

Woodbridge Public School's 2022-2023 Budget Narrative

May 8, 2023

The attached financial reports represent ten months (83%) of the fiscal year.

100 Series Salaries - Salaries represent 62% of the budget. A combination of a new grant, vacancies and turn over where new staff are paid at a lower rate than their predecessors has us currently showing \$358,000 of salary savings. This grew from last month's projections because in light of our new mental health worker grant, we began moving salaries between two grants and the general fund which will reduce expenditures in the Teaching line.

200 Series Benefits – Benefits are 20% of our budget and are based on the elections of last year's staff. Payroll taxes and benefits are tracking a \$21,000 savings. Although the overall savings is close to last month's projections, we have fine-tuned our FICA, CMERS and medical insurance estimates, based on projected year end payrolls.

300 Series Purchased Professional Services- This category represents 3% of our budget and includes legal, audit and other expenses that are generated on a month-by-month basis. We are currently forecasting a \$98,000 overage in this category due to Substitutes, an unbudgeted Superintendent search, the need for a Single Audit for the prior fiscal year and unanticipated temporary staffing due to a medical leave and the unbudgeted purchase of two additional software modules for our Munis ERP. The estimate grew from past month as we project future substitute costs out at our current rate of usage.

400 Series Purchased Property Services - Utility budgets are 4% of the total budget and have been increased over the previous year to keep up with higher natural gas and heating costs. The winter is now behind us and our bills have been paid through March. With only one quarter to go, it appears that we will stay within budget for natural gas and see some additional savings in electricity. Based on these projections, this category is projecting \$17,000. This includes our plan to encumber \$40,000 this year for a 'uniform inspection and evaluation of the heating, ventilation and air conditioning system,' required by changes to GS 10-220(d) which needs to be completed by January 1, 2024 and every 5 years thereafter.

500 Series Other Purchased Services - This category is 8.2% of our budget and includes student transportation, tuition, interns, liability insurance and items that do not fall within the professional services/property services categories. As we have not yet received our Excess Cost funds from the Town, this category is running \$182,000 over budget. This is due to needing one additional special education bus, and additional outplaced tuition, the need to contract out numerous student evaluations due to staffing levels in the department and the contracting for behavioral technicians to assist with the paraeducator vacancies. This projection is about \$16,000 less than last month as we have backed down our outplaced transportation projection that is looking less likely to occur before June 30th.

600 Series Materials and Supplies – These supplies account for 1.7% of our budget. With the exception of custodial/maintenance supplies, this category directly supports classroom instruction. As supplies accounts were frozen last year, we anticipate needing to use all of the available balances this fiscal year. This category is currently \$2000 over budget due to the unbudgeted purchase of various security related supplies. We reduced the projection slightly from last month as it is unlikely we will use all the office supply funds available.

700 Series Furniture and Equipment - This category represents 3/10 of one percent of the budget and is currently projected to be \$1400 over budget due to the purchase of additional HVAC system motors. They have been difficult to find and it's a good idea to stock up when we can get them.

800 Series Dues and Fees – This budget category is small but important as it links staff to professional organizations that help keep them up-to-date in their respective academic fields.

900 Series Misc. Expenses - The primary expense in this category is the Ezra Nurse, a non-public health expense we are required by law to maintain. We are projecting a \$12,000 surplus in this category. We backed this projected surplus down a little from last month thinking there may be some year end expenses coming.