

Woodbridge Board of Education
Woodbridge Board of Education Regular
Meeting
Monday, September 16, 2013 6:30 PM

Woodbridge Board of Education Special
Meeting 7:00 PM Library Media Center
Beecher Road School

Agenda

- I. **Preliminary Business**
 - A. Call to Order
 - B. Executive Session - 6:30 PM
 1. Conduct Board/Superintendent Self-Evaluation
 - C. Salute to the Flag
 - D. Correspondence
 - E. Public Comment
 - F. Modify Agenda
 1. Donation Acceptance
- II. **Consent Agenda**
 - A. Approval of the August 19, 2013 Meeting Minutes
 - B. Monthly Summary Financial Report Ending August 31, 2013
 - C. Monthly Detail Financial Report Ending August 31, 2013
 - D. Combining Financial Statements Through August 31, 2013
- III. **Reports**
 - A. PTO Update
 - B. Superintendent's Report
 1. BRS Update
 - a. BRS Monthly Enrollment Report
 2. CMT Presentation
 3. Primary Mental Health Grant 2013/14
 - C. Facilities Committee Report
 1. Fire Marshall Report
 - D. BRS Building Committee
 - E. Policy Committee
 - F. Finance Committee
 - G. CABE Liaison Report
 - H. ACES Liaison Report
 - I. Action Item Review and Status
- IV. **New Business**
 - A. Accept Certified Staff Resignations
 - B. Act on Certified Staff Appointments
 - C. Donation Acceptance
- V. **Other**
 - A. Public Comment
 - B. Executive Session, in accordance with State Statute
- VI. **Adjournment**

MINUTES OF THE SPECIAL WOODBRIDG BOARD OF EDUCATION MEETING

Monday, August 19, 2013

BRS Library Media Center

CALL TO ORDER: Ms. Hamilton, Chair called the meeting to order at 6:10 PM.

BOARD MEMBERS PRESENT: Ms. Margaret Hamilton, Chair; Dr. Steve Fleischman, Vice Chair; Ms. Lisa Connor, Mr. Matthew Gilbride (6:51 PM), Ms. Christianne Jaffe, Secretary; Mr. Carl Lindskog, Ms. Keri Matthews, and Ms. Emily Melnick.

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: Teresa Nakouzi, WEA.

BOARD GOALS WORKSHOP

The Board developed Board Goals for 2013/14.

Differentiation: Ensure an expanding focus on differentiation in student learning including through support of the implementation of the following programs:

- Teacher Evaluation Plan
- Common Core
- SBAC (Smarter Balanced Assessment Consortium) testing
- Existing programs (TAG, classroom differentiation, etc.)

Report Cards: Ensure focus on implementation of a standards based reporting system based on the Common Core curriculum.

Language Program: Ensure a discussion of opportunities for expansion of World Language offerings and cultural exposure for students.

Building Upgrade: Support the Beecher Building Upgrade project in all ways needed:

- Support of the project at Board of Selectman and Board of Finance Meetings
- Attendance and participation at PTO and Town Meetings
- Support of the project in local discussions

A brief recess was called (6:55 PM). Ms. Hamilton called the meeting Back to Order (7:01 PM).

CORRESPONDENCE – None

PUBLIC COMMENT – None

CONSENT AGENDA

MOTION #1 – CONSENT AGENDA

Move that we approve the consent agenda as presented.

Dr. Fleischman

Second by Mr. Gilbride

IN FAVOR: Ms. Connor, Dr. Fleischman, Mr. Gilbride, Ms. Hamilton, Ms. Jaffe, Ms. Matthews and Ms. Melnick

ABSTAIN: Mr. Lindskog

MOTION PASSES 7-0-1

REPORTS

PTO Report – No report.

Superintendent's Report – Superintendent Stella highlighted the completion of summer program, building cleanliness, development of teacher/administrator evaluation plans, new mandates from the Connecticut State Department of Education, the upcoming Kindergarten orientation and implementation of new procedures related to safety and security. Mr. Pullo updated the Board on the acoustical project in the Cafeteria, painting of the Cafeteria as well as the 5th and 6th grade pod areas, the pending installation of a new voicemail/telephone system, paving in the North playground area, resurfacing of the North and South parking lots and carpet/tile replacement in the North Office.

BRS Update – Ms. Prisco outlined the new safety procedures and the relocation of student pick-ups to the Cafeteria. Student access to the building will not occur until 8:20 AM. Ms. White provided an initial review of the CMT scores. Overall students excelled, however, there are still several challenge areas in Grade 3. Rankings in our DRG were as follows: in Math Grade 3 scored in the middle of the pack, Grade 4 – 4th, Grade 5 – 2nd and Grade 6 – 1st. In Reading – Grade 3 was towards the bottom, Grade 4 – 1st, Grade 5 – 1st and Grade 6 – 2nd. In Writing – Grade 3 was in the middle, Grade 4 – 1st, Grade 5, 1st and Grade 6 – 7th.

Parent Survey – Ms. Haverkampf reviewed the results of the parent survey taken at the end of the year. Of the 513 BRS families approximately 233 parents participated.

- 94% respondents believe we provide a high quality education program.
- 81% satisfied w/vision and leadership of the Board.
- 89% satisfied w/vision and leadership of the Superintendent.

Strengths include communication regarding student academic progress, school life, activities/events, academic and behavioral expectations, accessibility of teachers/administrators, facility maintenance/cleanliness, safety/security, class sizes and academic supplies. Areas identified as in need of attention include report cards, academic challenge and children have a teacher they can speak to if they have a problem. We will continue to build on our strengths, differentiate learning that challenges students to their learning potential and convene a report card committee to develop a standards-based report card that informs parents effectively.

TAG Update – We have developed a common language and understanding in defining differentiated learning through the utilization of rubrics and anchor sets to make decisions. The TAG Audit and information outlining the identification process is available on the web site.

SBAC – Superintendent Stella informed the Board that the CSDE will allow districts the flexibility to implement the Smarter Balanced Assessment Consortium (SBAC) testing change in the 2013/14 school year instead of the 2014/15 school year. By focusing on implementation of SBAC in the 2013/14 school year, we will be able to form assessments that guide children in their development of higher order thinking skills. It is also anticipated that student achievement scores will be lower during this transition process.

MOTION #2 - SBAC

Move that we authorize the Superintendent to implement SBAC (*Smarter Balanced Assessment Consortium*) testing for the 2013/14 school year in lieu of the CMT's.

Dr. Fleischman
Second by Mr. Gilbride
UNANIMOUS

Facilities Committee – Ms. Hamilton noted that the initial meeting of this committee is scheduled for September 3, at 7:00 PM in the District Office Conference Room.

BRS Building Committee – At the September meeting, the committee will identify planning dates for project updates, town meetings and the referendum. It is anticipated that the safety/security components will be finalized as well.

Policy Committee – Mr. Gilbride stated this committee will meet the first Thursday of every month at 6:00 PM with the exception of September, when it will meet on September 19 and commence review of the 5000 series.

Finance Committee – Mr. Pullo reviewed the final budget reports for the 2012/13 school year. Approximately \$45,000 was returned to the Town. Dr. Fleischman indicated that this committee will continue to meet on the second Monday of the month at 7:00 PM in the District Office Conference Room.

MOTION #3 – MONTHLY SUMMARY REPORT

Move that we approve the 2012/13 BOE Monthly Summary Financial Report ending June 30, 2013, F1, as submitted by the Director of Business/Operations.

Dr. Fleischman
Second by Mr. Linskog
UNANIMOUS

MOTION #4 – MONTHLY DETAIL REPORT

Move that we approve the 2012/13 BOE Monthly Detail Financial Report ending June 30, 2013, F2-5, as submitted by the Director of Business/Operations.

Dr. Fleischman
Second by Mr. Linskog
UNANIMOUS

MOTION #5 – COMBINING FINANCIAL STATEMENTS

Move that we approve the 2012/13 BOE Combining Financial Statements ending June 30, 2013, F7-8, as submitted by the Director of Business/Operations.

Dr. Fleischman
Second by Mr. Linskog
UNANIMOUS

CABE Liaison – Board members were invited to attend the CABE Conference.

ACES Liaison – Ms. Hamilton asked each Board member to select their first and second meeting choices and submit them to Ms. DeGennaro.

PUBLIC COMMENT – None

MOTION TO ADJOURN: (8:20 PM)
Dr. Fleischman
Second by Mr. Linskog
UNANIMOUS

Recorded by Marsha DeGennaro, Clerk of the Board

**WOODBRIAGE BOARD OF EDUCATION
MONTHLY SUMMARY FINANCIAL REPORT
For 2 Months Ended August 31, 2013**

OBJ #	DESCRIPTION	Adopted Annual Budget w/Transfers	Monthly Budget	Monthly Actual	\$ Variance (Over) Under
100	TOTAL SALARIES	7,646,706	411,805	328,364	83,442
200	TOTAL BENEFITS	2,435,739	212,851	360,435	(147,583)
300	TOTAL PROFESSIONAL SERVICES	384,607	7,984	7,520	464
400	TOTAL PROPERTY SERVICES	580,273	12,161	12,890	(729)
500	TOTAL OTHER PURCHASED SERVICES	1,324,372	110,208	131,512	(21,304)
600	TOTAL SUPPLIES & MATERIALS	329,435	47,802	54,102	(6,300)
700	TOTAL PROPERTY	39,400	-	181	(181)
800	TOTAL DUES AND FEES	77,466	6,881	9,342	(2,461)
	TOTAL ADOPTED BUDGET	12,817,998	809,693	904,346	(94,653)

Year To Date Budget	Year To Date Actual	Year To Date \$ Variance (Over)Under
512,832	514,841	(2,008)
349,811	360,435	(10,624)
8,068	7,520	547
12,161	12,890	(729)
111,598	131,512	(19,914)
53,043	54,102	(1,059)
-	181	(181)
9,562	9,342	221
1,057,075	1,090,823	(33,748)

1.
2.
3.
4.

COMMENTS

1. Custodial Overtime Timing (\$656); Secretarial Deficit (\$1,352).
2. Health Insurance Employee Cost Share Timing (\$10,624)
3. Liability Insurance Deficit (\$6,624); Worker's Comp Insurance Deficit (\$13,290)
4. Instructional Supplies Timing (\$1,059).

SPECIAL EDUCATION BREAKOUT

OBJ #	DESCRIPTION	Adopted Annual Budget	Monthly Budget	Monthly Actual	\$ Variance (Over) Under
390	OT/PT SERVICES	36,500	3,650	0	3,650
3901	CONSULTANTS	14,000	1,400	1,972	(572)
510	TRANSPORTATION	148,224	14,822	14,423	399
560	TUITION	294,600	29,460	4,538	24,922
	TOTALS	493,324	49,332	20,933	28,399

Year To Date Budget	Year To Date Actual	Year To Date Variance (Over)Under
3,650	0	3,650
1,400	1,972	(572)
14,822	14,423	399
29,460	4,538	24,922
49,332	20,933	28,399

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

For 2 Months Ended: August 31, 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	629,992		125,511	509,152	101%	(4,672)		(4,672)
120	Teachers - Regular	4,569,431		178,770	4,281,106	98%	109,556	120,079	(10,524)
120	Teachers - Special Education	802,441		45,685	756,756	100%	-		-
1201	Psychologist	168,985		5,722	143,479	88%	19,784		19,784
1203	Counselor	41,440		1,600	39,840	100%	-		-
	-								
	Sub-Total Certified Salaries	6,212,289	-	357,288	5,730,333	98%	124,668	120,079	4,589
1303	Custodians	369,103		63,087	249,684	85%	56,332	56,332	-
140	Nurses	132,778		2,631	67,748	53%	62,399	52,782	9,617
150	Secretaries, Clerical	314,253		61,505	260,864	103%	(8,116)	-	(8,116)
160	Paraprofessionals	377,025		14,427	350,277	97%	12,321	12,321	-
1601	Special Education Paraprofess.	212,443		14,023	159,272	82%	39,148	39,148	-
190	Salaries, Miscellaneous	28,815		1,880	4,334	22%	22,600	22,600	-
	Sub-Total Non-Certified Salaries	1,434,417	-	157,553	1,092,181	87%	184,684	183,183	1,501
	TOTAL SALARIES	7,646,706	-	514,841	6,822,514	96%	309,352	303,262	6,089
220	FICA	210,232		10,547	-	5%	199,685	199,685	-
230	Merf	197,029		33,101	-	17%	163,928	163,928	-
270	Medical Insurance	1,990,318		312,656	1,656,089	99%	21,572	5,502	16,070
280	Life Insurance	24,960		4,131	16,916	84%	3,914	3,914	-
2902	Other Employee Benefits	13,200			5,955	45%	7,245	7,245	-
	TOTAL BENEFITS	2,435,739	-	360,435	1,678,960	84%	396,344	380,274	16,070

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

For 2 Months Ended: August 31, 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	77,805		752	49	1%	77,004	77,004	-
330	Legal Fees	38,000		-	-	0%	38,000	38,000	-
340	Software Support	13,078		4,796	-	37%	8,282	8,282	-
350	Substitutes	28,000		-	-	0%	28,000	28,000	-
390/01	OT/PT/Consultant Services	60,500		1,972	9,055	18%	49,473	49,473	-
3902	Financial Audit	15,600		-	-	0%	15,600	15,600	-
390	Other Prof/Tech. Services	151,624		-	106,055	70%	45,569	45,569	-
	TOTAL PROFESSIONAL SERVICES	384,607	-	7,520	115,159	32%	261,928	261,928	-
410/01	Utilities - Electric and Water	256,334		-	13,751	5%	242,583	242,583	-
420	Heating	112,200		-	-	0%	112,200	112,200	-
430	Repairs and Maintenance	47,627		72	-	0%	47,555	47,555	-
450	Leases and Rentals	52,411		-	2,879	5%	49,532	49,532	-
4501	Building Improvements	30,000		150	-	1%	29,850	29,850	-
490	Other Purchased Services	25,920		-	-	0%	25,920	25,920	-
4901	Service Contracts	55,781		12,669	18,220	55%	24,892	24,892	-
	TOTAL PROPERTY SERVICES	580,273	-	12,890	34,850	8%	532,533	532,533	-
510	Pupil Transportation-Regular	474,971		16,171	372,309	82%	86,491	86,491	-
510	Pupil Transportation-Spec. Educ.	148,224		14,423	42,859	39%	90,942	90,942	-
520	Insurance-General Liability	91,829		40,597	64,580	115%	(13,348)	-	(13,348)
5201	Worker's Compensation	111,821		55,258	82,161	123%	(25,598)	-	(25,598)
530	Telephone Services	16,670		299	4,190	27%	12,181	12,181	-
535	Internet	9,876		-	-	0%	9,876	9,876	-
537	Postage	5,400		160	1,300	27%	3,940	3,940	-
540	Advertising	2,800		-	-	0%	2,800	2,800	-
550	Interns	132,257		-	-	0%	132,257	120,125	12,132
560	Tuition	315,174		4,538	14,114	6%	296,523	275,949	20,574
590	Other Purchased Services	15,350		67	-	0%	15,283	15,283	-
	TOTAL OTHER PURCH SERVICES	1,324,372	-	131,512	581,513	54%	611,347	617,586	(6,240)

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

For 2 Months Ended: August 31, 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	154,558		31,517	33,833	42%	89,208	89,208	-
620	Computer Software	62,521		17,224	-	28%	45,297	45,297	-
625	Supplies Nurses	1,800		-	-	0%	1,800	1,800	-
630	Supplies Custodial	52,901		2,544	19,456	42%	30,901	30,901	-
635	Supplies Office	11,500		2,503	1,100	31%	7,898	7,898	-
640	Books and Audio Visual	18,000		-	-	0%	18,000	18,000	-
645	Subscriptions	14,855		-	-	0%	14,855	14,855	-
650	Testing	9,500		-	-	0%	9,500	9,500	-
690	Misc. Supplies	3,800		315	-	8%	3,485	3,485	-
	TOTAL SUPPLIES & MATERIALS	329,435	-	54,102	54,389	33%	220,944	220,944	-
730	Equipment - Office	-		-	-	0%	-	-	-
732	Computer Hardware	15,500		-	-	0%	15,500	15,500	-
735	Equipment - Teaching	17,050		181	1,957	13%	14,912	14,912	-
740	Equipment - Building	4,600		-	-	0%	4,600	4,600	-
745	Furniture	2,250		-	1,902	85%	348	348	-
	TOTAL PROPERTY	39,400	-	181	3,859	10%	35,360	35,360	-
810	Dues and Fees	32,174		8,372	931	29%	22,871	22,871	-
825	Unemployment	12,596		406	2,000	19%	10,190	10,190	-
900	Other Fees	32,696		563	-	2%	32,133	32,133	-
	TOTAL DUES AND FEES	77,466	-	9,342	2,931	16%	65,193	65,193	-
	TOTAL ADOPTED BUDGET	12,817,998	-	1,090,823	9,294,175	81%	2,433,000	2,417,080	15,920

Woodbridge Board of Education
Expenditures by Object
Financial Analysis
For Fiscal Year 2013 - 2014

August 2013

OBJECTS 110-120 – CERTIFIED STAFF

The net projected surplus reflects savings from staff changes, retirements, and resignations.

OBJECTS 140 – NURSING

The net projected surplus reflects savings from part-year vacancy.

OBJECT 150 – SECRETARIES, CLERICAL

The net project deficit results from contract negotiations being in process and final wage settlements being obtained in June, after budget approval .

OBJECTS 270 – MEDICAL INSURANCE

The net projected surplus reflects savings from staff changes, retirements, and resignations.

OBJECT 520 – INSURANCE – GENERAL LIABILITY

The projected deficit is the result of higher than anticipated premium renewal rates for policy as a result of carrier rate increase (i.e. Hurricane Sandy, Blizzard Nemo)

OBJECT 5201 – WORKER'S COMPENSATION

The projected deficit is the result of higher than anticipated premium renewal rates for policy as a result of claims experience rating.

OBJECT 550 - INTERNS

The net projected surplus reflects vacancy of one intern.

OBJECT 560 – TUITION

The projected surplus is the result of lower than anticipated enrollment in the Wintergreen Magnet School.

Woodbridge Board of Education
Combining Statement of Revenues & Expenditures
for the 2 Months Ended 8/31/13 (Unaudited)

	Special Revenue						Agency Activity Fund
	Total	Café	Extended Day	Field Trips	Summer Programs	Expendable Trust	
Revenues:							
Charges for services	\$ 140,551	\$ 3,142	\$ 52,412	\$ -	\$ 81,163	\$ 3,834	\$ -
Intergovernmental	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Donations	\$ 13,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 13,000
Other income	\$ 2	\$ 2	\$ -	\$ -	\$ -	\$ -	\$ 0
Additions	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Total revenues/additions	\$ 153,553	\$ 3,144	\$ 52,412	\$ -	\$ 81,163	\$ 3,834	\$ 13,000
Expenditures:							
Wages, FICA, MERF	\$ 116,510	\$ -	\$ 47,917	\$ -	\$ 65,955	\$ 2,638	
Medical Insurance	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	
Cost of food sold	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	
Equipment	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	
Other Expenses	\$ 19,830	\$ 1,971	\$ 4,936	\$ -	\$ 7,276	\$ 8	\$ 5,639
Deductions	\$ -						
Total expenditures/deductions	\$ 136,340	\$ 1,971	\$ 52,853	\$ -	\$ 73,231	\$ 2,646	\$ 5,639
Excess (deficiency) of revenues over expenditures before operating transfer in	\$ 9,852	\$ 1,173	\$ (441)	\$ -	\$ 7,932	\$ 1,188	
Operating transfer in	\$ -	\$ -	\$ -		\$ -		
Excess (deficiency) of revenues over expenditures after operating transfer in	\$ 9,852	\$ 1,173	\$ (441)	\$ -	\$ 7,932	\$ 1,188	
Fund Balance, ending	\$ 138,150	\$ 57,598	\$ 34,981	\$ 1,574	\$ 25,820	\$ 18,177	
BOE Year to Date Cost of Health Insurance		\$ 3,937					

Woodbridge Board of Education
Combining Balance Sheets as of 8/31/13(Unaudited)

	Special Revenue					Agency
	Total	Café	Extended Day	Field Trips	Expendable Trust/SEP	Activity Fund
Assets:						
Cash	\$ 134,623	\$ 46,499	\$ 33,440	\$ 578	\$ 44,435	\$ 9,671
Prepaid expenses	\$ -	\$ -	\$ -	\$ -	\$ -	
Accounts receivable	\$ 2,905	\$ 595	\$ 1,041	\$ 997	\$ 272	
Intergovt Receivable	\$ 7,252	\$ 7,252	\$ -	\$ -	\$ -	
Inventory	\$ 4,115	\$ 4,115	\$ -	\$ -	\$ -	
Total Assets	\$ 148,894	\$ 58,461	\$ 34,481	\$ 1,574	\$ 44,707	\$ 9,671
Liabilities and Fund Balance						
Liabilities:						
Amounts held as agent	\$ 210	\$ -	\$ (500)	\$ -	\$ 710	\$ -
Accounts payable	\$ 863	\$ 863	\$ -	\$ -	\$ -	\$ -
Deferred revenue	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Wages payable	\$ -	\$ -	\$ -	\$ -	\$ -	
Total Liabilities	\$ 1,073	\$ 863	\$ (500)	\$ -	\$ 710	\$ -
Fund Balance	\$ 147,821	\$ 57,598	\$ 34,981	\$ 1,574	\$ 43,997	\$ 9,671
Total Liabilities and Fund Balance	\$ 148,894	\$ 58,461	\$ 34,481	\$ 1,574	\$ 44,707	\$ 9,671
Activity Fund:						
N. Playground / Basketball						\$ 8,363
Drama / Band / Lego						305
ODAC						459
PTO						166
Technology						\$ 378
Total						\$ 9,671

Grade/Teacher	Girls	Boys	Total	Grade/Teacher	Girls	Boys	Total
Pre-k				Grade 4			
DePalma	9	9	18	Don	12	9	21
				Echeverry	11	9	20
Kindergarten				Krawec	10	10	20
Belisle	9	10	19	Reizfeld	10	9	19
Coleman	8	12	20	Waldron	13	7	20
Dempsey	9	10	19				100
Farnen	9	10	19				
Salinardi	8	12	20	Grade 5			
Wyman-Antcil	10	10	20	Blinstrubas	8	10	18
			117	Guerra	9	10	19
Grade 1				McCollom	8	12	20
Fanelli	8	9	17	Mulligan	8	12	20
Domschine	10	6	16	Rourke	9	12	21
Piascyk	8	9	17	Szondy	11	9	20
DePalma	7	9	16				118
Sanders	7	9	16				
			82	Grade 6			
Grade 2				Chase	9	11	20
Buzzard	12	10	22	Eleck	11	6	17
Hamm	12	10	22	Holowienko	9	12	21
Ramia	10	11	21	Ngov	9	10	19
Shepard	10	11	21	Smerekanicz	10	9	19
			86				96
Grade 3				M.A.G.			
Concilio	9	9	18	Hart-Rooney Gr	11	7	18
Halsey	7	10	17	Burness Gr 2	11	7	18
Hutchinson	11	10	21	Ahern Gr 3	11	8	19
Lavigne	8	10	18	Golden Gr 4	13	7	20
			74				75
				Enrollment Totals			766
ODD	3						3
							769
				Plus 3 OOD			772

RFP. #026
Sec. 10-76t-w
Rev. 7/07

Project No: _____
(For State Use Only)

Agency: Woodbridge Board of Education

COVER PAGE

Connecticut State Department of Education
Division of Teaching and Learning Programs and Services
Bureau of Health and Nutrition Services and Child/Family/School Partnerships
Middletown

Applicant Agency
Woodbridge Board of Education
40 Beecher Road
Woodbridge, Connecticut 06525
203-387-6631

Local Program Title:
Project SAFE (Schools are Friendly Environments)

Name of School(s) Where Program Will Operate:
Beecher Road School
40 Beecher Road, Woodbridge, CT 06525, 203-389-2195
Date of Initial PMHP Funding (for continuing programs): **July, 1997**

Agency Contact Person
Ms. Sheila Haverkamp
Director Special Services
40 Beecher Road
Woodbridge, CT 06525
203-389-6598
shaverkampf@woodbridgeps.org

Program Dates:
From: September 3, 2013 to June 13, 2014

I, **Dr. Gaeton F. Stella**, the undersigned authorized chief administrative official of this agency, submit this application on behalf of the participating agency, attest to the appropriateness and accuracy of the information contained herein, and certify that this application, if funded, will comply with all relevant requirements of Connecticut General Statutes, Section 10-76t-w (inclusive) and that the Statement of Assurances and all other assurances made herein will be fully implemented.

Signature: Gaeton F. Stella Title: Superintendent

Name: Gaeton F. Stella, Ph.D Date: 8/19/13

Agency: Woodbridge Board of Education

ABSTRACT PAGE

Applicant Agency: Woodbridge School District/ Beecher Road School

Local Project Title: Project SAFE (Schools are Friendly Environments)

Funds Requested: \$25,000

Objective: Project SAFE promotes a secure and friendly school environment, where all students have the opportunity to thrive socially, emotionally, and academically. This goal is accomplished through early intervention when adjustment problems are identified. The Child Associate and the School Psychologist support behavioral goals through PMHP Child-Led Play; Classroom Social Skills and Yoga; and lunch groups. Interventions involve partnerships with Parents and school support staff. Collaboration with community-based agencies and providers support interventions.

Project Activities:

- Early identification of “at risk” students through AML State screening, Counseling PLC, grade level PLC and School-based Child Study Team tracking
- Goal-setting and Review contacts with Parents monthly (through meetings, phone contacts, or personal newsletters)
- Individual, weekly Child-Led Play sessions
- Individual, weekly Child-Led Play sessions
- Classroom Yoga /Social Skills K-3
- Parent Activity that target PMHP families that enhance parent/child relationships & foster community building
- Parent/Community Workshops: Early Childhood; Behavioral Health; and Responsive Classroom
- Consultation with Woodbridge Family Team

Procedures for Data Collection and Reports Expected:

- Quarterly review of social/emotional/learning progress by School-based Child /Study Team
- Review of progress with parents (phone, e-mail, individual newsletter)
- Beginning/End year parent Conference
- State Forms (AML-R, TCRS, BIF, ACRS, PSR) and PMHP End of the year Summary Report
- Review of social/emotional/learning progress by School Based Child Study Team
- Family Team End of the Year Summary and individualized progress report.

BUDGET FORM

ED 114 FISCAL Year 2013

GRANT <input checked="" type="checkbox"/> CONTRACT <input type="checkbox"/>		
GRANTEE NAME: Woodbridge Board of Education		TOWN CODE: 167-02
GRANT TITLE: PRIMARY MENTAL HEALTH PROGRAM		
PROJECT TITLE: Project SAFE (Schools are Friendly Environments)		
CORE-CT CLASSIFICATION: FUND: 11000 SPID: 12198 PROGRAM: 82079 BUDGET REFERENCE: 2013 CHARTFIELD1: 170036		
GRANT PERIOD: 07/01/12 - 06/30/13		AUTHORIZED AMOUNT: _____
CODES	DESCRIPTIONS	BUDGET (State Funds Only)
112A	EDUCATION AIDES	\$10,144
112B	CLERICAL	
119	OTHER	
200	PERSONAL SERVICES EMPLOYEE BENEFITS	
322	IN-SERVICE	\$5,000
325	PARENT ACTIVITIES	\$5,908
580	TRAVEL	\$240
590	OTHER PURCHASED SERVICES	
611	INSTRUCTIONAL SUPPLIES	\$2,044
690	OTHER SUPPLIES	\$1,664
700	PROPERTY/EQUIPMENT ONLY	
	TOTAL	\$25,000

____ Original request date
____ Revised request date

CT State Department of Education
Program Manager Authorization

Date of
Approval

APPENDIX F

PMHP BUDGET WORKSHEET FOR CONTINUING DISTRICTS

School District: Woodbridge School District

FISCAL Year 2013

CODES	DESCRIPTIONS	BUDGET		BUDGET	
		(Local Contribution Only)		(*State Funds Only)	
		Primary Project	CMHC	Primary Project	CMHC
112A	EDUCATION AIDES	\$23,300		\$10144	
112B	CLERICAL				
119	OTHER				
200	PERSONAL SERVICES EMPLOYEE BENEFITS				
322	IN-SERVICE				\$5,000
325	PARENT ACTIVITIES			\$5,908	
580	TRAVEL			\$240	
590	OTHER PURCHASED SERVICES				
611	INSTRUCTIONAL SUPPLIES			\$2,044	
690	OTHER SUPPLIES			\$1664	
700	PROPERTY/EQUIPMENT ONLY				
	TOTALS	\$23,300		\$20,000	\$5,000

*The total amount of state funds indicated in Appendix F should match the total amount of state funds indicated in Appendix C.

_____ Original request date
 _____ Revised request date

 CT State Department of Education
 Program Manager Authorization

 Date of
 Approval



TOWN OF WOODBRIDGE

OFFICE OF THE FIRE MARSHAL
389-3445



August 22, 2013



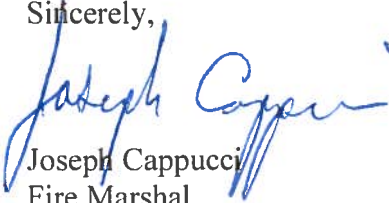
Gaeton F. Stella, Ph.D.,
Superintendent
Woodbridge
40 Beecher Road
Woodbridge, CT 06525

Dear Dr. Stella,

On August 20, 2013, an inspection was conducted of Beecher Road School 40 Beecher Road. At the time of inspection this school was found to be in compliance with the Connecticut State Fire Safety Code with the exception of the doors in the pool area in which there is a work in progress.

Feel free to contact me at 203-389-3445.

Sincerely,


Joseph Cappucci
Fire Marshal

Agenda – Special Meeting WBOE 11/5/12 – Building Upgrade Status

1. Goal

- Review details of building upgrade, as of current date
- With understanding that a final recommendation has NOT yet been completed by the 2012 Building Committee
- Based on last WBOE meeting, members wanted detailed update, regardless of status of final recommendation.
- List questions still outstanding to forward to 2012 Building Committee after 11/5/12 meeting

2. Status

The 2012 Building Committee is still working to:

- identify final energy source
- finalize project details (each individual piece of equipment, etc)
- finalize cost (depending on project details above)
- timeline (final recommendation, review with WBOE, BOS, BOF, town meeting approval, construction begin/end dates)

2012 Building Committee process to date:

- 2012 Building Committee minutes (website: <http://www.woodbridgect.org/content/6587/6651/default.aspx>)
- AKF consultants selected (website: <http://www.akfgroup.com/>)
- Performance contracting investigated (website: <http://www.cga.ct.gov/2011/SUM/2011SUM00080-R02SB-01243-SUM.htm> and attached document – Energy Performance Contracting.
- RFQ created and two complete responses received as of end of June, 2012
 - Honeywell (website: <http://honeywell.com/Pages/Home.aspx>)
 - ESG (website: <http://www.energysystemsgroup.com/>)
 - RFQ document: **see attached PDF (TBC_RFQ)**
- ESG selected – currently finalizing project details
- Timeline for presentation and recommendation to WBOE – Dec. 2012

3. Scope

The following high-level summary of the scope of the Building Upgrade project was approved by the WBOE on 1/10/11. It is 'Scheme B' on the Newman Architects documents.

Attached is detailed **ESG Scope of Work** document

Item	Status
HVAC System: Roof mounted Hot & chilled water AHUs	Energy source still under discussion, geothermal vs. gas boiler/chiller
New Water Heaters (entire building)	No change – replacement planned
Replace Boiler Plant (sized for entire building)	No change
New Exhaust systems	No change
New DDC controls (entire building)	No change
New Pool HVAC Unit	NOT IN SCHEME B – now included
New hot water/boiler for pool	NOT IN SCHEME B – now included
New lighting at classrooms (North & Central wings only)	Now includes entire building
New lighting at corridors (North & Central wings only)	Now includes entire building
New telephone, PA and clock system (entire building)	Not yet determined (in capital budget plan for 2013-14)
Upgrade data infrastructure (entire building)	Not included in 2012 plan – Wireless infrastructure now in place replaces this item
New data backbone (entire building)	Not included in 2012 plan – Wireless infrastructure now in place replaces this item
Improvements to Fire Protection System	Not yet determined (based on need for upgrade)
Provide new Emergency Generator	NOT IN SCHEME B – now included
Replace bathroom fixtures (North & Central wings only)	Not yet determined – ESG providing separate cost info.
Replace classrooms sinks (North & Central wings only)	Not yet determined – ESG providing separate cost info.
Window replacement (1950/1960 only)	No change.
New PVC Roof (A, B, C, BK and D wings)	No change
Replace ceilings, flooring & paint (North & Central wings only)	Not yet determined – ESG providing separate cost info.
Replace pre-1990's casework (North & Central wings only)	Not yet determined – ESG providing separate cost info.
Replace markerboards/tackboards (entire building)	No included in 2012 plan.
Repair non-conforming ramp handrails (entire building)	Not included in 2012 plan.
Make bathrooms accessible (North & Central wings only)	Not included in 2012 plan

4. Cost

The cost estimate for Scheme B was 16.9 to 17.0M

The current cost estimates from ESG are net costs, based on energy & tax incentive savings:

\$13.9M (gas)	\$9.2M (gas)
\$14.9M (geothermal)	\$7.2M (geothermal)

Performance Contracting:

- Tax rebates (not available to town/school)
- Energy savings guarantee – if energy savings are less than guaranteed, performance contractor pays difference, if energy savings are greater than guaranteed, school saves that cost
- UI interest rate buy down option on lease/purchase agreements (not available to town/school) – still investigating if this is available, and how much is saved.

5. Next Steps

Woodbridge Township – Beecher Road School

Energy Conservation Measures

1. Lighting and Sensors Retrofit
 - Building Wide - Lighting Retrofit and Replacement
 - Occupancy Sensors and Daylight Harvesting
 - LED Exit Signs
 - Exterior and Pole Lights – Induction Technology
 - Vending Miser Controls

2. Boilers Replacement
 - Replace existing hot water pumps and install new variable frequency drives
 - Replace existing AHU Motors with High Efficiency and install VFDs
 - Convert 3-way valves to 2-way operations
 - Convert constant flow system to variable flow system

3. Building Control Upgrades
 - Install Full Direct Digital Control
 - Provide DDC on major (17) RTUs, AHUs, H&Vs and Exhaust Fans
 - Provide DDC on (32) Nesbitt Unit Ventilators – A,B & C wing
 - Provide DDC on (10) McQuay UVs in K Wing
 - Provide DDC for new chilled water plant (chillers, pumps, valves, etc.)
 - Provide DDC in existing boiler room, pumps, valves
 - Provide full DDC on larger exhaust fans
 - Existing valves and dampers will be re-used; unless specified
 - Conversion of AHU-8, 9, & 10 to VVT type system by modifying controls
 - Provide DDC control to implement CO2 demand control ventilation for:
 - Auditorium Unit (AHU-4)
 - Gymnasium (AHU -5)
 - Library (AHU-15)
 - Electric DHW Controls - install controllers that will turn off the hot water heaters when the buildings are scheduled to be unoccupied. The

Energy Systems Group Building Performance With Energy

Evansville, IN; Johnson City, TN; Clearwater, FL;

Indianapolis; Chicago; Atlanta; Raleigh; Richmond; St. Louis and Baltimore

programmable timers are capable of override and time adjustment depending upon the use of the area.

- Programming, commissioning & check out of all new DDC controls
- State of the art Web-Based system enabled

4. Building Envelope Improvement

- Inspect and Seal doors
- Seal roof-wall intersections
- Weather-Stripping and Caulking
- Install energy wall at soffit area of doors

5. Plug Load Controls

- install remote control devices which control power to electric appliances - room air conditioners, vending machines, water heaters, water coolers, personal computers, video screens, overhead projectors and other appliances

6. Kitchen Exhaust Fans and Walk-in Freezer Controller

- Reduce fan energy usage and heating energy waste
- Reduce excessive waste heat to environment
- Improve air quality in Kitchens and surrounding areas

7. Transformer Replacement

- Replace (7) older distribution with High Efficiency Energy Star Transformers

8. Water Retrofit – Upgrade existing fixtures with high efficient

- water closets
- tank top toilets
- urinals, faucets
- shower heads
- dish sprayers

9. Swimming Pool Cover

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Indianapolis; Chicago; Atlanta; Raleigh; Richmond; St. Louis and Baltimore

- Install a semi-automatic pool cover on a motor operated, wall-mounted reel. The system will make use of a remote control and a guide strap, which will be used by the pool staff to extend and retract the pool cover.

10. Micro-Turbines

- Install a 65-kW, gas-fired reciprocating Capstone or TECOGEN cogeneration plant with heat recovery. The new cogeneration plant will produce electricity and useful heat. As part of this measure, new electric switchgear, automatic transfer switch, heat recovery loops will be required to be installed.

11. Curtain Wall Replacement

- Replace a total 6,255SF of single pane window in A, B and C wing with double pane insulated units.
- Replace single doors – single 22 total
- Replace double doors – 4 total

12. Ceiling Work, relocate ductwork, sprinklers and lights

- Removal and proper disposal of 47000 sq ft of suspended ceiling material;
- Provide 4700 sq ft of 2x2 ACT suspended ceiling;
- Repaint impacted surfaces (estimated at 278,000 sq ft)
- Relocate select mains (1140 feet) in conflict w/ new ductwork;
- Relocate 380 sprinkler head pendants and 415 uprights;

13. Roof replacement

- Replace a total of 46,134 square feet of roof on the A, B and C wing with new PVC roof (1/4" slope)

Mechanical Scope of work:

The following are the scope of works for the Alternate project. Please refer to the list of assumptions and exclusions at the end of the section.

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Indianapolis; Chicago; Atlanta; Raleigh; Richmond; St. Louis and Baltimore

A. New chilled water plant:

Install new central chilled water plant, pumps and associated piping

- Furnish and install (2), 200-ton air cooled chillers (located on grade in located specified in Aztech study)
- Furnish and install two primary chilled water pumps.
- Furnish and install chilled water piping distribution system to connect the new chiller to existing HW distribution system. 500-ft maximum, 8-in pipe

B. Boiler Plant Replacement:

ESG is proposing to replace the two (2) existing, oil-fired boilers with new high efficiency, dual-fuel boilers. The new boilers would substantially improve the operating efficiency of the heating of the building.

School	Existing Boiler	PROPOSED			
		New Boiler	Qty	Rating Gas MBH	Remarks
Beecher Road School	(2) English Boiler 5.0 MMBH	Condensing Boiler	2	3,000	Dual-fuel

Note: Non-condensing mode when using oil

C. Replace existing RTUs, AHUs and H&Vs:

- Remove existing RTUs, AHUs and H&Vs
- Install total of (17) new RTUs and AHUs
- Re-insulate existing piping
- Provide DDC on new units
- Re-use existing Hot Water Piping

D. Replace existing unit ventilators:

- Replace Unit Ventilators in A, B, C and K Wing (34 total)

Energy Systems Group Building Performance With Energy

Evansville, IN; Johnson City, TN; Clearwater, FL;

Indianapolis; Chicago; Atlanta; Raleigh; Richmond; St. Louis and Baltimore

- Hot water distribution piping to be reused
- Use existing hot water distribution piping for chilled water
- Remove and reinsulate distribution piping, 6000 linear feet with vapor barrier

#1 Alternate – Install Ground Source Heat Pumps for about ½ of the school:

- Install eighty (80) closed-loop boreholes and eleven (11) water-to-water HPs, associated circulating pumps and auxiliary equipment
- Reduce Chiller size to 1-200 ton air chiller
- Reduce boiler heating: provide 2- 1,500 MBH boilers in lieu of two 3000MBH boilers.

E. Electrical

- New electrical service, two (2), 2000 AMP, 480/277 V, 3 phase 4-wire replacement;
- Reuse existing concrete pad and other existing infrastructure to the extent possible;
- Provide one (1) 400 AMP panel and associated wiring
- Provide one (1) 208/120 V 225 AMP panel;
- Provide one (1) 45 kVA dry-type transformer;
- Provide one (1) 225 AMP distribution panel;
- Provide service for motor load for HW boilers (2) and associated pumps (5), twelve (12) medium AHUs, five (5) small AHUs and 145 units for small FCU, UH, VAV, CUH or plumbing;
- Provide 280 low tension double duplex outlets and 140 dedicated outlets;

F. Temporary protection

Provide the following items to temporarily protect the building systems and maintain conditions acceptable for building occupancy and normal use in portions of building that are being used for routine school business. Protection to include:

- Floors, walls and ceiling;
- Safety;

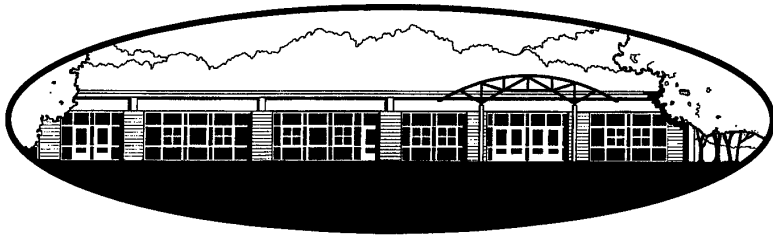
- Indoor air quality (IAQ) provisions for acceptable air quality in occupied space;
- Progressive and final cleaning;
- Dumpsters
- Exclude - repair of existing damage to floors, walls and ceiling;
- Exclude IAQ impact from factors not directly associated with construction;
- Exclude Temporary heating and cooling

G. PV System

- Furnish and install a 250 kW (DC) system on the school's roof.

H. Wind turbines

- Furnish and install a wind turbine system of 20 kW total capacity; vertical or horizontal.



Beecher Road School
40 Beecher Road
Woodbridge, CT 06525
(203) 389-2195 Fax: (203)389-2196

William Letsch
Instrumental Music Director

September 12, 2013

Mr. Michael Ashwood,

I would like to take this opportunity to thank you for your generous contribution of the Lautner Grand Piano to the Beecher Road School Music Department. It is currently tuned and being played by students daily and it resides in the South Assembly Room where we are planning a fall piano recital for the students here at Beecher Road School. Thank you again for your thoughtfulness while you were in the process of moving and thank you for the opportunity you have given to the students here at Beecher Road School to play on an instrument of this caliber.

Sincerely,

Ella Marin
TRI-M President

William J. Letsch
TRI-M Advisor