

## Woodbridge Public School's 2021-2022 Budget Narrative

September 1, 2021

September 1, 2021 represents two months of the fiscal year, but only two days of the school year. By the end of September, the financial report, with all positions filled, and two more payrolls completed, will give a clearer picture of the 2021-2022 budget.

**100 Series Salaries** - Salaries represent 60% of the budget. While we are currently showing \$95,700 positive position, this balance will shrink as all the non-certified staff positions are filled. Salaries is a budget area that will be watched closely as we move through the fiscal year. You may also note in the budget detail the large number of positive and negative budget lines. This clearly reflects the larger number of employee changes since the budget was developed. You may also note the budget format clearly shows the \$75,000 Technology Manager transfer the Board approved.

**200 Series Benefits** - The district is fully insured. With the amount of staff turnover, this account is likely to change with the varied medical coverage needs of the new staff versus former staff. The Business Office has started tracking this budget category and will share that document with the Finance Committee and Board periodically during the year.

**300 Series Purchased Professional Services**- It is very early in the fiscal year to get a clear picture of this category of accounts. This category includes legal, audit and other expenses that are generated on a month-by-month basis. The current positive balance does not yet reflect the expenses that will be incurred during the next ten months. Repeating, the budget format clearly shows the origin of the \$75,000 transfer made for the Technology Manager.

**400 Series Purchased Property Services** - Unlike the 300 Series, property services can be estimated based on historical experience. The utility expenses have been encumbered based on expected need. Other categories for repairs and services are not as easily projected. The Beecher Road School has many sophisticated HVAC, security and electronic systems which, while providing an enhanced physical environment, seem to take significant service support.

**500 Series Other Purchased Services** - This budget series includes Transportation, Tuition, interns, liability insurance and items that do not fall within the professional services/property services categories. These are relatively straight-forward in predicting unless there are significant changes in the student population.

**600 Series Materials and Supplies** – Except for custodial/maintenance supplies, this category is direct support for classroom instruction. It is rare that this category of accounts is over balance.

**700 Series Furniture and Equipment** - This category represents 7/10 of one percent of the budget and should not exceed its allocation.

**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.

