

Woodbridge Public School's 2022-2023 Budget Narrative

July 13, 2023

The attached financial reports represent 12 months (100%) of the fiscal year, however the books remain open and invoices will still be coming in for the next month.

100 Series Salaries - Salaries represent 62% of the budget. A combination of vacancies and turn over where new staff are paid at a lower rate than their predecessors has us created \$360,000 of salary savings for the year. This figure is about \$13K more than we estimated last month as para reimbursement was slightly better than previously estimated.

200 Series Benefits – Benefits are 20% of our budget and are based on the elections of last year's staff. The entire category came in \$7,000 under budget for the year. There were larger than typical payroll taxes posted in association with the "balloon" payroll in June but some of that was mitigated by moving some benefits to the grants.

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 \$56,000 overage in this category due to the 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. This category could still come in slightly better than projected here, as we are conservatively estimating unknown legal fees owed on a recent mediation.

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. We currently estimate this category ending up \$110,000 over budget. This estimate is materially different from last month's estimate (\$7K over budget) as we have increased encumbrances to include PA system improvements and the remaining payments anticipated on the behavioral technician contract.

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. We estimate that this category will land at about \$123,000 over budget. This category is looking about \$50,000 better than last month as we were able to relieve the remaining balance on open purchase order for Interns and relieve some of the open PO balance for BCBA services.

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. This category is now showing \$11,000 under budget for the year. There are about \$10K of saving in supplies that we did not anticipate last month, and an \$11K change in our software expense projection because something was pre-paid last year that we anticipated having to spend in FY23.

700 Series Furniture and Equipment - This category represents 3/10 of one percent of the budget. Due to the year end surplus spend down this category is now estimating \$88,000 over budget. We were able to pre-buy \$45K of chrombooks for the 6th grade that was planned for next year, and purchase a vision screener for the nurse and refresh our vacuums for the custodial staff and replace two student printers.

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 \$16,000 surplus in this category.