

Woodbridge Board of Education
Woodbridge Board of Education Regular
Meeting
Monday, February 23, 2009 7:00 PM

Woodbridge Board of Education Special
Meeting 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
- III. **Reports**
 - A. Superintendent's Report
 - 1. World Language Update
 - 2. BRS Update
 - a. Dr. Craig Edmondson, Executive Director ACES
 - b. Wintergreen Magnet School
 - c. Open Choice Program
 - d. BRS Monthly Enrollment Report
 - B. PTO Update
 - C. Facilities Committee Report
 - D. Curriculum Committee
 - E. Policy Committee
 - F. CABE Liaison Report
 - G. ACES Liaison Report
- IV. **New Business**
 - A. Adopt 2009/10 Calendar
- 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. Audit Report
- 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 BOARD OF EDUCATION MEETING

Wednesday, January 21, 2009

Library Media Center, Beecher Road School

CALL TO ORDER: Sheila McCreven, Chair called the meeting to order at 7:24 PM.

BOARD MEMBERS PRESENT: Ms. Sheila McCreven, Chair; Mr. David Barkin, Vice Chair; Dr. Thomas Handler, Ms. Susan Kelley, Mr. Carl Lindskog, Mr. Mark Livesay and Ms. Carolyn Wolff (7:26 PM).

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; Margaret Hamilton, PTO; James Crawford, Rick Wood, Teachers; Dr. Junqi Ding and Aldon Hynes, community.

BOARD CORRESPONDENCE – None

PUBLIC COMMENT – None

CONSENT AGENDA

Minutes

MOTION #1 – MINUTES, DECEMBER 15, 2008 REGULAR MEETING

Move that we approve the minutes of the December 15, 2008 Regular Meeting.

Mr. Barkin

Second by Dr. Handler

Mr. Livesay indicated his name was omitted under Board Members Present on Page 1.

MOTION #1A – MINUTES, DECEMBER 15, 2008 REGULAR MEETING

Move that we approve the minutes of the December 15, 2008 Regular Meeting as amended.

Mr. Barkin

Second by Dr. Handler

UNANIMOUS

REPORTS

Superintendent's Report

- **Beecher Road School Update** – Superintendent Stella highlighted the Superintendent Curriculum Academy on January 13; the Winterguard Competition held at Amity High School and the January 6 Professional Development Day on Professional Learning Teams.
- **China Visit:** Dr. Stella provided a comprehensive report on the visit of two educators from China during January 6–16, 2009. The visitors were hosted at the home of Ms. Hamilton, PTO President, during their stay. BRS families hosted individual dinners throughout the two weeks. Dr. Stella shared a letter written by Dr. Lin Yang, a BRS parent and translator. Dr. Ding, who served as a translator, and Ms. Hamilton also provided their individual perspectives. Messrs. Crawford and Wood reviewed *Windows on Technology* held on January 9. Members from the Boards of Finance and Selectmen as well as the two visiting principals toured classrooms and observed children using technology and SmartBoards. Dr. Stella informed the Board he was requesting endorsement to send Messrs. Wood and Crawford to China in the Spring. Funding for this trip would be attained through professional development grants and support from the Connecticut State Department of Education.

MOTION #2 – TRIP TO CHINA

Move that we approve the recommendation from the Superintendent to send two certified staff members to China during the spring-break as part of the CSDE sponsored program.

Mr. Linskog
Second by Ms. Kelley
UNANIMOUS

PTO Update: Ms. Hamilton updated the Board on the Brick purchase and recipe fund-raisers to benefit the Kucinkas Loop. The first All Spirit Day was held on Friday, January 16.

Facilities Committee: No Report

Curriculum Committee: – No Report

Policy Committee: – No Report

Ms. Kelley left the meeting (8:13 PM).

CABE Liaison Report – Ms. McCreven urged Board members to attend CABE Day on the Hill on March 4.

ACES Liaison Report – No Report

NEW BUSINESS – None

FINANCE

Mr. Barkin provided the update on the Financial Reports reviewed by the Finance Committee at their January 12, 2009 meeting.

MOTION #3 – 2008/09 BOARD OF EDUCATION MONTHLY FINANCIAL REPORTS

Move that we accept the reports submitted by the Business Manager for the sixth-month period ending December 31, 2009, F1-F7, with explanatory and expansive information regarding the School Cafeteria.

Mr. Linskog
Second by Dr. Handler
UNANIMOUS

It was suggested that an independent audit be conducted on our cash control systems in light of the recent difficulties experienced by Amity. It was agreed administration would prepare a comprehensive report on our current process for presentation to the Finance Committee along with suggested vendor recommendations to perform the audit.

RECEIVE & FILE – None

OLD BUSINESS – None

PUBLIC COMMENT – None

MOTION #4 - EXECUTIVE SESSION

Move that we go into Executive Session (8:31 PM).

Ms. Linskog
Second by Mr. Livesay
UNANIMOUS

CALL TO ORDER: Sheila McCreven, Chair called the Executive Session to order (8:40 PM).

BOARD MEMBERS PRESENT: Ms. Sheila McCreven, Chair; Mr. David Barkin, Vice Chair; Dr. Thomas Handler, Mr. Carl Linskog, Mr. Mark Livesay and Ms. Carolyn Wolff.

STAFF: Dr. Guy Stella, Superintendent and Charles Zettergren, Business Manager.

The Board reviewed and discussed Early Retirement Incentive options for the 2008/09 school year.

MOTION #5 - RETURN TO PUBLIC SESSION

Move to return to Public Session (8:55 PM).

Mr. Barkin

Second by Mr. Lindskog

UNANIMOUS

MOTION TO ADJOURN: (8:56 PM)

Dr. Handler

Second by Mr. Livesay

UNANIMOUS

Recorded by Marsha DeGennaro, Clerk of the Board

Agreement for the Operation of the Wintergreen Interdistrict Magnet School

I. STATEMENT OF INTENT

The Hamden, New Haven, Wallingford and Woodbridge Boards of Education (hereafter referred to as "the partners") agree to cooperate on the development and operation of this Magnet School. This Agreement is entered into and is governed by the terms of Connecticut General Statutes, Section 10-158a.

II. MISSION, THEME AND GOALS

1. Mission

The mission of the Wintergreen Interdistrict Magnet School is to prepare a diverse cross section of children in Kindergarten through Grade 8 for success as students, citizens and workers by providing them with a comprehensive, challenging curriculum in a supportive, technology-rich learning environment.

2. Theme

The theme of the Wintergreen Magnet School is that of the traditional American Common School: an academic program that emphasizes excellence in all of the basic areas of study and that serves children of all ethnic and economic backgrounds from throughout the Hamden/New Haven area.

3. Goals

The School seeks to promote high levels of student achievement in the following academic areas:

- Reading and Language Arts

- Mathematics
- Science
- World Language
- History and the Social Sciences

The School also seeks to promote high levels of performance in the following areas of study:

- Character and Ethics
 - Physical Fitness and Health
 - Visual and Performing Arts
- Technology and Practical Arts

III. FACILITY

The partners recognize that the school facility has been provided and renovated by the Hamden Board of Education under a School Facilities Project. The partners agree to continue to work together to aid Hamden in satisfying all conditions of the State, particularly that at least thirty (30) percent of the student enrollment be students from school districts other than Hamden.

IV. OPERATIONAL AGENCY/STEERING COMMITTEE

In order that the school truly be an interdistrict effort, the partners designate Area Cooperative Educational Services (hereinafter "ACES"), a regional educational service center under Section 10-66a et seq., C.G.S., as the operational agency and, as such, the local educational agency for the school.

In addition, the parties have established a Steering Committee to allow the partners to be integrally involved with the operation of the school program and to serve as a communications vehicle.

The respective responsibilities of ACES, the Steering Committee, and the partner school districts are set forth below.

A. OPERATIONAL AGENCY - RESPONSIBILITIES

ACES responsibilities will include, but are not limited to the following:

1. Overall

To supervise and manage the operation of an efficient and effective K-8 school.

2. Personnel

a. ACES is responsible for recruiting staff under guidelines established by ACES and the Steering Committee.

b. ACES is responsible for employing, supervising and evaluating all staff.

The term "staff" includes all administrative, teaching and support personnel employed at the school, and shall include the positions of Principal of the Magnet School and Assistant Principal of the Magnet School.

- The Principal of the Magnet School is responsible for the supervision and evaluation of the teaching staff and non-instructional staff employed at the Magnet School in keeping with ACES policies, procedures and supervision/evaluation process.

- As ACES employees, teaching staff and non-instructional staff employed at the Magnet School are subject to ACES contracts, salary

scales, benefit packages, personnel policies and procedures and organizational expectations.

3. Fiscal

Each year, the following steps will be taken to adopt and implement the budget for the school:

- a. The Executive Director, Director of Fiscal Services and the Principal, utilizing ACES procedures and timelines, will develop budget materials, including proposed tuitions.
- b. The Steering Committee shall review and act upon the proposed budget and tuitions.
- c. The ACES Governing Board shall adopt the budget and tuition.
- d. ACES will provide quarterly financial reports to the Steering committee.
Should unanticipated conditions arise and a request for supplemental funds be necessary, a request for such funds shall be acted upon in accordance with the procedure above.
- e. The Steering Committee will have significant input into any successor contract negotiations affecting the overall Wintergreen Interdistrict Magnet School budget and potential changes in work conditions which may affect the integrity and structure of the educational program, prior to and during those negotiations taking place.

3. Communications

- a. Through the Steering Committee, ACES shall communicate on a regular basis with each partner Board and Superintendent.
- b. Communication shall include, but not be limited to
 1. financial reports to be issued quarterly
 2. staffing profile to be submitted annually
 3. program report, including evaluative data, to be made annually

5. Policies

- a. Policies of ACES will be used as the basis of operation for the school.
- b. New policies required to meet unique needs of the school will be reviewed by the Steering Committee prior to ACES Governing Board action.

B. OPERATIONAL AGENCY - TERM

ACES is designated as the LEA for the program for periods of five (5) years (initially until June 30, 2003) and by vote of the partner districts again from July 1, 2003 through June 30, 2008. Action by the partners on a further extension of this designation shall take place no later than June 30, 2007. However, termination of the Operational Agency designation effective the following July 1 may take place by December 31 of each calendar year by action of a majority of the Boards of Education of the Partner districts or by the ACES Governing Board. In addition, any of the partner school districts must provide at least one year's prior written notification to each of the other partner districts should it wish to withdraw from this Agreement at any time prior to July 1, 2008. Any such withdrawal shall be governed by Connecticut General Statutes, Section 10-158a and any other applicable statutes.

C. STEERING COMMITTEE

1. Responsibilities

No action will be taken by the ACES Governing Board related to the Magnet School unless the recommendation has been reviewed and approved by the Steering Committee.

2. Membership

- a. Four (4) Superintendents of Schools, one from each partner district, or his or her designee.
- b. Four (4) Board of Education members, one from each school district, selected annually by the Board of Education.
- c. Executive Director of ACES.

3. Steering Committee Operations

The Steering Committee shall meet at least three times during the July 1-June 30 fiscal year period. Committee members shall elect a Chairperson who shall preside over the meeting.

A quorum, defined as a majority of the members, is necessary to conduct business. Roberts Rules of Order will serve as the by-laws of the committee. Decisions will be made through voting with a majority of those present and voting necessary. Minutes will be kept.

D. PARTNER – SPECIFIC RESPONSIBILITIES

The partner school districts agree to:

1. make students and families in their district aware of the magnet school operation;
2. encourage students to attend;
3. attempt to ensure that the participating students reflect the gender and racial distribution of the district – and, if necessary, due to the number of requests, cooperate in a lottery to chose students;
4. provide for tuition costs in excess of state magnet funding;
5. provide student transportation and file for available State aid;
6. pay special education cost, as determined by a student's IEP, that are excess of one hundred (100) percent of the Magnet School's per pupil tuition.

E. ADDING NEW PARTNERS

School districts may be added as partners to this Agreement through a request that must be approved by each of the then-active partners.

F. INITIAL ENROLLMENT

- The annual seat allocation per partner district shall be:

Hamden	416
New Haven	60
Wallingford	60
Woodbridge	5
Additional enrollments	59

- In the event that a district cannot utilize its full seat allocation, excess seats will be offered to the partner districts. If seats still remain, such, seats may be offered to other area school districts.

G. TERM OF PARTNER AGREEMENT

1. Recognizing that the development of this school is an ongoing process, this Agreement may be amended through written approval of a majority of the partner districts.
2. Partners will be bound by this Agreement on a continuing basis. If a district determines that it can no longer continue as a partner, it shall give a minimum of one fiscal year's notice to each of the other partners. Such notice must be in writing and received by each of the other partners prior to June 30.

SCHOOL DISTRICT: Woolbridge

Signature: D. C. Mart Chair, Board of Education

Date of Agreement: 9/24/03

Beecher Road School
Woodbridge School District
 Student Enrollment As of February 2, 2009

Gr./Teacher	Boys	Girls	Total
PRE-K			
DePalma	12	6	18
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	8	7	15
Piascyk	8	8	16
Regan	8	7	15
TOTAL			78

GRADE 2			
Echeverry	10	7	17
Krawec	11	6	17
Crespi	8	9	17
Nakouzi	10	7	17
Schulze	9	8	17
TOTAL			85

GRADE 3			
Don	11	7	18
Halsey	11	6	17
Lavigne	8	8	16
MacDonald	11	7	18
Reizfeld	9	9	18
TOTAL			87

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	10	8	18
TOTAL			73

GRADE 5			
Blinstrubas	11	8	19
Bruch	8	12	20
Chase	9	13	22
Mumford	8	11	19
Ngov	12	9	21
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)	6	5	11
Burness(Yr.2)	6	10	16
Golden(Yr.3)	10	11	21
Ahern(yr 4)	8	8	16
TOTAL			64

ENROLLMENT DATA			
B.R.S	751	(K-6:733/Pre-K:18)	
Other	8		
TOTAL	759		

COMPARISON TOTALS - BRS			
February 1, 2008	776	(K-6:761 Pre-K 23)	
Other	9		
TOTAL	785		

ATTENDANCE AND EXCUSES - REGULATIONS

DEFINITIONS:

Length of School Day - The school day at Beecher Road School begins at 8:~~35~~ 25 AM and ends at 3:10 PM. Arrival and/or departure after 8:~~35~~ 25 and prior to 3:10 significantly impacts on a student's academic instruction.

Truant - means a child between the ages of 5 and 18 enrolled in a public or private school who has four unexcused absences from school in a month or ten unexcused absences in any school year.

Habitual Truant - means any child between the ages of 5 and 18 enrolled in a public or private school who has twenty or more unexcused absences from school in a school year.

Tardy Student - refers to a student who arrives at school after 8:~~35~~ 25 AM. The school day at Beecher Road School begins at 8:~~35~~ 25 AM and ends at 3:10 PM. Students who arrive at school after 8:~~35~~ 25 AM four or more times per month will be considered "truant."

Habitually Tardy Student - refers to a student who is tardy four times or more within a month without a written legal excuse, i.e., illness/injury, doctor's appointment, religious observation or to attend the funeral of a family member or friend.

Early Pick-up - refers to a student who leaves school prior to 3:10 PM. The school day at Beecher Road School begins at 8:~~35~~ 25 AM and ends at 3:10 PM. Students who leave prior to 3:10 PM four or more times per month will be considered "truant."

Absence/Unexcused Absence - An absence shall be excused when a child does not attend school because of illness or injury, death in the family, religious obligation, or an emergency. The parent or guardian is expected to give the school an excuse for any such absence. All other absences, with or without an explanation from a parent or guardian, will be considered unexcused. Excessive absences due to illness may not be considered excused unless a doctor's note is provided.

1. The Principal must conduct a meeting within ten school days after the fourth unexcused absence in one month or within 10 school days after the 10th unexcused absence in one year with the parent of each child who is a truant, or other person having control of such child, and appropriate school personnel to review and evaluate the reasons for the child being a truant.
2. The Principal and/or the Special Services Director will, when deemed appropriate, coordinate services with and referrals of children to community agencies providing child and family services.
3. The Superintendent or his/her designee will annually, at the beginning of the school

year and upon any enrollment during the school year, notify the parent or other person having control of each child in writing, of the obligations of the parent or such person (pursuant to Section 10-184 (3) of their obligation relative to a child's attendance at school.

4. Annually, at the beginning of the school year, and upon any enrollment during the school year, the Principal will obtain from a parent or other person having control of the child, a telephone number or other means of contacting such parent or legal guardian during the school day.
5. The Principal will establish a procedure which provides that whenever a child in any grade, Kindergarten to Six, fails to report to school on a regularly scheduled school day, and no indication has been received by school personnel that the child's parent or other person having control of the child is aware of the pupil's absence, a reasonable effort to notify, by telephone, the parent or such person shall be made by school personnel or volunteer under the direction of the Principal. Any person who in good faith gives or fails to give notice as specified above, shall be immune from any liability, civil or criminal, which might otherwise be incurred or imposed and shall have the same immunity with respect to any judicial proceedings which result from such notice.
6. The school's mandated reporters (teachers, principals, guidance counselors, school psychologists, physical therapists, athletic coaches, paraprofessionals and social workers), must report suspected educational neglect to the Department of Children and Families.
7. The Principal shall refer a child to the Planning and Placement Team for evaluation for a possible disability if the student is excessively absent without excuse (Connecticut State Regulations, Section 10-76d-7).
8. The Superintendent is required to file a truancy petition with respect to all students who are absent without excuse four (4) days in any given month or ten (10) days in any year, whose parents/legal guardian fail to attend the meeting held to discuss the attendance issues or otherwise refuse to cooperate

Tardy/Habitual Tardiness

Parents are responsible for accompanying their child(ren) and signing him/her in and for turning in written excuses for students arriving after 8:35 AM or leaving prior to 3:10 PM. Acceptable excuses for arriving late or leaving early include: illness/doctor's appointment; religious observance; family emergency.

Students having four unexcused "tardies" shall be counted as having one unexcused absence.

Approved by the Board 3/29/93; Revised and Approved 2/23/04

Bylaws of the Board

Number of Members, Terms of Office, Election of Members

The Board of Education shall consist of nine members. Their terms of office shall be four years in length in accordance with the Woodbridge Town Charter and any other governing laws. Before entering upon their official duties, members of the Board of Education shall take the oath of office before the Town Clerk or their designee.

No more than five nor less than four members of the Board of Education shall be elected to each serve for a four year term at each regular town election.

The Board of Education shall elect from its members at the organizational meeting, a Chairperson, Vice-Chairperson, and a Secretary. The organizational meeting shall be called to order by the current Board Chairperson who will preside until a Chair Person is elected. In the absence of the Chairperson, the Vice-Chairperson, or Secretary in that order shall preside until a new Chairperson is elected. Election of officers shall be in writing and the vote of each member shall be made available for public inspection within forty-eight hours and recorded in the minutes of the meeting. If a Chairperson and/or Secretary are not chosen within one month, because of a tie vote of the members, Town Selectmen shall choose such officers from the Board membership.

Legal Reference:

Connecticut General Statute 10-218 Officers. Meetings

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

Vice-Chairperson

A Vice-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. The Vice-Chairperson shall assume the duties of the Chairperson for the unexpired term in the event of a vacancy in that office and a new Vice-Chairperson shall be elected by a majority of all Board members to serve for the unexpired term.

The Vice-Chairperson shall preside at Board meetings and shall perform such other duties of the Chairperson as necessary due to the absence or inability of the chairperson. ~~The Vice-Chairperson is authorized to release checks for payment of Board of Education accounts, in the absence of the Chairperson.~~

(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

Bylaws of the Board

Secretary 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

Construction

Naming of Facilities

The naming of school buildings, portions of buildings, or school grounds is the responsibility of the Board of Education. In fulfilling this responsibility, the Board will make every effort to respect community preferences. Such names should be clearly identified, widely known, and recognized.

It is the policy of the Board to name school buildings as close as possible to the time construction begins in order to lessen the confusion about new buildings. When naming new buildings, portions of buildings, or school grounds, the Board shall formally identify the need for a naming process for the identified school locations, as well as criteria it wishes to be considered in the process.

When naming a school building, portions of school buildings, or school grounds the Board shall direct the Superintendent to establish a committee, subject to Board approval, comprised of the Superintendent and/or designee(s), a Principal(s), faculty member(s), parent(s), community member(s), and, if appropriate, student(s) to consider name recommendations for consideration by the Board. Opportunities for public input must be made available prior to the committee's recommendation to the Board. The committee shall propose a name or list of names of not more than five (5) names for Board consideration.

If a portion of a school building or school grounds (media center, auditorium, gymnasium, field, etc.) is proposed to be named after an individual, that person shall have attained local or national prominence via significant contributions in any field of endeavor. Such contributions or the significance of his/her place in history shall be clearly established beyond the generation of the contribution. An individual so recognized shall no longer be active in his/her career. Further, the individual for whom a portion of a school building or school grounds is to be named must be shown to have broad-based, long-term impact to the school district community.

The Board retains the right to make final determination in the naming of buildings, portions of school buildings, or school grounds. This policy notwithstanding, it is the intent of the Board that naming of portions of the building and school grounds occur infrequently and on a limited basis.

Adopted by the Board:

WOODBRIIDGE SCHOOL DISTRICT 2009/10 STUDENT CALENDAR

JULY				
Mon	Tue	Wed	Thu	Fri
		1	2	X3
6	7	8	9	10
13	14	15	16	17
20	21	22	23	24
27	28	29	30	31

AUGUST (1)				
Mon	Tue	Wed	Thu	Fri
3	4	5	6	7
10	11	12	13	14
17	18	19	20	21
24	25*	26*	27*	28
(31)				

SEPTEMBER (20)				
Mon	Tue	Wed	Thu	Fri
	1	2	3	4
X7	8	9	10	11
14	15	16	17	18
21	22	23	24	25
28	29	30		

OCTOBER (21)				
Mon	Tue	Wed	Thu	Fri
			1	2
5	6	7	8	9
X12	(13)	14	(15)	16
19	20	21	22	23
26	27	28	29	30

NOVEMBER (17)				
Mon	Tue	Wed	Thu	Fri
2	3*	4	5	6
9	10	X11	12	13
16	17	18	19	20
23	24	(25)	X26	X27
30				

DECEMBER (17)				
Mon	Tue	Wed	Thu	Fri
	1	2	3	4
7	8	9	10	11
14	15	16	17	18
21	22	(23)	X24	X25
28	29	30	31	

JANUARY (18)				
Mon	Tue	Wed	Thu	Fri
				X1
4	5	6	7	8
11	12	13	14	15
X18	19*	20	21	22
25	26	27	28	29

FEBRUARY (15)				
Mon	Tue	Wed	Thu	Fri
1	2	3	4	5
8	9	10	11	12
X15	16	17	18	19
22	23	24	25	26

MARCH (23)				
Mon	Tue	Wed	Thu	Fri
1	2	3	4	5
8	9	10	11	12
15	16	17	18	19
22	23	24	25	26
29	30	31		

APRIL (16)				
Mon	Tue	Wed	Thu	Fri
			1	X2
(5)	6	(7)	8	9
12	13	14	15	16
19	20	21	22	23
26	27	28	29	30

MAY (20)				
Mon	Tue	Wed	Thu	Fri
3	4	5	6	7
10	11	12	13	14
17	18	19	20	21
24	25	26	27	28
X31				

JUNE (13)				
Mon	Tue	Wed	Thu	Fri
	1	2	3	4
7	8	9	10	11
14	15	16	17	(18)
21	22	23	24	25
28	29	30		

NO SCHOOL/ BUILDING CLOSED	X
<i>Jul. 3 Independence Day</i>	X
<i>Sep. 7 Labor Day</i>	X
Sep. 28 Yom Kippur	
<i>Oct. 12 Columbus Day</i>	X
Nov. 3 Teacher Workshop	
<i>Nov. 11 Veteran's Day</i>	X
<i>Nov. 25-27 Thanksgiving Holiday</i>	X
Dec. 23-Jan. 1 Holiday Recess	
<i>Jan. 18 Martin Luther King Day</i>	X
Jan. 19 Teacher Workshop	
<i>Feb. 15 Presidents' Day</i>	X
Feb. 15-19 Winter Vacation	
<i>Apr. 2 Good Friday</i>	X
Apr. 12-16 Spring Vacation	
<i>May 31 Memorial Day</i>	X

ABBREVIATED DAYS ()	
Aug. 31	First Day for Students
Oct. 13	Parent/Teacher Conference
Oct. 15	Parent/Teacher Conference
Nov. 25	Thanksgiving Recess
Dec. 23	Holiday Recess
Apr. 5	Parent/Teacher Conference
Apr. 7	Parent/Teacher Conference
Jun. 18	Last Day for Students
<i>Dismissal Time 1:10 PM</i>	

SNOW DAYS MAKE-UP
June 21-30 Additional Days Starting April 19

WORKSHOP DAYS (*)
Aug. 25, 26, 27, Nov. 3 Jan. 19

BOARD OF ED. MEETINGS	
July 20	Jan. 19
Aug. 17	Feb. 22
Sep. 21	Mar. 15
Oct. 19	Apr. 19
Nov. 16	May 18
Dec. 21	June 21

OPEN HOUSES

Kdg. Bus Ride/Safety Demo	Aug.
Kindergarten Visitation	Aug.

Report Card Distribution	Dec. 9, Mar. 19 and June 17
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New Staff Orientation Aug. 19, 20

FINANCE COMMITTEE

WOODBIDGE BOARD OF EDUCATION

The Finance Committee held a meeting on Monday, February 9, 2009, in the Beecher Road School District Office South Conference Room. Carl Lindskog, a member of the Committee, and Mark Livesay, a member of the Woodbridge Board of Education were present. Dr. Guy Stella and Charles Zettergren, Business Manager, and the representative from the Extended Day Program – Larry Hurwitz – attended as well. Sandy Stein, a member of the Board of Selectmen attended from 6:15 p.m. on. Scott Bassett, representing the accounting firm of McGladrey and Pullen, attended by invitation.

The meeting was called to order by the Chairman, Mr. Lindskog, at 6:05 p.m.

The Committee, functioning as an Audit Committee, reviewed two of the three audit reports prepared for the Town. Mr. Bassett observed that the data provided by Mr. Zettergren were easily accessible, in good order, and under appropriate control. He opined that there were good checks and balances in place and adhered to, that there was good cooperation between the business office of the Woodbridge School District and the Town' business office, and that budgetary controls were effective. The Committee discussed the process of the audit at length. Mr. Zettergren agreed to include data for the general town audit in the material to be reviewed by the WBOE on Monday, 2/23/09. It was further agreed that Mr. Zettergren and Mr. Bassett would collaborate to review procedures for controlling cash and other matters where for a modest cost the accounting firm can provide useful input to improve our procedures in the business office. Mr. Bassett departed the meeting at 6:40 p.m.

The Committee then reviewed and discussed the report of budgeted versus actual expenditures for the seven months ending 1/31/09, pages F1-F5. The projected favorable variance has increased slightly since last month. Trends noted at that time are still in place.

The Committee reviewed the Combining Balance Sheets as of 1/31/09 and the Combining Statement of Revenues and Expenditures as of 1/31/09, pages F6-F7. The results for the cafeteria were negatively affected by the snow days experienced in January.

There was no Old Business.

Under the heading of New Business, Mr. Lindskog observed that the question of the average cost per pupil had been raised at the presentation of the Budget to the Board of Selectmen-Board of Finance, and in his view, not adequately answered. The matter was discussed. Dr. Stella indicated that he will review the presentation of data relating to the behavior of the average cost per pupil from the Strategic School Profile with Mr. Zettergren. Mr. Zettergren reported that the current contract for purchasing electric power is in effect until December, 2009, but consideration was being given to contracting now for another three year contract beginning in January 2010, to take advantage of the currently attractive offers, based on the low price of oil.

It was a sense of the Committee that such action was appropriate and that the terms of any early renewal should be presented to the full Board for approval.

There being no other business, the meeting was adjourned at 7:05 p.m.

CWL

**WOODBIDGE BOARD OF EDUCATION
MONTHLY SUMMARY FINANCIAL REPORT
For 7 Months Ended January 31, 2009**

OBJ #	DESCRIPTION	Adopted Annual Budget w/Transfers	Monthly Budget	Monthly Actual	\$ Variance (Over) Under	Year To Date Budget	Year To Date Actual	Year To Date \$ Variance (Over)Under
100	TOTAL SALARIES	6,887,211	552,787	543,126	9,661	3,542,047	3,501,597	40,450
200	TOTAL BENEFITS	2,250,809	194,649	180,562	14,087	1,293,293	1,209,191	84,102
300	TOTAL PROFESSIONAL SERVICES	314,424	22,713	10,571	12,142	217,302	189,428	27,874
400	TOTAL PROPERTY SERVICES	632,209	63,583	61,781	1,802	319,952	301,176	18,776
500	TOTAL OTHER PURCHASED SERVICES	1,199,887	87,941	75,228	12,713	707,178	618,948	88,230
600	TOTAL SUPPLIES & MATERIALS	315,915	21,044	14,045	6,999	209,142	198,769	10,373
700	TOTAL PROPERTY	42,140	1,850	-	1,850	41,200	28,082	13,118
800	TOTAL DUES AND FEES	84,138	2,107	2,473	(366)	71,299	65,341	5,958
	TOTAL ADOPTED BUDGET	11,726,733	946,675	887,786	58,889	6,401,413	6,112,532	288,881

COMMENTS

1. Anticipated savings \$42,090, misc salary timing differences (\$1,640)
2. Timing difference on GASB 45 funding \$74,528, anticipated savings \$4,478, timing of other benefits \$5,096
3. OT/PT timing diff \$22,017, subs under budget \$6,100, Legal under budget \$7,200, Other Prof(\$7,443)
4. Utilities savings \$12,343, timing diff on oil \$10,905, lease & rentals \$4,034, purch services (\$3,546), service contracts (\$4,960)
5. Tuition savings/timing \$77,949, insurance savings \$18,387, transportation savings/timing (\$24,760), interns timing diff \$23,552
6. Timing difference on supply invoices.
7. Timing difference on property purchases is causing variance.
8. Timing difference on cafeteria xfer \$6,500, other (\$542)

SPECIAL EDUCATION BREAKOUT

OBJ #	DESCRIPTION	Adopted Annual Budget	Monthly Budget	Monthly Actual	\$ Variance (Over) Under	Year To Date Budget	Year To Date Actual	Year To Date Variance (Over)Under
390	OT/PT SERVICES	37,500	3,750	0	3,750	21,250	2,483	18,767
3901	CONSULTANTS	18,000	1,800	979	821	9,000	4,406	4,594
510	TRANSPORTATION	124,581	11,404	16,338	(4,935)	78,110	65,614	12,496
560	TUITION	308,575	28,630	22,150	6,480	165,423	96,262	69,161
	TOTALS	488,656	45,584	39,467	6,117	273,783	168,765	105,018

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

January 2009

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- 1303 - SALARIES CUSTODIANS

The projected surplus is due to staffing changes that have occurred.

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 390 – OTHER PROF/TECH SERVICES

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

OBJECT 390/01 – OT/PT CONSULTING SERVICES

This projected deficit is a result of increased costs associated with our special needs students.

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
MONTHLY SUMMARY FINANCIAL REPORT
For 7 Months Ended January 31, 2009**

OBJ #	DESCRIPTION	Adopted Annual Budget w/Transfers	Monthly Budget	Monthly Actual	\$ Variance (Over) Under
100	TOTAL SALARIES	6,887,211	552,787	543,126	9,661
200	TOTAL BENEFITS	2,250,809	194,649	180,562	14,087
300	TOTAL PROFESSIONAL SERVICES	314,424	22,713	10,571	12,142
400	TOTAL PROPERTY SERVICES	632,209	63,583	61,781	1,802
500	TOTAL OTHER PURCHASED SERVICES	1,199,887	87,941	75,228	12,713
600	TOTAL SUPPLIES & MATERIALS	315,915	21,044	14,045	6,999
700	TOTAL PROPERTY	42,140	1,850	-	1,850
800	TOTAL DUES AND FEES	84,138	2,107	2,473	(366)
	TOTAL ADOPTED BUDGET	11,726,733	946,675	887,786	58,889

	Year To Date Budget	Year To Date Actual	Year To Date \$ Variance (Over)Under
1.	3,542,047	3,501,597	40,450
2.	1,293,293	1,209,191	84,102
3.	217,302	189,428	27,874
4.	319,952	301,176	18,776
5.	707,178	618,948	88,230
6.	209,142	198,769	10,373
7.	41,200	28,082	13,118
8.	71,299	65,341	5,958
	6,401,413	6,112,532	288,881

COMMENTS

1. Anticipated savings \$42,090, misc salary timing differences (\$1,640)
2. Timing difference on GASB 45 funding \$74,528, anticipated savings \$4,478, timing of other benefits \$5,096
3. OT/PT timing diff \$22,017, subs under budget \$6,100, Legal under budget \$7,200, Other Prof(\$7,443)
4. Utilities savings \$12,343, timing diff on oil \$10,905, lease & rentals \$4,034, purch services (\$3,546), service contracts (\$4,960)
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6. Timing difference on supply invoices.
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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	979	821
510	TRANSPORTATION	124,581	11,404	16,338	(4,935)
560	TUITION	308,575	28,630	22,150	6,480
	TOTALS	488,656	45,584	39,467	6,117

	Year To Date Budget	Year To Date Actual	Year To Date Variance (Over)Under
	21,250	2,483	18,767
	9,000	4,406	4,594
	78,110	65,614	12,496
	165,423	96,262	69,161
	273,783	168,765	105,018

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

For 7 Months Ended: January 31, 2009

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	-	348,933	213,359	102%	(9,186)	-	(9,186)
120	Teachers - Regular	3,957,454	-	1,891,553	1,969,729	98%	96,172	17,533	78,639
120	Teachers - Special Education	734,003	-	364,021	352,829	98%	17,153	-	17,153
1201	Psychologist	137,358	-	71,081	66,277	100%	-	-	-
1203	Counselor	30,288	-	13,986	16,266	100%	36	-	36
	Sub-Total Certified Salaries	5,412,209	-	2,689,574	2,618,460	98%	104,175	17,533	86,642
1303	Custodians	362,230	-	211,262	122,740	92%	28,228	17,000	11,228
140	Nurses	111,882	-	58,869	52,699	100%	314	-	314
150	Secretaries, Clerical	299,059	-	178,693	117,880	99%	2,486	-	2,486
160	Paraprofessionals	387,091	-	187,480	198,274	100%	1,337	-	1,337
1601	Special Education Paraprofess.	269,470	-	153,907	136,439	108%	(20,876)	4,000	(24,876)
190	Salaries, Miscellaneous	45,270	-	21,812	12,926	77%	10,532	7,237	3,295
	Sub-Total Non-Certified Salaries	1,475,002	-	812,023	640,958	99%	22,021	28,237	(6,216)
	TOTAL SALARIES	6,887,211	-	3,501,597	3,259,418	98%	126,196	45,770	80,426
1906	Retirement - Sick Pay-Out	38,550	-	20,000	-	52%	18,550	18,550	-
220	FICA	188,191	-	94,043	-	50%	94,148	94,148	-
230	Merf	112,222	-	64,713	-	58%	47,509	47,509	-
270	Medical Insurance	1,870,388	-	1,012,980	-	54%	857,408	857,408	-
280	Life Insurance	16,758	-	10,281	-	61%	6,477	6,477	-
2902	Other Employee Benefits	24,700	-	7,174	4,351	47%	13,175	5,500	7,675
	TOTAL BENEFITS	2,250,809	-	1,209,191	4,351	54%	1,037,267	1,029,592	7,675

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

For 7 Months Ended: January 31, 2009

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	-	36,394	24,816	88%	8,572	8,572	-
330	Legal Fees	46,500	-	20,548	11,397	69%	14,555	14,555	-
340	Software Support	6,600	-	5,659	495	93%	446	446	-
350	Substitutes	31,500	-	9,266	-	29%	22,234	22,234	-
390/01	OT/PT/Consultant Services	55,500	-	6,888	60,386	121%	(11,774)	-	(11,774)
3902	Financial Audit	13,991	-	13,470	-	96%	521	521	-
390	Other Prof/Tech. Services	90,551	4,500	97,203	1,500	104%	(3,652)	8,500	(12,152)
	TOTAL PROFESSIONAL SERVICES	314,424	4,500	189,428	98,594	90%	30,902	54,828	(23,926)
410/01	Utilities - Electric and Water	259,440	-	106,725	114,556	85%	38,159	17,000	21,159
420	Heating Oil	174,785	-	76,592	113,956	109%	(15,763)	7,000	(22,763)
430	Repairs and Maintenance	36,000	-	18,771	1,665	57%	15,564	15,564	-
450	Leases and Rentals	50,383	-	25,359	21,563	93%	3,461	1,500	1,961
4501	Building Improvements	44,500	-	26,079	3,500	66%	14,921	14,921	-
490	Other Purchased Services	23,100	-	17,021	3,071	87%	3,008	3,008	-
4901	Service Contracts	44,001	-	30,629	9,846	92%	3,526	3,526	-
	TOTAL PROPERTY SERVICES	632,209	-	301,176	268,157	90%	62,876	62,519	357
510	Pupil Transportation-Regular	419,572	-	236,496	169,875	97%	13,201	4,004	9,197
510	Pupil Transportation-Spec. Educ.	124,581	-	65,610	50,097	93%	8,874	-	8,874
520	Insurance-General Liability	87,311	-	77,798	-	89%	9,513	-	9,513
5201	Worker's Compensation	77,690	-	70,769	-	91%	6,921	-	6,921
530	Telephone Services	18,901	-	6,697	13,182	105%	(978)	-	(978)
535	Internet	10,890	-	8,265	1,091	86%	1,534	1,534	-
537	Postage	6,900	-	1,218	-	18%	5,682	5,682	-
540	Advertising	2,600	-	405	-	16%	2,195	2,195	-
550	Interns	106,000	(4,500)	29,448	-	29%	72,052	72,052	-
560	Tuition	337,172	-	117,697	82,269	59%	137,206	-	137,206
590	Other Purchased Services	8,270	-	4,545	1,342	71%	2,383	2,383	-
	TOTAL OTHER PURCH SERVICES	1,199,887	(4,500)	618,948	317,856	78%	258,583	87,850	170,733

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

For 7 Months Ended: January 31, 2009

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	4,500	114,231	20,653	79%	34,866	34,866	-
620	Computer Software	49,140	-	24,051	2,383	54%	22,706	22,706	-
625	Supplies Nurses	1,800	-	908	228	63%	664	664	-
630	Supplies Custodial	40,500	-	26,951	5,996	81%	7,553	7,553	-
635	Supplies Office	15,100	-	14,045	780	98%	275	275	-
640	Books and Audio Visual	18,500	-	4,078	9,211	72%	5,211	5,211	-
645	Subscriptions	9,075	-	4,969	1,537	72%	2,569	2,569	-
650	Testing	13,800	(2,500)	7,904	265	72%	3,131	3,131	-
690	Misc. Supplies	2,750	-	1,632	-	59%	1,118	1,118	-
	TOTAL SUPPLIES & MATERIALS	315,915	2,000	198,769	41,053	75%	78,093	78,093	-
730	Equipment - Office	8,500	-	10,190	220	122%	(1,910)	-	(1,910)
732	Computer Hardware	13,940	-	9,683	2,626	0%	1,631	1,631	-
735	Equipment - Teaching	13,300	-	6,459	198	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	-	28,082	3,215	74%	10,843	12,753	(1,910)
810	Dues and Fees	24,799	(2,000)	17,108	668	78%	5,023	5,023	-
825	Unemployment	9,300	-	5,699	-	61%	3,601	3,601	-
900	Other Fees	50,039	-	42,534	6,940	99%	565	565	-
	TOTAL DUES AND FEES	84,138	(2,000)	65,341	7,608	89%	9,189	9,189	-
	TOTAL ADOPTED BUDGET	11,726,733	-	6,112,532	4,000,252	86%	1,613,949	1,380,594	233,355

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

January 2009

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- 1303 - SALARIES CUSTODIANS

The projected surplus is due to staffing changes that have occurred.

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

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OBJECT 390/01 – OT/PT CONSULTING SERVICES

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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.

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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.

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

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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 01/31/09 (Unaudited)

	Special Revenue				Agency	
	Total	Café	Extended Day	Field Trips	Expendable Trust/SEP	Activity Fund
Assets:						
Cash	\$ 78,724	\$ 18,210	\$ 34,388	\$ 3,992	\$ 19,741	\$ 2,393
Prepaid Expenses	-		-			
Accounts receivable	1,967	1,055	225	\$ 415	\$ 272	
Intergovt Receivable	3,678	3,678		-		
Inventory	8,039	8,039				
Total Assets	92,408	30,982	34,613	4,407	20,013	2,393
Liabilities and Fund Balance						
Liabilities:						
Amounts held as agent	31,886	22,442	9,444		-	-
Accounts payable	5,955	4,259	1,140	556	-	-
Deferred revenue	8,310		8,310			
Wages payable	-					
Total Liabilities	46,151	26,701	18,894	556	-	-
Fund Balance	46,257	4,281	15,719	3,851	20,013	2,393
Total Liabilities and Fund Balance	\$ 92,408	\$ 30,982	\$ 34,613	\$ 4,407	\$ 20,013	\$ 2,393
Activity Fund:						
Administrative Fund					\$ -	
Technology						500
Orange Drug & Alcohol Prevention						461
PTO						627
Drama Club					\$ 805	
Total					\$ 2,393	

Woodbridge Board of Education
Combining Statement of Revenues & Expenditures
for the 7 Months Ended 01/31/09 (Unaudited)

	Special Revenue						Agency Activity Fund
	Total	Café	Extended Day	Field Trips	Summer Programs	Expendable Trust	
Revenues:							
Charges for services	\$ 403,094	\$ 96,825	\$ 191,164	\$ 21,546	\$ 93,007	\$ 552	
Intergovernmental	15,950	15,950					
Donations	3,599						3,599
Other income	20	11	9				
Additions	-						-
Total revenues/additions	422,663	112,786	191,173	21,546	93,007	552	3,599
Expenditures:							
Wages, FICA, MERF	291,381	53,840	156,761		80,780		
Medical Insurance	13,668	13,668					
Cost of food sold	46,178	46,178					
Equipment	919	919	-				
Other Expenses	69,623	7,775	30,315	19,017	8,912	457	3,147
Deductions	-						
Total expenditures/deductions	421,769	122,380	187,076	19,017	89,692	457	\$ 3,147
Excess (deficiency) of revenues over expenditures before operating transfer in	442	(9,594)	4,097	2,529	3,315	95	
Operating transfer in	6,500	6,500	-		-		
Excess (deficiency) of revenues over expenditures after operating transfer in	6,942	(3,094)	4,097	2,529	3,315	95	
Fund Balance, ending	\$ 43,864	\$ 4,281	\$ 15,719	\$ 3,851	\$ 13,068	\$ 6,945	

Woodbridge School District
School Cafeteria Financial

	JANUARY 2009			FISCAL YEAR TO DATE		
	Budget	Actual	Variance	Budget	Actual	Variance
<u>Sales Revenue</u>						
Sales	18,830	16,952	(1,878)	100,429	96,825	(3,604)
Government Grants	2,705	1,687	(1,018)	14,424	15,950	1,526
Other Income	2	4	2	13	20	7
Total Operating Revenue	21,537	18,643	(2,894)	114,866	112,795	(2,071)
<u>Cost of Food</u>	8,898	7,564	1,334	47,456	46,178	1,278
Gross Profit	12,639	11,079	(1,560)	67,410	66,617	(793)
<u>Labor Costs</u>						
Salaries/Taxes/Retirement	8,924	9,005	(81)	53,544	53,840	(296)
Medical Insurance	2,121	1,953	168	12,725	13,668	(943)
Total Labor Cost	11,045	10,958	87	66,269	67,508	(1,239)
Other Expenses	732	160	572	3,903	8,694	(4,791)
Total Expenses	20,675	18,682	1,993	117,628	122,380	(4,752)
Income (Loss) from Operations	863	(39)	(902)	(2,762)	(9,585)	(6,823)
Board Subsidy	6,500	0	6,500	13,000	6,500	(6,500)
Total Net Income (Loss)	7,363	(39)	5,598	10,238	(3,085)	(13,323)
<u># Meals</u>						
Free	234	253	19	1,250	1,222	(28)
Reduced	97	85	(12)	519	440	(79)
Total Meals	4,942	4,719	(223)	26,356	27,145	789

Woodbridge School District
School Cafeteria Financial

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	Budget	Actual	Variance	Budget	Actual	Variance
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McGladrey & Pullen

Certified Public Accountants

INDEPENDENT AUDITOR'S REPORT

To the Board of Finance
Town of Woodbridge, Connecticut

We have audited the accompanying financial statements of the governmental activities, each major fund, and the aggregate remaining fund information of the Town of Woodbridge, Connecticut, (the "Town") as of and for the year ended June 30, 2008, which collectively comprise the Town's basic financial statements, as listed in the table of contents. These financial statements are the responsibility of the Town's management. Our responsibility is to express opinions on these financial statements based on our audit.

We conducted our audit in accordance with auditing standards generally accepted in the United States of America and the standards applicable to financial audits contained in "Government Auditing Standards" issued by the Comptroller General of the United States. Those standards require that we plan and perform the audit to obtain reasonable assurance about whether the financial statements are free of material misstatement. An audit includes examining, on a test basis, evidence supporting the amounts and disclosures in the financial statements. An audit also includes assessing the accounting principles used and significant estimates made by management, as well as evaluating the overall financial statement presentation. We believe that our audit provides a reasonable basis for our opinions.

In our opinion, the financial statements referred to above present fairly, in all material respects, the respective financial position of the governmental activities, each major fund, and the aggregate remaining fund information of the Town of Woodbridge, Connecticut as of June 30, 2008, and the respective changes in financial position and the budgetary information for the General Fund for the year then ended in conformity with accounting principles generally accepted in the United States of America.

In accordance with "Government Auditing Standards," we have also issued our report dated December 24, 2008 on our consideration of the Town of Woodbridge, Connecticut's internal control over financial reporting and on our tests of its compliance with certain provisions of laws, regulations, contracts, and grant agreements and other matters. The purpose of that report is to describe the scope of our testing of internal control over financial reporting and compliance and the results of that testing, and not to provide an opinion on the internal control over financial reporting or on compliance. That report is an integral part of an audit performed in accordance with "Government Auditing Standards" and should be considered in assessing the results of our audit.

The management discussion and analysis on pages 3 through 11 is not a required part of the basic financial statements, but is supplementary information required by accounting principles generally accepted in the United States of America. We have applied certain limited procedures, which consisted principally of inquiries of management regarding the methods of measurement and presentation of the required supplementary information. However, we did not audit the information and express no opinion on it.

Our audit was conducted for the purpose of forming opinions on the financial statements that collectively comprise the Town's basic financial statements. The introductory section, general fund, budgetary details, combining and individual fund statements, capital asset schedules, other schedules, and statistical section are presented for purposes of additional analysis and are not a required part of the basic financial statements. The general fund, budgetary detail, combining and individual fund statements, capital asset schedules, and other schedules have been subjected to the auditing procedures applied in the audit of the basic financial statements and, in our opinion, are fairly stated in all material respects in relation to the basic financial statements taken as a whole. The introductory section and statistical section have not been subjected to the auditing procedures applied in the audit of the basic financial statements and, accordingly, we express no opinion on them.

McGladrey & Pullen, LLP

New Haven, Connecticut
December 24, 2008

TOWN OF WOODBRIDGE, CONNECTICUT

SCHEDULE OF REVENUES AND OTHER FINANCING SOURCES - BUDGET AND ACTUAL -
 BUDGETARY BASIS - GENERAL FUND
 For the Year Ended June 30, 2008

	Budgeted Amounts		Actual Budgetary Basis	Variance With Final Budget Positive (Negative)
	Original	Final		
PROPERTY TAXES				
Property taxes - current	\$ 36,098,103	\$ 36,098,103	\$ 35,770,471	\$ (327,632)
Property taxes - prior years	55,000	55,000	128,842	73,842
Suspense list	-	-	5,855	5,855
Payment in lieu of taxes	-	-	317,818	317,818
Interest	75,000	75,000	108,810	33,810
Lien fees	4,000	4,000	4,047	47
Total property taxes	36,232,103	36,232,103	36,335,843	103,740
INTERGOVERNMENTAL				
Education equalization	750,907	750,907	698,751	(52,156)
School transportation	2,373	2,373	2,039	(334)
Special education - excess cost	123,000	123,000	164,789	41,789
State tax grants	124,760	124,760	104,026	(20,734)
Pequot grant	19,628	19,628	24,991	5,363
School Construction Reimbursement	104,449	104,449	104,449	-
Town aid roads	89,825	89,825	122,316	32,491
Miscellaneous	-	4,890	8,470	3,580
Total intergovernmental	1,214,942	1,219,832	1,229,831	9,999
CHARGES FOR SERVICES				
Real estate conveyance tax	180,000	180,000	156,180	(23,820)
Town Clerk's office	120,000	120,000	72,225	(47,775)
Public Safety fees	3,000	3,000	4,738	1,738
Zoning permits	4,000	4,000	3,748	(252)
Zoning hearing and regulations	30,000	46,140	11,360	(34,780)
Burglar alarm fees	7,000	7,000	6,895	(105)
Building permits	160,000	160,000	176,888	16,888
Transfer Station fees	25,000	25,000	23,222	(1,778)
Recreation fees	243,990	243,990	209,723	(34,267)
Rentals - pool	12,000	12,000	11,267	(733)
Rentals - center	50,000	50,000	45,917	(4,083)
Rentals - gym	4,200	4,200	3,643	(557)
Library fines and fees	13,000	13,000	15,125	2,125
Senior program fees	2,500	2,500	1,301	(1,199)
Tuition	9,900	9,900	14,850	4,950
Field Rentals	-	-	200	200
School Resource Officer - Amity	-	-	42,684	42,684

(Continued)

TOWN OF WOODBRIDGE, CONNECTICUT

SCHEDULE OF REVENUES AND OTHER FINANCING SOURCES - BUDGET AND ACTUAL -
 BUDGETARY BASIS - GENERAL FUND, Continued
 For the Year Ended June 30, 2008

	Budgeted Amounts		Actual Budgetary Basis	Variance With Final Budget Positive (Negative)
	Original	Final		
CHARGES FOR SERVICES, Continued				
Animal Control fees	2,500	2,500	(1,160)	(3,660)
Street excavation permits	-	-	70	70
Fire alarm fees	1,500	1,500	-	(1,500)
Total charges for services	868,590	884,730	798,876	(85,854)
INVESTMENT INCOME	675,000	675,000	683,637	8,637
OTHER REVENUE				
Telephone access line grant	50,000	50,000	53,908	3,908
Sale of Town Assets				-
Anticipated gifts	7,210	7,210	6,863	(347)
Amity Budget Surplus	330,000	330,000	330,000	-
Replacements/Miscellaneous	21,000	432,096	425,535	(6,561)
GNH Regional sewer payment in lieu of taxes	5,300	5,300	7,950	2,650
Total other revenue	413,510	824,606	824,256	(350)
Total revenues	39,404,145	39,836,271	39,872,443	36,172
OTHER FINANCING SOURCES				
Transfers in:				
Private Duty	-	-	21,543	21,543
Trust funds	6,200	10,200	7,846	(2,354)
Capital & Nonrecurring	-	1,000	1,000	-
Total transfers in	6,200	11,200	30,389	19,189
Appropriation of fund balance	400,000	400,000	-	(400,000)
Total other financing sources	406,200	411,200	30,389	(380,811)
Total	\$ 39,810,345	\$ 40,247,471	\$ 39,902,832	\$ (344,639)

TOWN OF WOODBRIDGE, CONNECTICUT

SCHEDULE OF EXPENDITURES AND OTHER FINANCING USES - BUDGET AND ACTUAL -
BUDGETARY BASIS - GENERAL FUND

For the Year Ended June 30, 2008

	Budgeted Amounts		Actual Budgetary Basis	Variance With Final Budget Positive (Negative)
	Original	Final		
GENERAL GOVERNMENT				
Board of Selectmen	\$ 420,058	\$ 436,125	\$ 435,947	\$ 178
Probate	6,600	6,600	6,516	84
Town Clerk	180,010	180,010	173,293	6,717
Registrar of Voters	40,920	40,920	28,253	12,667
Government Access Television	6,590	19,581	19,356	225
General Administration	255,550	255,550	252,782	2,768
Information Systems	84,571	84,550	84,514	36
Department of Finance	268,027	278,967	278,726	241
Tax Collector	109,493	111,905	111,896	9
Assessor	145,970	145,970	136,841	9,129
Board of Tax Review	2,750	2,750	1,742	1,008
Board of Finance	245,045	45,068	43,334	1,734
Planning and Zoning	38,755	54,895	52,030	2,865
Zoning Board of Appeals	5,900	11,710	10,752	958
Thomas Darling House	6,910	6,910	6,085	825
Conservation Commission	2,300	5,600	5,599	1
Inland Wetland Commission	54,380	53,870	53,300	570
Total general government	1,873,829	1,740,981	1,700,966	40,015
BOARD OF EDUCATION	11,252,780	11,252,780	11,174,091	78,689
PUBLIC SAFETY				
Police Department	2,455,946	2,455,686	2,424,034	31,652
Emergency Medical Services	261,482	261,482	260,733	749
Fire Commission	427,036	450,036	437,672	12,364
District Animal Control	49,669	49,669	49,669	-
Total public safety	3,194,133	3,216,873	3,172,108	44,765
PUBLIC WORKS				
General Public Works	1,154,339	1,128,339	1,110,062	18,277
Building Department	172,371	172,371	148,837	23,534
Waste Management	624,902	624,902	597,622	27,280
Building Maintenance	376,227	380,027	378,263	1,764
The Center	102,575	101,725	96,291	5,434
Remediation	32,836	35,086	34,005	1,081
Total public works	2,463,250	2,442,450	2,365,080	77,370

(Continued)

TOWN OF WOODBRIDGE, CONNECTICUT

SCHEDULE OF EXPENDITURES AND OTHER FINANCING USES - BUDGET AND ACTUAL -
 BUDGETARY BASIS - GENERAL FUND, Continued
 For the Year Ended June 30, 2008

	Budgeted Amounts		Actual Budgetary Basis	Variance With Final Budget Positive (Negative)
	Original	Final		
TOWN LIBRARY	690,634	690,634	680,303	10,331
RECREATION				
Recreation Department	478,004	479,004	424,762	54,242
Pool and Gym	85,933	91,933	91,279	654
Parks Department	179,114	182,114	177,270	4,844
Total recreation	743,051	753,051	693,311	59,740
HUMAN SERVICES	335,063	339,063	324,322	14,741
EMPLOYEE BENEFITS	3,000,000	2,980,909	2,853,632	127,277
AMITY REGIONAL SCHOOL DISTRICT	13,105,467	13,105,467	13,105,467	-
DEBT SERVICE	2,035,307	2,035,307	2,035,307	-
Total expenditures	38,693,514	38,557,515	38,104,587	452,928
OTHER FINANCING USES				
Transfers out	1,116,831	1,689,956	1,715,956	(26,000)
Total	\$ 39,810,345	\$ 40,247,471	\$ 39,820,543	\$ 426,928