

**MINUTES OF THE HYBRID SPECIAL WOODBRIDGE BOARD OF EDUCATION MEETING**  
**Via WebEx** <https://woodbridgeps.webex.com/woodbridgeps/j.php?MTID=mfe0710e16323001c87a137f8d0bc2650>  
**Meeting Number:** 2480 185 9310    **Meeting Password:** h3G567YpyvP  
**Wednesday, January 3, 2024**  
**South Assembly Room**

**CALL TO ORDER:** Ms. Lynn Piascyk, Chair, called the meeting to order (7:07 PM).

**BOARD MEMBERS PRESENT:** Ms. Lynn Piascyk (in-person); Dr. Jay Dahya (in-person); Sarah Beth Del Prete (in-person); Mr. Steven Lawrence, (in-person); Dr. Michael Strambler (remote) and Ms. Erin Williamson (7:15 PM remote).

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

Ms. Piascyk reviewed the process for election of officers in accordance with Board Policies 9110, 9120, 9121, 9122, 9123 and 9325.43. The floor was opened for nominations for Chair.

**MOTION #1 – NOMINATIONS FOR CHAIR**

I nominate Lynn Piascyk to serve as Chair of the Woodbridge Board of Education.

Ms. Del Prete

Second by Mr. Lawrence

No other nominations were made.

**MOTION #2 – CLOSE NOMINATIONS FOR CHAIR**

Move that we close nominations for Chair.

Ms. Hopkins

Second by Dr. Dahya

**UNANIMOUS**

**MOTION #1A – NOMINATIONS FOR CHAIR**

*I nominate Lynn Piascyk to serve as Chair of the Woodbridge Board of Education.*

*Ms. Del Prete*

*Second by Mr. Lawrence*

**UNANIMOUS**

Ms. Piascyk was elected Chair and thanked the Board for their support. Ms. Piascyk opened the floor for nominations for Vice Chair.

**MOTION #3 – NOMINATIONS - VICE CHAIR**

I nominate Steven Lawrence to serve as Vice Chair of the Woodbridge Board of Education.

Ms. Hopkins

Second by Dr. Dahya

There were no other nominations.

**MOTION #4 – CLOSE NOMINATIONS FOR VICE CHAIR**

Move that we close nominations for Vice Chair.

Ms. Hopkins

Second by Ms. Del Prete

**UNANIMOUS**

Ms. Williamson arrived remotely (7:15 PM).

**MOTION #3A – NOMINATIONS - VICE CHAIR**

*I nominate Steven Lawrence to serve as Vice Chair of the Woodbridge Board of Education.*

*Ms. Hopkins*

*Second by Dr. Dahya*

**UNANIMOUS**

Mr. Lawrence accepted the nomination for Vice Chair and thanked the Board for their support.

Ms. Piascyk opened the floor for nominations for Secretary.

**MOTION #5 – NOMINATIONS - SECRETARY**

*I nominate Sarah Beth Del Prete to serve as Secretary of the Woodbridge Board of Education.*

*Mr. Lawrence*

*Second by Dr. Dahya*

No other nominations were received.

**MOTION #6 – CLOSE NOMINATIONS FOR SECRETARY**

*Move that we close nominations for Secretary.*

*Ms. Hopkins*

*Second by Mr. Lawrence*

**UNANIMOUS**

**MOTION #5A – NOMINATIONS - SECRETARY**

*I nominate Sarah Beth Del Prete to serve as Secretary of the Woodbridge Board of Education.*

*Mr. Lawrence*

*Second by Dr. Dahya*

**UNANIMOUS**

Ms. Del Prete looked forward to continuing her role as Secretary and thanked the Board for their support.

**2024/25 Budget** – The Board reviewed the 2024/25 Superintendent's Proposed Budget of \$17,679,200 representing a 3.89% increase. Budget includes increases in negotiated staffing contracts, transportation, and insurance allocation rates.

Proposed Staffing Changes include:

- Reduce 1 FTE Elementary Section due to exiting Grade 6 section while maintaining Class Size Guidelines. *(Projected enrollment decreasing from 885 to 873).*
- Restoration of STEAM teacher *(reallocation of current staff).*
- Restore 10 hours per week of Business Office Accounts Payable/Account Clerk position. *(Return to pre-Covid staffing level).*
- Increase North Office 10 month position to 8 hours per day vs 6.
- Reduce two (2) vacant para positions *(result of enrollment scheduling efficiencies).*

Increases in Technology

- 150 iPads
- Touch Board Replacements Grades 2 and 5 Classrooms
- 15 Document Cameras
- 15 Macbooks

Superintendent Tencza reviewed the budget development process noting that this budget included everything necessary to support the district in 2024/25. Questions were raised relative to maintenance of the STEAM position in future years, restoring the recommended reduction of two (2) paraeducators and the addition of a teacher for Grade 5 and/or Grade 1. It was suggested that additional staff be added to the budget to ensure staffing and programming would not be reduced should the Town decide to reduce the budget request.

Superintendent Tencza reminded the Board the district remains committed to the restoration of the STEAM teacher and will continue to monitor class sizes and student enrollment. It is imperative that the district remain transparent with the Town and administration builds the budget predicated on what needs are currently known to exist to ensure the budget is not artificially inflated.

**MOTION #7 – 2024/25 BUDGET**

Move that we approve the 2024/25 operating budget as recommended by administration.

Mr. Lawrence  
Second by Ms. Hopkins

**UNANIMOUS**

It was suggested that in September / October the Finance Committee receive a brief report on the top 10% increases in expenses inclusive of anticipated insurance premium costs. It is hoped that with the change of elections from May to November, the timeline for budget development will occur later in the year as the first week in January is too early for accurate forecasting of expenses, staffing etc.

**MOTION TO ADJOURN: (7:58 PM)**

Ms. Hopkins  
Second by Mr. Lawrence

**UNANIMOUS**