the loop is used for instructional purposes by physical education classes during the day as well as after-school and summer programs.

**MOTION #6 – 2024/25 BUDGET SURPLUS**

Move that we use the projected surplus 2024/25 operating budget as recommended by administration on the prioritization potential list excluding the golf cart with any remaining dollars return to the town.

Mr. Lawrence  
Second by Dr. Francese

Discussion ensued on the necessity of the exterior building painting given the various proposals on the building project. Perhaps dollars allocated should apply directly to education needs / purposes.

**MOTION #6A – 2024/25 BUDGET SURPLUS AMENDED MOTION**

Move that we use the projected surplus 2024/25 operating budget as recommended by administration on the prioritization potential list excluding the golf cart and exterior painting with any remaining dollars return to the town.

Mr. Lawrence  
Second by Dr. Francese  
**UNANIMOUS**

2025/26 Budget Reconciliation – The Board reviewed the list presented by administration. It was noted that savings were achieved on the audit; there was a reduction in medical insurance from 9% to 4.75% and a 2% reduction in CMERS (CT Municipality Employee Retirement) occurred.

**FY 2026 Budget Reconciliation Summary of Adjustments**

2025-26 Budget Approved by BOE \$18,691,855

2025-26 Budget Approved Town Meeting \$18,525,855

Org	Obj	Description	Amount	Notes
		Salary Savings Teacher Turnover	(\$20,000)	1 Retirement
1432	62200	CMERS Rate True Up	(\$50,000)	16.71% (originally budgeted at 18.88%)
1432	62700	Medical Premiums	(\$79,000)	Now estimated 4.7% increase (originally budgeted at 9%)
1401	63902	Audit Fee Increase	(\$17,000)	Went out to bid for new contract
		Total	\$166,000	

### **MOTION #7 – 2025/26 BUDGET RECONCILIATION**

Move that we approve the reconciliation of the 2025/26 Operating Budget as presented by administration.

Mr. Lawrence

Second by Ms. Del Prete

**UNANIMOUS**

*School Lunch Price Increase* – The Woodbridge Lunch Program has not increased its paid meal prices in over five years. Due to federal waivers provided during the COVID-19 pandemic, the district was exempt from making annual price adjustments as typically recommended by the USDA and the Connecticut State Department of Education (CSDE). While this provided short-term relief for families, the district must now realign its pricing with federal guidelines and financial sustainability goals.

According to the USDA's Paid Lunch Equity (PLE) Tool, the recommended average weighted meal price for districts is **\$3.86**. However, since Woodbridge serves only grades K–6, the applicable target price is **\$3.56**. Our current student lunch price remains at **\$3.00**, well below the target, and has not been adjusted since before the 2019/20 school year. This increase would move the district toward compliance with federal requirements while remaining competitive with neighboring districts

### **MOTION #8 – SCHOOL LUNCH INCREASE**

Move that we authorize an increase in the Student Lunch price from \$3.00 to \$3.30 for the 2025/26 school year and another \$0.30 for the 2026/27 school year as recommended by administration.

Mr. Lawrence

Second by Ms. Williamson

**UNANIMOUS**

*Policy Committee* – Ms. Williamson reviewed changes on the policies currently under 30-day review.

*CABE Liaison Report* – Ms. Del Prete apprised the Board on the November 21/22 CABE Conference with hotel reservations occurring until October 20 and the August 7 Leadership Conference at Waters Edge.

Board members were reminded to complete the Board Self-Evaluation and return it to the superintendent.

### **NEW BUSINESS**

The Board ratified the recently negotiated contract with the CSEA.

### **MOTION #9 – CSEA CONTRACT RATIFICATION**

Move that we approve the draft Agreement between the Woodbridge Board of Education and the Woodbridge Paraeducators Association, CSEA SEIU Local 2001, effective July 1, 2025, through June 30, 2028.

Ms. Del Prete

Second by Dr. Strambler

**UNANIMOUS**

*Authorization to Hire* – As required, when a change in superintendent leadership occurs the incoming superintendent is authorized to hire all staff in accordance with Connecticut General Statute 10-151(b).

### **MOTION #10 – AUTHORIZATION TO HIRE**

Move that we authorize Christopher Montini, Superintendent to hire staff for the Woodbridge School District in accordance with Connecticut General Statute 10-151(b) effective July 1, 2025.

Ms. Piascyk

Second by Mr. Lawrence

**UNANIMOUS**

### **Authorized Signatures**

As required when changes in leadership occur, authorized signers for the district are required to be designated.

**MOTION #11 – AUTHORIZED SIGNATURE (MONTINI)**

Move that we approve Christopher Montini as an authorized signature and representative for the Woodbridge School District effective July 1, 2025.

Ms. Piascyk  
Second by Ms. Del Prete  
**UNANIMOUS**

**MOTION #12 – ED-099 SIGNATURE CHANGE**

Move that we accept the Permanent Single Agreement for the Connecticut State Department of Education's Child Nutrition Programs and authorize the Board of Education Secretary, Sarah Beth Del Prete, to certify the action of the Woodbridge Board of Education that authorizes Christopher Montini, Superintendent of Schools and Donna Coonan, Director of Business Services and Operations as signers of the CSDE reimbursement claims submitted on behalf of the Woodbridge School District effective July 1, 2025.

Ms. Piascyk  
Second by Ms. Williamson  
**UNANIMOUS**

**MOTION #13 – DIRECTOR OF BUSINESS SERVICES CONTRACT**

Move that we extend the contract of the Director of Business Services/Operations through June 30, 2028 including a three (3) % increase in salary for the 2025/26 school year.

Ms. Piascyk  
Second by Mr. Lawrence  
**UNANIMOUS**

**PUBLIC COMMENT** – None

**MOTION TO ADJOURN:** (8:32 PM)  
Dr. Francese  
Second by Dr. Strambler  
**UNANIMOUS**

Recorded by Marsha DeGennaro, Clerk of the Board