

Woodbridge Board of Education  
Woodbridge Board of Education Regular  
Meeting  
Monday, October 19, 2009 7:00 PM

Woodbridge Board of Education Regular  
Meeting October 19, 2009 Library Media  
Center 7:00 PM Beecher Road School

## **Agenda**

- I. **Preliminary Business**
  - A. Call to Order
  - B. Salute to the Flag
  - C. Correspondence
  - D. Public Comment
- II. **Consent Agenda**
  - A. Approval of Meeting Minutes
    - 1. September 8, 2009 Special Meeting
    - 2. September 21, 2009 Regular Meeting
- III. **Reports**
  - A. Superintendent's Report
    - 1. Nature Trail Acknowledgement
    - 2. BRS Update
      - a. BRS Monthly Enrollment Report
    - 3. Act on 2010/11 Capital Projects Submission
    - 4. CMT Action Plans
  - B. PTO Update
  - C. BRS Town Building Committee Update
  - D. Facilities Committee Report
  - E. CABE Liaison Report
- IV. **New Business**
  - A. Adopt 2010/2011 BOE Regular Meeting Dates
- V. **Finance**
  - A. Approval of Financial Reports from Finance Committee
    - 1. Monthly Summary Financial Report Ending September 30, 2009
    - 2. Monthly Detail Financial Report Ending September 30, 2009
    - 3. Combining Financial Statements Through September 30, 2009
    - 4. Monthly Cafeteria Report
  - B. Operating Budget Timeline 2010/11
- 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

Tuesday, September 8, 2009  
Library Media Center, Beecher Road School

**CALL TO ORDER:** Sheila McCreven, Chair called the meeting to order at 7:04 PM.

**BOARD MEMBERS PRESENT:** Ms. Sheila McCreven, Chair; Mr. David Barkin, Dr. Clotilde Dudley-Smith (7:10 PM), Dr. Steve Fleischman, Dr. Thomas Handler, Mr. Mark Livesay (7:07 PM), Mr. Carl Lindskog and Dr. YanYun Wu.

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

**MEMBERS OF THE PUBLIC:** Margaret Hamilton, PTO; Sandy Simowitz, Teacher; Aldon Hynes, community.

**BOARD CORRESPONDENCE** – None

**PUBLIC COMMENT** – Aldon Hynes expressed appreciation on the decision to allow students to view the President's speech.

## **CAPITAL PROJECTS 2010/2011**

Dr. Stella outlined the Capital Projects currently submitted. The unanticipated issue with the heating boilers was explained. During the 1997 building project, the boilers installed were not the ones specified in the RFP. They were a last minute substitution, designed for gas heating not oil, and while retrofitted, they are inefficient for our use. A brief video was viewed depicting water erosion concerns outside the A and B wings adjacent to the Loop and North playgrounds.

It was suggested that a separate line item be designated in the Capital Project budget for the boilers, as replacement within the next year or two will be necessary. This item could also be included in the current building project, although the cost of replacement may change the current \$9.4 m figure. A similar approach could be utilized for the landscaping survey as well in a separate line item.

It was also noted that an overview of our technology spending over the last 3-5 years should be clearly articulated to the Boards of Selectmen and Finance in terms of validating curriculum enhancements in support of student achievement.

## **MOTION #1 - EXECUTIVE SESSION**

Move that we go into Executive Session (7:53 PM).

Ms. McCreven  
Second by Mr. Livesay  
UNANIMOUS

**CALL TO ORDER:** Sheila McCreven, Chair called the Executive Session to order (7:53 PM).

**BOARD MEMBERS PRESENT:** Ms. Sheila McCreven, Chair; Mr. David Barkin, Dr. Steve Fleischman, Secretary; Dr. Clotilde Dudley-Smith, Dr. Thomas Handler, Vice Chair; Mr. Carl Lindskog, Mr. Mark Livesay and Dr. YanYun Wu.

**STAFF:** Dr. Guy Stella, Superintendent.

The Board conducted a Self-Evaluation.

## **MOTION #2 - RETURN TO PUBLIC SESSION**

Move to return to Public Session (9:51 PM).

Ms. McCreven  
Second by Dr. Handler  
UNANIMOUS

**MOTION TO ADJOURN:** (9:52 PM)  
Mr. Linskog  
Second by Mr. Livesay  
UNANIMOUS

Recorded by Marsha DeGennaro, Clerk of the Board

# MINUTES OF THE REGULAR BOARD OF EDUCATION MEETING

Monday, September 21, 2009  
Library Media Center, Beecher Road School

**CALL TO ORDER:** Sheila McCreven, Chair called the meeting to order at 7:02 PM.

**BOARD MEMBERS PRESENT:** Ms. Sheila McCreven, Chair; Mr. David Barkin, Mr. Michael Ewing, Dr. Clotilde Dudley-Smith, Dr. Steven Fleischman, Secretary; Dr. Thomas Handler, Vice Chair; Mr. Mark Livesay, Mr. Carl Linskog and Dr. YanYun Wu.

**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:** Sandy Stein, Board of Selectmen; Joseph Holowienko, WEA; Nancy White, CMT Coordinator; Pua Ford, Aldon Hynes community.

**BOARD CORRESPONDENCE** – None

**PUBLIC COMMENT** – None

## **CONSENT AGENDA**

### *Minutes*

#### **MOTION #1 – MINUTES, AUGUST 31, 2009 MEETING**

Move that we approve the minutes of the August 31, 2009 Meeting.

Dr. Fleischman

Second by Dr. Dudley-Smith

UNANIMOUS

## **REPORTS**

### *Superintendent's Report*

- *Beecher Road School Update* - Superintendent Stella provided an update on the H1N1 virus and coordination efforts with Amity and Quinnipack Valley Health Department (QVHD), for vaccination clinics. Student participation for the BRS Choral Group is currently 25. Parents are urged to register in *Instant Alert* as it is anticipated we will be “paperless” in our communications this year. As part of our security system, we are exploring the possibility of installing video cameras.
- *CMT Report* – Ms. White and Ms. Torre presented the results of the Spring 2009 Connecticut Mastery Tests. The CMTs provide a baseline for expectations and serve as growth indicators that assist in guiding student instruction. Students scored well in each of the core areas and a review of cohort and gender data was also presented. Grade level teams are currently reviewing the data and strand offerings to differentiate student instruction to address identified weaknesses. Professional Learning Teams will also review the pacing of units for where and when strands are taught in comparison to the CMT schedule.

It was noted that while it is clear students continue to progress, concern was expressed that we may be spending too much time on CMT's to the exclusion of other learning and other aspects of the curriculum. Perhaps the Board should examine and qualify what is “well”, and not just rely on numbers. It was requested that a listing of strands and units as well as other metrics be provided to allow Board members an opportunity to develop an understanding of what is being tested. The October Board meeting will focus on specific action plans to address identified skill area deficits.

*PTO Report* - None

BRS Town Building Committee

Mr. Barkin provided a brief overview of the various components in the project - infrastructure, mechanicals/engineering (inclusive of HVAC) electrical, plumbing, walls, doors, windows & classroom upgrades that were not included in 1997 building project. Approximately 12 firms have met all the requirements with a wide cross-section of firms, however, the focus is on the whole team. The Committee met to review, rank, and score proposals and is the process of developing the shortlist for interview and fee submissions. Recommendations will then be made to the BOS/BOF and the BOE. The Committee is also pursuing the hiring of an expert energy grant consultant who is familiar and knowledgeable with securing alternative funding opportunities.

Committee Assignments & Goals – Ms. McCreven presented the standing committee chairs: Mr. Ewing – Policy; Dr. Handler – Finance and Dr. Fleischman – Facilities. Curriculum will be conducted with the full Board serving as a Committee of the Whole. Concern was expressed regarding the lack of experience in several assignments. There are other members who are highly experienced, extremely knowledgeable and possess a unique ability to provide expertise. It was noted that committee chairs will not be in charge of the committee, and therefore, expertise in a specified area is not a requirement. The role of committee chair will be to serve as a facilitator of the Board’s direction. They will have an obligation to work collaboratively with all nine members of the Board to ensure the work performed by the committee is clearly understood. Committee goals will be aligned with the Strategic Plan. As there were presently only two members assigned to Finance and no additional volunteers, Ms. McCreven will serve as the third member.

CABE Liaison – Ms. McCreven will continue to serve as there were no volunteers.

ACES Liaison – Ms. McCreven asked administration to inquire with ACES whether it was truly necessary for a liaison to be appointed.

**NEW BUSINESS**

Board Meeting Dates – The Board agreed to meet twice a month over the next several months. Special meetings will be held on the first Monday of each month from October through February. Meeting dates are: October 5, November 2, December 7, January 4 and February 1. The first meeting in October will be a joint Committee of the Whole encompassing Finance and Facility Committee objectives. The Chairs of each committee outlined their perspectives for the initial meeting. The liaisons for the Boards of Selectmen and Finance were also invited. Its anticipated the November meeting will be for a Committee of the Whole on Curriculum. The Board was informed of the BOWA Boards of Education meeting on November 5.

**MOTION #2 – ADDITIONAL BOE MEETING DATES**

Move that we schedule the meeting dates as outlined through February 2.

Dr. Handler  
Second by Dr. Fleischman  
UNANIMOUS

Mr. Barkin left the meeting (8:55 PM)

**FINANCE**

Mr. Zettergren presented the August 2009 Financial Reports. It was questioned whether the Board has a fiduciary responsibility to review these reports each month. This will be discussed at the October 5 meeting.

**MOTION #3 – BOARD OF EDUCATION 2009/10 MONTHLY SUMMARY FINANCIAL REPORT**

Move that we accept the 2009/10 BOE Monthly Summary Financial Report, F1, submitted by the Business Manager for the period ending August 31, 2009.

Dr. Handler  
Second by Dr. Dudley-Smith  
IN FAVOR: Dr. Dudley-Smith, Mr. Ewing, Dr. Fleischman, Dr. Handler, Ms. McCreven and Dr. Wu  
ABSTAIN: Mr. Lindskog, Mr. Livesay

***MOTION PASSES 6-2***

**MOTION #4 – BOARD OF EDUCATION 2009/10 MONTHLY DETAIL FINANCIAL REPORT**

Move that we approve the 2009/10 BOE Monthly Detail Financial Report, F2-5, submitted by the Business Manager for the period ending August 31, 2009.

Dr. Handler

Second by Dr. Dudley-Smith

IN FAVOR: Dr. Dudley-Smith, Mr. Ewing, Dr. Fleischman, Dr. Handler, Ms. McCreven and Dr. Wu

ABSTAIN: Mr. Linskog, Mr. Livesay

***MOTION PASSES 6-2***

**MOTION #5 – BOARD OF EDUCATION 2009/10 COMBINED FINANCIAL STATEMENTS**

Move that we approve the 2009/10 BOE Combined Financial Statements, F6-7, submitted by the Business Manager for the period ending August 31, 2009.

Dr. Handler

Second by Dr. Dudley-Smith

IN FAVOR: Dr. Dudley-Smith, Mr. Ewing, Dr. Fleischman, Dr. Handler, Ms. McCreven and Dr. Wu

ABSTAIN: Mr. Linskog, Mr. Livesay

***MOTION PASSES 6-2***

**OLD BUSINESS** - None

**PUBLIC COMMENT** - None

**MOTION TO ADJOURN:** (9:20 PM)  
Dr. Handler  
Second by Dr. Fleischman  
UNANIMOUS

Recorded by Marsha DeGennaro, Clerk of the Board

**Beecher Road School**  
**Woodbridge School District**  
 Student Enrollment As of October 1, 2009

Gr./Teacher	Boys	Girls	Total
<b>PRE-K</b>			
DePalma	11	8	19
<b>KINDERGARTEN</b>			
Belisle	9	10	19
Coleman	7	12	19
Dempsey	7	12	19
Salindardi	8	11	19
Wyman-Anctil	7	12	19
<b>TOTAL</b>			<b>95</b>

<b>GRADE 1</b>			
Chick	10	6	16
Hutchinson	7	8	15
Navudu	9	7	16
Piascyk	7	8	15
Regan	9	6	15
<b>TOTAL</b>			<b>77</b>

<b>GRADE 2</b>			
Echeverry	11	8	19
Krawec	10	10	20
Crespi	8	9	17
Nakouzi	10	8	18
<b>TOTAL</b>			<b>74</b>

<b>GRADE 3</b>			
Don	10	7	17
Halsey	10	8	18
Lavigne	10	8	18
Crawford	10	6	16
Reizfeld	11	8	19
<b>TOTAL</b>			<b>88</b>

**O.O.D.** 1

**MAGNET** 3

Gr./Teacher	Boys	Girls	Total
<b>GRADE 4</b>			
Eleck	11	8	19
Concilio	9	9	18
Russo	9	9	18
Vincitorio	10	9	19
Rourke	10	9	19
<b>TOTAL</b>			<b>93</b>

<b>GRADE 5</b>			
Blinstrubas	8	11	19
McCollow	7	11	18
Chase	10	9	19
Mumford	9	10	19
Ngov	11	7	18
<b>TOTAL</b>			<b>93</b>

<b>GRADE 6</b>			
Holowienko	13	8	21
Katzen	10	9	19
Osborn	7	12	19
Smerekanicz	10	11	21
Waldron	11	8	19
White	10	13	23
<b>TOTAL</b>			<b>122</b>

<b>MULTI-AGE</b>			
Sanders(yr 1)	10	10	20
Burness(Yr.2)	8	6	14
Golden(Yr.3)	6	10	16
Ahern(yr 4)	11	11	22
<b>TOTAL</b>			<b>72</b>

<b>ENROLLMENT DATA</b>			
B.R.S	733	(K-6:714/PreK:19)	
Other	4		
<b>TOTAL</b>	<b>737</b>		

<b>COMPARISON TOTALS - BRS October1, 2008</b>			
B.R.S	758	(K-6:744/Pre-K:17)	
Other	8		
<b>TOTAL</b>	<b>766</b>		



## Woodbridge School District Technology Capital Budget Plan

2010 - 2011

<b>- Replacement Plan -</b>		
Student Computers	\$54,000	Replace eMac G4s - Routine Replacement Cycle
Mobile Computer Replacements	\$18,000	Routine Replacement Cycle
Printers	\$2,500	Routine Replacement Cycle
Servers	\$4,000	Upgrade Storage and Backup
Infrastructure	\$13,000	Switches, Wireless Management, Filtering
Office Computers & Printers	\$6,000	Routine Replacement Cycle
Data Projector Replacement	\$3,000	
Video Replacement (TV, VCR, DVD)	\$7,000	
<b>Total Replacement</b>	<b>\$107,500</b>	
<b>- Improvements -</b>		
Curriculum Resource Initiative	\$42,000	Smart Boards & Document Projectors
<b>Total Improvement</b>	<b>\$42,000</b>	
	<b>\$149,500</b>	

## Technology Capital Budget 2009 - 2010

	Requested	Actual
Student Computers	\$61,000	\$56,629
Printers	\$2,000	\$4,089
Servers	\$11,000	\$7,815
Office Computers & Printers*	\$6,000	\$3,202
Data Projectors	\$3,000	
Video (TV, VCR, DVD)	\$7,000	\$9,711
Mobile Computing Initiative	\$24,000	\$32,554
SMART Board Initiative	\$60,000	\$60,000
	\$174,000	\$174,000
* To be purchased		

## Technology Capital Budget

### Summer 2009 Capital Budget Expenditure - \$174,000

#### 55 Student Desktop Computers

- Replaced 55 computers purchased in 2002
- All homebase classrooms have two computers four years old or less
- Most specialist and special education classrooms have one computer four years old or less
- All lab areas have latest model computers

#### 32 Mobile Computers

- Increased the number of faculty with Mobile Computers to 100%
- Moved all faculty to Intel-based computers running the most recent operating system and SMART Board software

#### 18 SMART Boards

- All grade 3, 4, 5, and 6 classrooms are equipped with SMART Boards
- About half of grades 1, 2, and MAG classrooms are equipped
- Library Media and Technology Centers are equipped
- About one quarter of specialist classrooms are equipped

#### Replaced Windows Servers

- The windows servers that service the business office, nurses, and offices are being replaced with a single server.

#### 3 Office Computers

- Windows computers in the North Office to be replaced

#### 8 Printers

- Two major printers were replaced
- Six printers are to be placed in classroom clusters to bring printing closer to the point of need

### Proposed Capital Budget 2010 – 2011 - \$149,500

#### 50 Student Desktop Computers

- Continue routine replacement of computers (5, 6 years old)

#### 18 Mobile Computers

- Begin routine replacement of computers
- All Faculty will have mobile computers less than 4 years old.
- Mobile computers less than 5 years old will be available to other designated users.

#### 12 SMART Boards

- All Grade 1 – 6, and MAG Classrooms
- Most Specialist Classrooms
- Library Media and Technology Centers

#### Upgrade Storage and Backup Systems

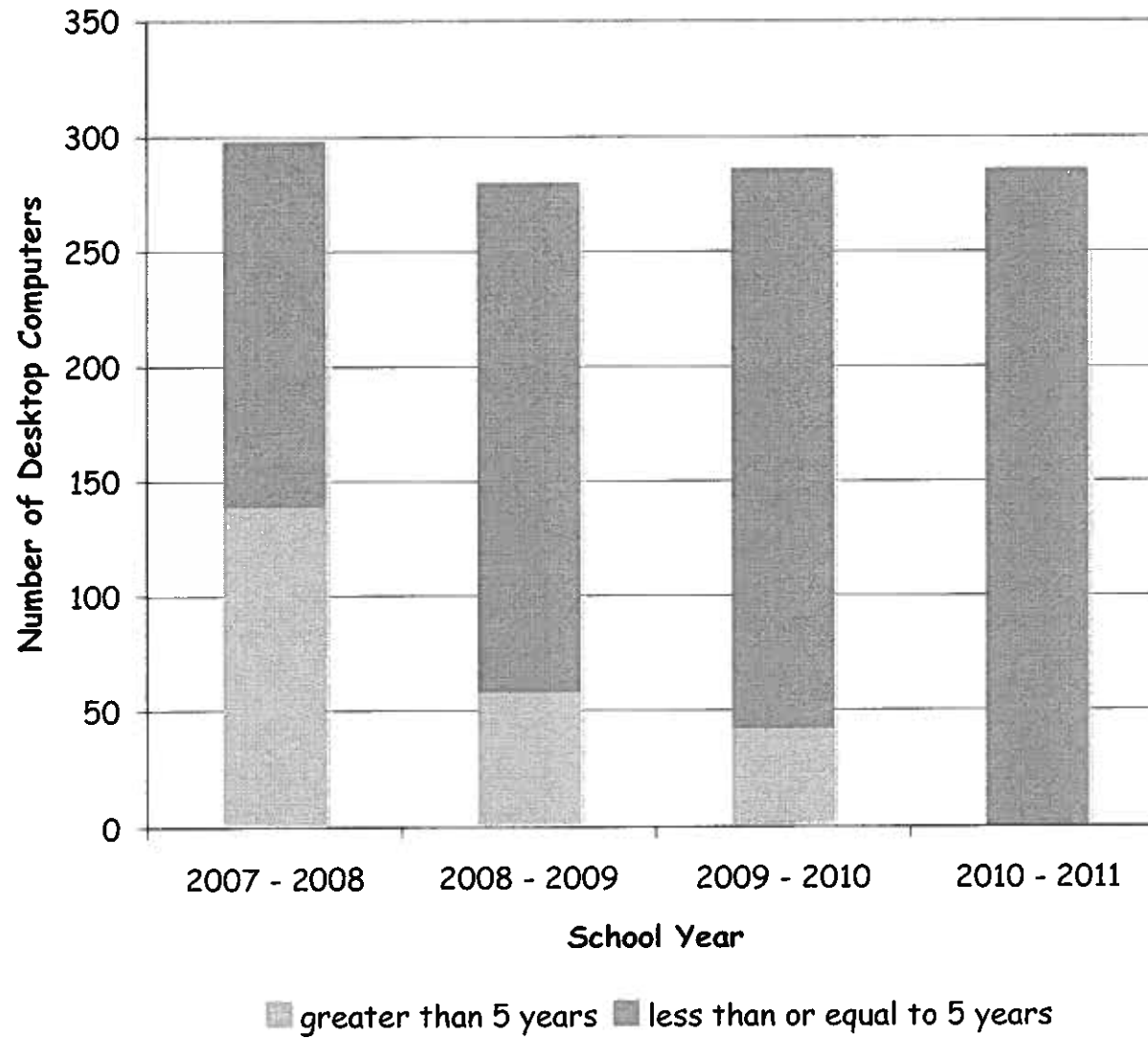
- Increase capacity of current storage and backup systems

#### Office Computers and Printers

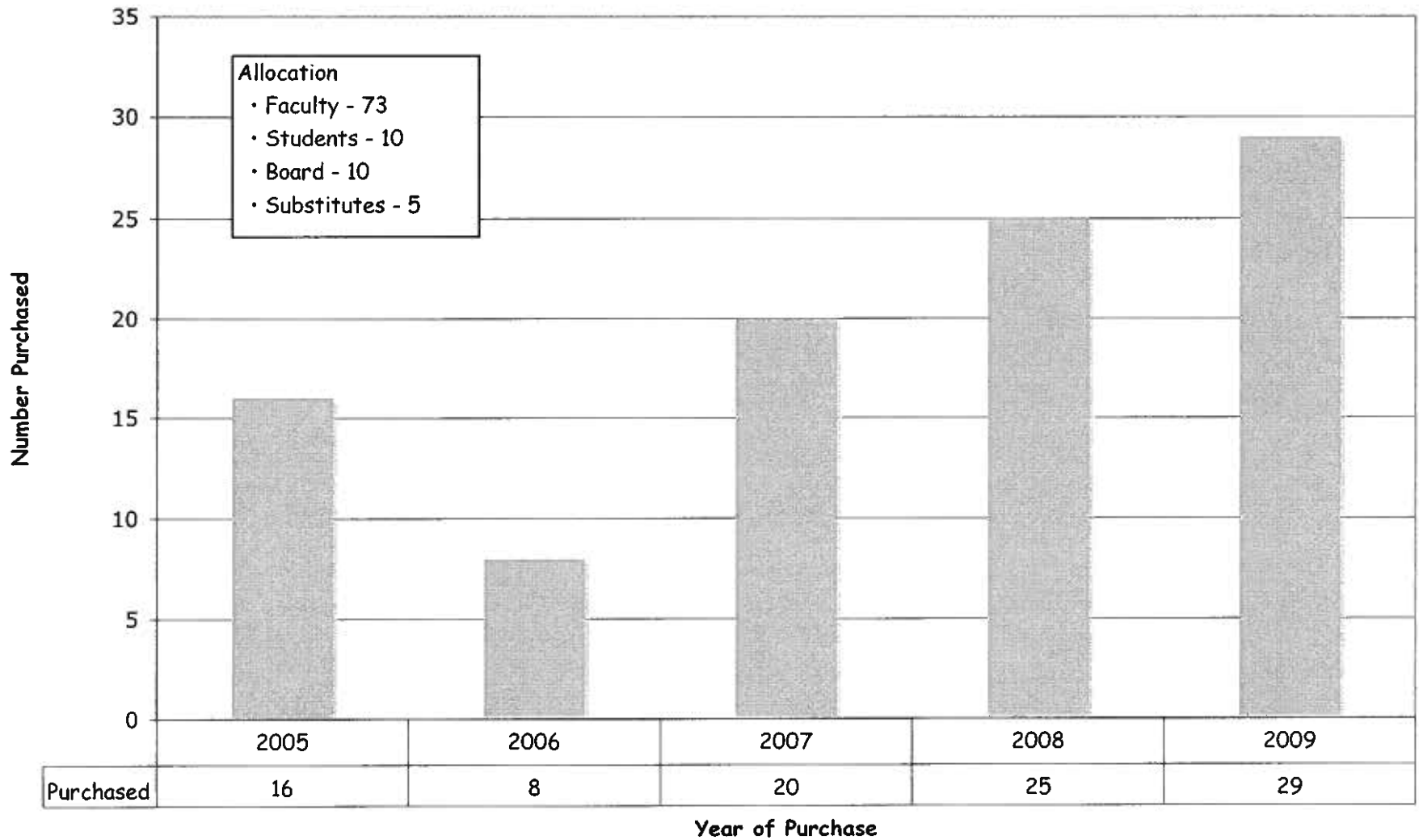
- Replace Windows computers and printers in Nurses Office, Data management, and Central Office

Note: The money allocated to projectors and video replacement is used to install projectors to be used with SMART Boards and replace classroom televisions.

## Desktop Computers by Age



## Mobile Computers 2009 - 2010



CMT

Action Plans

2009-2010 School Year

## 2009-2010 – CMT School Improvement Plan

### School Goals and Performance Targets:

CMT results have been analyzed by grade level teams and coordinators. The attached action plan is a culmination of teacher, coordinator, and administrator insights. While we continue to focus on overall increased student achievement in the areas of literacy and mathematics, an analysis of assessment data reveals that there are specific content strands at each grade level that require our focused attention. Strands where students scored less than 85% on the 2009 fourth generation of the CMT will be an area of focus for the 2009-2010 school year.

Specific strand information for each grade level is reflected in the charts on the next few pages. Before we take a look at the individual strands, let's review the specific content strands for each area. In **reading**, there are basically four strands: (1) Forming a General Understanding, (2) Developing Interpretation, (3) Making Reading/Text Connections and (4) Examining Content/Structure. While our students generally perform well in three out of four strands, one reading strand that continues to be problematic for the students is Strand Three – Making Reader/ Text Connections. Without question, our teachers exert considerable time and attention to helping students make connections and react to text. However, a few things present stumbling blocks for students on the CMT. For example, sometimes students write lengthy responses of their own experiences related to a problem in the text but they never return to the text to make the actual connection. Since open-ended questions are frequently the form text-to-self connections appear, students must create written responses that are organized, include relevant details, and are fluent enough to be easily read. If the written responses are not clearly explained, students will not receive full credit. Finally, some students make only superficial connections. These responses lack substance and receive an unsatisfactory score. An area where our students are making progress is Examining Content and Structure. This strand is most closely aligned with critical and creative thinking. Three main ideas are addressed in this strand: an examination of the author's craft; extending the text; and demonstration of what was important to the author or the character.

In **math**, there are twenty-five strands; however, not every strand is assessed every year. The data indicates that our students, particularly those students in the upper grades, perform well on most strands as evidenced in the 2009 CMT power point presentation. However, our action plan will focus on those strands that are problematic. This document contains information about the strands where students require more intervention.

With regard to **writing**, students in grades three and four are asked to respond to a narrative prompt while students in grades five and six are asked to respond to an expository prompt. The students also read passages with embedded errors and answer multiple choice questions as part of editing/composing/revising. This action plan outlines specific strategies teachers will use with students in grades three through six to address areas that are problematic.

It is important to note that Professional Learning Communities (PLC) will continue to be a vehicle for dialogue regarding student performance and achievement as we move forward. Faculty meetings and grade level team meetings will continue to be structured to facilitate an examination of student work as well as the sharing of instructional strategies and the planning of common lessons.

**Areas in Need of Improvement**

**Grade Three**

Grade Three – Math

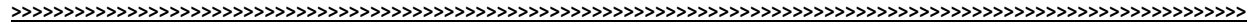
Strand Number	Descriptor	% Showing Mastery 2006	% Showing Mastery 2007	% Showing Mastery 2008	% Showing Mastery 2009
11	Estimating Solutions to Problems	74	69	81	78
15	Approximating Measures	76	65	78	78
25	Mathematical Applications	45	53	74	72

Grade Three – Reading

Strand Number	Descriptor	% Showing Mastery 2006	% Showing Mastery 2007	% Showing Mastery 2008	% Showing Mastery 2009
1	Forming a General Understanding	85	81	89	79
3	Making Reader/Text Connections	44	36	74	73
4	Examining Content/Structure	47	33	78	77

Grade Three – Writing

Strand Number	Descriptor	% Showing Mastery 2006	% Showing Mastery 2007	% Showing Mastery 2008	% Showing Mastery 2009
1	Composing/Revising	40	45	62	54
2	Editing	90	79	94	82



**Grade Four**

Grade Four – Math

Strand Number	Descriptor	% Showing Mastery 2006	% Showing Mastery 2007	% Showing Mastery 2008	% Showing Mastery 2009
3	Equivalent Fractions, Decimals, Percents	46	73	65	74
11	Estimating Solutions to Problems	55	73	67	73
14	Time-Elapsed Time Problems	80	87	75	80
15	Approximating Measures	64	67	72	80
16	Customary and Metric Measures	76	79	81	93*
17	Geometrid Shapes and Properties	79	80	82	88*
25	Mathematical Applications	60	58	77	84

Note: Strand numbers 16 and 17 reflect mastery this year.

Grade Four – Reading

Strand Number	Descriptor	% Showing Mastery 2006	% Showing Mastery 2007	% Showing Mastery 2008	% Showing Mastery 2009
2	Developing Interpretation	68	75	80	83
3	Making Reader/Text Connections	65	41	69	83
4	Examining Content/Structure	79	75	78	88

\*Strand number 4 reflects mastery this year.

Grade Four – Writing

Strand Number	Descriptor	%Showing Mastery 2006	% Showing Mastery 2007	% Showing Mastery 2008	% Showing Mastery 2009
1	Composing/Revising	66	71	63	76
2	Editing	80	82	87	85

\*Strand number 2 reflects mastery for the past two years.

**GRADE FIVE**

Grade Five - Math

Strand Number	Descriptor	% Showing Mastery 2006	% Showing Mastery 2007	% Showing Mastery 2008	% Showing Mastery 2009
3	Equivalent Fractions, Decimals, Percents	90	82	84	85
11	Estimating Solutions to Problems	77	71	75	82
15	Approximating Measures	85	81	81	77
16	Customary and Metric Measures	80	73	79	81
17	Geometric Shapes and Properties	78	84	89	85
20	Statistics and Data Analysis	93	89	85	84
24	Classification and Logical Thinking	75	69	79	76

Grade Five - Reading

Strand Number	Descriptor	% Showing Mastery 2006	% Showing Mastery 2007	% Showing Mastery 2008	% Showing Mastery 2009
3	Making Reader/Text Connections	49	55	71	71

Grade Five - Writing

Strand Number	Descriptor	% Showing Mastery 2006	% Showing Mastery 2007	% Showing Mastery 2008	% Showing Mastery 2009
1	Composing and Revising	87	81	90	82
2	Editing	77	72	91	84

**GRADE SIX**

## Grade Six - Math

Strand Number	Descriptor	% Showing Mastery 2006	% Showing Mastery 2007	% Showing Mastery 2008	Showing Mastery 2009
7	Computation with Whole Numbers and Decimals	73	78	74	83
8	Computation with Fractions and Integers	60	78	80	88
9	Solve Word Problems	73	84	76	85
11	Estimating Solutions to Problems	67	78	68	92
12	Ratios and Proportions	71	87	79	89
16	Customary and Metric Measures	44	75	75	72
17	Geometric Shapes and Properties	55	62	84	85
20	Statistics and Data Analysis	60	84	74	93
24	Classification and Logical Reasoning	59	81	72	86
25	Mathematical Applications	50	74	69	76

## Grade Six - Reading

Strand Number	Descriptor	% Showing Mastery 2006	% Showing Mastery 2007	% Showing Mastery 2008	% Showing Mastery 2009
2	Developing Interpretation	77	83	87	92
3	Making Reader/Text Connections	60	63	54	72

## Grade Six - Writing

Strand Number	Descriptor	% Showing Mastery 2006	% Showing Mastery 2007	% Showing Mastery 2008	% Showing Mastery 2009
1	Composing/Revising	73	83	80	85
2	Editing	81	92	84	91

**Connecticut Mastery Test – Action Plan – Reading**

**District Goal: Increase student achievement in reading.**

**School Goal: At least 85% of students will meet or exceed the goal standard on the CMT in reading.**

Areas in Need of Improvement Based on March 2009 Scores	Action Steps – What steps/activities/strategies will be initiated to achieve this goal?	Individuals Responsible	Timeline	Evaluation/Outcome Data
<p>Forming a General Understanding – Current Grade 4</p> <p>Developing Interpretation –Current Grade 5</p> <p>Making Reader Text Connections – Current Grades 4, 5, and 6</p> <p>Examining Content and Structure – Current Grades 4 and 5</p> <p>Current Grade 3 – All areas will be focused on – a particular emphasis will be on building stamina, providing time and instruction with regard to developing complete and fluent written responses to text, encouraging students to self- assess, and offering opportunities for students to practice tests in a CMT-like format. This is in addition to the strategies noted on this page.</p>	<ol style="list-style-type: none"> <li>1) Teachers and Administrators will analyze CMT results as well as DRA results and other formal/informal assessments to determine specific instructional needs.</li> <li>2) Teachers will match reading instruction to individual student needs through implementation of Reader’s Workshop and guided reading groups.</li> <li>3) Teachers will use instructional materials to teach reading comprehension strategies – Graphic Organizers – Individual reading materials determined by teacher as part of Reader’s Workshop.</li> <li>4) Teachers will use strategies such as Read Alouds, Think Alouds, Response Journals, Mini – Lessons, etc.</li> <li>5) Teachers will use holistic assessments to conduct item analysis and provide small group intervention to students in need.</li> <li>6) Teachers will use Harcourt and mid-year tests and specific themes to evaluate progress grade-wide – grades 3, 4, and 6.</li> <li>7) Teachers will model making connections between text and outside experiences.</li> <li>8) Teachers will model how to synthesize information from text to write personal responses.</li> <li>9) Teachers will incorporate Nancy Boyles reading strategies and Columbia reading strategies into reading instruction.</li> <li>10) Teachers will provide all children with more test samples and time and instruction in written responses.</li> <li>11) Teachers will introduce appropriate test terminology. Incorporate CMT vocabulary into daily reading instruction – use word walls.</li> <li>12) Teachers will administer reading assessments in accordance with Language Arts matrix – 2 to 4 times yearly and participate in Curriculum/Assessment Team reviews.</li> <li>13) Teachers will include non-fiction reading strategies as part of reading instruction.</li> <li>14) Teachers will provide explicit instruction in reading strategies including fluency building.</li> <li>15) Teachers will incorporate CMT practice and instruction into the curriculum.</li> <li>16) Teachers will develop common assessments that align with the reading comprehension strands and objectives measured by the CMT.</li> <li>17) Teachers will monitor remediation of students receiving special education, language arts support, and ELL support.</li> </ol>	<p>1-17 Grade 3-6 Teachers, Language Arts Specialists, Principals</p>	<p>1: By 10/09</p> <p>2-11: Ongoing</p> <p>12: 2-4 times yearly</p> <p>13: Ongoing</p> <p>14 -15: Ongoing</p> <p>16: As needed, no less than twice yearly.</p> <p>17: Ongoing</p>	<p>1-17: DRA Results, Informal Reading Assessment information, Teachers College Reading Assessments, Reading Journals, Common Assessments...</p> <p>Evaluate stamina during practice test administration for students in each grade, especially grade three.</p> <p>12- Administrator and Teachers and Language Arts Specialists will review assessments.</p>

Connecticut Mastery Test – Action Plan – Writing

District Goal: Increase student achievement in writing.

School Goal: At least 85% of students will meet or exceed the goal standard on the CMT in writing.

Areas in Need of Improvement Based on March 2009 Scores	Action Steps – What steps/activities/strategies will be initiated to achieve this goal?	Individuals Responsible	Timeline	Evaluation/Outcome Data
<p>Composing and Revising – Current Grades 4, 5, and 6</p> <p>Editing – Current Grades 4 and 5</p> <p>Direct Assessment of Writing – All grades</p> <p>Current Grade 3 – All areas will be focused on.</p>	<ol style="list-style-type: none"> <li>1) Administrators will continue to provide job-embedded professional development in Writer’s Workshop.</li> <li>2) Teachers will follow district timeline to implement Units of Study for Writer’s Workshop.</li> <li>3) Teachers will administer CMT-like writing prompts a minimum of four times per year. Data will be analyzed and results will drive instruction.</li> <li>4) Teachers will develop lessons as part of instruction in areas of composing, revising, and editing and use the Queue series to support instruction.</li> <li>5) Teachers will provide practice opportunities to students re: CMT practice and preparation.</li> <li>6) Teachers will maintain writing portfolios on all students.</li> <li>7) Teachers will implement CMT remediation for students identified in below basic, basic, and proficient range using language arts specialists and tutors provided by grant monies as available.</li> <li>8) Teachers will create individualized student plans for students who do not meet benchmarks.</li> <li>9) Teachers will analyze data at team meetings during common planning times and staff meetings as part of PLC and Curriculum and Assessment Team Reviews.</li> <li>10) Teachers will create common grade level assessments.</li> </ol>	<p>1- Administrators</p> <p>2 – Teachers and Language Arts Specialists</p> <p>3 – Teachers</p> <p>4 – Teachers and Language Arts Specialists</p> <p>5 – Administrators, teachers, and Language Arts Specialists</p> <p>6 – Teachers</p> <p>7 – Language Arts Specialists and Tutors</p> <p>8 – Language Arts Specialists, Teachers,</p> <p>9 – Teams</p> <p>10 –Classroom Teachers</p>	<p>1 – About 6-8 times per year</p> <p>2-10 - Ongoing</p>	<p>1,2: Analysis of Writer’s Notebooks</p> <p>3 – Evaluate results of Writing Prompts using CMT state rubric.</p> <p>4-6: Harcourt Assessments, On-Demand Writing Assessments, CMT practice tests</p> <p>7 - 9: Examination of progress made on individual student plans.</p> <p>10: Examination of Common Assessments</p>

**Connecticut Mastery Test – Action Plan – Math**

**District Goal: Increase student achievement in math.**

**School Goal: At least 85% of students will meet or exceed the goal standard on the CMT in math.**

Areas in Need of Improvement Based on March 2009 Scores	Action Steps – What steps/activities/strategies will be initiated to achieve this goal?	Individuals Responsible	Timeline	Evaluation/Outcome Data
<p>Current Grade 4: Strands 11, 15, 16 and 25</p> <p>Current Grade 5: Strands, 3, 11, 14, 15, 25</p> <p>Current Grade 6: Strands 11, 14, 15, 16, and 24</p>	<ol style="list-style-type: none"> <li>1) Students will continue to master all content strands, especially those targeted at each grade level.</li> <li>2) Students will be evaluated in each of the areas utilizing various assessment tools, including common assessments. Instruction will be focused upon individual student needs.</li> <li>3) Teachers will monitor remediation of students receiving special education services and those receiving support through the math center.</li> <li>4) Teachers will utilize classroom practice CMT materials with students and provide students with ongoing practice in the CMT format.</li> <li>5) Math specialist will provide teachers with resources to implement objectives/strands not currently in the BRS math resources.</li> <li>6) Teachers and math specialists will develop flexible groups for math intervention.</li> <li>7) Math word walls will be created by teachers.</li> <li>8) Teachers will work on targeted objectives/strands on a unit-by-unit basis.</li> <li>9) Teachers will employ differentiated instruction.</li> <li>10) Common assessments will be created and implemented by teachers/math specialist.</li> <li>11) Teachers will routinely incorporate word problems with estimation into daily lessons.</li> <li>12) Teachers will utilize PQRST method with students as one strategy.</li> <li>13) Teachers will use Daily Math Review packets in addition to Problems of the Month with students.</li> <li>14) Data will be analyzed by teachers at team meetings.</li> <li>15) Individual student plans will be created by teachers/math specialist.</li> <li>16) Teachers will develop assessments that align with the math strands and objectives as measured by the CMT.</li> <li>17) SMART Goals will be created to target at least one weak strand.</li> <li>18) Administer fact assessments weekly.</li> <li>19) Assign computational fluency homework.</li> <li>20) Offer intense support in the Geometry/Measurement unit implemented in grades 3-6.</li> </ol>	<p>1-20: Classroom teachers and Math Specialist</p>	<p>All strands will be addressed on an ongoing basis and as they appear in specific math units and as indicated on the pacing guide.</p>	<p>CMT Practice Tests</p> <p>Daily Math Review Packets</p> <p>End of Unit Tests – Common Assessments Trailblazers (3<sup>rd</sup> – 5<sup>th</sup>) and McDougal-Littell Math Series (6<sup>th</sup>)</p> <p>Teacher Assessments/Common Assessments</p> <p>SMART Goal Assessments Monthly</p> <p>Monthly Fact Assessment Data</p>

**Data Collection**  
**Beecher Road School**  
**Writing – Individual Instructional Analysis and Assessment Plan**  
**2009-2010 School Year**

Student Name: \_\_\_\_\_ Grade: \_\_\_\_\_

Teacher: \_\_\_\_\_ Specialist: \_\_\_\_\_

Prompt Score:	Level:
Composing and Revising:	
Editing:	

Targeted CMT Objectives

Writing	Grade 3	Grade 4	Grade 5	Grade 6
Direct Assessment of Writing				
Composing and Revising				
1. Content, Organization, and Time				
2. Revision: Syntax				
3. Revision: Word Choice				
Editing				
1. Capitalization				
2. Punctuation				

A. Identify instructional strategies to support writing areas of need.

B. Additional Comments:

**Data Collection**  
**Beecher Road School**  
**Math – Individual Instructional Analysis and Assessment Plan**  
**2009 - 2010 School Year**

Student Name: \_\_\_\_\_ Grade: \_\_\_\_\_

Teacher: \_\_\_\_\_ Specialist: \_\_\_\_\_

Level:      Below Basic      Basic      Proficient      Goal      Advanced  
 (Circle one.)

Targeted CMT Objectives

Math Strands	Grade 3	Grade 4	Grade 5	Grade 6
Strand 1				
Strand 2				
Strand 3				
Strand 4				
Strand 5				
Strand 6				
Strand 7				
Strand 8				
Strand 9				
Strand 10				
Strand 11				
Strand 12				
Strand13				
Strand 14				
Strand 15				
Strand 16				
Strand 17				
Strand 18				
Strand 19				
Strand 20				
Strand 21				
Strand 22				
Strand 23				
Strand 24				
Strand 25				

1. Identify instructional strategies to support math areas of need.

<b>Data Collection</b> <b>Beecher Road School</b> <b>Reading – Individual Instructional Analysis and Assessment Plan</b> <b>2009 - 2010 School Year</b>
--

Student Name: \_\_\_\_\_ Grade: \_\_\_\_\_

Teacher: \_\_\_\_\_ Specialist: \_\_\_\_\_

Reading Scores: CMT

Grade	CMT Level: Below Basic, Basic, Proficient, Goal, Advanced	Target level for 2009 Performance
3		
4		
5		
6		

DRP Information

Date	DRP Score	Level/Comments

DRA Information/Informal Reading Information/Harcourt Information

Tool	Grade Placement/Age	Grade/Age Performance	Comments

**Targeted CMT Objectives**

Strand/Objective	Grade 3	Grade 4	Grade 5	Grade 6
General Understanding				
Developing Interpretation				
Making Reader/Text Connections				
Examining Content and Structure				

Identify instructional strategies to support reading areas of need.

Beecher Road School K-3 CMT Action Plan 2009-2010 School Year

Action	Staff	Timeline
Examine current K-3 language arts & math curriculum and correlation to CMT strands	Principal Language Arts Coordinators Math Coordinator	September / October
Analyze individual student performance on (3 <sup>rd</sup> grade) CMT	Principal Coordinators and Grade Level Team Teachers	October/ November
Collaborate with grade level team teachers to refine instruction / differentiation based on specific CMT strands	Principal Coordinators and Grade Level Team Teachers	Ongoing
Use DRA II assessment to measure and instruct in the area of fluency	Principal Classroom Teachers Language Arts Support	Ongoing
Continue administration & analysis of Problem of the Month to increase problem solving ability	Principal Classroom Teachers Math Coordinator	Ongoing
Establish mid-year and year-end math assessments for analysis and instructional direction	Principal Classroom Teachers Math Coordinator	January - May
Provide structured time for grade 2 and grade 3 teachers to meet and discuss CMT strands	Principal Grade 2 and 3 Classroom Teachers Math & Language Arts Coordinators	Ongoing
Provide explicit instruction to grade 2 students in the genre of test taking	Principal Math Coordinator Classroom Teachers	Ongoing
Provide opportunities for 2 <sup>nd</sup> grade students to experience timed assessments to increase endurance	Principal Classroom Teachers	Ongoing

Beecher Road School  
Special Services Department  
CMT Action Plan  
2009 - 2010

Action	Staff	Timeline
Special Services staff engage in CMT action planning with grade level teams in Reading, Writing and Mathematics	All Special Education Teachers	September / October
Special Services staff analyze individual student performance on CMT	All Special Education Teachers grades 4-6	September / October
Special Services staff review eligibility for CMT-MAS and provide this alternative through IEP process for appropriate students	All Special Education Teachers grades 3-6	October - January
Special and General Education Teachers provide practice in genre of test taking	All Special Education Teachers grades 1-6	November - February
Special Services staff collaborate with grade level team teachers to refine instruction / differentiate for students with special needs based on specific CMT strands using SMART Goals	All Special Education Teachers grades 4-6	Ongoing with frequent progress monitoring
Special Services staff review IEP to ensure alignment of goals and objectives with team instructional decisions and grade level standards.	All Special Services Staff	Ongoing
Special Services staff collect and analyze data with grade level team teachers to monitor progress and adjust instruction	All Special Services Staff	Ongoing Progress monitoring shared with director Nov. & Jan.
Special Services staff provide opportunities for classroom meetings for discussion, questions and strategies for test taking, particularly at grade 3,4 levels as appropriate	Intermediate School Psychologist, School Counselor, Special Education Teachers	January - March

# Woodbridge School District CMT Action Plan 2009



The ultimate purpose of assessment is to support and enhance student learning.



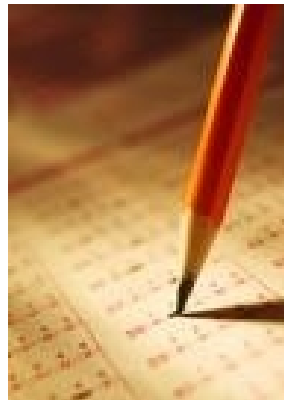


# How Do We Use CMT data?

- As a snapshot of student and group performance
- As a tool to guide instructional decisions
- As a tool to help to establish individual instructional goals

# STRAND COMPARISONS

## 2006 - 2009





## Strand Comparison – Reading Grade 3

### Percent At / Above Goal by Content Strand

	<b>2006</b>	<b>2007</b>	<b>2008</b>	<b>2009</b>
<b>Forming a General Understanding</b>	<b>85</b>	<b>81</b>	<b>89</b>	<b>79</b>
<b>Developing Interpretation</b>	<b>92</b>	<b>86</b>	<b>92</b>	<b>92</b>
<b>Making Reader / Text Connections</b>	<b>44</b>	<b>36</b>	<b>74</b>	<b>73</b>
<b>Examining the Content and Structure</b>	<b>47</b>	<b>33</b>	<b>78</b>	<b>77</b>
<b>Total Reading % at / above Goal</b>	<b>74.2</b>	<b>64.9</b>	<b>79.8</b>	<b>71.4</b>



## Strand Comparison - Reading

### Grade 4

#### Percent At / Above Goal by Content Strand

	<b>2006</b>	<b>2007</b>	<b>2008</b>	<b>2009</b>
<b>Forming a General Understanding</b>	<b>86</b>	<b>90</b>	<b>92</b>	<b>99</b>
<b>Developing Interpretation</b>	<b>68</b>	<b>75</b>	<b>80</b>	<b>83</b>
<b>Making Reader / Text Connections</b>	<b>65</b>	<b>41</b>	<b>69</b>	<b>83</b>
<b>Examining the Content and Structure</b>	<b>79</b>	<b>75</b>	<b>78</b>	<b>88</b>
<b>Total Reading % at / above Goal</b>	<b>75.2</b>	<b>73.4</b>	<b>74.4</b>	<b>85.4</b>



# Strand Comparison - Reading

## Grade 5

### Percent At / Above Goal by Content Strand

	<b>2006</b>	<b>2007</b>	<b>2008</b>	<b>2009</b>
<b>Forming a General Understanding</b>	<b>85</b>	<b>87</b>	<b>90</b>	<b>94</b>
<b>Developing Interpretation</b>	<b>91</b>	<b>89</b>	<b>92</b>	<b>94</b>
<b>Making Reader / Text Connections</b>	<b>49</b>	<b>55</b>	<b>71</b>	<b>71</b>
<b>Examining the Content and Structure</b>	<b>88</b>	<b>86</b>	<b>92</b>	<b>97</b>
<b>Total Reading % at/above Goal</b>	<b>81.4</b>	<b>80.5</b>	<b>85.3</b>	<b>86.6</b>



## Strand Comparison - Reading Grade 6

### Percent At / Above Goal by Content Strand

	<b>2006</b>	<b>2007</b>	<b>2008</b>	<b>2009</b>
<b>Forming a General Understanding</b>	<b>87</b>	<b>91</b>	<b>95</b>	<b>98</b>
<b>Developing Interpretation</b>	<b>77</b>	<b>83</b>	<b>87</b>	<b>92</b>
<b>Making Reader / Text Connections</b>	<b>60</b>	<b>63</b>	<b>54</b>	<b>72</b>
<b>Examining the Content and Structure</b>	<b>81</b>	<b>94</b>	<b>90</b>	<b>94</b>
<b>Total Reading % at / above Goal</b>	<b>82</b>	<b>91.1</b>	<b>85.2</b>	<b>92.6</b>



## Strand Comparison - Writing Grade 3

### Percent At / Above Goal by Content Strand

	<b>2006</b>	<b>2007</b>	<b>2008</b>	<b>2009</b>
<b>DAW Average Holistic Score</b>	<b>8.4</b>	<b>8.8</b>	<b>8.8</b>	<b>8.5</b>
<b>Composing and Revising</b>	<b>40</b>	<b>45</b>	<b>62</b>	<b>57</b>
<b>Editing and Revising</b>	<b>90</b>	<b>79</b>	<b>94</b>	<b>82</b>
<b>Total Writing % at / above Goal</b>	<b>78</b>	<b>72.1</b>	<b>86.5</b>	<b>80.6</b>



## Strand Comparison - Writing Grade 4

### Percent At / Above Goal by Content Strand

	<b>2006</b>	<b>2007</b>	<b>2008</b>	<b>2009</b>
<b>DAW Average Holistic Score</b>	<b>9.3</b>	<b>9.8</b>	<b>9.2</b>	<b>9.4</b>
<b>Composing and Revising</b>	<b>66</b>	<b>71</b>	<b>63</b>	<b>76</b>
<b>Editing and Revising</b>	<b>80</b>	<b>82</b>	<b>87</b>	<b>85</b>
<b>Total Writing % at / above Goal</b>	<b>77</b>	<b>80.5</b>	<b>78.6</b>	<b>89.5</b>



## Strand Comparison - Writing

### Grade 5

#### Percent At / Above Goal by Content Strand

	<b>2006</b>	<b>2007</b>	<b>2008</b>	<b>2009</b>
<b>DAW Average Holistic Score</b>	<b>8.5</b>	<b>8.9</b>	<b>8.3</b>	<b>8.3</b>
<b>Composing and Revising</b>	<b>87</b>	<b>81</b>	<b>90</b>	<b>82</b>
<b>Editing and Revising</b>	<b>77</b>	<b>72</b>	<b>91</b>	<b>84</b>
<b>Total Writing % at / above Goal</b>	<b>80.7</b>	<b>79.5</b>	<b>84.5</b>	<b>84.2</b>



# Strand Comparison

## Grade 6

### Percent At / Above Goal by Content Strand

	<b>2006</b>	<b>2007</b>	<b>2008</b>	<b>2009</b>
<b>DAW Average Holistic Score</b>	<b>8.9</b>	<b>9.0</b>	<b>8.9</b>	<b>8.8</b>
<b>Composing and Revising</b>	<b>73</b>	<b>83</b>	<b>80</b>	<b>85</b>
<b>Editing and Revising</b>	<b>81</b>	<b>92</b>	<b>84</b>	<b>90</b>
<b>Total Writing % at / above Goal</b>	<b>83.3</b>	<b>89.4</b>	<b>89.3</b>	<b>88.1</b>



## Mathematics - Percent At / Above Goal Strand Comparison by Grade 2008-2009

Math Strand	Grade 3	Grade 4	Grade 5	Grade 6
1. Place Value	94	98	99	99
2. Pictorial Representation of Numbers	100	99	98	98
3. Equivalent Fractions, Decimals, Percents		74	85	95
4. Order, Magnitude, and Rounding	98	98	95	96
5. Models for Operations	94	99	92	98
6. Basic Facts	97	99	98	98
7. Computation with whole numbers & decimals	97	91	88	83
8. Comp. with fractions & integers		100	96	88
9. Solving Word Problems	96	89	92	85
10. Numerical Estimation Strategies	91	94	95	93
11. Estimating Solutions to Problems	78	73	82	92
12. Ratios and Proportions				89
14. Time	96	80	84	
15. Approximating measures	78	80	77	96
16. Customary and Metric Measures	84	93	81	72
17. Geometric Shapes and Properties	98	88	85	85
18. Spatial Relationships			85	100
19. Tables, Charts, Graphs	99	100	99	98
20. Statistics and Data Analysis			84	93
21. Probability	94	95	90	94
22. Patterns	94	96	88	94
23. Algebraic Concepts		88	88	96
24. Classification & Logical Reasoning	94	95	76	86
25. Mathematical Applications	72	84	88	76

- Specific Content Strand Discussion
  - Action Plan Discussion
- Practical Steps in the Classroom
- Special Services CMT Action Plan
  - K-3 CMT Action Plan

# WOODBIDGE BOARD OF EDUCATION

## REGULAR MEETING DATES

### 2010

Tuesday	January 19	<i>(Martin Luther King - 18)</i>
Monday	February 22	
Monday	March 15	
Monday	April 26	
Tuesday	May 18	<i>(Town Meeting 17)</i>
Monday	June 21	
Monday	July 19	
Monday	August 16	
Monday	September 20	
Monday	October 18	
Monday	November 15	
Monday	December 20	

### 2011

Tuesday	January 18	<i>(Martin Luther King - 17)</i>
Monday	February 21	
Monday	March 21	
Monday	April 18	
Tuesday	May 17	<i>(Town Meeting 16)</i>
Monday	June 20	
Monday	July 18	
Monday	August 15	
Monday	September 19	
Monday	October 17	
Monday	November 21	
Monday	December 19	

**WOODBIDGE BOARD OF EDUCATION  
MONTHLY SUMMARY FINANCIAL REPORT  
For 3 Month Ended September 30, 2009**

OBJ #	DESCRIPTION	Adopted Annual Budget w/Transfers	Monthly Budget	Monthly Actual	\$ Variance (Over) Under
100	TOTAL SALARIES	7,097,649	563,214	557,810	5,404
200	TOTAL BENEFITS	2,392,934	183,927	175,437	8,489
300	TOTAL PROFESSIONAL SERVICES	356,794	23,937	19,519	4,418
400	TOTAL PROPERTY SERVICES	569,401	36,396	34,374	2,022
500	TOTAL OTHER PURCHASED SERVICES	975,781	66,937	220,685	(153,748)
600	TOTAL SUPPLIES & MATERIALS	352,997	49,310	42,806	6,504
700	TOTAL PROPERTY	57,590	16,000	10,624	5,376
800	TOTAL DUES AND FEES	88,565	44,833	9,718	35,115
	<b>TOTAL ADOPTED BUDGET</b>	<b>11,891,711</b>	<b>984,553</b>	<b>1,070,973</b>	<b>(86,420)</b>

Year To Date Budget	Year To Date Actual	Year To Date \$ Variance (Over)Under
1,075,691	1,060,932	14,759
538,108	564,507	(26,399)
42,091	36,312	5,779
87,857	74,890	12,967
259,984	250,074	9,910
138,956	121,383	17,573
28,000	17,590	10,410
57,691	21,719	35,972
<b>2,228,377</b>	<b>2,147,407</b>	<b>80,970</b>

1.  
2.  
3.  
4.  
5.  
6.  
7.  
8.

**COMMENTS**

1. Expected Savings \$4,489, Timing Diff \$10,270
2. Health Insurance reimbursements not yet received (\$22,400), MERF timing diff (\$3,999).
3. Prof Dev over budget (\$4,221), legal under budget \$3,000, subs under budget \$2,500, OT/PT timing diff \$4,500
4. Elec. under budget \$10,564, building imp under budget \$2,500, leases timing diff \$3,343, serv. contracts timing diff (\$3,440)
5. Gen liab. & workers comp ins over budget (\$8,041), tuition timing \$20,051, transp. (\$10,867), phone timing diff \$2,500, internet timing diff \$3,000, misc timing \$3,267
6. Timing diff on supply invoices \$17,573
7. Timing diff on property invoices \$10,410
8. Timing on Ezra nurse inv \$35,230, other \$742

**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	1,316	484
510	TRANSPORTATION	67,200	5,840	5,847	(7)
560	TUITION	116,800	11,000	0	11,000
	<b>TOTALS</b>	<b>239,500</b>	<b>22,390</b>	<b>7,163</b>	<b>15,227</b>

Year To Date Budget	Year To Date Actual	Year To Date Variance (Over)Under
3,750	0	3,750
1,800	1,316	484
14,640	14,435	205
17,800	0	17,800
<b>37,990</b>	<b>15,751</b>	<b>22,239</b>

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

For 3 Month Ended: September 30, 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	577,996	-	157,034	423,746	100%	(2,784)	-	(2,784)
120	Teachers - Regular	4,064,734	-	499,721	3,482,592	98%	82,421	30,748	51,673
120	Teachers - Special Education	763,299	-	108,819	672,291	102%	(17,811)	-	(17,811)
1201	Psychologist	143,771	-	19,689	124,082	100%	-	-	-
1203	Counselor	32,490	-	3,768	28,722	100%	-	-	-
	<b>Sub-Total Certified Salaries</b>	<b>5,582,290</b>	<b>-</b>	<b>789,031</b>	<b>4,731,433</b>	<b>99%</b>	<b>61,826</b>	<b>30,748</b>	<b>31,078</b>
1303	Custodians	362,230	-	90,374	207,338	82%	64,518	64,518	-
140	Nurses	117,528	-	12,863	89,908	87%	14,757	14,757	-
150	Secretaries, Clerical	299,059	-	77,609	226,832	102%	(5,382)	(5,382)	-
160	Paraprofessionals	395,132	-	45,160	347,067	99%	2,905	-	2,905
1601	Special Education Paraprofess.	288,421	-	43,700	233,814	96%	10,907	-	10,907
190	Salaries, Miscellaneous	52,989	-	2,195	16,322	35%	34,472	34,472	-
	<b>Sub-Total Non-Certified Salaries</b>	<b>1,515,359</b>	<b>-</b>	<b>271,901</b>	<b>1,121,281</b>	<b>92%</b>	<b>122,177</b>	<b>108,365</b>	<b>13,812</b>
	<b>TOTAL SALARIES</b>	<b>7,097,649</b>	<b>-</b>	<b>1,060,932</b>	<b>5,852,714</b>	<b>97%</b>	<b>184,003</b>	<b>139,113</b>	<b>44,890</b>
1906	Retirement - Sick Pay-Out	38,903	-	6,500	-	17%	32,403	32,403	-
220	FICA	196,864	-	32,155	-	16%	164,709	164,709	-
230	Merf	125,753	-	30,605	-	24%	95,148	95,148	-
270	Medical Insurance	1,983,412	-	488,795	-	25%	1,494,617	1,494,617	-
280	Life Insurance	28,302	-	5,260	-	19%	23,042	23,042	-
2902	Other Employee Benefits	19,700	-	1,192	12,127	68%	6,381	6,381	-
	<b>TOTAL BENEFITS</b>	<b>2,392,934</b>	<b>-</b>	<b>564,507</b>	<b>12,127</b>	<b>24%</b>	<b>1,816,300</b>	<b>1,816,300</b>	<b>-</b>

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

For 3 Month Ended: September 30, 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	79,400	-	19,242	6,081	32%	54,077	54,077	-
330	Legal Fees	34,300	-	3,226	26,773	87%	4,301	4,301	-
340	Software Support	11,750	-	2,955	-	25%	8,795	8,795	-
350	Substitutes	31,800	-	535	-	2%	31,265	31,265	-
390/01	OT/PT/Consultant Services	55,500	-	1,316	37,394	70%	16,790	16,790	-
3902	Financial Audit	14,144	-	-	-	0%	14,144	14,144	-
390	Other Prof/Tech. Services	129,900	-	9,038	93,789	79%	27,073	27,073	-
	<b>TOTAL PROFESSIONAL SERVICES</b>	<b>356,794</b>	<b>-</b>	<b>36,312</b>	<b>164,037</b>	<b>56%</b>	<b>156,445</b>	<b>156,445</b>	<b>-</b>
410/01	Utilities - Electric and Water	267,403	-	32,096	230,880	98%	4,427	4,427	-
420	Heating Oil	117,212	-	(1,142)	-	-1%	118,354	118,354	-
430	Repairs and Maintenance	36,800	-	7,945	11,191	52%	17,664	17,664	-
450	Leases and Rentals	48,453	-	8,771	38,893	98%	789	789	-
4501	Building Improvements	28,000	-	3,525	5,633	33%	18,842	18,842	-
490	Other Purchased Services	23,200	-	6,740	5,760	54%	10,700	10,700	-
4901	Service Contracts	48,333	-	16,955	12,148	60%	19,230	19,230	-
	<b>TOTAL PROPERTY SERVICES</b>	<b>569,401</b>	<b>-</b>	<b>74,890</b>	<b>304,505</b>	<b>67%</b>	<b>190,006</b>	<b>190,006</b>	<b>-</b>
510	Pupil Transportation-Regular	430,916	-	54,164	336,702	91%	40,050	17,062	22,988
510	Pupil Transportation-Spec. Educ.	67,200	-	14,435	105,013	178%	(52,248)	-	(52,248)
520	Insurance-General Liability	80,152	-	89,221	-	111%	(9,069)	-	(9,069)
5201	Worker's Compensation	87,785	-	86,757	-	99%	1,028	-	1,028
530	Telephone Services	17,943	-	2,264	15,112	97%	567	567	-
535	Internet	12,975	-	265	2,042	18%	10,668	10,668	-
537	Postage	6,900	-	2,101	68	31%	4,731	4,731	-
540	Advertising	2,800	-	671	-	24%	2,129	2,129	-
550	Interns	113,363	-	-	113,300	100%	63	-	63
560	Tuition	139,307	-	-	60,261	43%	79,046	34,507	44,539
590	Other Purchased Services	16,440	-	196	315	3%	15,929	15,929	-
	<b>TOTAL OTHER PURCH SERVICES</b>	<b>975,781</b>	<b>-</b>	<b>250,074</b>	<b>632,813</b>	<b>90%</b>	<b>92,894</b>	<b>85,593</b>	<b>7,301</b>

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

For 3 Month Ended: September 30, 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	191,450	(700)	72,157	27,964	52%	90,629	90,629	-
620	Computer Software	63,412	-	33,711	1,543	56%	28,158	28,158	-
625	Supplies Nurses	2,000	-	10	-	1%	1,990	1,990	-
630	Supplies Custodial	42,500	-	7,365	11,354	44%	23,781	23,781	-
635	Supplies Office	14,100	-	4,323	1,951	44%	7,826	7,826	-
640	Books and Audio Visual	19,500	-	2,500	-	13%	17,000	17,000	-
645	Subscriptions	10,535	-	848	-	8%	9,687	9,687	-
650	Testing	5,800	-	137	700	14%	4,963	4,963	-
690	Misc. Supplies	3,700	-	332	-	9%	3,368	3,368	-
	<b>TOTAL SUPPLIES &amp; MATERIALS</b>	<b>352,997</b>	<b>(700)</b>	<b>121,383</b>	<b>43,512</b>	<b>47%</b>	<b>187,402</b>	<b>187,402</b>	<b>-</b>
730	Equipment - Office	-	-	-	-	0%	-	-	-
732	Computer Hardware	17,510	-	7,673	384	0%	9,453	9,453	-
735	Equipment - Teaching	20,450	-	350	3,479	19%	16,621	16,621	-
740	Equipment - Building	5,350	-	200	-	4%	5,150	5,150	-
745	Furniture	14,280	700	9,367	860	68%	4,753	4,753	-
	<b>TOTAL PROPERTY</b>	<b>57,590</b>	<b>700</b>	<b>17,590</b>	<b>4,723</b>	<b>38%</b>	<b>35,977</b>	<b>35,977</b>	<b>-</b>
810	Dues and Fees	24,835	-	12,838	563	54%	11,434	11,434	-
825	Unemployment	9,300	-	1,667	-	18%	7,633	7,633	-
900	Other Fees	54,430	-	7,214	1,897	17%	45,319	45,319	-
	<b>TOTAL DUES AND FEES</b>	<b>88,565</b>	<b>-</b>	<b>21,719</b>	<b>2,460</b>	<b>27%</b>	<b>64,386</b>	<b>64,386</b>	<b>-</b>
	<b>TOTAL ADOPTED BUDGET</b>	<b>11,891,711</b>	<b>-</b>	<b>2,147,407</b>	<b>7,016,891</b>	<b>77%</b>	<b>2,727,413</b>	<b>2,675,222</b>	<b>52,191</b>

Woodbridge Board of Education  
Expenditures by Object  
Financial Analysis  
For Fiscal Year 2009-2010

September 2009

**OBJECT 110 – ADMINISTRATORS**

The projected deficit is due to negotiated salary increases after budget finalization. The Superintendent is giving back his 2% salary increase for the year. That money will be used to support professional development for teachers and/or instructional resources for children.

**OBJECT 120 – SALARIES TEACHERS-REGULAR & SPECIAL EDUCATION**

These projected surplus' are a result of staffing changes after budget finalization.

**OBJECT 160/1601 – PARAPROFESSIONALS- REGUAL & SPECIAL EDUCATION**

These changes are a result of staffing changes after budget finalization.

**OBJECT 510 – PUPIL TRANSPORTAION**

The net deficit in the transportation line item is due to higher than anticipated transportation costs associated with special needs students.

**OBJECT 520 - INSURANCE-GENERAL LIABILITY**

We are experiencing a deficit in this account due to higher than anticipated insurance premiums.

**OBJECT 560 - TUITION**

The anticipated surplus in this line item is due to changes in our outplacement of special needs students.

Woodbridge Board of Education  
Combining Balance Sheets as of 9/30/09 (Unaudited)

	Total	Café	Special Revenue			Agency
			Extended Day	Field Trips	Expendable Trust/SEP	Activity Fund
<b>Assets:</b>						
Cash	\$ 59,066	\$ 3,885	\$ 37,060	\$ 3,959	\$ 12,679	\$ 1,483
Prepaid expenses	-					
Accounts receivable	7,394	4,618	225	\$ 2,139	\$ 412	
Intergovt Receivable	2,421	2,421		-		
Inventory	6,114	6,114				
<b>Total Assets</b>	<b>74,995</b>	<b>17,038</b>	<b>37,285</b>	<b>6,098</b>	<b>13,091</b>	<b>1,483</b>
<b>Liabilities and Fund Balance</b>						
<b>Liabilities:</b>						
Amounts held as agent	9,351	8,403	948		-	-
Accounts payable	4,679	2,620	1,946	113	-	-
Deferred revenue	7,040		7,040			
Wages payable	-					
<b>Total Liabilities</b>	<b>21,070</b>	<b>11,023</b>	<b>9,934</b>	<b>113</b>	<b>-</b>	<b>-</b>
<b>Fund Balance</b>	<b>53,925</b>	<b>6,015</b>	<b>27,351</b>	<b>5,985</b>	<b>13,091</b>	<b>1,483</b>
<b>Total Liabilities and Fund Balance</b>	<b>\$ 74,995</b>	<b>\$ 17,038</b>	<b>\$ 37,285</b>	<b>\$ 6,098</b>	<b>\$ 13,091</b>	<b>\$ 1,483</b>
<b>Activity Fund:</b>						
Administrative Fund						\$ -
Drama						745
ODAC						459
PTO						276
Technology						\$ 3
<b>Total</b>						<b>\$ 1,483</b>

Woodbridge Board of Education  
 Combining Statement of Revenues & Expenditures  
 for the 3 Months Ended 9/30/09 (Unaudited)

	Special Revenue						Agency Activity Fund
	Total	Café	Extended Day	Field Trips	Summer Programs	Expendable Trust	
<b>Revenues:</b>							
Charges for services	\$ 179,551	\$ 24,842	\$ 75,982	\$ 5,569	\$ 68,875	\$ 4,283	\$ -
Intergovernmental	2,326	2,326					
Donations	-						
Other income	-						
Additions	-						-
<b>Total revenues/additions</b>	<b>181,877</b>	<b>27,168</b>	<b>75,982</b>	<b>5,569</b>	<b>68,875</b>	<b>4,283</b>	<b>-</b>
<b>Expenditures:</b>							
Wages, FICA, MERF	138,456	12,358	54,928		71,170		
Medical Insurance	6,129	6,129					
Cost of food sold	13,945	13,945					
Equipment	-	-	-				
Other Expenses	24,515	3,453	11,680	1,364	6,157	921	940
Deductions	-						
<b>Total expenditures/deductions</b>	<b>183,045</b>	<b>35,885</b>	<b>66,608</b>	<b>1,364</b>	<b>77,327</b>	<b>921</b>	<b>\$ 940</b>
Excess (deficiency) of revenues over expenditures before operating transfer in	(228)	(8,717)	9,374	4,205	(8,452)	3,362	
Operating transfer in	7,000	7,000	-		-		
Excess (deficiency) of revenues over expenditures after operating transfer in	6,772	(1,717)	9,374	4,205	(8,452)	3,362	
<b>Fund Balance, ending</b>	<b>\$ 52,442</b>	<b>\$ 6,015</b>	<b>\$ 27,351</b>	<b>\$ 5,985</b>	<b>\$ 1,685</b>	<b>\$ 11,406</b>	

Woodbridge School District  
School Cafeteria Financial

	SEPTEMBER 2009			FISCAL YEAR TO DATE		
	Budget	Actual	Variance	Budget	Actual	Variance
<b>Sales Revenue</b>						
Sales	19,113	23,028	3,915	20,068	24,842	4,774
Government Grants	3,192	2,326	(866)	3,351	2,326	(1,025)
Other Income	3	0	(3)	3	-	(3)
<b>Total Operating Revenue</b>	<b>22,307</b>	<b>25,354</b>	<b>3,047</b>	<b>23,422</b>	<b>27,168</b>	<b>3,746</b>
<b>Cost of Food</b>						
	8,904	13,945	(5,041)	9,350	13,945	(4,595)
<b>Gross Profit</b>						
	13,403	11,409	(1,994)	14,073	13,223	(850)
<b>Labor Costs</b>						
Salaries/Taxes/Retirement	9,386	12,358	(2,972)	14,079	12,358	1,721
Medical Insurance	2,280	2,043	237	4,560	6,129	(1,569)
Total Labor Cost	11,666	14,401	(2,735)	18,639	18,487	152
Other Expenses	1,030	1,122	(92)	1,082	3,453	(2,371)
<b>Total Expenses</b>	<b>21,601</b>	<b>29,468</b>	<b>(7,867)</b>	<b>29,070</b>	<b>35,885</b>	<b>(6,815)</b>
<b>Income (Loss) from Operations</b>	<b>706</b>	<b>(4,114)</b>	<b>(4,820)</b>	<b>(5,648)</b>	<b>(8,717)</b>	<b>(3,069)</b>
<b>Board Subsidy</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>7,000</b>	<b>7,000</b>	<b>0</b>
<b>Total Net Income (Loss)</b>	<b>706</b>	<b>(4,114)</b>	<b>(4,820)</b>	<b>1,352</b>	<b>(1,717)</b>	<b>(3,069)</b>
<b># Meals</b>						
Free	311	335	24	326	343	17
Reduced	105	80	(25)	110	85	(25)
Total	5,372	5534	162	5,640	5648	8

Woodbridge Board of Education  
Tentative Timeline for 2010-2011 Operating Budget

Date	Description
10/01/09	Submit budget worksheets to Administrators
10/21/09	Administrators return budget worksheets to Business Manager
10/22/09	Business Manager compiles submitted budgets
10/27/09	Review budget with Principals
10/27/09	Review budget for Special Ed with Director
10/27/09	Review budget for Central Office
10/27/09	Review budget with Facility Manager
11/02/09	Submit budget to Superintendent for review
11/06/09	Compile budget based on Superintendent revisions
11/06/09	Review budget with Administrators
11/09/09	Superintendent budget update to Finance Committee
11/16/09	Superintendent budget update to BOE
12/14/09	Budget submission to Finance Committee
12/21/09	Budget presentation to BOE
01/05/10	BOE votes on budget
01/11/10	Budget submitted to Town
02/04/10	Present to BOS & BOF
04/06/10	Public Hearing
05/17/10	Final BOE budget approved at Town Meeting
05/18/10	Final budget approved by Board of Education
05/19/10	Communicate approved budget to Administrators