

Woodbridge Board of Education
Woodbridge Board of Education Regular
Meeting
Monday, December 15, 2008 7:00 PM

Woodbridge Board of Education Regular
Meeting December 15, 2008 Library Media
Center Beecher Road School

Agenda

- I. **Preliminary Business**
 - A. Call to Order
 - B. Salute to the Flag
 - C. Correspondence
 - D. Public Comment - Agenda Items
- II. **Consent Agenda**
 - A. Approval of Meeting Minutes
 - 1. November 6, 2008 Special Meeting Minutes
 - 2. November 17, 2008 Regular Meeting
- III. **Reports**
 - A. Superintendent's Report
 - 1. BRS Update
 - 2. Act on 2009/10 Budget Proposal
 - B. PTO Update
 - C. Facilities Committee Report
 - D. Curriculum Committee
 - E. Policy Committee
 - 1. Adopt Policies 9000 (Role of the Board and Members - Powers, Purpose, Duties), 9010 (Limits of the Board) and 9040 (Board Related Responsibilities)
 - 2. Adopt Policies 9120 (Officers of the Board), 9121 (Chairperson), 9123 (Secretary) and 9131 (Committee of the Whole)
 - 3. Adopt Policies 9132 (Standing Committees) and 9132.5 (Standing Committees - Facilities Committee)
 - F. CABA Liaison Report
 - G. ACES Liaison Report
- IV. **New Business**
- V. **Finance**
 - A. Approval of Financial Reports from Finance Committee
 - 1. Monthly Summary Financial Report Ending
 - 2. Monthly Detail Financial Report Ending
 - 3. Combining Financial Statements
 - 4. Monthly Cafeteria Report
 - B. Act on 403(b) Retirement Plan
- VI. **Old Business**
- VII. **Receive and File**
- VIII. **Other**
 - A. Public Comment

- B. Executive Session, in accordance with State Statute
- IX. **Adjournment**

MINUTES OF THE SPECIAL BOARD OF EDUCATION MEETING

Thursday, November 6, 2008
Library Media Center, Beecher Road School

CALL TO ORDER: Sheila McCreven, Chair called the meeting to order at 6:35 PM.

BOARD MEMBERS PRESENT: Ms. Sheila McCreven, Chair; Mr. Michael Ewing, Secretary; Dr. Thomas Handler, Ms. Susan Kelley, Mr. Carl Linskog, Mr. Mark Livesay and Ms. Debby Pines.

STAFF: Dr. Guy Stella, Superintendent; Chuck Zettergren, Business Manager and Marsha DeGennaro, Clerk of the Board.

MEMBERS OF THE PUBLIC: Joseph Holowienko, WEA; Margaret Hamilton, PTO and Mary Hill community.

The Board reviewed contract agreements with the Woodbridge Association of School Administrators and the Woodbridge Education Association.

MOTION #1 – ADMINISTRATORS CONTRACT (2009-2012)

Move that we ratify the contract between the Woodbridge Board of Education and the Woodbridge Association of School Administrators July 1, 2009 – June 30, 2012.

Ms. Pines
Second by Mr. Ewing
UNANIMOUS

MOTION #2 – WEA CONTRACT (2009-2013)

Move that we ratify the contract between the Woodbridge Board of Education and the Woodbridge Education Association July 1, 2009 – June 30, 2013.

Ms. Pines
Second by Mr. Ewing
IN FAVOR: Mr. Ewing, Dr. Handler, Mr. Livesay, Ms. Kelley, Ms. McCreven, and Ms. Pines
AGAINST: Mr. Linskog

MOTION PASSES 6-1

The Board reviewed the estimated budget proposal for the Quarter Mile Loop. Suggestions were made to wait until fund raising efforts were completed and actual construction dollars defined.

MOTION #3 – QUARTER -MILE LOOP AUTHORIZATION

Move that we endorse the final concept and funding for the ¼ Mile Loop with Enviroseal, and authorize the Superintendent to pursue Capital Project funding from the Board of Selectmen.

Ms. Pines
Second by Mr. Ewing
IN FAVOR: Mr. Ewing, Dr. Handler, Mr. Linskog, Mr. Livesay, Ms. McCreven, and Ms. Pines
ABSTAIN: Ms. Kelley

MOTION PASSES 6-1

MOTION TO ADJOURN: (6:55 PM)
Mr. Ewing
Second by Ms. Pines
UNANIMOUS

Recorded by Marsha DeGennaro, Clerk of the Board

MINUTES OF THE REGULAR BOARD OF EDUCATION MEETING

Monday, November 17, 2008

Library Media Center, Beecher Road School

CALL TO ORDER: Sheila McCreven, Chair called the meeting to order at 7:05 PM.

BOARD MEMBERS PRESENT: Ms. Sheila McCreven, Chair; Mr. David Barkin, Vice Chair; Mr. Michael Ewing, Secretary; Ms. Susan Kelley, Mr. Carl Lindskog, Ms. Debby Pines, and Ms. Carolyn Wolff.

STAFF: Dr. Guy Stella, Superintendent; Chuck Zettergren, Business Manager; Carol Bequary, Primary Grades Principal; MaryLou Torre, Intermediate Grades Principal; Sheila Haverkamp, Special Services Director and Marsha DeGennaro, Clerk of the Board.

MEMBERS OF THE PUBLIC: Joseph Holowienko, WEA; Carl Stiles, ACES; Jeanette Glicksman, PTO; and Aldon Hynes, community.

BOARD CORRESPONDENCE - None

PUBLIC COMMENT - None

CONSENT AGENDA

Minutes

MOTION #1 –MINUTES, OCTOBER 20, 2008 REGULAR MEETING

Move that we approve the minutes of the October 20, 2008 Regular Meeting.

Mr. Ewing

Second by Mr. Lindskog

UNANIMOUS

REPORTS

Superintendent's Report

- *Beecher Road School Update* – Superintendent Stella highlighted the Teacher of the Year Celebration at Central University; professional development collaboration in Math with a consultant from the Bethany Community School; the teaching of Spanish in Kindergarten classrooms and the recognition of Jan Brown and Lori Patrick by the Connecticut Association of School Librarians (CASL) for their visual literacy presentation on Political Cartoons.
- *¼ Mile Loop Update:* A formal request has been made to the Boards of Selectmen and Finance to provide up to \$26,000 in funding from unexpended Capital Project monies.
- *Solar Energy* – Ms. McCreven indicated she had received a preliminary report from community member Jon Gorham regarding approval by the Board Selectmen to place solar panels on the Beecher Road School Roof. It was agreed that this item would be discussed at the December 5 Facilities Committee meeting.
- *2009/10 Budget Update* – Superintendent Stella apprised the Board on the development of the 2009/10 budget which included technology initiatives, professional development and staff reductions. The budget will support the educational mission to develop life-long learners and independent thinkers. As has been the practice, the budget was formulated on “0” based budgeting.
- 2007/08 Strategic School Profile – The Board reviewed the Strategic School Profile. Questions were raised regarding Physical Education testing results and their correlation to wellness initiatives, Per Pupil Expenditures and Technology.

PTO Update: Ms. Glicksman highlighted Picture Retake Day, the Thanksgiving Food Drive, the upcoming Book Fair and fund-raisers for the ¼ Mile Loop.

Facilities Committee: Ms. Pines advised this Committee met on November 7. The Committee discussed storage trailer consolidation with the Recreation Department; plantings indigenous to Connecticut on the BRS grounds and gardens and development of a policy for future garden plans.

Curriculum Committee – Ms. McCreven stated this Committee will meet either the last week of November or the first week in December to discuss curriculum initiatives for the 2009/10 budget.

Policy Committee – Mr. Ewing noted this Committee met on November 6 and initiated a review of the 9000 series (By-Laws). He presented policies for 30-day review.

MOTION #2 - POLICIES (30-DAY REVIEW)

Move that we accept Policies 9000 (Role of Board and Members); 9010 (Limits of the Board) and 9040 (Board Responsibilities) for 30-day review.

Mr. Ewing
Second by Mr. Barkin
UNANIMOUS

Mr. Ewing noted the changes in Policies 9120, 9121, 9123 and 9131.

MOTION #3 - POLICIES (30-DAY REVIEW)

Move that we accept Policies 9120 (Officers of the Board); 9121 (Chairperson); 9123 (Secretary of the Board) and 9131 (Committee of the Whole) for 30-day review.

Mr. Ewing
Second by Ms. Pines

Ms. Kelley suggested a friendly amendment striking the word “standing” in the second line of Policy 9131. Mr. Ewing agreed to the amendment.

MOTION #3A - POLICIES (30-DAY REVIEW)

Move that we accept Policies 9120 (Officers of the Board); 9121 (Chairperson); 9123 (Secretary of the Board) and 9131 (Committee of the Whole) as amended for 30-day review.

Ms. Kelley
Second by Mr. Ewing
UNANIMOUS

Mr. Ewing noted that Policy 9132 was not changed and 9132.5 was new.

MOTION #4 – POLICIES (30-DAY REVIEW)

Move that we accept Policies 9132 (Standing Committees) and 9132.5 (Standing Committees - Facilities Committee) for 30-day review.

Mr. Ewing
Second by Ms. Pines

Mr. Barkin suggested a friendly amendment to add the word “grounds” between *building* and *needs* in the first sentence of Item 2 in Policy 9132.5.

MOTION #4A – POLICIES (30-DAY REVIEW)

Move that we accept Policies 9132 (Standing Committees) and 9132.5 (Standing Committees - Facilities Committee) as amended for 30-day review.

Mr. Barkin
Second by Mr. Ewing
UNANIMOUS

CABE Liaison Report – Ms. McCreven, Mr. Barkin and Dr. Stella attended the CABE/CAPSS Conference on Friday, November. Ms. McCreven attended workshops on *Budgeting in Recessionary Times; Reducing Energy Costs while Creating the Green, Sustainable School Your Community Members Desire* and *Secondary School Redesign*. Mr. Barkin attended *Education in Transition* and *Two View – NEASC and CBIA – with One Vision: Improving Schools*. Dr. Stella attended the *Legal and Legislative Update, Professional Learning Communities* and *New Ways of Communicating in an Electronic Age*.

ACES Liaison Report – Ms. Pines reported Thomas Henick, Public Officer of the Freedom of Information Commission, reviewed recent changes under FOI compliance; the 2007/08 audit was presented, the Professional Day on Professional Learning Communities highlighted and a review of the Open Choice process implications was discussed. The December meeting will host students who have designed the ACES Christmas cards. It was suggested that Craig Edmondson, Executive Director of ACES, be invited to present to the Board an overview of the programs offered and supported by ACES.

NEW BUSINESS – None

FINANCE

Mr. Lindskog presented the Financial Reports reviewed by the Finance Committee at their November 10, 2008 meeting.

MOTION #5 – 2008/09 BOARD OF EDUCATION MONTHLY SUMMARY FINANCIAL REPORT

Move that we approve the 2008/09 BOE Monthly Summary Financial Report through October 31, 2008, F1, as submitted by the Business Manager.

Mr. Lindskog
Second by Mr. Barkin
UNANIMOUS

MOTION #6 – 2008/09 BOARD OF EDUCATION MONTHLY DETAIL FINANCIAL REPORT

Move that we approve the 2008/09 BOE Final Monthly Detail Financial Report ending October 31, 2008, F2-5, as submitted by the Business Manager.

Mr. Lindskog
Second by Mr. Ewing
UNANIMOUS

MOTION #7 – 2008/09 COMBINED FINANCIAL STATEMENTS

Move that we approve the 2008/09 Final BOE Combined Financial Statements through October 31, 2008, F6-7, as submitted by the Business Manager.

Mr. Lindskog
Second by Mr. Ewing
UNANIMOUS

RECEIVE & FILE – The November 4, 2008 Enrollment Report.

OLD BUSINESS – None

PUBLIC COMMENT – None

MOTION TO ADJOURN: (8:51 PM)
Mr. Ewing
Second by Ms. Pines
UNANIMOUS

Recorded by Marsha DeGennaro, Board Clerk

An important message for parents from Dr. Stella, Superintendent.

A Special Opportunity For You and Your Family.

Chinese visitors are coming soon. Help us put our best foot forward.

December 15, 2008

Dear Beecher Families and Staff:

I have exciting news that I want to share with you. We recently received word from the Connecticut State Department of Education that a delegation of 30 educators from the Shandong Province in China will be visiting Connecticut from January 6 – 16, 2009.

The purpose of the trip is to provide an opportunity for these educators to study American Education first hand. Woodbridge has been asked to host two of these educators during their ten-day visit. One is principal of our *Sister School*, Heze Municipal Experimental Elementary School. The other is a principal of another elementary school in the same city, Heze.



Dr. Stella with the principal of our sister school in China.

As you may recall, two representatives from BRS were hosted in China on two separate occasions by our sister school. I went for a ten-day stay in October 2007 and Nancy White, BRS sixth grade teacher, represented us during the spring recess earlier this year. The hospitality extended to us by the administration, staff, children and parents of our sister school community was phenomenal.

We are thrilled to have the opportunity to welcome our educational colleagues from China and reciprocate with American hospitality. I am reaching out to members of the

Can you help in any of these ways?

- **House our guests for part of their stay**
- **Provide translation (Mandarin Chinese) for our guests during the school day, or at some evening functions or on the weekend**
- **Entertain our guests for lunch one afternoon or invite them for a dinner one evening**
- **Show our guests a special aspect of life here in Connecticut**

Beecher Road School community for volunteers to help us host our visitors.

I am looking for ideas and help in making our guests welcome, and creating wonderful memories and relationships for them to bring back to China.

In addition to showing hospitality to our guests, I would like to use their visit to do the following: (1) provide our students with a chance to interact directly with school leaders from another land, another culture; (2) create momentum in promoting intercultural communication as a core value of our school and school community; (3) strengthen the sister school relationship; and (4) develop our capacity as a school community to promote intercultural exchanges of staff and, possibly students, between BRS and schools in international settings. It is a dream, but dreams come true.

If you are in a position to support this historic visit to BRS please fill out the volunteer sheet on the back of this letter and return it to me at the District Office, 40 Beecher Road South by Monday, December 22nd. Or, e-mail your response to me at gstella@woodbridge.k12.ct.us.

The BRS PTO has offered to support the upcoming visit in any way it can. You will be hearing from the PTO soon.

Let me take this opportunity to wish each one of you and your family a holiday filled with joy and laughter, and a new year filled with happiness and good health.

Sincerely,

A handwritten signature in black ink that reads "Gaeton F. Stella".

Gaeton F. Stella, Ph.D.
Superintendent of Schools

See Other Side

Visit of Chinese Educators to BRS
January 6 – 16, 2009
Volunteer Survey

1. Hosting visitors:

- My family can host a visitor:
 _____ for the entire stay
 _____ for a weekend (Saturday, Sunday)
 _____ for 2-3 days during the week
- My family can host both visitors:
 _____ for the entire stay
 _____ for a weekend (Saturday, Sunday)
 _____ for 2-3 days during the week
- Someone in my family can provide translation service;
 _____ during the school day
 _____ on a weekend (1 or 2 days)
 _____ for evening events
- My family would like to invite the two guests to our house:
 _____ lunch during the week
 _____ dinner one evening
 _____ Saturday night dinner
 _____ Sunday lunch or dinner
- Other activities ways that I can help:

If you are able to help, please return this survey to Dr. Stella by Monday, December 22, 2008.
Drop it off or mail to Superintendent of Schools, 40 Beecher Road – South Suite – Woodbridge,
CT 06525.

Your name: _____

Child/Children's name(s) and class(es): _____

Address: _____

Telephone Number: _____

e-mail address: _____

If you have questions or would just like more information, please contact me at the district office.
E-mail: gstella@woodbridge.k12.ct.us or by phone at 387-6631.

BEECHER ROAD SCHOOL

Woodbridge Board of Education Budget

July 1, 2009 – June 30, 2010



Board of Education

Sheila McCreven - Chair
David Barkin - Vice Chair
Michael Ewing - Secretary
Thomas Handler
Susan Kelley
Carl Lindskog
Mark Livesay
Debra Pines
Carolyn Wolff

Superintendent of Schools

Dr. Gaeton F. Stella

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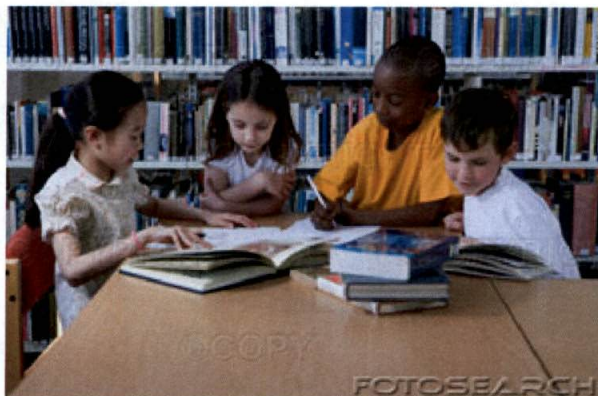
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Budget Overview

The 2009/10 proposed budget was developed to support the educational mission, vision and goals of the Woodbridge School District. The budget development process was built around needs associated with implementing a carefully crafted strategic plan that seeks to transform Beecher Road School into a 21st Century model of education. The focus is on improving the quality of education while at the same time respecting the taxpayer.

The Budget for 2009/10 is built around the following assumptions:

- ❖ Class size contributes to improved student academic performance as well as to the social and emotional development of children. For many years, class sizes in Woodbridge have exceeded the Class Size Task Force Guidelines of the Board of Education. Class configuration in this budget, supports compliance with the Class Size Task Force Guidelines. This year's budget includes the elimination of one classroom teaching position and two teaching assistant positions. Implementation of the five-year class size projection plan will result in long-term cost savings.
- ❖ The budget supports the implementation of the district's Strategic Plan. A major focus has been placed on Reading, Writing, the core academic subjects and the Arts. Budget support for these areas include purchase of instructional materials, curriculum projects and enhanced opportunities for professional development for staff in key educational initiatives, including Writer's Workshop, Reader's Workshop, Responsive Classroom, Professional Learning Teams, Mathematics, Science and Technology .
- ❖ The budget will support new initiatives, including: (1) development and implementation of an updated Health, Mathematics, Science, Social Studies and World Language curriculum; (2) expansion of Readers' Workshop in identified classrooms; and, (3) implementation of a comprehensive after-school Technology Academy to provide on-going professional development for staff in technology.
- ❖ The budget was developed using a "zero based" approach that is aligned with School Board goals and the district's Strategic Plan. The district's, School Board approved, Strategic Plan was developed by the district's Administrative Team and school staff in cooperation with the Tri-State Consortium.
- ❖ All current collective bargaining agreements or employee contract wage adjustments have been budgeted and costs for current contract negotiations have been projected.
- ❖ The budget supports the use of interns to provide greater continuity in instruction rather than paying for substitute teachers.
- ❖ The budget attempts to deal with the increasing health insurance costs in a fiscally responsible way and in partnership with the Town of Woodbridge. The district has been able to substantially reduce costs in retiree health benefit premiums without sacrificing the quality of benefits. This cost-saving measure will also have a positive impact on the district's GASB 45 funding requirements.
- ❖ All mandated Special Education programs and expenses are included in the budget proposal. Reimbursement for Special Education Excess Cost will be reimbursed by the State of Connecticut for a percentage (determined annually) of costs in excess of 4.5 times the per pupil expenditure.
- ❖ The budget assumes a focused approach to spending --- one that is directly related to the district's educational mission and strategic plan.
- ❖ The proposed budget in comparison with the 2008/09 budget indicates an increase of 1.84%.

Budget Development Process

- ❖ Budget Process Began in October, 2008
- ❖ Zero Based Approach Implemented
- ❖ Alignment with Goals and Initiatives
- ❖ Input from District/School Administration and Staff
- ❖ Board of Education Finance Committee Review of Budget on December 8, 2008
- ❖ Formal Presentation of 2009-2010 Budget to Board of Education on December 15, 2008
- ❖ Budget Meeting with First Selectman, Finance Board Chair, and Finance Director, January, 2009
- ❖ Board of Selectmen/Finance Presentation, January, 2009
- ❖ Budget Hearing April, 2009
- ❖ Budget Adoption May, 2009



REVENUES

Intergovernmental Revenues are entitlement funds received by the Town and deposited directly into the General Fund. They are not directly credited toward educational expenses.

	2007-2008	2008-2009	2009-2010
<u>Intergovernmental Revenue</u>	<u>Actual</u>	<u>Anticipated</u>	<u>Estimated</u>
Education Cost Sharing(ECS)	698,751	721,370	Unknown

District Initiated Revenues are received by the Town as a result of action taken by the Board of Education and are related to expenses included in the Board of Education budget.

	2007-2008	2008-2009	2009-2010
<u>District Initiated Revenues</u>	<u>Actual</u>	<u>Anticipated</u>	<u>Estimated</u>
Special Education-Excess Costs	164,789	76,940	32,295

Grant Revenues are funds that are directly received by the school district for specific purposes outlined in a grant application. These funds may not be spent to supplant existing programs. These funds were obtained to help supplement locally funded programs.

	2007-2008	2008-2009	2009-2010
<u>Grant Revenues</u>	<u>Actual</u>	<u>Anticipated</u>	<u>Estimated</u>
IDEA Part B, Section 611	164,915	164,866	148,379
IDEA Part B, Section 619 (Pre-K)	11,432	11,297	10,167
Title I- Improving Basic Programs	64,556	45,704	41,134
Title IIA- Teachers	17,514	17,254	15,529
Title IIA- Technology	390	236	212
Title IV- Safe & Drug Free Schools	2,113	2,092	1,883
Title V- Innovative Education Strategies	709	0	0
Primary Mental Health	25,000	24,000	21,600
Magnet School Transportation	3,900	3,900	3,510
Open Choice	22,500	22,500	20,250
Non-Public Health	5,556	5,628	5,065
Total Grant Revenues	318,585	297,477	267,729

**** WOODBRIDGE ENROLLMENT PROJECTIONS**

School Year	Birth Year ¹	Births	K ²	1	2	3	4	5	6	PreK	PK-2	3 - 6	Total
Actual													
1997-98	1992	60	127	129	128	143	128	146	130	16	400	547	947
1998-99	1993	72	116	137	132	132	150	133	145	18	403	560	963
1999-00	1994	80	136	128	145	137	141	148	139	21	430	565	995
2000-01	1995	75	112	139	127	151	139	146	153	19	397	589	986
2001-02	1996	76	110	111	140	133	150	151	147	20	381	581	962
2002-03	1997	79	120	114	115	135	133	154	153	15	364	575	939
2003-04	1998	87	113	120	112	115	136	129	161	16	361	541	902
2004-05	1999	66	94	107	125	116	124	138	129	20	346	507	853
2005-06	2000	64	102	91	109	126	115	123	140	19	321	504	825
2006-07	2001	70	101	103	90	111	129	118	125	18	312	483	795
2007-08	2002	55	89	105	103	91	118	134	124	22	319	467	786
2008-09	2003	76	100	91	101	110	90	121	126	16	308	447	755
Projected													
2009-10	2004	54	85	101	90	104	113	92	121	16	292	430	722
2010-11	2005	54	80	87	101	93	107	115	92	16	284	407	691
2011-12	2006	59	86	81	86	104	96	109	115	16	269	424	693
2012-13	2007	59	87	87	81	89	107	98	109	16	271	403	674
2013-14	2008	59	87	88	86	83	91	109	98	16	277	381	658
2014-15	2009	59	87	89	88	89	85	93	109	16	280	376	656
2015-16	2010	60	88	89	88	91	91	87	93	16	281	362	643
2016-17	2011	60	89	89	88	91	93	94	87	16	282	365	647
2017-18	2012	61	89	90	88	91	93	95	94	16	283	373	656
2018-19	2013	61	90	91	89	91	93	95	95	16	286	374	660

¹ 2007 data are preliminary. Births in 2008 to 2013 were estimated from the growth rate of the Connecticut State Data Center projections of children ages 0-4 in Woodbridge.

² Based on five-year weighted averages of retention, yield from births 5 and 6 years plus two non-residents enrolled under the Open Choice program.

** Projections based on research report prepared by Consultant, Peter Prowda, PhD 11-19-08

PERSONNEL SUMMARY

Personnel	Actual Staff 2007-2008	Actual Staff 2008-2009	Proposed Staff 2009-2010	Changes 2009-2010
Administrators	5.0	5.0	5.0	
Certified Teachers Total FTE	74.0	74.0	73.0	(1.0)
* Classroom Teachers(Including Pre-K)	41.0	41.0	40.0	
*Art	2.0	2.0	2.0	
*Music	2.5	2.5	2.5	
*PE/Health	3.0	3.0	3.0	
*World Language	2.0	2.0	2.0	
*Language Arts	4.0	4.0	4.0	
*Math	2.0	2.0	2.0	
*Media	2.0	2.0	2.0	
*Technology	2.0	2.0	2.0	
*Science	1.0	1.0	1.0	
*Special Education Teachers	10.0	10.0	10.0	
*Pupil Personnel Services	2.5	2.5	2.5	
Instructional Support	30.6	31.6	29.6	(2.0)
*Regular Ed Teacher Assistants	16.6	16.6	16.6	
*SPED Teacher Assistants	14.0	15.0	13.0	
Operational Support	19.5	19.0	19.0	
*Nurses	2.5	2.5	2.5	
*Secretarial & Clerical(District/School)	8.0	7.5	7.5	
*Custodial & Maintenance	8.0	8.0	8.0	
*Cafe Aides	1.0	1.0	1.0	

Administrators: Certified administrators provide building level and district-wide management and leadership.

Classroom Teachers: Certified teachers who work directly with students in assigned classrooms. All subject areas are included in this category.

Art, Music, PE/Health, World Language:

Certified Teachers who provide direct instruction in these areas.

Language Arts, Multi-Age, Math, Media, Technology, Science:

Certified Teachers who provide direct instruction in these areas and coaching for classroom teachers.

Special Education Teachers: Certified teachers who work directly with students within the regular classroom as well as in resource rooms. Consulting teachers provide support to teachers as well as to students and their families. Services provided by these teachers are required by special education law.

Pupil Personnel Services: Psychological and counseling services.

Regular Ed Teacher Assistants: Most regular education teacher assistants assist individual and small groups of students under the direction of the classroom teacher.

SPED Teacher Assistants: Most special education TA's, under the supervision of a certified teacher assist individual and small groups of students who require this assistance as outlined in their individual education plans.

Nurses: Nurses support children who have chronic or acute medical needs at the school. They collaborate with teachers to insure the health and wellness of all students and act as liaisons between families, physicians, and school staff members.

Clerical Staff: Secretarial/Clerical support is provided in the school, business office, and superintendent's office.

Custodial and Maintenance: Includes all custodial and maintenance positions.

Cafe Aids: Provide support and supervision in the cafeteria during lunch periods. FTEs are calculated by hours.

TEACHERS 2008 - 2009 EXPERIENCE GRID

STEP	Masters or 6th Year or PHD			TOTAL FTE'S
	Bachelors MA + 15	6th + 15	ED	
1	4			4
2	1			2
3	2			2
4	1			1
5	3			4
6	1	1		2
7	1			1
8	2	1.5		4.5
9	3	1	1	5
10	1			4
11	4	4		8
12	4	1		5
13	5.5			5.5
14	1		1	2
15		1		1
16-20	4	2		6
21-25	5	2	1	8
26 +	3	6		9

Total FTE 5 46.5 19.5 3 74

2009 - 2010 PROJECTED TEACHERS EXPERIENCE GRID

STEP	Masters or 6th Year or PHD			TOTAL FTE'S
	Bachelors MA + 15	6th + 15	ED	
1				0
2	3			3
3	1			2
4	2			2
5	1			1
6	3	1		5
7	1	1		2
8	1			1
9	2	1.5		3.5
10		1	1	5
11	1			4
12	4	4		8
13	4	1		5
14	5.5			5.5
15	1		1	2
16-20	4	3		7
21-25	5	2	1	8
26 +	3	6		9

Total FTE 5 44.5 20.5 3 73

Woodbridge Board of Education 2009-2010 Budget

Following is an explanation of the type of expenditures that are included in the various objects:

SALARIES (100)

Administration salaries (110): this object is for the superintendent, business manager, and unionized administrators.

Teacher salaries (120): this object is for teaching staff plus support staff such as counselors and psychologists. Included is an estimate for homebound tutors and curriculum writing which is usually performed during the summer.

Custodian salaries (130): this object is for all custodial staff, supervisory staff and an estimate for overtime for the year.

Nurses salaries (140): this object is for nurses working in the building. The payment to Ezra for their nurse is not included here.

Secretaries salaries : (150): this object is for the administrators' secretaries and central office staff responsible for payroll and accounts payable.

Teacher's assistants: (160): this object is for all the teaching assistants including those working with one-to-one students.

Misc salaries (190): this object includes lifeguards, café aides, BOE secretary, non-union salary increases, retirement payments, and an estimate for teacher degree changes occurring after either the budget or the beginning of the year and sick time payout to teachers that retire.

Benefits (200):

FICA (220): this object is for the government required matching payment for Social Security and Medicare. Note that Social Security is not withheld for any teachers and Medicare is not withheld for teachers hired before April 1, 1986. Additionally, we have an alternative Social Security plan which releases us from matching payments on certain employees.

MERF (230): this object is for the required payment into the Municipal Employees Retirement Fund. This is the state run defined benefit pension system that requires a certain percentage of all employees' income, except teachers and administrators, to be paid into the system. The employer's contribution can vary from year to year and the rate will be established some time in May.

Medical insurance (270): this object is for the net premium for all current and former employees who are eligible and elect to enroll in our medical insurance program. The amount is net of the percentage of the premium contributed by the employee. The premium share amount, where applicable, is determined by contract.

Life insurance (280): this object is for the premium paid for all employees eligible for life insurance coverage

Other benefits (290): this object is for any annuities paid by the district and payments to teachers and unionized administrators for course reimbursements. The reimbursement is limited to \$1,400 per year for each teacher and \$1,800 for each administrator.

Services Professional & technical (300):

Prof. Development (320): this object is for all expenses related to people attending professional development conferences or seminars.

Legal (330): this object is for all legal bills as it pertains to opinions on legal matters, preparation for cases and negotiations if applicable.

Software Support (340): this object covers agreements with vendors to support certain software such as SASI and the Macintosh operating system.

Substitutes (350): this object is to pay for Kelly substitutes when teachers or TAs are out and for school secretary coverage.

Other professional services (390): this object is used for miscellaneous professional services not included in above such as, IT support, special education OT/PT and consulting, and the board's share of the town audit.

Services Property (400):

Utilities (410): this object is for electricity, water and sewer charges.

Heating Oil (420): this object is used exclusively for the payment of heating oil which is used to heat the school and run the boiler for hot water.

Repairs and maintenance (430): this object is used for unplanned repairs and maintenance not provided directly by our employees. It could involve anything from repairing a busted water pipe to repairing the telephones.

Leases & Rentals (445): this object is used for the leases on the copiers and the postage machines. The per copy charges on the copiers are also recognized here.

Building Improvements (450): this object is used for planned maintenance and upgrades to the school building and the grounds. It could be for such things as replacing carpets to maintaining the playground.

Other purchased services (490): this object is used primarily for services used to maintain the grounds such as grass cutting, maintain the infrastructure such as boiler cleaning, safety issues such as fire inspection and to recognize service contracts such as Instant Alert, and pest management.

Services-Purchased Other (500):

Transportation (510): this object is used for associated transportation costs paid to drivers and for fuel used by the buses. These costs are for transporting students to Beecher Road School, Ezra Academy, Wintergreen Magnet and out placing organizations.

Insurances Other (520): this object is for worker's compensation and liability insurance.

Telephone (530): this object is for phones at the school, central office and cell phones.

Internet (535): this object is for software and hardware that allows for internet and email use. It includes such things as T-1 object and internet filtering.

Postage (537): this object is used for postage services at the school and central office.

Advertising (540): this object is used for announcements in professional publications or newspapers when it becomes necessary to post job openings outside of the building.

Interns (550): this object is used for interns hired from accredited schools who are in the school for the whole year and to provide support to our teachers.

Tuition (560): this object is used to pay for tuition for out placed students.

Misc Purch. Services (590): this object is used for all purchased services not recognized in any of the above objects. It includes such things as cafeteria plan administration, printing of handbook, delivery of board books, interpreters, etc.

Supplies (600):

Supplies Teaching (610): Includes expenditures for all supplies used in the classroom, including freight. Also for copy paper and laminating material used in the copy center.

Computer Software (620): Includes expenditures for the purchase of software used in the classroom and administration. Some software is purchased outright while some expires after a certain amount of time.

Supplies Nurses (625): Includes purchases made by the nurse for administering to the students.

Supplies Custodial (630): Includes expenditures used to keep the building running such as filters, belt for motors and for general cleanliness such as paper towels and cleaning materials.

Supplies Office (635): Includes expenditures used in the offices of the administrators. These expenses include copy paper, binders, toner cartridges and drum for copier, etc.

Library Books, A/V (640): Includes expenditures made by the media center for books and AV resources.

Subscriptions (645): Includes paper and magazine subscriptions used in the classroom and by administration.

Testing (650): Includes expenditures for planned testing during the year such as Blue Ribbon and the CMTs.

Misc Supplies (690): this object is currently only used for the purchase of swipe badges used for the security system.

Property (700):

Equipment Office (730): Includes expenditures for the purchase of office equipment used by the administrators.

Computer Hardware (732): Includes expenditures for the purchase of all computers and any computer peripheral equipment such as printers, hard drives, network equipment and RAM.

Equipment Teaching (735): Includes expenditures for the purchase of equipment used exclusively for teaching such as band equipment, white boards, TVs, CD players, etc.

Equipment Building (740): Includes equipment used exclusively by the custodial and maintenance staff such as snow blowers, vacuums, etc.

Furniture (745): Includes furniture bought for the classroom and administrative office such as desks, filing cabinets, and bookcases.

Other Objects (800):

Dues, Fees & Memberships (810): Includes expenditures for membership in professional or other organizations

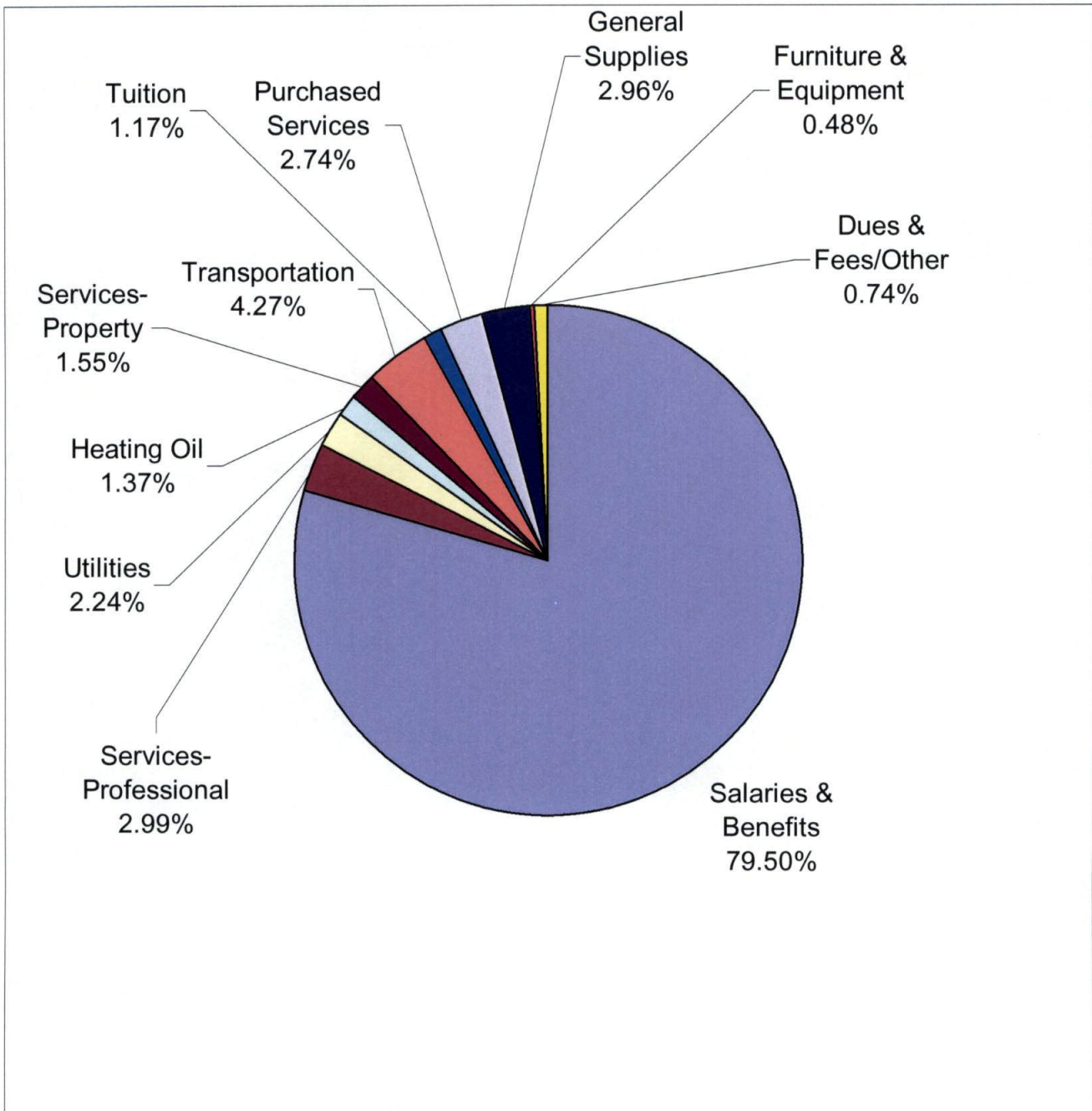
Unemployment (825): Includes payments to the State Department of Unemployment for employees no longer employed by the Woodbridge Board of Education.

Misc Expenditures (900): Includes expenditures for the Ezra nurse and the cafeteria subsidy. All other miscellaneous expenditures such as food for the BOE meetings are recognized here.

BUDGET SUMMARY BY OBJECT

DESCRIPTION	2007 - 2008	2008 - 2009	2009 - 2010	\$ Change	% Change	% Total
	ACTUAL	BUDGET	PROPOSED			
Certified and Administrative	\$5,140,500	\$5,412,209	\$5,582,290	\$170,081	3%	47%
Teacher Assistants	614,188	656,561	683,553	\$26,992	4%	6%
Administrative Assistant/Clerical	277,298	299,059	299,059	\$0	0%	3%
Custodial	358,128	362,230	362,230	\$0	0%	3%
Salaries Other	178,694	195,702	209,420	\$13,718	7%	2%
SUBTOTAL SALARIES	6,568,808	6,925,761	7,136,552	\$210,791	3%	60%
Benefits	1,944,583	2,212,259	2,357,820	\$145,561	7%	20%
SUBTOTAL SALARIES & BENEFITS	8,513,391	9,138,020	9,494,372	\$356,352	4%	80%
Services-Professional/Technical	329,959	314,424	356,794	\$42,370	13%	3%
Utilities	231,252	259,440	267,403	\$7,963	3%	2%
Heating Oil	108,447	174,785	164,192	(\$10,593)	-6%	1%
Services-Property	209,772	197,984	184,786	(\$13,198)	-7%	2%
Transportation	528,962	544,153	509,636	(\$34,517)	-6%	4%
Tuition	529,436	337,172	139,307	(\$197,865)	-59%	1%
Purchased Services	304,096	318,562	326,719	\$8,157	3%	3%
General Supplies	297,549	315,915	352,997	\$37,082	12%	3%
Furniture & Equipment	26,574	42,140	57,590	\$15,450	37%	0%
Dues & Fees/Other	94,653	84,138	88,565	\$4,427	5%	1%
TOTALS	\$11,174,091	\$11,726,733	\$11,942,361	\$215,628	1.84%	100%

EXPENDITURES BY OBJECT



Salaries & Benefits	9,494,372	80%
Services-Professional	356,794	3%
Utilities	267,403	2%
Heating Oil	164,192	1%
Services-Property	184,786	2%
Transportation	509,636	4%
Tuition	139,307	1%
Purchased Services	326,719	3%
General Supplies	352,997	3%
Furniture & Equipment	57,590	0%
Dues & Fees/Other	88,565	1%
Total Budget	<u><u>11,942,361</u></u>	100%

Object Narratives

Salaries 110-190

Amount due to contractual agreements	\$ 7,094,292
Curriculum Writing	\$ 14,560
Stipends/After School Learning Initiatives	\$ 27,700
Total Salary Request	\$ 7,136,552

Benefits 220-290

220 - FICA	\$ 196,864
230 - MERF	\$ 116,342
270 - Medical Insurance (Proj.12% premium increase, savings retiree health)	\$1,871,750
270 - OPEB GASB 43/45	\$ 124,862
280 - Life Insurance	\$ 28,302
290 - Other Benefits	\$ 19,700
Total Benefits	\$2,357,820

Services Prof & Tech 320-390

320 - Professional Development	\$ 79,400
Includes support for initiatives i.e., Professional Learning Communities, Columbia Writing, Responsive Classroom, Technology, Literacy, and core academic areas.	

Services Property 410-490

410 - Utilities	
Electricity – Reflects increase over prior year pricing.	\$ 255,963
Water & Sewer	\$ 11,440
Total Utilities	\$ 267,403
420 - Heating Oil	
Projecting oil pricing to be \$2.75 per gallon	\$ 164,192
450 - Building Improvements	\$ 28,000
Includes painting, grounds work, and misc. items.	

Services-Purchased other 510-590

510 - Transportation	
Contractual agreements (Net of Grants)	\$ 393,436
Diesel fuel	\$ 49,000
Special Education transportation	\$ 67,200
Total Transportation	\$ 509,636
560 - Tuition	
Tuition mandated for out placed students currently identified	\$ 116,800
Wintergreen student tuition	\$ 22,507
Total Tuition	\$ 139,307

BUDGET BY OBJECT

Description	Obj#	ACTUAL 2007-2008	BUDGET 2008-2009	PROPOSED 2009-2010	\$ Change Budget - Prop.	% Change
Salaries:						
Salaries Admin	110	534,128	553,106	577,996	24,890	5%
Salaries Teachers	120	4,606,372	4,859,103	5,004,294	145,191	3%
Salaries Custodian	130	358,128	362,230	362,230	0	0%
Salaries Nurses	140	103,373	111,882	117,528	5,646	5%
Salaries Secretaries	150	277,298	299,059	299,059	0	0%
Salaries T.A.	160	614,188	656,561	683,553	26,992	4%
Salaries Misc	190	75,321	83,820	91,892	8,072	10%
Salaries Total		6,568,808	6,925,761	7,136,552	210,791	3%
Benefits:						
FICA	220	168,161	188,191	196,864	8,673	5%
Merf	230	107,122	112,222	116,342	4,120	4%
Medical Insurance	270	1,632,079	1,870,388	1,996,612	126,224	7%
Life Insurance	280	14,164	16,758	28,302	11,544	69%
Other Benefits	290	23,057	24,700	19,700	(5,000)	-20%
Benefits Total		1,944,583	2,212,259	2,357,820	145,561	7%
Services - Prof & Tech:						
Prof. Development	320	77,837	69,782	79,400	9,618	14%
Legal	330	28,972	46,500	34,300	(12,200)	-26%
Software Support	340	8,935	6,600	11,750	5,150	78%
Substitutes	350	32,382	31,500	31,800	300	1%
Other Prof. Services	390	181,833	160,042	199,544	39,502	25%
Services - Prof & Tech Total		329,959	314,424	356,794	42,370	13%
Services - Property:						
Utilities	410	231,252	259,440	267,403	7,963	3%
Heating Oil	420	108,447	174,785	164,192	(10,593)	-6%
Repairs & Maint.	430	33,106	36,000	36,800	800	2%
Leases & Rentals	445	51,727	50,383	48,453	(1,930)	-4%
Building Improvements	450	62,747	44,500	28,000	(16,500)	-37%
Other Purch. Services	490	62,192	67,101	71,533	4,432	7%
Services - Property Total		549,471	632,209	616,381	(15,828)	-3%
Services - Purchased Other:						
Transportation	510	528,962	544,153	509,636	(34,517)	-6%
Insurances Other	520	158,479	165,001	156,298	(8,703)	-5%
Telephone	530	16,548	18,901	17,943	(958)	-5%
Internet	535	9,808	10,890	12,975	2,085	19%
Postage	537	7,046	6,900	6,900	0	0%
Advertising	540	2,900	2,600	2,800	200	8%
Interns	550	95,001	106,000	113,363	7,363	7%
Tuition	560	529,436	337,172	139,307	(197,865)	-59%
Misc Purch. Services	590	14,314	8,270	16,440	8,170	99%
Services - Purchased Other Total		1,362,494	1,199,887	975,662	(224,225)	-19%

Object Narratives

Supplies 610-690

610 - Supplies Teaching

\$ 191,450

Major increase for this line item is for instructional materials to support classroom libraries associated with Readers' Workshop.

620 - Computer Software

\$ 63,412

Major costs in this account are for the MUNIS accounting software (\$19,000), student information & web software (\$6,800), and Sp Ed IEP software (\$6,700).
Other major software in this line item is for MS licenses (\$8,800), curriculum software (11,800), and mobile computer software (\$2,800).

Property 730-745

732 - Technology Equipment

\$ 17,510

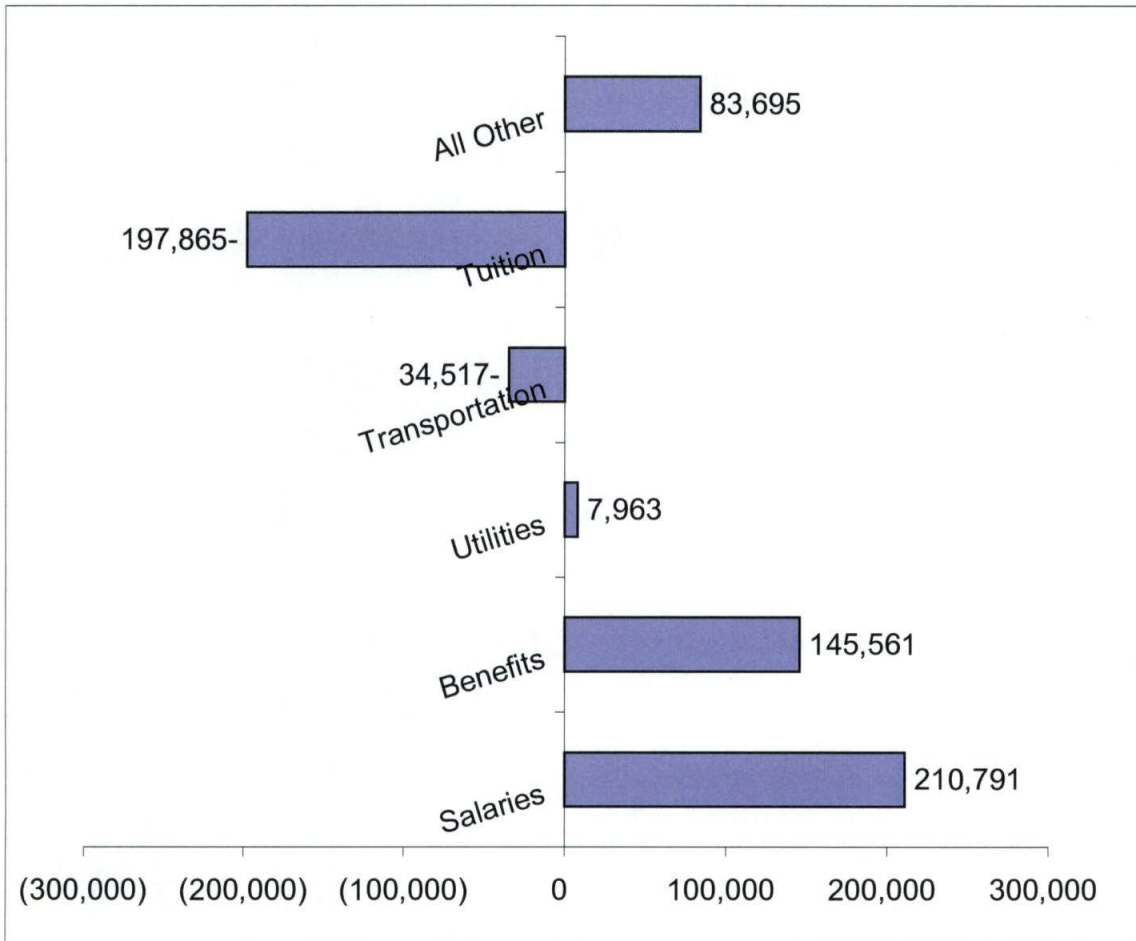
This line item is for wireless access points, assistive technology hardware, mounting racks, UPS, raid drives, DVD/VCR units, and other misc. items not carried in our capital budget.

BUDGET BY OBJECT

Description	Obj#	ACTUAL 2006-2007	BUDGET 2007-2008	PROPOSED 2008-2009	\$ Change Budget - Prop.	% Change
Supplies:						
Supplies Teaching	610	155,489	165,250	191,450	26,200	16%
Computer Software	620	52,653	49,140	63,412	14,272	29%
Supplies Nurses	625	2,395	1,800	2,000	200	11%
Supplies Custodial	630	39,575	40,500	42,500	2,000	5%
Supplies Office	635	14,610	15,100	14,100	(1,000)	-7%
Library Books, A/V	640	18,637	18,500	19,500	1,000	5%
Subscriptions	645	5,659	9,075	10,535	1,460	16%
Testing	650	5,225	13,800	5,800	(8,000)	-58%
Misc Supplies	690	3,306	2,750	3,700	950	35%
	Supplies Total	297,549	315,915	352,997	37,082	12%
Property:						
Equipment Office	730	2,702	8,500	0	(8,500)	-100%
Computer/Tech Equip.	732	0	13,940	17,510	3,570	26%
Equipment - Teaching	735	15,922	13,300	20,450	7,150	54%
Equipment - Building	740	5,398	3,650	5,350	1,700	47%
Furniture	745	2,552	2,750	14,280	11,530	419%
	Property Total	26,574	42,140	57,590	15,450	37%
Other Objects:						
Dues, Fees & Membership	810	22,925	24,799	24,835	36	0%
Unemployment	825	7,613	9,300	9,300	0	0%
Misc Expenditures	900	64,115	50,039	54,430	4,391	9%
	Other Objects Total	94,653	84,138	88,565	4,427	5%
TOTAL BUDGET		11,174,091	11,726,741	11,942,361	215,628	1.84%

DISTRIBUTION OF BUDGET INCREASES

The 2009-2010 budget will increase \$215,628 over the 2008-2009 budget. Major areas of increases are depicted below:



	\$ Dollars	% Total
Salaries	210,791	97.76%
Benefits	145,561	67.51%
Utilities	7,963	3.69%
Transportation	(34,517)	-16.01%
Tuition	(197,865)	-91.76%
All Other	83,695	38.81%
Total Increase	215,628	100.00%

BUDGET DETAIL

Account	OBJ	DESCRIPTION	ACTUAL 2007-2008	BUDGET 2008-2009	REQUEST 2009-2010	DIFF FY09 - FY10	% Change
1101	61100	Primary Principal Salary	105,803	108,977	114,051	5,074	5%
1201	61100	Intermediate Principal Salary	105,803	108,977	114,051	5,074	5%
1301	61100	Special Ed. Director Salary	89,314	94,948	99,483	4,535	5%
1419	61100	Curriculum Director Salary	0	0	0	0	0%
1401	61101	Superintendent Salary	143,208	147,504	153,539	6,035	4%
1401	61102	Business Manager Salary	90,000	92,700	96,872	4,172	5%
	110	TOTAL SALARIES ADMIN	534,128	553,106	577,996	24,890	5%
1105	61200	Teacher Salaries-North Art	67,195	69,933	73,434	3,501	5%
1107	61200	Teacher Salaries- Kinder	327,221	342,549	357,909	15,360	4%
1111	61200	Teacher Salaries-North Music	90,856	92,468	97,348	4,880	5%
1112	61200	Teacher Salaries-North Phys Ed	100,363	107,747	111,808	4,061	4%
1407	61200	Teacher Sal-DW World Lang.	102,689	111,992	127,024	15,032	13%
1120	61200	Teacher Sal- Multi-Age	233,415	240,299	246,052	5,753	2%
1126	61200	Teacher Salaries-Grade 1	306,309	319,809	341,144	21,335	7%
1127	61200	Teacher Salaries-Grade 2	257,095	279,498	243,938	(35,560)	-13%
1205	61200	Teacher Salaries South Art	67,197	69,933	73,434	3,501	5%
1211	61200	Teacher Salaries South Music	81,688	87,135	93,098	5,963	7%
1212	61200	Teacher Salaries- South Phys Ed	110,920	113,285	117,494	4,209	4%
1228	61200	Teacher Salaries-Grade 3	271,382	282,766	350,117	67,351	24%
1229	61200	Teacher Salaries-Grade 4	295,165	316,731	228,278	(88,453)	-28%
1230	61200	Teacher Salaries-Grade 5	310,308	331,143	336,625	5,482	2%
1231	61200	Teacher Salaries-Grade 6	392,982	408,344	435,902	27,558	7%
1303	61200	Teacher Salaries-Sped	628,406	661,646	682,903	21,257	3%
1313	61200	Teacher Sal-Sped Pre-School	52,924	58,400	63,396	4,996	9%
1333	61200	Teacher Salaries-Sped Summer	12,687	13,957	17,000	3,043	22%
1408	61200	Teacher Sal-DW Language Arts	244,810	269,741	291,511	21,770	8%
1409	61200	Teacher Salaries-DW Math	110,645	114,816	99,839	(14,977)	-13%
1410	61200	Teacher Salaries-DW Media Cntr	137,813	144,316	151,966	7,650	5%
1418	61200	Teacher Salaries-DW Technology	149,188	153,518	161,010	7,492	5%
1434	61200	Teacher Salaries-DW Science	72,830	77,811	80,923	3,112	4%
1303	61201	Psychologist Sal-Sped Loc Wide	131,594	137,358	143,771	6,413	5%
1403	61201	Tutor/Homebound Salary-DW	1,308	3,620	3,620	0	0%
1419	61201	Curriculum Writing Salary	11,762	12,000	14,560	2,560	21%
1303	61202	PPT Coordinator Salary-Sped	0	0	0	0	0%
1303	61203	Counselor Salary-Sped	27,420	30,288	32,490	2,202	7%
1403	61204	Stipends	10,200	8,000	27,700	19,700	246%
	120	TOTAL TEACHER SALARIES	4,606,372	4,859,103	5,004,294	145,191	3%
1402	61303	Custodian Salaries-DW School	303,536	324,510	324,510	0	0%
1402	61305	Custodian OT Salary-DW School	54,592	37,720	37,720	0	0%
	130	TOTAL CUSTODIAN SALARIES	358,128	362,230	362,230	0	0%
1404	61400	140 TOTAL NURSE SALARIES	103,373	111,882	117,528	5,646	5%
1101	61500	Secretaries Sal-Primary Admin	43,758	45,290	45,290	0	0%
1201	61500	Secretaries Sal-Intermediate Admin	56,170	89,812	89,812	0	0%
1301	61500	Secretaries Sal-Sped Admin	38,300	39,717	39,717	0	0%
1401	61500	Secretaries Sal-DW Admin	139,070	124,240	124,240	0	0%
	150	TOTAL SECRETARY SALARIES	277,298	299,059	299,059	0	0%

BUDGET DETAIL

Account	OBJ	DESCRIPTION	ACTUAL 2007-2008	BUDGET 2008-2009	REQUEST 2009-2010	DIFF FY09 - FY10	% Change
1103	61600	Non-Certified Sal-Primary Loc Wd	176,163	181,940	184,040	2,100	1%
1203	61600	Non-Certified Sal-Intermediate Loc Wd	95,253	96,028	98,905	2,877	3%
1303	61600	Non-Certified Sal-Sped Loc Wd	169,914	183,571	202,477	18,906	10%
1333	61600	Non-Certified Sal-Sped Summer	3,362	3,783	3,783	0	0%
1403	61600	TA Salary-DW Loc Wide	0	0	0	0	0%
1410	61600	Non-Certified Sal-DW Media Cntr	42,930	44,728	45,659	931	2%
1418	61600	Non-Certified Sal-DW Technolog	39,868	41,821	42,894	1,073	3%
1421	61600	Non-Certified Sal-DW Copy Cntr	21,732	22,574	23,634	1,060	5%
1303	61601	One to One Sal-Sped Loc Wide	64,966	82,116	82,161	45	0%
	160	TOTAL T.A. SALARIES	614,188	656,561	683,553	26,992	4%
1403	61900	Cafe Aides-DW Loc Wide	11,928	13,280	13,877	597	4%
1423	61900	Clerk of the Board-DW Board ED	4,451	4,388	4,814	426	10%
1425	61900	Retirement/Other Payments-DW	24,610	18,365	24,965	6,600	36%
1103	61903	Lifeguard Salary-Primary Loc Wid	1,337	917	944	27	3%
1203	61903	Lifeguard Salary-Intermediate Loc Wd	2,260	2,320	2,389	69	3%
1403	61904	Degree Changes-DW	0	6,000	6,000	0	0%
1403	61906	Sick pay out-DW	30,735	38,550	38,903	353	1%
	190	TOTAL MISC SALARIES	75,321	83,820	91,892	8,072	10%
1432	62200	220 TOTAL FICA	168,161	188,191	196,864	8,673	5%
1432	62300	MERF Amortization-DW	6,970	6,970	7,420	450	6%
1432	62301	MERF-DW	100,152	105,252	108,922	3,670	3%
	230	TOTAL MERF	107,122	112,222	116,342	4,120	4%
1425	62700	OPEB- GASB 43/45	0	127,763	124,862	(2,901)	-2%
1425	62700	Non-Employess Medical Ins-DW	194,952	216,474	117,784	(98,690)	-46%
1432	62700	Medical Insurance-DW	1,437,127	1,526,151	1,753,966	227,815	15%
	270	TOTAL MEDICAL INSURANCE	1,632,079	1,870,388	1,996,612	126,224	7%
1432	62800	280 TOTAL LIFE INSURANCE	14,164	16,758	28,302	11,544	69%
1401	62900	Retirement Payments-DW	4,500	4,500	4,500	0	0%
1403	62902	Course Reimbursement-DW	18,557	20,200	15,200	(5,000)	-25%
	290	TOTAL OTHER BENEFITS	23,057	24,700	19,700	(5,000)	-20%
1101	63200	Prof Development-Primary Admin	1,602	4,000	3,500	(500)	-13%
1103	63200	Prof Development-Primary Loc Wd	1,747	4,000	4,000	0	0%
1201	63200	Prof Development-Intermediate Admin	1,057	4,000	3,500	(500)	-13%
1203	63200	Prof Development-Intermediate Loc Wd	5,471	4,800	4,000	(800)	-17%
1303	63200	Prof Development-Sped Loc Wd	3,362	4,032	3,500	(532)	-13%
1401	63200	Prof Development-DW Admin	7,679	6,550	6,000	(550)	-8%
1402	63200	Prof Development-DW School Operations	2,016	0	0	0	0%
1404	63200	Prof Development-DW Nurse	250	500	500	0	0%
1408	63200	Prof Development-DW Lang Arts	2,799	300	1,200	900	300%
1409	63200	Prof Development-DW Math	860	500	600	100	20%
1410	63200	Prof Development-DW Media Cntr	720	500	600	100	20%
1418	63200	Prof Development-DW Technology	277	1,100	800	(300)	-27%
1419	63200	Prof Development-DW Curriculum	48,100	36,500	48,500	12,000	33%
1423	63200	Prof Development-DW Board Ed	1,531	2,000	2,000	0	0%
1434	63200	Prof Development-DW Science	366	1,000	700	(300)	-30%
	320	TOTAL PROF DEVELOPEMENT	77,837	69,782	79,400	9,618	14%

BUDGET DETAIL

Account	OBJ	DESCRIPTION	<u>ACTUAL</u> 2007-2008	<u>BUDGET</u> 2008-2009	<u>REQUEST</u> 2009-2010	<u>DIFF</u> FY09 - FY10	<u>%</u> Change
1301	63300	Legal-Sped Admin	7,130	18,600	15,300	(3,300)	-18%
1401	63300	Legal-DW Admin	21,842	27,900	19,000	(8,900)	-32%
	330	TOTAL LEGAL	28,972	46,500	34,300	(12,200)	-26%
1401	63400	Software Support-DW Admin	2,805	3,050	3,200	150	5%
1403	63400	Software Support-DW Loc Wide	5,203	2,500	7,500	5,000	200%
1404	63400	Software Support-DW Nurse	432	500	500	0	0%
1410	63400	Software Support-DW Media Cntr	495	550	550	0	0%
	340	TOTAL SOFTWARE	8,935	6,600	11,750	5,150	78%
1403	63500	350 TOTAL SUBSTITUTES	32,382	31,500	31,800	300	1%
1303	63900	OT/PT Services-Sped Loc Wide	23,795	35,000	35,000	0	0%
1333	63900	OT/PT Services-Sped Summer	2,546	2,500	2,500	0	0%
1401	63900	Other Prof Services-DW Admin	110,054	89,051	128,400	39,349	44%
1404	63900	DW-Nurse-Oth Prof serv	2,000	1,500	1,500	0	0%
1303	63901	Consultants-Sped Loc Wide	29,968	18,000	18,000	0	0%
1401	63902	Financial Audit-DW Admin	13,470	13,991	14,144	153	1%
	390	TOTAL OTHER PROF SERVICES	181,833	160,042	199,544	39,502	25%
1402	64100	Electricity-DW School Oper	214,910	249,640	255,963	6,323	3%
1402	64101	Water & Sewer-DW School Oper	16,342	9,800	11,440	1,640	17%
	410	TOTAL UTILITIES	231,252	259,440	267,403	7,963	3%
1402	64200	420 TOTAL HEATING OIL	108,447	174,785	164,192	(10,593)	-6%
1101	64300	Repairs & Maint-Primary Admin	338	300	300	0	0%
1201	64300	Repairs & Maint-Intermediate Admin	0	300	300	0	0%
1401	64300	Repairs & Maint-DW Admin	0	1,800	1,300	(500)	-28%
1402	64300	Repairs & Maint-DW School Oper	27,714	25,400	25,800	400	2%
1403	64300	Repairs & Maint-DW Loc Wide	4,751	6,800	8,000	1,200	18%
1410	64300	Repairs & Maint-DW Media Cntr	0	600	300	(300)	-50%
1418	64300	Repairs & Maint-DW Technology	0	0	0	0	0%
1435	64300	Repairs & Maint-DW Security,Sa	303	800	800	0	0%
	430	TOTAL REPAIRS & MAINT	33,106	36,000	36,800	800	2%
1101	64450	Leases & Rentals-Primary Admin	6,365	6,390	5,849	(541)	-8%
1201	64450	Leases & Rentals-Intermediate Admin	4,139	4,326	4,326	0	0%
1301	64450	Leases & Rentals-Sped Admin	4,076	4,277	4,077	(200)	-5%
1401	64450	Leases & Rentals-DW Admin	5,224	5,544	7,566	2,022	36%
1402	64450	Leases & Rentals-DW School Ope	0	0	0	0	0%
1410	64450	Leases & Rentals-DW Media Cntr	1,290	1,493	1,730	237	16%
1421	64450	Leases & Rentals-DW Copy Cntr	30,633	28,353	24,905	(3,448)	-12%
	445	TOTAL LEASES & RENTALS	51,727	50,383	48,453	(1,930)	-4%
1402	64500	450 TOTAL BUILDING IMPROVMENTS	62,747	44,500	28,000	(16,500)	-37%

BUDGET DETAIL

Account	OBJ	DESCRIPTION	ACTUAL 2007-2008	BUDGET 2008-2009	REQUEST 2009-2010	DIFF FY09 - FY10	% Change
1402	64900	Purchased Services-DW Schools	20,454	23,100	23,200	100	0%
1435	64900	Purchased Services-DW Security	0	0	0	0	0%
1303	64901	Service Contracts-Sped	1,090	475	900	425	89%
1401	64901	Service Contracts-DW Admin	2,631	0	1,638	1,638	100%
1402	64901	Service Contracts-DW Schools	25,329	28,593	31,009	2,416	8%
1403	64901	Service Contracts-DW Loc Wd	0	600	0	(600)	-100%
1421	64901	Service Contracts-DW Copy Cntr	529	600	600	0	0%
1435	64901	Service Contracts-DW Security	12,159	13,733	14,186	453	3%
	490	TOTAL OTHER PURCH SERVICES	62,192	67,101	71,533	4,432	7%
1212	65100	Transportation-Intermediate Phys Ed	0	1,276	1,344	68	5%
1303	65100	Transportation-Sped	130,040	114,035	58,400	(55,635)	-49%
1333	65100	Transportation-Sped Summer	14,627	10,546	8,800	(1,746)	-17%
1403	65100	Transportation-DW Loc Wide	318,574	330,356	358,965	28,609	9%
1403	65101	Transportation Non-Public	29,735	35,440	33,127	(2,313)	-7%
1403	65102	Fuel for Buses-DW	35,986	52,500	49,000	(3,500)	-7%
	510	TOTAL TRANSPORTATION	528,962	544,153	509,636	(34,517)	-6%
1401	65200	Liability Insurance-DW Admin	83,953	87,311	82,466	(4,845)	-6%
1401	65201	Workman's Compensation-DW Admn	74,526	77,690	73,832	(3,858)	-5%
	520	TOTAL INSURANCE	158,479	165,001	156,298	(8,703)	-5%
1101	65300	Telephones-Primary Admin	5,229	5,560	5,360	(200)	-4%
1201	65300	Telephones-Intermediate Admin	5,229	5,560	5,360	(200)	-4%
1301	65300	Telephones-Sped Admin	1,919	1,931	1,933	2	0%
1401	65300	Telephones-DW Admin	3,640	5,250	4,590	(660)	-13%
1402	65300	Telephones-DW School Oper	531	600	700	100	17%
	530	TOTAL TELEPHONE	16,548	18,901	17,943	(958)	-5%
1401	65350	535 TOTAL INTERNET	9,808	10,890	12,975	2,085	19%
1101	65370	Postage-Primary Admin	1,600	1,750	1,650	(100)	-6%
1201	65370	Postage-Intermediate Admin	1,598	1,750	1,650	(100)	-6%
1301	65370	Postage-Sped Admin	876	1,300	900	(400)	-31%
1401	65370	Postage-DW Admin	2,972	2,100	2,700	600	29%
	537	TOTAL POSTAGE	7,046	6,900	6,900	0	0%
1401	65400	540 TOTAL ADVERTISING	2,900	2,600	2,800	200	8%
1401	65500	550 TOTAL INTERNS	95,001	106,000	113,363	7,363	7%
1303	65600	Tuition-Sped Loc Wide	460,004	286,304	110,000	(176,304)	-62%
1333	65600	Tuition-Sped Summer Program	41,721	22,271	6,800	(15,471)	-69%
1403	65600	Tuition-DW Loc Wide	27,711	28,597	22,507	(6,090)	-21%
	560	TOTAL TUITION	529,436	337,172	139,307	(197,865)	-59%

BUDGET DETAIL

Account	OBJ	DESCRIPTION	<u>ACTUAL</u> 2007-2008	<u>BUDGET</u> 2008-2009	<u>REQUEST</u> 2009-2010	<u>DIFF</u> FY09 - FY10	<u>%</u> Change
1101	65900	Misc Purch Services-Primary Admn	623	1,300	1,100	(200)	-15%
1103	65900	Misc Purch Servs-Primary Loc Wd	0	0	0	0	0%
1201	65900	Misc Purch Services-Intermediate Admn	1,116	1,900	1,700	(200)	-11%
1203	65900	Misc Purch Servs-Intermediate Loc Wd	0	0	0	0	0%
1211	65900	Misc Purch Servs-Intermediate Music	0	300	0	(300)	-100%
1401	65900	Misc Purch Services-DW Admin	11,931	3,500	12,450	8,950	256%
1404	65900	Misc Purch Servs-Nurse	225	300	440	140	47%
1423	65900	Misc Purch Servs-DW Board Ed	419	970	750	(220)	-23%
	590	TOTAL MISC PURCH SRVS	14,314	8,270	16,440	8,170	99%
1103	66100	Supplies-Primary Loc Wide	11,991	5,600	6,500	900	16%
1105	66100	Supplies-NorthArt	2,061	2,500	2,500	0	0%
1107	66100	Supplies-Primary Kindergarten	5,232	7,500	7,500	0	0%
1111	66100	Supplies-North Music	552	1,000	1,000	0	0%
1112	66100	Supplies-North Phys Ed	662	1,600	2,600	1,000	63%
1407	66100	Supplies-DW World Language	890	8,150	3,100	(5,050)	-62%
1120	66100	Supplies-Multi Age	4,517	6,150	5,100	(1,050)	-17%
1126	66100	Supplies-Primary Grade One	4,340	5,850	7,500	1,650	28%
1127	66100	Supplies-Primary Grade Two	6,413	5,900	7,500	1,600	27%
1203	66100	Supplies-Intermediate Loc Wide	2,849	500	1,500	1,000	200%
1205	66100	Supplies- South Art	3,241	3,600	3,600	0	0%
1211	66100	Supplies- South Music	4,003	5,300	5,500	200	4%
1212	66100	Supplies- South Phys. Ed	244	4,600	2,600	(2,000)	-43%
1228	66100	Supplies-Intermediate Grade Three	4,810	6,125	5,800	(325)	-5%
1229	66100	Supplies-Intermediate Grade Four	5,221	5,825	5,900	75	1%
1230	66100	Supplies-Intermediate Grade Five	4,033	5,900	5,500	(400)	-7%
1231	66100	Supplies-Intermediate Grade Six	5,809	6,150	7,450	1,300	21%
1303	66100	Supplies-Sped Loc Wide	7,384	5,600	6,100	500	9%
1313	66100	Supplies-Sped Pre-School	700	1,100	1,000	(100)	-9%
1408	66100	Supplies-DW Language Arts	15,024	11,500	39,500	28,000	243%
1409	66100	Supplies-DW Math	23,549	2,100	3,600	1,500	71%
1410	66100	Supplies-DW Media Center	3,612	4,950	4,900	(50)	-1%
1418	66100	Supplies-DW Technology	10,905	15,350	18,100	2,750	18%
1419	66100	Supplies-Curriculum	3,715	0	0	0	100%
1420	66100	Supplies-Social Studies	0	17,000	9,000	(8,000)	-47%
1421	66100	Supplies-DW Copy Center	19,348	18,800	19,700	900	5%
1424	66100	Supplies-DW Tag	0	1,100	1,000	(100)	-9%
1434	66100	Supplies-DW Science	4,384	5,500	7,400	1,900	35%
	610	TOTAL SUPPLIES TEACHING	155,489	165,250	191,450	26,200	16%
1301	66200	Computer Software-SPED	8,750	9,100	6,664	(2,436)	-27%
1401	66200	Computer Software-DW Admin	22,987	14,650	28,608	13,958	95%
1403	66200	Computer Software-DW Loc Wide	20,916	22,900	25,540	2,640	12%
1410	66200	Computer Software-DW Media Cntr	0	2,490	2,600	110	4%
	620	TOTAL SOFTWARE	52,653	49,140	63,412	14,272	29%
1404	66250	625 TOTAL SUPPLIES-NURSE	2,395	1,800	2,000	200	11%
1402	66300	Supplies Custodial-DW School	32,550	31,300	33,200	1,900	6%
1402	66301	Supplies Maintenance-DW School	7,025	9,200	9,300	100	1%
	630	TOTAL SUPPLIES CUSTODIAL	39,575	40,500	42,500	2,000	5%

BUDGET DETAIL

Account	OBJ	DESCRIPTION	<u>ACTUAL</u> 2007-2008	<u>BUDGET</u> 2008-2009	<u>REQUEST</u> 2009-2010	<u>DIFF</u> FY09 - FY10	<u>%</u> Change
1101	66350	Supplies Office-Primary Admin	3,522	3,000	2,900	(100)	-3%
1201	66350	Supplies Office-Intermediate Admin	2,589	3,000	2,900	(100)	-3%
1301	66350	Supplies Office-Sped Admin	900	2,500	1,200	(1,300)	-52%
1401	66350	Supplies Office-DW Admin	7,599	6,600	7,100	500	8%
	635	TOTAL SUPPLIES OFFICE	14,610	15,100	14,100	(1,000)	-7%
1410	66400	Books and A/V-DW Media Center	18,637	18,500	19,500	1,000	5%
	640	TOTAL LIBRARY BOOKS A/V	18,637	18,500	19,500	1,000	5%
1205	66450	Subscriptions-Intermediate Art	87	85	110	25	29%
1401	66450	Subscriptions-DW Admin	380	645	460	(185)	-29%
1403	66450	Subscriptions-DW Loc Wide	2,755	2,100	2,875	775	37%
1404	66450	Subscriptions-DW Nurse Srvs	0	500	500	0	0%
1408	66450	Subscriptions-DW Language Arts	61	0	70	70	100%
1410	66450	Subscriptions-DW Media Center	645	925	825	(100)	-11%
1418	66450	Subscriptions-DW Technology	1,731	4,820	5,695	875	18%
	645	TOTAL SUBSCRIPTIONS	5,659	9,075	10,535	1,460	16%
1303	66500	Testing-Sped Loc Wide	4,231	5,000	3,800	(1,200)	-24%
1403	66500	Testing-DW Location Wide	0	0	0	0	0%
1419	66500	Testing-DW Curriculum	994	8,800	2,000	(6,800)	-77%
	650	TOTAL TESTING	5,225	13,800	5,800	(8,000)	-58%
1435	66900	690 TOTAL MISC SUPPLIES	3,306	2,750	3,700	950	35%
1101	67300	Equipment Office-Primary Admin	0	0	0	0	0%
1201	67300	Equipment Office-Intermediate Admin	201	0	0	0	0%
1301	67300	Equipment Office-Sped Admin	772	0	0	0	0%
1401	67300	Equipment Office-DW Admin	1,729	8,500	0	(8,500)	-100%
	730	EQUIPMENT OFFICE	2,702	8,500	0	(8,500)	-100%
1101	67320	Equip Computers-Primary Admin	0	0	0	0	0%
1201	67320	Equip Computers-Intermediate Admin	0	0	0	0	0%
1301	67320	Equip Computers-Sped Admin	0	0	0	0	0%
1401	67320	Equip Computers-DW Admin	0	0	0	0	0%
1403	67320	Equip Computers-DW Loc Wide	0	13,940	17,510	3,570	26%
1404	67320	Equip Computers-DW Nurse Srvs	0	0	0	0	0%
1434	67320	Equip Computers-DW Science	0	0	0	0	0%
	732	TOTAL COMPUTER EQUIPMENT	0	13,940	17,510	3,570	26%
1103	67350	Equip Teaching-Primary Loc Wide	339	0	0	0	0%
1105	67350	Equip Teaching-Primary Art	1,162	250	0	(250)	-100%
1107	67350	Equip Teaching-Primary Kindergarten	0	550	550	0	0%
1112	67350	Equip Teaching-Primary Phys Ed	2,417	2,000	0	(2,000)	-100%
1126	67350	Equip Teaching-Primary Grade One	605	0	0	0	0%
1127	67350	Equip Teaching-Primary Grade Two	32	0	0	0	0%
1211	67350	Equip Teaching-Intermediate Music	6,592	4,500	5,500	1,000	22%
1212	67350	Equip Teaching-Intermediate Phys Ed	0	0	0	0	0%
1228	67350	Equip Teaching-Intermediate Grade 3	0	0	0	0	0%
1229	67350	Equip Teaching-Intermediate Grade 4	0	0	0	0	0%
1230	67350	Equip Teaching-Intermediate Grade 5	0	0	0	0	0%
1231	67350	Equip Teaching-Intermediate Grade 6	0	0	0	0	0%

BUDGET DETAIL

Account	OBJ	DESCRIPTION	ACTUAL	BUDGET	REQUEST	DIFF	%
			2007-2008	2008-2009	2009-2010	FY09 - FY10	Change
1303	67350	Equip Teaching-Sped Loc Wide	885	2,000	9,400	7,400	370%
1403	67350	Equip Teaching-DW Loc Wide	2	0	0	0	0%
1409	67350	Equip Teaching-DW Math	0	0	0	0	0%
1410	67350	Equip Teaching-DW Media Center	3,888	4,000	5,000	1,000	25%
1434	67350	Equip Teaching-DW Science	0	0	0	0	0%
	735	TOTAL EQUIPMENT TEACHING	15,922	13,300	20,450	7,150	54%
1303	67400	Equip Building-Sped Loc Wide	0	0	0	0	0%
1402	67400	Equip Building-DW School Oper	5,398	3,650	5,350	1,700	47%
	740	TOTAL EQUIPMENT BUILDING	5,398	3,650	5,350	1,700	47%
1101	67450	Furniture-Primary Admin`	0	0	0	0	0%
1103	67450	Furniture- Primary Loc Wide	0	0	3,000	3,000	100%
1105	67450	Furniture-Primary Art	0	0	0	0	0%
1107	67450	Furniture-Primary Kindergarten	0	750	2,500	1,750	0%
1111	67450	Furniture-Primary Music	0	0	0	0	0%
1112	67450	Furniture-Primary Phys Ed	400	2,000	250	(1,750)	-88%
1126	67450	Furniture-Primary Grade One	0	0	1,300	1,300	100%
1127	67450	Furniture-Primary Grade Two	0	0	0	0	0%
1201	67450	Furniture-Intermediate Admin	0	0	0	0	0%
1212	67450	Furniture-Intermediate Phys Ed	0	0	0	0	0%
1228	67450	Furniture-Intermediate Grade Three	0	0	0	0	0%
1229	67450	Furniture-Intermediate Grade Four	0	0	0	0	0%
1230	67450	Furniture-Intermediate Grade Five	0	0	0	0	0%
1231	67450	Furniture-Intermediate Grade Six	0	0	6,000	6,000	100%
1303	67450	Furniture-Sped Loc Wide	0	0	0	0	0%
1313	67450	Furniture-Sped Pre-School	0	0	0	0	0%
1408	67450	Furniture-DW Language Arts	0	0	0	0	0%
1409	67450	Furniture-DW Math	0	0	230	230	100%
1410	67450	Furniture-DW Media Center	2,152	0	600	600	100%
1434	67450	Furniture-DW Science	0	0	400	400	100%
	745	TOTAL FURNITURE	2,552	2,750	14,280	11,530	419%
1101	68100	Dues, Fees & Member-Primary Admin	219	600	600	0	0%
1201	68100	Dues, Fees & Member-Intermediate Admr	0	600	600	0	0%
1203	68100	Dues, Fees & Member-Interm.Loc Wd	0	260	100	(160)	-62%
1205	68100	Dues, Fees & Member- Art	238	100	240	140	140%
1211	68100	Dues, Fees & Member- Music	187	2,800	1,500	(1,300)	-46%
1212	68100	Dues, Fees & Member-Phys Ed	175	300	300	0	0%
1303	68100	Dues, Fees & Member-Sped	1,178	710	1,200	490	69%
1401	68100	Dues, Fees & Member-DW Admin	19,053	16,354	16,920	566	3%
1404	68100	Dues, Fees & Member-DW Nurse	136	180	200	20	11%
1408	68100	Dues, Fees & Member-Lang Arts	0	70	70	0	0%
1409	68100	Dues, Fees & Member-DW Math	354	525	550	25	5%
1410	68100	Dues, Fees & Member-Media Cntr	634	630	885	255	40%
1418	68100	Dues, Fees & Member-Technology	0	200	200	0	0%
1419	68100	Dues, Fees & Member-Curriculum	0	220	220	0	0%
1423	68100	Dues, Fees & Member-Board Ed	643	1,150	1,150	0	0%
1434	68100	Dues, Fees & Member-Science	108	100	100	0	0%
	810	TOTAL DUES & FEES	22,925	24,799	24,835	36	0%
1401	68250	825 TOTAL UNEMPLOYMENT	7,613	9,300	9,300	0	0%

BUDGET DETAIL

Account	OBJ	DESCRIPTION	<u>ACTUAL</u> <u>2007-2008</u>	<u>BUDGET</u> <u>2008-2009</u>	<u>REQUEST</u> <u>2009-2010</u>	<u>DIFF</u> <u>FY09 - FY10</u>	<u>%</u> <u>Change</u>
1101	69000	Misc Expenses-Primary Admin	0	0		0	0%
1201	69000	Misc Expenses-Intermediate Admin	0	0		0	0%
1401	69000	Misc Expenses-DW Admin	1,574	900	1,400	500	56%
1403	69000	Cafeteria Subsidy	26,000	13,000	14,000	1,000	8%
1423	69000	Food	3,493	2,100	3,800	1,700	81%
1401	69001	Ezra Nurse	33,048	34,039	35,230	1,191	3%
	900	TOATL MISC EXPENDITURES	64,115	50,039	54,430	4,391	9%
GRAND TOTALS			11,174,091	11,726,733	11,942,361	215,628	1.84%

MINUTES OF THE BOARD OF EDUCATION FACILITIES COMMITTEE
Friday, December 5, 2008
District Office Conference Room
Beecher Road School South

CALL TO ORDER: Debby Pines, Chair called the meeting to order at 8:00 AM.

IN ATTENDANCE: Ms. Debby Pines, Mr. David Barkin, Board of Education Members; Dr. Guy Stella, Superintendent; Chuck Zettergren, Business Manager; Joe Hellauer, Town Administrative Officer; Greg Kula, BRS Facilities Manager; Cathy Wick, PTO and Jon Gorham, Community.

New Business: The Committee reviewed the solar panel placements at BRS, an awning for the Recreation Department entrance and the pool drains.

Old Business: Discussion of storage trailer consolidation with the Recreation Department continued. Updates were provided on grounds improvements, the maintenance schedule, BRS track and proposed kiosk and the Nature Trail.

MOTION TO ADJOURN: (10:00 AM)
Ms. Pines
Second by Mr. Barkin
UNANIMOUS

MINUTES OF THE BOARD OF EDUCATION CURRICULUM COMMITTEE
Monday, December 8, 2008
Library/Media Center
Beecher Road School

CALL TO ORDER: Sheila McCreven, Chair called the meeting to order at 5:05 PM.

IN ATTENDANCE: Ms. Sheila McCreven, Ms. Susan Kelley, Mr. Tom Handler, Board of Education Members; Dr. Guy Stella, Superintendent; Mrs. MaryLou Torre, Mrs. Sheila Haverkamp, and Mrs. Carol Bequary, Administration; Mrs. Andrea Fleischman, PTO Representative.

New Business: Discussion of Tri-State Consortium process, document entitled, "Tri-State: An Executive Summary" was presented. Upcoming curriculum and Professional Development initiatives were also discussed, description of curriculum development stages were reviewed, document entitled, "Draft of a Five-Year Cycle" was reviewed.

MOTION TO ADJOURN: (6:05 PM)
By Unanimous Consent

Bylaws of the Board

Role of the Board and Members (Powers, Purposes, Duties)

The Woodbridge Board of Education is the governing body of the Woodbridge School District and derives its authority from, and exists under the Constitution and General Statutes of the State of Connecticut, and the regulations of the Connecticut State Board of Education, and the Charter of the Town of Woodbridge.

Legal Reference:

Connecticut General Statutes

1-200 Definitions

10-186 Duties of Local and Regional Boards of Education

10-220 Duties of Boards of Education

10-221 Boards of Education to Prescribe Rules

10-240 Control of Schools

10-241 Powers of School Districts

Adopted by the Board: 11/05/79; Revised 1993; Approved 3/29/93; Revised 4/26/05; Reviewed

Bylaws of the Board

Limits of the Board

The nine member Woodbridge Board of Education is the unit of authority. A Board of Education member has no individual authority. Individually, a Board member shall not commit the district to any policy, act or expenditure. A Board member is prohibited from doing business with the Woodbridge School District, and from being employed for compensation by the Woodbridge School District, nor shall the Board member have an interest in any contract with the Woodbridge School District. A Board member does not represent any factional segment of the community, but is rather a part of the body which represents and acts for the community as a whole.

No individual member of the Board, by virtue of holding office, shall exercise any administrative responsibility with respect to the schools, nor as an individual command the services of any school employee.

No members of the Board of Education shall be asked to perform any routine or clerical duties which may be assigned to an employee.

Legal Reference

Connecticut General Statutes
10-220 Duties of Boards of Education
10-232 Restrictions on Employment of Members of the
Board of Education

Adopted by the Board: 11/05/79; Revised 1993; Approved 3/29/93; Revised 10/17/05; Reviewed

Bylaws of the Board

Board-Related Responsibilities

The Board of Education shall:

1. Employ an able and qualified Superintendent of Schools.
2. Adopt policies to govern the operation of the school system.
3. Communicate the educational program to the people of the community.
4. Keep abreast of future educational needs of the Town as well as the present.
5. Adopt an annual budget.
6. Take such specific actions as are required by law.

Legal Reference: Connecticut General Statutes

10-186 Duties of local and regional boards of education.

10-220 Duties of boards of education.

10-221 Boards of education to prescribe rules.

Adopted by the Board: 1/17/06; Reviewed

Bylaws of the Board

Officers of the Board

The officers of the Board of Education shall consist of the Chairperson, the Vice-Chairperson, and the Secretary.

Legal Reference Connecticut General Statutes
 10-218 Officers. Meetings

Adopted by the Board: 11/05/79; Revised 1993; Approved 3/29/93; Revised 3/21/05;
Reviewed

Bylaws of the Board

Chairperson

A chairperson of the Woodbridge Board of Education shall be elected by a majority of the members of the Board bi-annually at the July organizational meeting of the Board. There is no restriction on the number of terms a Board member may serve as chairperson.

The chairperson shall preside at all meetings of the Board, appoint committees, sign financial and other records of the Board, and perform such other duties as may be prescribed by law, State Department of Education regulations, or the action of the Board.

In carrying out these responsibilities, the Chairperson shall:

1. Sign the instruments, acts, and orders necessary to carry out state requirements and the will of the Board.
2. Consult with the Superintendent in the planning of the Board's agendas.
3. Confer with the Superintendent on crucial matters which may occur between Board meetings.
4. Appoint Board committees, subject to Board approval.
5. Call special meetings of the Board as necessary.
6. Be public spokesperson for the Board at all times except as this responsibility is specifically delegated to others.
7. Be responsible for the orderly conduct of all Board meetings.

As presiding officer at all meetings of the Board, the Chairperson shall:

1. Call the meeting to order at the appointed time.
2. Announce the business to come before the Board in its proper order.
3. Enforce the Board's policies relating to the order of business and the conduct of the meetings.
4. Recognize persons who desire to speak, and protect the speaker who has the floor from disturbance or interference.
5. Explain what the effect of a motion would be if it is not clear to every member.
6. Restrict discussion to the question when a motion is before the Board.
7. Answer all parliamentary inquiries, referring questions of legality to the Board attorney.
8. Put motions to a vote, stating definitely and clearly the vote and result thereof.
9. Declare the meeting adjourned.

Bylaws of the Board

Chairperson

~~The chairperson is authorized to release checks for payment of Woodbridge Board of Education accounts.~~

The Chairperson shall have the right, as other Board members have, to offer resolutions, discuss questions, and to vote.

The chairperson of the Board may be removed as chairperson by the affirmative vote of six (6) members taken at a duly constituted meeting for which the matter appeared as an agenda item.

(cf. 9324 Meeting Conduct and Parliamentary Procedure)
9121(c) Bylaws of the Board of Education Officers

Legal Reference: Connecticut General Statutes
 10-218 Officers. Meetings.
 10-224 Duties of the Secretary.
 10-225 Salaries of Secretary and Attendance Officers.

Adopted by the Board: 11/05/79; Revised 1993; Approved 3/29/93; Revised 1/17/06;
Revised

Bylaws of the BoardSecretary of the Board

A Secretary of the Board of Education shall be selected by a majority of the members of the Board bi-annually at the July organizational meeting of the Board.

In the absence of the Clerk of the Board, the Secretary shall record and maintain a record of all meetings and proceedings of the Board.

~~In the absence of the Chairperson and the Vice-Chairperson, the Secretary is authorized to release checks for payment of Board of Education accounts.~~

(cf. 9324 Meeting Conduct and Parliamentary Procedure)
9121(c) Bylaws of the Board of Education Officers

Legal Reference: Connecticut General Statutes
10-218 Officers. Meetings.
10-224 Duties of the Secretary.
10-225 Salaries of Secretary and Attendance Officers.

Adopted by the Board: 11/05/79; Revised 1993; Approved 3/29/93; Revised 1/17/06;
Revised

Bylaws of the BoardCommittee of the Whole

The Woodbridge Board of Education shall act as a committee of the whole in final consideration of all matters. No member or ~~sub-standing~~ committee has authority to act as an individual or group on behalf of the Board unless specifically directed to do so by the Board as a whole.

Legal Reference

Connecticut General Statutes

1-200 Definitions

1-225 Meetings of Government Agencies to be Public

Adopted by the Board: 11/05/79; Revised 1993; Approved 3/29/93; Revised 10/17/05;
Revised

Bylaws of the Board

Standing Committees

The following shall be the standing committees of the Woodbridge Board of Education. The Chairperson shall appoint at least three Board members to each committee and may revise committee appointments at any time. The Chairperson shall be an ex-officio member of each committee. The Woodbridge Education Association and the Beecher Road School PTO may each designate one individual per committee to represent the respective organization at committee meetings. The Superintendent is a member of each committee and may appoint up to two additional administrators/ supervisors to serve on each committee. Policy decisions of the committees are non-binding, only the Woodbridge Board of Education may determine policy.

The standing committees:

- A. Finance
- B. Policy
- C. Facilities
- D. Curriculum

Adopted by the Board: 11/05/79; Revised 1993; Approved 3/29/93; Revised 11/00; Revised 8/20/01; Revised 1/22/02; Revised and Approved 10/20/03; Revised 11/15/04; Revised 9/19/05; Reviewed

Bylaws of the Board

Standing Committees

Facilities Committee

A Facilities Committee consisting of those members of the Woodbridge Board of Education appointed by its Chairperson shall be a standing committee of the Board. The Facilities Committee shall meet as needed:

1. To serve as Board of Education liaison on matters relating to the effective utilization, operation and maintenance of the school facilities.
2. To study, investigate and examine, when necessary, future building and grounds needs of the district and reports such findings to the Board.
3. To serve as Board of Education liaison on the review of the district's five-year capital improvement plan.

The Facilities Committee will make recommendations for action to the Board as necessary.

Legal Reference

Connecticut General Statutes

1-200 through 1-241 of the Freedom of Information Act

1-200 Definitions

1-226 Meetings of Government Agencies to be Public

10-220 Duties of Boards of Education

Adopted by the Board:

FINANCE COMMITTEE

WOODBRIIDGE BOARD OF EDUCATION

The Finance Committee held a meeting on Monday, December 8, 2008, in the Beecher Road School Library. Carl Lindskog, David Barkin, and Susan Kelley, members of the Committee were present. Sheila McCreven, ex-officio member of the Committee, Dr. Tom Handler, Dr. Guy Stella and Charles Zettergren, Business Manager, and the representative from the Extended Day Program – Larry Hurwitz – attended as well.

The meeting was called to order by the Chairman, Mr. Lindskog, at 6:00 p.m.

The Committee reviewed and discussed the report of budgeted versus actual expenditures for the five months ending 11/30/08, pages F1-F5. Dr. Stella noted that the projected favorable variance had declined slightly to \$216,000. Dr. Stella cautioned again that there are developments and conversations underway that could have a substantially negative impact on that variance. Dr. Stella raised the question of whether a retirement incentive ought to be offered again in fiscal 2008-2009. It was a sense of the meeting that this was a productive step and that a formal recommendation ought to be forthcoming.

The Committee reviewed the Combining Balance Sheets as of 11/30/08 and the Combining Statement of Revenues and Expenditures as of 11/30/08, pages F6-F7. There was once again a lengthy discussion of the cafeteria. That discussion was facilitated by the data set forth on Page F8. The prior unfavorable variance year to date of about \$4,000 has been significantly reduced, but only by virtue of the timing of the receipt of Government Grants. A la carte sales are below target. Mr. Zettergren will explore the situation and report back.

The Committee then reviewed the projected Five Year Budget, reflecting the recently approved salary contracts and projections of enrolment. Maintenance of the status quo without proactive modifications will result in annual increases averaging about 5.7%

The Committee then reviewed and discussed at length the proposed the 2009-2010 operating budget. Dr. Stella and Mr. Zettergren confirmed that a zero-based approach is being used, that is, all costs have been reviewed and challenged before being accepted in the requested budget rather than merely projected from an existing base. Dr. Stella elaborated on the meetings and exchanges that took place with and among his Administrative staff regarding the new budget. David Barkin applauded the staff for the modest 1.84% increase. Tom Handler observed that it was appropriate to add staff to the World Language Program, given the commitment to improve the instruction in Spanish. Mr. Lindskog supported this initiative. There was lengthy discussion. It was a sense of

the meeting that Dr. Stella should explore the addition to the budget of a half-time person to the World Language Program.

Mr. Zettergren presented the 403(b) Retirement Plan Document for adoption. He indicated that it is a prototype document, prepared by Gateway, a leading firm in the industry. It was a sense of the meeting that the plan should be adopted.

Under the heading of Old Business, Mr. Zettergren raised the matter of Revenue Line Item Reporting. After discussion, it was a sense of the meeting that he should proceed to develop the improved format for including revenues in the financial reporting. Mr. Zettergren indicated that he and Dr. Stella will collaborate on formatting and presenting data from the Strategic School Profile aimed at reflecting the factors that influence our costs relative to other districts.

There being no New Business and no other business, the meeting was adjourned at 7:50 p.m.

CWL

**WOODBRIAGE BOARD OF EDUCATION
MONTHLY SUMMARY FINANCIAL REPORT
For 5 Months Ended November 30, 2008**

OBJ #	DESCRIPTION	Adopted Annual Budget w/Transfers	Monthly Budget	Monthly Actual	\$ Variance (Over) Under
100	TOTAL SALARIES	6,887,211	552,787	538,572	14,216
200	TOTAL BENEFITS	2,250,809	182,873	172,742	10,131
300	TOTAL PROFESSIONAL SERVICES	314,424	18,048	102,015	(83,967)
400	TOTAL PROPERTY SERVICES	632,209	63,583	46,051	17,532
500	TOTAL OTHER PURCHASED SERVICES	1,199,887	87,941	117,497	(29,556)
600	TOTAL SUPPLIES & MATERIALS	315,915	20,969	25,128	(4,159)
700	TOTAL PROPERTY	42,140	4,000	2,085	1,915
800	TOTAL DUES AND FEES	84,138	2,107	2,387	(280)
	TOTAL ADOPTED BUDGET	11,726,733	932,308	1,006,477	(74,168)

	Year To Date Budget	Year To Date Actual	Year To Date \$ Variance (Over)Under
1.	2,160,079	2,140,505	19,574
2.	895,770	847,418	48,352
3.	131,541	156,756	(25,215)
4.	189,336	155,142	34,194
5.	531,296	435,707	95,589
6.	167,519	132,067	35,452
7.	35,350	23,534	11,816
	60,935	59,946	989
	4,171,826	3,951,075	220,751

COMMENTS

1. Anticipated savings \$22,254, misc salary timing differences (\$2,680)
2. Timing difference on GASB 45 funding \$57,082, timing of retiree health checks (\$11,185), savings \$2,455
3. Tech fee paid in full budgeted 1/2 (\$45,000), OT/PT under budget \$15,624, subs under budget \$4,161
4. Utilities savings \$8,485, oil timing diff \$22,277, lease & rentals timing diff \$7,990, building improv. Timing diff (\$4,558)
5. Tuition savings \$36,032, tuition timing \$25,252, insurance savings \$15,800, transportation savings \$7,505, interns timing diff \$11,000
6. Timing difference on supply invoices.
7. Timing difference on property purchases is causing variance.

SPECIAL EDUCATION BREAKOUT

OBJ #	DESCRIPTION	Adopted Annual Budget	Monthly Budget	Monthly Actual	\$ Variance (Over) Under
390	OT/PT SERVICES	37,500	3,750	0	3,750
3901	CONSULTANTS	18,000	1,800	0	1,800
510	TRANSPORTATION	124,581	11,404	11,111	293
560	TUITION	308,575	28,630	24,849	3,781
	TOTALS	488,656	45,584	35,960	9,624

	Year To Date Budget	Year To Date Actual	Year To Date Variance (Over)Under
	13,750	0	13,750
	5,400	1,026	4,374
	55,303	37,229	18,074
	108,162	46,878	61,284
	182,615	85,133	97,482

Woodbridge Board of Education
Expenditures by Object
Financial Analysis
For Fiscal Year 2008-2009

November 2008

OBJECT- 110 - SALARIES ADMINISTRATORS

The projected deficit is due to negotiated salary increases after budget finalization.

OBJECT 120 – SALARIES TEACHERS-REGULAR & SPECIAL EDUCATION

These projected surpluses are a result of cost saving initiatives put in place such as the early retirement incentive and other staffing changes after budget finalization.

OBJECT 1601 – SALARIES SPECIAL EDUCATION PARAPROFESS

The projected deficit is due to the hiring of an additional mandated one-on-one paraprofessional for special education needs.

OBJECT 270 – MEDICAL INSURANCE

This projected surplus is a result of the staffing and plan choice changes that took place after budget finalization.

OBJECT 390 – OTHER PROF/TECH SERVICES

This projected deficit is a result of increased costs associated with our technology staffing agreement with ACES.

OBJECT 410/01 – UTILITIES ELECTRIC AND WATER

This projected surplus is based upon our electricity usage being below what was anticipated. The lighting retrofit project we had completed the prior year appears to be having a positive impact on our usage.

OBJECT 420 – HEATING OIL

This line item is in deficit due to budgeting oil at \$2.75 per gallon and locking in pricing \$3.48 per gallon. The deficit has been reduced based upon anticipated grant reimbursement from the state for energy assistance.

OBJECT 510 – PUPIL TRANSPORTATION-REGULAR

We are projecting a surplus in this line item due to a lower than anticipated diesel fuel prices.

OBJECT 510 – PUPIL TRANSPORTATION-SPEC EDUC.

We are projecting a surplus in this line item due to a reduction in the outplacement of special education children.

OBJECT 520 - INSURANCE-GENERAL LIABILITY

We are experiencing a surplus in this account due to favorable pricing being obtained on our insurance bid.

OBJECT 5201 – WORKER’S COMPENSATION

We are experiencing a surplus in this account due to favorable pricing being obtained on our insurance bid.

OBJECT 560 - TUITION

We are projecting a surplus in this line item due to a reduction in the outplacement of special education children.

**WOODBIDGE BOARD OF EDUCATION
MONTHLY DETAIL FINANCIAL REPORT**

For 5 Months Ended: November 30, 2008

Object Code	Descriptions	Adopted Budget	Budget Transfers	Expended to Date	Encumbered to Date	% Used	Available Balance	Estimated Additional	Projected Year-End Balance
110	Administrators	553,106	-	242,017	320,275	102%	(9,186)	-	(9,186)
120	Teachers - Regular	3,957,454	-	1,112,815	2,750,605	98%	94,034	12,793	81,241
120	Teachers - Special Education	734,003	-	217,090	499,791	98%	17,122	-	17,122
1201	Psychologist	137,358	-	40,589	96,769	100%	-	-	-
1203	Counselor	30,288	-	8,114	22,138	100%	36	-	36
	Sub-Total Certified Salaries	5,412,209	-	1,620,625	3,689,578	98%	102,006	12,793	89,213
1303	Custodians	362,230	-	149,386	185,050	92%	27,794	25,187	2,607
140	Nurses	111,882	-	35,389	75,678	99%	815	-	815
150	Secretaries, Clerical	299,059	-	121,015	176,070	99%	1,974	-	1,974
160	Paraprofessionals	387,091	-	107,327	279,079	100%	685	-	685
1601	Special Education Paraprofess.	269,470	-	92,718	200,865	109%	(24,113)	-	(24,113)
190	Salaries, Miscellaneous	45,270	-	14,045	20,678	77%	10,547	7,547	3,000
	Sub-Total Non-Certified Salaries	1,475,002	-	519,880	937,420	99%	17,702	32,734	(15,032)
	TOTAL SALARIES	6,887,211	-	2,140,505	4,626,998	98%	119,708	45,527	74,181
1906	Retirement - Sick Pay-Out	38,550	-	-	-	0%	38,550	38,550	-
220	FICA	188,191	-	58,857	-	31%	129,334	129,334	-
230	Merf	112,222	-	43,759	-	39%	68,463	68,463	-
270	Medical Insurance	1,870,388	-	732,436	-	39%	1,137,952	1,131,952	6,000
280	Life Insurance	16,758	-	7,322	-	44%	9,436	9,436	-
2902	Other Employee Benefits	24,700	-	5,044	4,351	38%	15,305	7,805	7,500
	TOTAL BENEFITS	2,250,809	-	847,418	4,351	38%	1,399,040	1,385,540	13,500

**WOODBIDGE BOARD OF EDUCATION
MONTHLY DETAIL FINANCIAL REPORT**

For 5 Months Ended: November 30, 2008

Object Code	Descriptions	Adopted Budget	Budget Transfers	Expended to Date	Encumbered to Date	% Used	Available Balance	Estimated Additional	Projected Year-End Balance
320	Professional Development	69,782	-	26,543	32,608	85%	10,631	10,631	-
330	Legal Fees	46,500	-	18,308	13,636	69%	14,556	14,556	-
340	Software Support	6,600	-	5,659	495	93%	446	446	-
350	Substitutes	31,500	-	4,941	291	17%	26,268	26,268	-
390/01	OT/PT/Consultant Services	55,500	-	1,026	14,903	29%	39,571	39,000	571
3902	Financial Audit	13,991	-	9,150	75	65%	4,841	4,841	-
390	Other Prof/Tech. Services	90,551	-	91,129	75	101%	(653)	12,000	(12,653)
	TOTAL PROFESSIONAL SERVICES	314,424	-	156,756	62,008	70%	95,660	107,742	(12,082)
410/01	Utilities - Electric and Water	259,440	-	68,138	153,537	85%	37,765	17,400	20,365
420	Heating Oil	174,785	-	4,104	197,256	115%	(26,575)	7,000	(33,575)
430	Repairs and Maintenance	36,000	-	9,657	860	29%	25,483	25,483	-
450	Leases and Rentals	50,383	-	13,006	33,781	93%	3,596	3,596	-
4501	Building Improvements	44,500	-	22,179	7,400	66%	14,921	14,921	-
490	Other Purchased Services	23,100	-	10,094	5,464	67%	7,542	7,542	-
4901	Service Contracts	44,001	-	27,964	5,831	77%	10,206	10,206	-
	TOTAL PROPERTY SERVICES	632,209	-	155,142	404,129	88%	72,938	86,148	(13,210)
510	Pupil Transportation-Regular	419,572	-	140,667	260,310	96%	18,595	8,322	10,273
510	Pupil Transportation-Spec. Educ.	124,581	-	37,229	77,249	92%	10,103	-	10,103
520	Insurance-General Liability	87,311	-	77,798	-	89%	9,513	-	9,513
5201	Worker's Compensation	77,690	-	71,157	-	92%	6,533	-	6,533
530	Telephone Services	18,901	-	4,016	15,864	105%	(979)	-	(979)
535	Internet	10,890	-	3,082	6,268	86%	1,540	1,540	-
537	Postage	6,900	-	1,127	-	16%	5,773	5,773	-
540	Advertising	2,600	-	-	-	0%	2,600	2,600	-
550	Interns	106,000	-	29,448	-	28%	76,552	76,552	-
560	Tuition	337,172	-	68,313	131,752	59%	137,107	17,000	120,107
590	Other Purchased Services	8,270	-	2,870	2,190	61%	3,210	3,210	-
	TOTAL OTHER PURCH SERVICES	1,199,887	-	435,707	493,633	77%	270,547	114,997	155,550

**WOODBRIAGE BOARD OF EDUCATION
MONTHLY DETAIL FINANCIAL REPORT**

For 5 Months Ended: November 30, 2008

Object Code	Descriptions	Adopted Budget	Budget Transfers	Expended to Date	Encumbered to Date	% Used	Available Balance	Estimated Additional	Projected Year-End Balance
610	Instructional Supplies	165,250	-	74,546	43,974	72%	46,730	46,730	-
620	Computer Software	49,140	-	18,871	6,713	52%	23,556	23,556	-
625	Supplies Nurses	1,800	-	639	78	40%	1,083	1,083	-
630	Supplies Custodial	40,500	-	18,808	4,564	58%	17,128	17,128	-
635	Supplies Office	15,100	-	10,454	1,058	76%	3,588	3,588	-
640	Books and Audio Visual	18,500	-	851	7,070	43%	10,579	10,579	-
645	Subscriptions	9,075	-	1,681	3,447	57%	3,947	3,947	-
650	Testing	13,800	-	6,217	1,435	55%	6,148	6,148	-
690	Misc. Supplies	2,750	-	-	1,632	59%	1,118	1,118	-
	TOTAL SUPPLIES & MATERIALS	315,915	-	132,067	69,971	64%	113,877	113,877	-
730	Equipment - Office	8,500	-	9,201	469	114%	(1,170)	-	(1,170)
732	Computer Hardware	13,940	-	7,396	3,704	0%	2,840	2,840	-
735	Equipment - Teaching	13,300	-	5,187	1,470	50%	6,643	6,643	-
740	Equipment - Building	3,650	-	1,295	-	35%	2,355	2,355	-
745	Furniture	2,750	-	455	171	23%	2,124	2,124	-
	TOTAL PROPERTY	42,140	-	23,534	5,814	70%	12,792	13,962	(1,170)
810	Dues and Fees	24,799	-	15,880	539	66%	8,380	8,380	-
825	Unemployment	9,300	-	2,624	-	28%	6,676	6,676	-
900	Other Fees	50,039	-	41,442	7,568	98%	1,029	1,029	-
	TOTAL DUES AND FEES	84,138	-	59,946	8,107	81%	16,085	16,085	-
	TOTAL ADOPTED BUDGET	11,726,733	-	3,951,075	5,675,011	82%	2,100,647	1,883,878	216,769

Woodbridge Board of Education
Expenditures by Object
Financial Analysis
For Fiscal Year 2008-2009

November 2008

OBJECT- 110 - SALARIES ADMINISTRATORS

The projected deficit is due to negotiated salary increases after budget finalization.

OBJECT 120 – SALARIES TEACHERS-REGULAR & SPECIAL EDUCATION

These projected surpluses are a result of cost saving initiatives put in place such as the early retirement incentive and other staffing changes after budget finalization.

OBJECT 1601 – SALARIES SPECIAL EDUCATION PARAPROFESS

The projected deficit is due to the hiring of an additional mandated one-on-one paraprofessional for special education needs.

OBJECT 270 – MEDICAL INSURANCE

This projected surplus is a result of the staffing and plan choice changes that took place after budget finalization.

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This projected deficit is a result of increased costs associated with our technology staffing agreement with ACES.

OBJECT 410/01 – UTILITIES ELECTRIC AND WATER

This projected surplus is based upon our electricity usage being below what was anticipated. The lighting retrofit project we had completed the prior year appears to be having a positive impact on our usage.

OBJECT 420 – HEATING OIL

This line item is in deficit due to budgeting oil at \$2.75 per gallon and locking in pricing \$3.48 per gallon. The deficit has been reduced based upon anticipated grant reimbursement from the state for energy assistance.

OBJECT 510 – PUPIL TRANSPORTATION-REGULAR

We are projecting a surplus in this line item due to a lower than anticipated diesel fuel prices.

OBJECT 510 – PUPIL TRANSPORTATION-SPEC EDUC.

We are projecting a surplus in this line item due to a reduction in the outplacement of special education children.

OBJECT 520 - INSURANCE-GENERAL LIABILITY

We are experiencing a surplus in this account due to favorable pricing being obtained on our insurance bid.

OBJECT 5201 – WORKER'S COMPENSATION

We are experiencing a surplus in this account due to favorable pricing being obtained on our insurance bid.

OBJECT 560 - TUITION

We are projecting a surplus in this line item due to a reduction in the outplacement of special education children.

Woodbridge Board of Education
Combining Balance Sheets as of 11/30/08 (Unaudited)

	Total	Café	Special Revenue			Agency
			Extended Day	Field Trips	Expendable Trust/SEP	Activity Fund
Assets:						
Cash	\$ 57,532	\$ 7,536	\$ 25,408	\$ 2,881	\$ 19,790	\$ 1,917
Prepaid Expenses	-		-			
Accounts receivable	1,886	1,031	225	\$ 358	\$ 272	
Intergovt Receivable	4,402	4,402		-		
Inventory	8,039	8,039				
Total Assets	71,859	21,008	25,633	3,239	20,062	1,917
Liabilities and Fund Balance						
Liabilities:						
Amounts held as agent	4,427	4,427	-		-	-
Accounts payable	4,617	3,006	1,611	-	-	-
Deferred revenue	8,709		8,709			
Wages payable	-					
Total Liabilities	17,753	7,433	10,320	-	-	-
Fund Balance	54,106	13,575	15,313	3,239	20,062	1,917
Total Liabilities and Fund Balance	\$ 71,859	\$ 21,008	\$ 25,633	\$ 3,239	\$ 20,062	\$ 1,917
Activity Fund:						
Administrative Fund						\$ -
Read a Thon						-
Orange Drug & Alcohol Prevention						459
PTO						640
Drama Club						\$ 818
Total						\$ 1,917

Woodbridge Board of Education
Combining Statement of Revenues & Expenditures
for the 5 Months Ended 11/30/08 (Unaudited)

	Total	Special Revenue					Agency Activity Fund
		Café	Extended Day	Field Trips	Summer Programs	Expendable Trust	
Revenues:							
Charges for services	\$ 311,731	\$ 64,483	\$ 136,687	\$ 17,002	\$ 93,007	\$ 552	\$ -
Intergovernmental	12,291	12,291					
Donations	3,099						3,099
Other income	15	7	8				
Additions	-						-
Total revenues/additions	327,136	76,781	136,695	17,002	93,007	552	3,099
Expenditures:							
Wages, FICA, MERF	223,311	31,399	111,132		80,780		
Medical Insurance	9,763	9,763					
Cost of food sold	29,818	29,818					
Equipment	919	919	-				
Other Expenses	54,581	5,182	21,872	15,085	8,912	408	3,122
Deductions	-						
Total expenditures/deductions	318,392	77,081	133,004	15,085	89,692	408	\$ 3,122
Excess (deficiency) of revenues over expenditures before operating transfer in	8,767	(300)	3,691	1,917	3,315	144	
Operating transfer in	6,500	6,500	-		-		
Excess (deficiency) of revenues over expenditures after operating transfer in	15,267	6,200	3,691	1,917	3,315	144	
Fund Balance, ending	\$ 52,189	\$ 13,575	\$ 15,313	\$ 3,239	\$ 13,068	\$ 6,994	

Woodbridge School District
School Cafeteria Financial

	NOVEMBER 2008			FISCAL YEAR TO DATE		
	Budget	Actual	Variance	Budget	Actual	Variance
<u>Sales Revenue</u>						
Sales	17,784	14,983	(2,801)	63,814	64,483	669
Government Grants	2,554	5,896	3,342	9,165	12,291	3,126
Other Income	2	0	(2)	8	2	(6)
Total Operating Revenue	20,341	20,879	538	72,988	76,776	3,788
<u>Cost of Food</u>	8,404	5,925	2,479	30,154	29,818	336
Gross Profit	11,937	14,954	3,017	42,834	46,958	4,124
<u>Labor Costs</u>						
Salaries/Taxes/Retirement	8,924	9,026	(102)	31,234	31,399	(165)
Medical Insurance	2,121	1,953	168	8,483	9,763	(1,280)
Total Labor Cost	11,045	10,979	66	39,717	41,162	(1,445)
Other Expenses	691	552	139	2,480	6,101	(3,621)
Total Expenses	20,140	17,456	2,684	72,352	77,081	(4,729)
Income (Loss) from Operations	201	3,423	3,222	636	(305)	(941)
Board Subsidy	0	0	0	6,500	6,500	0
Total Net Income (Loss)	201	3,423	3,222	7,136	6,195	(941)
<u># Meals</u>						
Free	221	242	21	794	740	(54)
Reduced	92	95	3	329	266	(63)
Total Meals	4,667	4,905	238	16,747	17,900	1,153

WOODBRIIDGE PUBLIC SCHOOLS

403(b) RETIREMENT PLAN

Restated and Amended as of 1/1/2009

Woodbridge Public Schools Board of Education

Certificate of Adoption

The undersigned hereby certifies that he/she is Secretary of the Board of Education of the Woodbridge Public Schools (the "District"), a governmental entity organized and existing under the laws of the State/Commonwealth of Connecticut, and that the following resolution was duly adopted by the Woodbridge Board of Education (the "Board") and was enacted pursuant to the authority granted to the Board and recorded in its minutes at a meeting of said Board at which a quorum was present on the _____ day of _____, 20____, and that the same has not been amended or rescinded and is in full force and effect:

**Resolution Adopting Restatement and Amendment of
Woodbridge Public Schools 403(b) Retirement Plan**

WHEREAS, the District currently offers the Woodbridge Public Schools 403(b) Retirement Plan (the "Plan") to give its employees the opportunity to save additional funds for retirement; and

WHEREAS, the District desires to restate and amend the Plan to comply with final regulations issued with respect to Internal Revenue Code section 403(b); and

WHEREAS, there has been presented to the meeting a copy of the proposed restated and amended Plan; and

WHEREAS, the District desires to adopt a policy statement regarding the manner in which annuity contract(s) and/or custodial account(s) (referred to hereafter as "Funding Vehicles") and/or investment providers offering annuity contract(s) and/or custodial account(s) (referred to hereafter as "Vendors") made available under the Plan will be selected and deselected; and

WHEREAS, there has been presented to the meeting a copy of the proposed Policy Regarding Funding Vehicle(s) / Vendor(s) Selection and Deselection under the Plan (the "Policy Statement"); and

WHEREAS, after full discussion, the adoption and execution of the Plan and the adoption of the Policy Statement appear to be in the best interest of the District and its employees;

NOW, THEREFORE, it is hereby:

RESOLVED, that the Plan substantially in the form presented to the meeting be and is hereby adopted and approved by the Board, effective as of 1/1/2009; and

RESOLVED FURTHER, that a copy of the Plan be attached to and made a part of the minutes of this meeting as Exhibit A thereto; and

RESOLVED FURTHER, that the Policy Statement substantially in the form presented to the meeting be and is hereby adopted and approved by the Board, effective as of the date of this meeting as set forth above; and

RESOLVED FURTHER, that a copy of the Policy Statement be attached to and made a part of the minutes of this meeting as Exhibit B thereto; and

RESOLVED FURTHER, that the Woodbridge Board of Education (the “Committee”) will serve as named Administrator of the Plan; and

FINALLY RESOLVED, that the Committee (or its designee) is authorized and directed to take such actions as may be necessary or advisable in connection with the implementation of the Plan and Policy Statement including, without limitation, selecting one or more types of annuity contracts and/or custodial accounts to be offered as investment fund options under the Plan in accordance with the provisions of the Policy Statement regarding the selection and/or deselection of Funding Vehicle(s) and/or Vendor(s) under the Plan; entering into agreements with Vendor(s) to offer one or more types of annuity contracts and/or custodial accounts as investment fund options under the Plan pursuant to provisions of the Policy Statement; selecting and entering into an agreement with a third party plan administrator and/or other service provider(s) to carry out certain administrative and other duties of the Committee; preparing and distributing employee communications and notices; entering into agreements with Plan participants regarding participation in the Plan; following the directions of Plan participants regarding Plan participant contributions and investment elections; appointing one or more employees of the District to carry out certain administrative duties of the Committee; maintaining records of all transactions and executing and delivering the Plan substantially in the form presented to the meeting (with such changes, additions and deletions therefrom as may be deemed necessary, appropriate or advisable by the Committee; the execution thereof to be conclusive evidence of the approval by the Committee of such changes, additions and deletions), including any amendments as may from time to time be required and to make such additional amendments to the Plan or execute such further documents as may be necessary or desirable, all without the further approval of the Board, except as to any matter that will have a substantial and material impact on the cost of funding or administering the Plan.

IN WITNESS WHEREOF, the undersigned has hereunto set his/her hand and the seal of the Board this _____ day of _____, 20_____.

Signature of Secretary
Woodbridge Board of Education

Print Name of Secretary

Date

Woodbridge Public Schools 403(b) Retirement Plan

Policy Regarding Funding Vehicle(s) / Vendor(s) Selection and Deselection

Purpose

Woodbridge Public Schools (the “District”) offers the Woodbridge Public Schools 403(b) Retirement Plan (the “Plan”) to give its employees the opportunity to save additional funds for retirement. The investment options made available under the Plan include annuity contract(s) and/or custodial accounts(s) (referred to as “Funding Vehicles”) and/or investment providers or any other entities authorized by investment providers that offer annuity contract(s) and/or custodial account(s) (referred to as “Vendors”), provided such Funding Vehicles and/or Vendors are specifically approved by the District for use under the Plan.

This Policy Regarding Funding Vehicle(s) / Vendor(s) Selection and Deselection (the “Policy”) sets forth the policy of the Board of Education of the Woodbridge Public Schools (the “Board”) regarding the manner in which Funding Vehicles and/or Vendors will be selected and deselected by the District for use under the Plan.

Policy

Selection of Funding Vehicle(s) and/or Vendor(s)

Funding Vehicle(s) and/or Vendor(s) offered as an investment option under the Plan will be listed on one or more of four (4) appendices to the Plan document, subject to the terms of the Plan. These appendices to the Plan are as follows: Appendix A (Funding Vehicle(s) / Vendor(s) Authorized to Receive Plan Contributions), Appendix B (Funding Vehicle(s) / Vendor(s) Authorized to Receive Only Contract Exchanges and Plan Transfers), Appendix C (Funding Vehicle(s) / Vendor(s) Authorized to Receive Only Plan Contributions from Grandfathered Participants) and Appendix D (Funding Vehicle(s) / Vendor(s) Selected for Deposit of Automatic Enrollment Contributions). Appendices B, C and D may be used only if such designations and transactions are permitted under the terms of the Plan.

Subject to the terms of the Plan, a Funding Vehicle and/or Vendor will be listed in Appendices A, B, C and/or D (as applicable) and offered as an investment option under the Plan only if all of the following conditions are satisfied:

- (1) The Funding Vehicle and/or Vendor must be designated as the investment selection for Plan contributions by at least 1 employee who is eligible to participate in the Plan (or such other minimum number of eligible employees as is provided under the terms of a collective bargaining agreement, if applicable).

In order for a Funding Vehicle and/or Vendor to be considered for selection as an investment option offered under the Plan, a letter of request to include the Funding Vehicle and/or Vendor as an investment option offered under the Plan must be submitted to Gatekeeper Administration & Consulting, L.L.C. (the compliance administrator for the Plan), 1338 West Forest Meadows Drive, Suite 220, Flagstaff, AZ 86001, and such letter of request must include an enclosure of copies of account applications with such Funding Vehicle and/or Vendor signed by the minimum number of eligible employees designated above.

- (2) The provider of the Funding Vehicle and/or Vendor must enter into and comply with the terms of a 403(b) Retirement Plan Group Investment Provider Agreement (“Investment Provider Agreement”) with Gatekeeper Administration & Consulting, L.L.C. (“Gatekeeper”) or other reasonable written compliance agreement with Gatekeeper and/or the District, with the terms and signatory parties of such agreement to be determined at the discretion of the District.
- (3) The representative(s) of the Funding Vehicle and/or Vendor must follow the solicitation policy of the District in accordance with the provisions of the Investment Provider Agreement or any other written compliance agreement referenced in Section (2) above. Pursuant to this solicitation policy, the representative(s) of the Funding Vehicle and/or Vendor are only allowed to meet with and otherwise solicit employees on campus at such dates, times and in such locations as is determined at the discretion of the District and indicated by written approval of the Superintendent or the Superintendent’s designee.
- (4) The Funding Vehicle and/or Vendor must agree to reimburse Plan recordkeeping fees as an operating expense paid by the provider of the Funding Vehicle or Vendor from its general Assets (“Reimbursement Credits”).

In the event a Funding Vehicle and/or Vendor submits a letter of request to be included as an investment option offered under the Plan and it is determined that one or more of the above conditions are not satisfied, Gatekeeper will issue a written notice that advises the District, the Funding Vehicle and/or Vendor and the eligible employees who have designated such Funding Vehicle and/or Vendor of the conditions that are not satisfied. If such unsatisfied conditions may be subsequently satisfied by the Funding Vehicle

and/or Vendor, a letter of request may be re-submitted to Gatekeeper with evidence of such subsequently satisfied conditions.

Deselection of Funding Vehicle(s) and/or Vendor(s)

In the event a Funding Vehicle and/or Vendor that is offered as an investment option under the Plan and listed on one or more of the four (4) appendices to the Plan document fails to satisfy any one of the conditions listed above to be included as a selected Funding Vehicle and/or Vendor under the Plan, such Funding Vehicle and/or Vendor will be deselected as an investment option offered under the Plan and removed from the applicable listing(s) on the Plan appendices.

At the time that Gatekeeper and/or the District determine that a Funding Vehicle and/or Vendor has failed to satisfy any one of the conditions listed above, Gatekeeper will issue a written notice to the Funding Vehicle and/or Vendor advising it of the condition(s) that are not satisfied and that the Funding Vehicle and/or Vendor will be deselected as an investment option offered under the Plan if such condition(s) are not subsequently satisfied. The Funding Vehicle and/or Vendor will be given an opportunity to subsequently satisfy such conditions, pursuant to the terms of the Investment Provider Agreement or other written compliance agreement between the provider of the Funding Vehicle and/or Vendor, Gatekeeper and/or the District. If the Funding Vehicle and/or Vendor does not satisfy all of the conditions listed above within the time period and pursuant to the terms provided under the Investment Provider Agreement or other written compliance agreement, the Funding Vehicle and/or Vendor will be deselected as an investment option offered under the Plan at such time.

If the only condition that is not satisfied is that the minimum number of eligible employees are no longer contributing to the Funding Vehicle and/or Vendor, the Funding Vehicle and/or Vendor will be given an opportunity to submit to Gatekeeper a letter of request to remain as a selected Funding Vehicle and/or Vendor with an enclosure of copies of account applications with such Funding Vehicle and/or Vendor signed by the minimum number of eligible employees designated above. If the Funding Vehicle and/or Vendor cannot provide copies of account applications signed by the minimum number of eligible employees within the time period provided under the Investment Provider Agreement or other written compliance agreement and the Funding Vehicle and/or Vendor has entered into the 403(b) Retirement Plan Group Investment Provider Agreement with Gatekeeper, the Plan participants contributing to such Funding Vehicle and/or Vendor at such time may continue to contribute to the Funding Vehicle and/or Vendor, but no other Plan participants or eligible employees may contribute to the Funding Vehicle and/or Vendor. In such case, the Funding Vehicle and/or Vendor will

be listed on Appendix C (Funding Vehicle(s) / Vendor(s) Authorized to Receive Only Plan Contributions from Grandfathered Participants) as authorized to receive only Plan contributions from such grandfathered participants. If the Funding Vehicle and/or Vendor cannot provide copies of account applications signed by the minimum number of eligible employees within the time period provided under the Investment Provider Agreement or other written compliance agreement and the Funding Vehicle and/or Vendor has not entered into the 403(b) Retirement Plan Group Investment Provider Agreement with Gatekeeper, the Funding Vehicle and/or Vendor will be deselected as an investment option offered under the Plan at such time and no Plan participant may contribute to such Funding Vehicle and/or Vendor.

IN WITNESS WHEREOF, the undersigned hereby certifies that he/she is Secretary of the Board of Education of the Woodbridge Public Schools and that this Policy was duly adopted by the Board and that the same has not been amended or rescinded and is in full force and effect.

Signature of Secretary
Woodbridge Board of Education

Print Name of Secretary

Date

Beecher Road School
Woodbridge School District
 Student Enrollment As of December 1, 2008

Gr./Teacher	Boys	Girls	Total
PRE-K			
DePalma	11	6	17
KINDERGARTEN			
Belisle	11	8	19
Coleman	10	10	20
Dempsey	11	9	20
Salindardi	10	9	19
Wyman-Anctil	11	9	20
TOTAL			98

GRADE 1			
Cioffi	9	7	16
Hutchinson	9	7	16
Navudu	7	8	15
Piascyk	8	7	15
Regan	8	7	15
TOTAL			77

GRADE 2			
Echeverry	10	7	17
Krawec	11	6	17
Crespi	8	8	16
Nakouzi	10	7	17
Schulze	9	8	17
TOTAL			84

GRADE 3			
Don	11	7	18
Halsey	12	6	18
Lavigne	9	9	18
MacDonald	10	7	17
Reizfeld	9	9	18
TOTAL			89

O.O.D. 5

MAGNET 3

Gr./Teacher	Boys	Girls	Total
GRADE 4			
Eleck	9	9	18
Hines	7	11	18
Russo	10	9	19
Vincitorio	11	8	19
TOTAL			74

GRADE 5			
Blinstrubas	11	8	19
Bruch	8	12	20
Chase	9	13	22
Mumford	8	10	18
Ngov	12	10	22
Rourke	10	9	19
TOTAL			120

GRADE 6			
Holowienko	13	9	22
Katzen	9	8	17
Osborn	11	11	22
Smerekanicz	11	12	23
Waldron	14	8	22
White	9	12	21
TOTAL			127

MULTI-AGE			
Sanders(yr 1)	7	5	12
Burness(Yr.2)	6	11	17
Golden(Yr.3)	11	11	22
Ahern(yr 4)	8	8	16
TOTAL			67

ENROLLMENT DATA			
B.R.S	753	(K-6:736/Pre-K:17)	
Other	8		
TOTAL	761		

COMPARISON TOTALS - BRS			
December 1, 2007	782	(K-6:761/Pre-K:21)	
Other	9		
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