

Woodbridge Board of Education  
Woodbridge Board of Education Regular  
Meeting  
Monday, July 15, 2013 7:00 PM

Woodbridge Board of Education May 22, 2012  
Regular Meeting 7:00 PM Library Media  
Center Beecher Road School

## **Agenda**

- I. **Preliminary Business**
  - A. Call to Order
  - B. Salute to the Flag
  - C. Correspondence
  - D. Public Comment
  - E. Election of Chair
  - F. Election of Vice Chair
  - G. Election of Secretary
- II. **Consent Agenda**
  - A. Approval of Meeting Minutes: June 3, 2013 Special Meeting, June 17, 2013 Regular Meeting
- III. **Reports**
  - A. PTO Update
  - B. Superintendent's Report
    1. BRS Update
  - C. Facilities Committee
  - D. BRS Building Committee
  - E. Policy Committee
  - F. Finance Committee
    1. Monthly Preliminary Detail Financial Report Ending June 30, 2013
    2. Preliminary Combining Financial Statements
    3. Approve Transfers in the 2012/13 Operating Budget
  - G. CABE Liaison
  - H. ACES Liaison
  - I. Action Item Review and Status
- IV. **Other**
  - A. Public Comment
  - B. Executive Session, in accordance with State Statute
- V. **Adjournment**

9110

## 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 Chairperson 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.

(cf. 9321 – Time, Place, Notification of Meetings)

Legal Reference: Connecticut General Statutes

10-218 Officers. Meetings

Charter of the Town of Woodbridge Section 8-15(a)(b)

Bylaw adopted by the Board: October 17, 2011

9121

## 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 biannually 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 members to committees in accordance with Bylaws 9132 and 9133.
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.

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. [9121](#) - Bylaws of the Board of Education Officers)
- (cf. [9132](#) – Standing Committees)
- (cf. [9133](#) – Special Committees)
- (cf. [9324](#) - Meeting Conduct and Parliamentary Procedure)

Legal Reference: Connecticut General Statutes

[10-218](#) Officers. Meetings.

[10-224](#) Duties of the Secretary.

[10-225](#) Salaries of Secretary and Attendance Officers.

Bylaw adopted by the Board: October 17, 2011

Copyright © CABE. All rights reserved.

9122

Bylaws of the BoardVice-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.

In the absence or inability of the Chairperson, the Vice-Chairperson shall preside at Board meetings and shall perform such other duties of the Chairperson as necessary.

(cf. 9324 Meeting Conduct and Parliamentary Procedure)

(cf. 9121 Chairperson)

Legal Reference: Connecticut General Statutes

10-218 Officers. Meetings.

10-224 Duties of the Secretary.

10-225 Salaries of Secretary and Attendance Officers.

Bylaw adopted by the Board: October 17, 2011

9123

Bylaws of the BoardSecretary of the Board

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

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

In the absence of the Chairperson and the Vice-Chairperson, the Secretary shall preside at Board meetings and perform such other duties as necessary.

(cf. 9324 - Meeting Conduct and Parliamentary Procedure)

(cf. 9121 - 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.

Bylaw adopted by the Board: October 17, 2011

# MINUTES OF THE REGULAR WOODBRIDGE BOARD OF EDUCATION MEETING

Monday, June 17, 2013  
BRS Library Media Center

**CALL TO ORDER:** Ms. Hamilton, Chair called the meeting to order at 7:00 PM.

**BOARD MEMBERS PRESENT:** Ms. Margaret Hamilton, Chair; Mr. David Barkin; Dr. Clotilde Dudley-Smith, Mr. Carl Lindskog and Ms. Sheila McCreven.

**STAFF:** Dr. Guy Stella, Superintendent; Al Pullo, Director of Business Services/Operations; Gina Prisco, Principal; Sheila Haverkamp, Special Services Director; Nancy White, Assistant Principal and Marsha DeGennaro, Clerk of the Board.

**MEMBERS OF THE PUBLIC:** Laurence Grotheer, Board of Selectmen Liaison; Teresa Nakouzi, WEA; Lori Patrick, Mary Sell, Rick Wood, Teachers; Lisa Connor, Kerri Matthews, community.

**CORRESPONDENCE** – None

**PUBLIC COMMENT** – None

## **CONSENT AGENDA**

### **MOTION #1 – CONSENT AGENDA**

Move that we approve the consent agenda as presented.

Ms. McCreven

Second by Mr. Lindskog

**UNANIMOUS**

## **REPORTS**

**Board Member Recognition** – Outgoing Board members David Barkin, Clotilde Dudley-Smith, Sheila McCreven and YanYun Wu were recognized by Ms. Hamilton and Dr. Stella for their years of service to the students and staff of Beecher as well as the community-at-large. Each were presented with a gift from the district.

**PTO Report** – No report.

**Superintendent's Report** – Superintendent Stella highlighted the CAPSS Superintendent/Student Award Ceremony held earlier in the evening, which recognized six 6<sup>th</sup> grade students, the upcoming 6<sup>th</sup> Grade Graduation on Wednesday, exit interviews held with each of the 6<sup>th</sup> grade classes and the safety assessment conducted by the security consultants.

**TAG Update** – Ms. Haverkamp noted the infusion of technology and collaboration among staff to support and guide students in differentiated instruction and the progress that has been made across all disciplines including Math and Language Arts.

Ms. Patrick, Ms. Sell and Mr. Wood outlined the TAG Language Arts “presentation rubrics” students utilize to create unique individual student projects. Students develop presentation skills as researchers, writers and presenters. Once a student has selected their topic and conducted their research, they are able to store their information online, work from home or school and receive continual feedback from their teachers. Students also have the ability to share their work with other students in small group instruction. Three students presented their culminating projects: *Gods and Goddesses of the Sky*, *Ben Hogan* and *Wind Power Turbines*.

**BRS Update** – Ms. Prisco and Ms. White

**Wellness Committee** – Ms. Prisco provided an overview of the work the committee achieved during the year: establishment of the environmental stewards who maintained the swales around the BRS campus, introduction of recycling, composting, and launching of alternative food celebrations for birthdays.

Tools for Schools – Mr. Pullo noted that the committee completed a building-wide inspection of BRS to identify existing air quality problems. The focus of the committee was based on: here is our environment, here are our challenges, here are the obstacles and how can we improve air quality for everyone concerned. The committee classified the priorities and recommendations into three categories – Immediate Action, Local Control, and/or Capital Investment/Building Upgrades for areas such as roofing, HVAC, etc. Everyone is pleased with the progress of the committee and a sincere thank you was extended to all committee members.

It was suggested that any items requiring action be put forth as the potential existed for not having a quorum later in the meeting,

Finance Committee – Mr. Lindskog presented the bid items endorsed by the committee at their June 10 meeting. Surplus monies in the 2012/13 operating budget will be used to fund each bid.

**MOTION #2 – CAFETERIA ACOUSTICS PROJECT**

Move that we award the Cafeteria acoustics project to Taulman Construction in the amount of \$78,457.60.

Mr. Lindskog  
Second by Ms. McCreven  
**UNANIMOUS**

**MOTION #3 – LIBRARY & OFFICE FLOORING REPLACEMENT PROJECT**

Move that we award the library & office flooring replacement project to Sullivan and Son Carpet in the amount of \$30,250.00.

Mr. Lindskog  
Second by Ms. McCreven  
**UNANIMOUS**

**MOTION #4 – TELEPHONE/VOICE MAIL PROJECT**

Move that we authorize the Superintendent and/or designee to award the telephone/voice mail system project, contingent upon review for compliance of scope and materials, not to exceed \$85,000.

Mr. Lindskog  
Second by Ms. McCreven  
**UNANIMOUS**

**MOTION #5 – PAVING PROJECT**

Move that we award the North Playground Paving Project to P&S Paving in the amount of \$34,500.

Mr. Lindskog  
Second by Ms. McCreven  
**UNANIMOUS**

Policy Committee – Ms. Hamilton noted that the Security Policy series was received for 30-day review at the May 21 meeting and action could now occur.

**MOTION #6 – SECURITY POLICY SERIES**

Move that we adopt the Security Policy series as presented.

Ms. McCreven  
Second by Dr. Dudley-Smith  
**UNANIMOUS**

New Business

Superintendent Stella apprised the Board of the resignation of Ms. Knudsen, School Psychologist, who had relocated out-of-state.

**MOTION #7 – CERTIFIED STAFF RESIGNATION (KNUDSEN)**

Move that we accept the resignation of Brenda Knudsen, effective June 30, 2013, with regret.

Mr. Lindskog

Second by Ms. McCreven

**UNANIMOUS**

Superintendent Stella informed the Board of the new certified staff appointments commencing for the 2013/14 school year. Ms. Domschine will be a Grade 1 teacher, Ms. Szondy, Grade 6 and Ms. Widmeyer, School Psychologist.

**MOTION #8 – CERTIFIED STAFF APPOINTMENTS (DOMSCHINE, SZONDY, WIDMEYER)**

Move that we ratify elementary teacher appointments for the 2013/14 school year as follows: Christina Domschine at a salary of \$49,399, MS Step 3, Elizabeth Szondy at a salary of \$54,135, MS Step 5 and Kayla Widmeyer at a salary of \$53,520, 6<sup>th</sup> Year, Step 3, all effective July 1, 2013.

Mr. Linskog

Second by Dr. Dudley-Smith

**UNANIMOUS**

School Climate Report – Ms. Haverkamp reviewed the results of the survey conducted with students in Grades 1, 2, 5 and 6, all staff and parents. Of the 531 parent surveys, 123 responded; 129 employees with 77 responses and student response was 100%. The information gathered will be used as a baseline in the coming year. Overall, BRS has a positive school climate from the view of parents, staff and students.

Facilities Committee – No Report

BRS Building Committee – Ms. McCreven noted this committee will meet July 19 to review the draft security audit recently conducted. It is anticipated that any security enhancements will be included in the phasing/funding presentation to the Boards of Selectmen and Finance in September. It is anticipated this project will go to referendum at the end of September or early October.

CABE Liaison – Ms. McCreven indicated the briefing on legislative changes effective July 1 are on the CABE web site. She encouraged Board members to attend the CABE Leadership Conference on July 24.

ACES Liaison – No Report.

**MOTION TO ADJOURN:** (8:14 PM)  
Mr. Linskog  
Second by Dr. Dudley-Smith  
**UNANIMOUS**

Recorded by Marsha DeGennaro, Clerk of the Board

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

For 12 Months Ended: June 30, 2013

| Object Code | Descriptions                            | Adopted Budget   | Budget Transfers | Expended to Date | Encumbered to Date | % Used     | Available Balance | Estimated Additional | Projected Year-End Balance |
|-------------|---|------------------|------------------|------------------|--------------------|------------|-------------------|----------------------|----------------------------|
| 110         | Administrators                          | 616,929          |                  | 622,615          | -                  | 101%       | (5,686)           | -                    | (5,686)                    |
| 120         | Teachers - Regular                      | 4,518,986        |                  | 4,465,633        | 20,801             | 99%        | 32,552            | -                    | 32,552                     |
| 120         | Teachers - Special Education            | 777,420          |                  | 763,587          | -                  | 98%        | 13,833            | -                    | 13,833                     |
| 1201        | Psychologist                            | 166,595          |                  | 143,995          | -                  | 86%        | 22,600            | -                    | 22,600                     |
| 1203        | Counselor                               | 40,841           |                  | 40,841           | -                  | 100%       | 0                 | -                    | 0                          |
|             |   | -                |                  | -                |                    |            |                   |                      |                            |
|             | <b>Sub-Total Certified Salaries</b>     | <b>6,120,771</b> | <b>-</b>         | <b>6,036,671</b> | <b>20,801</b>      | <b>99%</b> | <b>63,299</b>     | <b>-</b>             | <b>63,299</b>              |
| 1303        | Custodians                              | 360,365          |                  | 331,957          | -                  | 92%        | 28,408            | -                    | 28,408                     |
| 140         | Nurses                                  | 129,572          |                  | 111,631          | -                  | 86%        | 17,941            | -                    | 17,941                     |
| 150         | Secretaries, Clerical                   | 305,965          |                  | 305,965          | -                  | 100%       | -                 | -                    | -                          |
| 160         | Paraprofessionals                       | 367,365          |                  | 366,493          | -                  | 100%       | 872               | -                    | 872                        |
| 1601        | Special Education Paraprofess.          | 227,927          |                  | 227,927          | -                  | 100%       | -                 | -                    | -                          |
| 190         | Salaries, Miscellaneous                 | 27,917           |                  | 24,324           | -                  | 87%        | 3,593             | -                    | 3,593                      |
|             |   |                  |                  |                  |                    |            |                   |                      |                            |
|             | <b>Sub-Total Non-Certified Salaries</b> | <b>1,419,111</b> | <b>-</b>         | <b>1,368,296</b> | <b>-</b>           | <b>96%</b> | <b>50,815</b>     | <b>-</b>             | <b>50,815</b>              |
|             |   |                  |                  |                  |                    |            |                   |                      |                            |
|             | <b>TOTAL SALARIES</b>                   | <b>7,539,882</b> | <b>-</b>         | <b>7,404,968</b> | <b>20,801</b>      | <b>98%</b> | <b>114,114</b>    | <b>-</b>             | <b>114,114</b>             |
| 1906        | Retirement - Sick Pay-Out               | -                |                  | -                |                    | #####      | -                 | -                    | -                          |
| 220         | FICA                                    | 232,956          |                  | 187,792          | -                  | 81%        | 45,164            | -                    | 45,164                     |
| 230         | Merf                                    | 145,740          |                  | 183,202          | -                  | 126%       | (37,462)          | -                    | (37,462)                   |
| 270         | Medical Insurance                       | 2,266,380        |                  | 1,937,566        | 96,892             | 90%        | 231,922           | -                    | 231,922                    |
| 280         | Life Insurance                          | 34,960           |                  | 34,935           | -                  | 100%       | 25                | -                    | 25                         |
| 2902        | Other Employee Benefits                 | 15,200           |                  | 4,263            | 3,905              | 54%        | 7,032             | -                    | 7,032                      |
|             |   |                  |                  |                  |                    |            |                   |                      |                            |
|             | <b>TOTAL BENEFITS</b>                   | <b>2,695,236</b> | <b>-</b>         | <b>2,347,759</b> | <b>100,797</b>     | <b>91%</b> | <b>246,680</b>    | <b>-</b>             | <b>246,680</b>             |

**PRELIMINARY**

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

For 12 Months Ended: June 30, 2013

| 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           | 66,800           |                  | 40,460           | 21,243             | 92%         | 5,096             |                      | 5,096                      |
| 330         | Legal Fees                         | 40,000           |                  | 21,034           | 8,966              | 75%         | 10,000            | -                    | 10,000                     |
| 340         | Software Support                   | 13,078           |                  | 9,876            | 1,199              | 85%         | 2,003             |                      | 2,003                      |
| 350         | Substitutes                        | 28,000           |                  | 59,631           | -                  | 213%        | (31,631)          |                      | (31,631)                   |
| 390/01      | OT/PT/Consultant Services          | 51,500           |                  | 46,954           | 5,250              | 101%        | (704)             |                      | (704)                      |
| 3902        | Financial Audit                    | 15,291           |                  | 15,420           | -                  | 101%        | (129)             |                      | (129)                      |
| 390         | Other Prof/Tech. Services          | 141,414          |                  | 120,842          | 27,383             | 105%        | (6,812)           |                      | (6,812)                    |
|             | <b>TOTAL PROFESSIONAL SERVICES</b> | <b>356,083</b>   | <b>-</b>         | <b>314,219</b>   | <b>64,042</b>      | <b>106%</b> | <b>(22,177)</b>   | <b>-</b>             | <b>(22,177)</b>            |
| 410/01      | Utilities - Electric and Water     | 253,660          |                  | 175,389          | 77,469             | 100%        | 802               |                      | 802                        |
| 420         | Heating                            | 179,118          |                  | 40,216           | 34,250             | 42%         | 104,652           |                      | 104,652                    |
| 430         | Repairs and Maintenance            | 37,452           |                  | 30,027           | 22,307             | 140%        | (14,881)          |                      | (14,881)                   |
| 450         | Leases and Rentals                 | 50,654           |                  | 45,882           | 14,861             | 120%        | (10,089)          |                      | (10,089)                   |
| 4501        | Building Improvements              | 21,100           |                  | 62,283           | 183,150            | #####       | (224,333)         |                      | (224,333)                  |
| 490         | Other Purchased Services           | 24,801           |                  | 43,202           | 12,421             | 224%        | (30,823)          |                      | (30,823)                   |
| 4901        | Service Contracts                  | 54,159           |                  | 39,065           | 3,968              | 79%         | 11,126            |                      | 11,126                     |
|             | <b>TOTAL PROPERTY SERVICES</b>     | <b>620,944</b>   | <b>-</b>         | <b>436,065</b>   | <b>348,426</b>     | <b>126%</b> | <b>(163,546)</b>  | <b>-</b>             | <b>(163,546)</b>           |
| 510         | Pupil Transportation-Regular       | 458,997          |                  | 458,997          | -                  | 100%        | -                 |                      | -                          |
| 510         | Pupil Transportation-Spec. Educ.   | 136,400          |                  | 135,048          | 1,352              | 100%        | -                 |                      | -                          |
| 520         | Insurance-General Liability        | 87,000           |                  | 87,783           | -                  | 101%        | (783)             |                      | (783)                      |
| 5201        | Worker's Compensation              | 93,184           |                  | 106,249          | -                  | 114%        | (13,065)          |                      | (13,065)                   |
| 530         | Telephone Services                 | 16,670           |                  | 9,731            | 4,460              | 85%         | 2,480             |                      | 2,480                      |
| 535         | Internet                           | 9,436            |                  | 869              | 8,567              | 100%        | 0                 |                      | 0                          |
| 537         | Postage                            | 5,400            |                  | 1,514            | 1,944              | 64%         | 1,942             |                      | 1,942                      |
| 540         | Advertising                        | 2,800            |                  | 1,979            | -                  | 71%         | 821               |                      | 821                        |
| 550         | Interns                            | 127,710          |                  | 106,792          | -                  | 84%         | 20,918            | -                    | 20,918                     |
| 560         | Tuition                            | 239,102          |                  | 178,025          | 64,631             | 101%        | (3,554)           |                      | (3,554)                    |
| 590         | Other Purchased Services           | 15,275           |                  | 6,725            | 1,057              | 51%         | 7,493             | -                    | 7,493                      |
|             | <b>TOTAL OTHER PURCH SERVICES</b>  | <b>1,191,974</b> | <b>-</b>         | <b>1,093,711</b> | <b>82,010</b>      | <b>99%</b>  | <b>16,253</b>     | <b>-</b>             | <b>16,253</b>              |

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

For 12 Months Ended: June 30, 2013

| 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                | 142,950           |                  | 130,289           | 62,541             | 135%        | (49,880)          |                      | (49,880)                   |
| 620         | Computer Software                     | 55,671            |                  | 55,036            | 5,942              | 110%        | (5,307)           |                      | (5,307)                    |
| 625         | Supplies Nurses                       | 1,800             |                  | 1,681             | 114                | 100%        | 4                 |                      | 4                          |
| 630         | Supplies Custodial                    | 45,792            |                  | 37,494            | 24,420             | 135%        | (16,123)          |                      | (16,123)                   |
| 635         | Supplies Office                       | 11,500            |                  | 11,256            | 1,211              | 108%        | (967)             |                      | (967)                      |
| 640         | Books and Audio Visual                | 18,000            |                  | 9,677             | 9,644              | 107%        | (1,321)           |                      | (1,321)                    |
| 645         | Subscriptions                         | 13,900            |                  | 11,370            | 6,606              | 129%        | (4,076)           |                      | (4,076)                    |
| 650         | Testing                               | 10,000            |                  | 4,350             | 1,747              | 61%         | 3,903             |                      | 3,903                      |
| 690         | Misc. Supplies - DW Security          | 3,800             |                  | 37,994            | 2,903              | #####       | (37,098)          |                      | (37,098)                   |
|             | <b>TOTAL SUPPLIES &amp; MATERIALS</b> | <b>303,413</b>    | <b>-</b>         | <b>299,148</b>    | <b>115,129</b>     | <b>137%</b> | <b>(110,864)</b>  | <b>-</b>             | <b>(110,864)</b>           |
| 730         | Equipment - Office                    | -                 |                  |                   |                    | 0%          | -                 |                      | -                          |
| 732         | Computer Hardware                     | 10,600            |                  | 4,087             | 6,513              | 100%        | 0                 |                      | 0                          |
| 735         | Equipment - Teaching                  | 15,550            |                  | 3,505             | 12,866             | 105%        | (821)             |                      | (821)                      |
| 740         | Equipment - Building                  | 4,600             |                  | 23,438            | 37,723             | #####       | (56,561)          |                      | (56,561)                   |
| 745         | Furniture                             | 2,250             |                  | 385               | 1,701              | 93%         | 165               |                      | 165                        |
|             | <b>TOTAL PROPERTY</b>                 | <b>33,000</b>     | <b>-</b>         | <b>31,414</b>     | <b>58,802</b>      | <b>273%</b> | <b>(57,217)</b>   | <b>-</b>             | <b>(57,217)</b>            |
| 810         | Dues and Fees                         | 32,174            |                  | 27,044            | 23                 | 84%         | 5,107             |                      | 5,107                      |
| 825         | Unemployment                          | 12,596            |                  | 425               | -                  | 3%          | 12,171            |                      | 12,171                     |
| 900         | Other Fees                            | 32,696            |                  | 39,035            | 1,436              | 124%        | (7,775)           |                      | (7,775)                    |
|             | <b>TOTAL DUES AND FEES</b>            | <b>77,466</b>     | <b>-</b>         | <b>66,504</b>     | <b>1,459</b>       | <b>88%</b>  | <b>9,503</b>      | <b>-</b>             | <b>9,503</b>               |
|             |                                       |                   |                  | -                 |                    |             |                   |                      |                            |
|             | <b>ARRA Fund Reduction</b>            |                   |                  |                   |                    |             |                   |                      | <b>0</b>                   |
|             |                                       |                   |                  |                   |                    |             |                   |                      |                            |
|             | <b>TOTAL ADOPTED BUDGET</b>           | <b>12,817,998</b> | <b>-</b>         | <b>11,993,788</b> | <b>791,465</b>     | <b>100%</b> | <b>32,745</b>     | <b>-</b>             | <b>32,745</b>              |

**PRELIMINARY**

**Woodbridge Board of Education**  
**Combining Balance Sheets as of 06/30/13 (Unaudited)**

|   | Special Revenue   |                  |                  |                 |                      | Agency          |
|---|-------------------|------------------|------------------|-----------------|----------------------|-----------------|
|   | Total             | Café             | Extended Day     | Field Trips     | Expendable Trust/SEP | Activity Fund   |
| <b>Assets:</b>  |                   |                  |                  |                 |                      |                 |
| Cash  | \$ 199,302        | \$ 47,829        | \$ 82,098        | \$ 544          | \$ 66,522            | \$ 2,309        |
| Prepaid expenses                                      | -                 | \$ -             | -                |                 | -                    | \$ -            |
| Accounts receivable                                   | 32,054            | 595              | 1,040            | \$ 1,182        | \$ 29,238            | \$ -            |
| Intergovt Receivable                                  | 7,252             | 7,252            | -                | -               | -                    | -               |
| Inventory   | 4,115             | 4,115            | -                | -               | -                    | -               |
| <b>Total Assets</b>                                   | <b>242,722</b>    | <b>59,790</b>    | <b>83,138</b>    | <b>1,725</b>    | <b>95,759</b>        | <b>2,309</b>    |
| <b>Liabilities and Fund Balance</b>                   |                   |                  |                  |                 |                      |                 |
| <b>Liabilities:</b>                                   |                   |                  |                  |                 |                      |                 |
| Amounts held as agent                                 | 29,167            | -                | 29,167           | -               | -                    | -               |
| Accounts payable                                      | 2,008             | 136              | -                | -               | 872                  | 1,000           |
| Deferred revenue                                      | 81,790            | 3,230            | 18,550           | -               | 60,010               | -               |
| Wages payable   | -                 | -                | -                | -               | -                    | -               |
| <b>Total Liabilities</b>                              | <b>112,965</b>    | <b>3,366</b>     | <b>47,717</b>    | <b>-</b>        | <b>60,882</b>        | <b>1,000</b>    |
| <b>Fund Balance</b>                                   | <b>129,757</b>    | <b>56,425</b>    | <b>35,422</b>    | <b>1,725</b>    | <b>34,877</b>        | <b>1,309</b>    |
| <b>Total Liabilities and Fund Balance</b>             | <b>\$ 242,722</b> | <b>\$ 59,790</b> | <b>\$ 83,138</b> | <b>\$ 1,725</b> | <b>\$ 95,759</b>     | <b>\$ 2,309</b> |
|   |                   |                  |                  | Café            | Extended Day         | SEP             |
| Current Fund Balance                                  |                   |                  |                  | \$ 56,425       | \$ 35,422            | \$ 17,888       |
| Baseline - Minimum Fund Bal (30 Day Expenses Average) |                   |                  |                  | \$ 17,000       | \$ 28,000            | \$ 10,000       |
| Operating Reserve Fund Bala (90 Day Expenses Average) |                   |                  |                  | \$ 51,000       | \$ 84,000            | \$ 30,000       |
| # of Days Expenses in Fund Balance                    |                   |                  |                  | \$ 100          | \$ 38                | \$ 54           |
| Fund Balance Excess                                   |                   |                  |                  | \$ 5,425        | \$ -                 | \$ -            |
| <b>Activity Fund:</b>                                 |                   |                  |                  |                 |                      |                 |
| Band/Choir  |                   |                  |                  |                 |                      | \$ 14           |
| Drama   |                   |                  |                  |                 |                      | 28              |
| Lego  |                   |                  |                  |                 |                      | 264             |
| ODAC  |                   |                  |                  |                 |                      | 459             |
| PTO   |                   |                  |                  |                 |                      | 166             |
| Technology  |                   |                  |                  |                 |                      | \$ 378          |
| <b>Total</b>  |                   |                  |                  |                 |                      | <b>\$ 1,309</b> |

**Woodbridge Board of Education**  
**Combining Statement of Revenues & Expenditures**  
**for the 12 Months Ended 06/30/13 (Unaudited)**

|  | Special Revenue   |                   |                   |                  |                    |                     | Agency<br>Activity<br>Fund |
|--|-------------------|-------------------|-------------------|------------------|--------------------|---------------------|----------------------------|
|  | Total             | Café              | Extended Day      | Field Trips      | Summer<br>Programs | Expendable<br>Trust |                            |
| <b>Revenues:</b>   |                   |                   |                   |                  |                    |                     |                            |
| Charges for services   | \$ 613,580        | \$ 191,886        | \$ 309,843        | \$ 24,495        | \$ 81,122          | \$ 6,234            | \$ -                       |
| Intergovernmental  | \$ 36,790         | \$ 36,790         | \$ -              | \$ -             | \$ -               | \$ -                | \$ -                       |
| Donations  | \$ -              | \$ -              | \$ -              | \$ -             | \$ -               | \$ -                | \$ -                       |
| Other income   | \$ 68             | \$ 68             | \$ -              | \$ -             | \$ -               | \$ -                | \$ -                       |
| Additions  | \$ -              | \$ -              | \$ -              | \$ -             | \$ -               | \$ -                | \$ -                       |
| <b>Total revenues/additions</b>  | <b>\$ 650,438</b> | <b>\$ 228,744</b> | <b>\$ 309,843</b> | <b>\$ 24,495</b> | <b>\$ 81,122</b>   | <b>\$ 6,234</b>     | <b>\$ -</b>                |
| <b>Expenditures:</b>   |                   |                   |                   |                  |                    |                     |                            |
| Wages, FICA, MERF  | \$ 441,234        | \$ 116,420        | \$ 255,249        | \$ -             | \$ 67,672          | \$ 1,893            |                            |
| Medical Insurance  | \$ -              | \$ -              | \$ -              | \$ -             | \$ -               | \$ -                |                            |
| Cost of food sold  | \$ 100,196        | \$ 100,196        | \$ -              | \$ -             | \$ -               | \$ -                |                            |
| Equipment  | \$ 26             |                   | \$ 26             | \$ -             | \$ -               | \$ -                |                            |
| Other Expenses   | \$ 96,314         | \$ 4,649          | \$ 53,842         | \$ 27,084        | \$ 9,168           | \$ 1,571            | \$ -                       |
| Repairs  | \$ 7,324          | \$ 6,891          | \$ 226            | \$ -             | \$ 207             |                     |                            |
| <b>Total expenditures/deductions</b>   | <b>\$ 645,094</b> | <b>\$ 228,155</b> | <b>\$ 309,343</b> | <b>\$ 27,084</b> | <b>\$ 77,047</b>   | <b>\$ 3,464</b>     | <b>\$ -</b>                |
| Excess (deficiency) of revenues<br>over expenditures before<br>operating transfer in | \$ 5,344          | \$ 589            | \$ 500            | \$ (2,589)       | \$ 4,075           | \$ 2,770            |                            |
| Operating transfer in  | \$ -              | \$ -              | \$ -              |                  | \$ -               |                     |                            |
| Excess (deficiency) of revenues<br>over expenditures after operating<br>transfer in  | \$ 5,344          | \$ 589            | \$ 500            | \$ (2,589)       | \$ 4,075           | \$ 2,770            |                            |
| <b>Fund Balance, ending</b>  | <b>\$ 128,448</b> | <b>\$ 56,425</b>  | <b>\$ 35,422</b>  | <b>\$ 1,725</b>  | <b>\$ 17,888</b>   | <b>\$ 16,989</b>    |                            |
| BOE Year to Date Cost of Health Insurance  |                   | \$ 23,609         |                   |                  |                    |                     |                            |

**WOODBRIAGE BOARD OF EDUCATION  
PROPOSED BUDGET TRANSFERS**

| <b>Org</b> | <b>Object</b> | <b>Description</b>             | <b>From</b>         | <b>To</b>           |
|------------|---------------|--------------------------------|---------------------|---------------------|
| 1126       | 61200         | Teacher Salaries - North       | \$ 43,219.28        |                     |
| 1303       | 61201         | Psychologist-Sal Sped L        | \$ 22,019.71        |                     |
| 1402       | 61303         | Custodian Salaries             | \$ 31,486.33        |                     |
| 1402       | 61305         | Custodian Overtime             | \$ 4,234.18         |                     |
| 1401       | 61400         | Nurse Salaries                 | \$ 17,941.22        |                     |
| 1103       | 61600         | Non-Cert Salaries North        | \$ 2,948.98         |                     |
| 1303       | 61600         | Non-Cert Salaries Sped         | \$ 14,945.22        |                     |
| 1403       | 61904         | Degree Changes                 | \$ 4,000.00         |                     |
| 1432       | 62200         | FICA                           | \$ 45,163.57        |                     |
| 1432       | 62300         | MERF - Amortization            | \$ 579.00           |                     |
| 1432       | 62700         | Medical Insurance              | \$ 231,922.38       |                     |
| 1403       | 62902         | Course Reimbursement           | \$ 7,031.55         |                     |
| 1402       | 64100         | Electricity                    | \$ 7,134.65         |                     |
| 1402       | 64200         | Heating                        | \$ 104,652.35       |                     |
| 1303       | 65100         | Transportation SPED            | \$ 23,624.95        |                     |
| 1333       | 65100         | Transportation SPED Summer     | \$ 5,260.00         |                     |
| 1401       | 65900         | Misc Purch Svcs - DW           | \$ 4,881.80         |                     |
| 1401       | 65500         | Interns                        | \$ 20,917.84        |                     |
| 1303       | 66500         | Testing -Sped Loc Wde          | \$ 1,588.82         |                     |
| 1419       | 66500         | Testing - DW Curriculum        | \$ 2,313.87         |                     |
| 1211       | 68100         | Dues - Fees - South            | \$ 1,465.06         |                     |
| 1418       | 68100         | Dues - Fees - Tech             | \$ 1,500.00         |                     |
| 1423       | 68250         | Unemployment                   | \$ 12,169.75        |                     |
|            |               |                                |                     |                     |
| 1401       | 63902         | Audit Services                 | \$                  | 129.45              |
| 1401       | 61101         | Superintendent Salary          | \$                  | 3,161.34            |
| 1401       | 61102         | Business Manager Salary        | \$                  | 2,524.98            |
| 1101       | 61500         | Secretaries Salaries - DW      | \$                  | 2,339.30            |
| 1201       | 61500         | Secretaries Salaries - South   | \$                  | 36.76               |
| 1401       | 61500         | Secretaries Salaries - North   | \$                  | 4,936.31            |
| 1303       | 61601         | One to One Salaries - Sped     | \$                  | 16,366.91           |
| 1432       | 62301         | MERF - DW                      | \$                  | 38,041.19           |
| 1403       | 63500         | Substitutes                    | \$                  | 31,631.46           |
| 1401       | 63900         | Other Professional Services DW | \$                  | 6,811.58            |
| 1303       | 63901         | Consultants Sped - Loc Wide    | \$                  | 630.00              |
| 1401       | 63902         | Financial Audit                | \$                  | 129.45              |
| 1402       | 64101         | Water & Sewer                  | \$                  | 6,332.78            |
| 1401       | 64300         | Repairs & Maint North          | \$                  | 531.97              |
| 1402       | 64300         | Repairs & Maint DW School      | \$                  | 6,362.39            |
| 1403       | 64300         | Repairs & Maint DW             | \$                  | 7,986.81            |
| 1402       | 64500         | Building Improvements          | \$                  | 224,333.01          |
| 1402       | 64900         | Purchased Services DW          | \$                  | 30,822.58           |
| 1401       | 65200         | Liability Insurance            | \$                  | 783.00              |
| 1401       | 65201         | Workers Compensation Insurance | \$                  | 13,064.71           |
| 1303       | 65600         | Tuition SPED                   | \$                  | 34,455.71           |
| 1203       | 66100         | Supplies - South Loc Wide      | \$                  | 4,909.22            |
| 1229       | 66100         | Supplies - South Grade 4       | \$                  | 2,153.94            |
| 1409       | 66100         | Supplies - DW Math             | \$                  | 42,816.69           |
| 1401       | 66200         | Computer Software - DW Ad      | \$                  | 2,497.26            |
| 1403       | 66200         | Computer Software - DW Loc     | \$                  | 2,809.74            |
| 1402       | 66300         | Supplies Custodial             | \$                  | 2,819.24            |
| 1402       | 66301         | Supplies Maintenance           | \$                  | 13,303.27           |
| 1401       | 66350         | Supplies Office DW Admi        | \$                  | 966.76              |
| 1410       | 66400         | Books and A/V DW Media         | \$                  | 1,321.13            |
| 1435       | 66900         | Misc Supplies - DW Security    | \$                  | 37,097.83           |
| 1410       | 66450         | Subscriptions - DW Media       | \$                  | 1,383.68            |
| 1418       | 66450         | Subscriptions - DW Tech        | \$                  | 2,692.67            |
| 1402       | 67400         | Equipment Building School Wide | \$                  | 56,560.79           |
| 1423       | 69000         | Food                           | \$                  | 8,256.60            |
|            |               |                                |                     |                     |
|            |               |                                | <u>\$611,000.51</u> | <u>\$611,000.51</u> |