

Woodbridge Board of Education  
Woodbridge Board of Education Regular  
Meeting  
Monday, October 17, 2022 7:00 PM

South Assembly Room

## **Agenda**

### **I. Preliminary Business / WebEx Login Information / Motions**

<https://woodbridgeps.webex.com/woodbridgeps/j.php?MTID=mde59c13fd62b828d185fb373a6fcfb8e>

**Meeting Number: (access code): 2488 883 1890**

**Meeting Password: SvrjEqas537**

*This meeting is being conducted as a hybrid meeting consistent with Connecticut Public Act 22-3. The public may attend in person at the location indicated above, with social distancing required. The public may also attend electronically via WebEx with the link provided above.*

- A. Call to Order
- B. Pledge of Allegiance
- C. Correspondence - *Please feel free to submit Public Comments via email no later than 4:00 PM on the day of the meeting to [mdegennaro@woodbridgeps.org](mailto:mdegennaro@woodbridgeps.org)*
- D. Public Comment - *The Board welcomes public participation. We ask that speakers please limit their comments to three minutes. Please be aware that the Board will not respond to any comments made during the public comment period, except to clarify issues, but we will take into consideration your comments, and when appropriate, district administration will follow-up with you at a later point in time.*
- E. PTO Update

### **II. Consent Agenda**

- A. Approval of September 19, 2022 Regular Meeting Minutes
- B. Fiscal Year 2022/23 Budget Narrative Report
- C. Fiscal Year 2022/23 Budget Summary Report
- D. Fiscal Year 2022/23 Budget Detail Report
- E. Combining Financial Statements
- F. Accept Policies 2120 (Organizational Chart) and 4111 (Recruitment and Selection of Administrative Staff - Regulations) for 30-Day Review

### **III. Reports**

- A. Superintendent's Report
  - 1. Special Education Update
  - 2. BRS Update
- B. Upcoming Meeting Presentation(s) - Extended Day Guidelines and TAG Update
- C. Town / BRS Building Committee Update
- D. Curriculum Committee
- E. Finance Committee
  - 1. Adopt 2024-2029 Capital Budget
- F. Policy Committee
- G. CABA Liaison Report

**IV. New Business**

- A. Natural Gas Contract
- B. Ratify WEA Contract

**V. Other**

- A. Public Comment - *The Board welcomes public participation. We ask that speakers please limit their comments to three minutes. Please be aware that the Board will not respond to any comments made during the public comment period, except to clarify issues, but we will take into consideration your comments, and when appropriate, district administration will follow-up with you at a later point in time.*
- B. Executive Session, in accordance with State Statute

**VI. Adjournment**



Oct 17  
PTO Highlights

- All Grade Level Socials (PreK-Grade 6) happened in the last month. Thanks to all the Room Parents for organizing & managing. New this year-
  - PTO sponsored, free to families
  - Pre-K included
  - All leftover snacks donated to Grade level classrooms. Grade 3 purchased soccer balls & donated them to each classroom for recess.
  
- In efforts towards community support, PTO had a table at WPD hosted, “Sirens & Sundaes” and Town DEI committee hosted, “Woodbridge Like Me” event.
  
- In-school picture day went smoothly. Thanks to Kristy Laydon and other parent volunteers for their help with the event.
  
- Upcoming Events:
  - Halloween Hoot- Saturday, Oct 22 (Rain Date: Oct 23) from 11-3 pm. Return of in-person event after 2 years.
    - Crafts, Games, Bouncy house, Bake Sale, Haunted Hallway, Dunk Tank, Costume Parade, Photo Booth and much more.
    - Silent auction ongoing from Oct 15-22.
  
- Support from PTO:
  - Wrapping up the scholastic order wishlist for all teachers (classroom & non-classroom) ~6700 scholastic dollars.
  - Library support for empathy week books- PTO purchased books for every student last year. We are supporting the library with hardcover copies for the library (~290 scholastic dollars).
  - Supporting Special Events including author visits has started (~ \$750).

Submitted by  
Ruchi Jain  
PTO President 2022-23  
brsptoinfo@gmail.com

**MINUTES OF THE HYBRID REGULAR WOODBRIDGE BOARD OF EDUCATION MEETING**

**Monday, September 19, 2022**

**South Assembly Room Beecher Road School**

**Via WebEx** <https://woodbridgeps.webex.com/woodbridgeps/j.php?MTID=mf4e0adc40c605857509fa4dd170e4ed4>

**Meeting Number:** 2499 265 5338

**Meeting Password:** MKmxPFFW225

**CALL TO ORDER:** Ms. Piascyk, Chair, called the meeting to order (7:03 PM).

**BOARD MEMBERS PRESENT:** Ms. Lynn Piascyk, Chair (in-person); Dr. Jay Dahya (7:12 PM in-person); Ms. Sarah Beth Del Prete, Secretary (in-person); Ms. Brooke Hopkins (Remote); Mr. Jeff Hughes (in-person); Dr. Maria Madonick, Vice Chair (7:04 PM in-person); Mr. Steven Lawrence (7:07 PM Remote); and Ms. Erin Williamson (in-person).

**STAFF:** Christine Syriac, Interim Superintendent; Analisa Sherman, Principal; James Sapia, Assistant Principal; Donna Coonan, Director of Business Services / Operations; and Marsha DeGennaro, Clerk of the Board.

**GUESTS:** Ruchi Jain, PTO; Drs. Mary Broderick and Jack Reynolds, CABA Consultants.

**CORRESPONDENCE** – None

**PUBLIC COMMENT** – None

**PTO Report** – Dr. Jain noted the successful Ice Cream Social and staff luncheon, upcoming Picture Day on September 19, and 21, Sirens & Sundaes on September 25, the Halloween Hoot on October 22, and Woodbridge Like Me on October 9. All 78 teachers will receive \$100 in scholastic dollars for their classroom and hybrid PTO meetings will be held on the 3<sup>rd</sup> Thursday of the month from 6:00 – 7:00 PM.

**BOWA Transportation Coordinator Retirement** – Chair Piascyk extended heartfelt thanks to Beth Cohen for her 35 years of continued service to BRS, development of all bus routes and in her role of BOWA Transportation Coordinator.

**CONSENT AGENDA**

**MOTION #1 – CONSENT AGENDA**

Move that we approve the consent agenda as presented.

Dr. Madonick

Second by Mr. Hughes

**UNANIMOUS**

**REPORTS**

**CABA Leadership Profile Report** – Drs. Mary Broderick and Jack Reynolds gave an overview of the Leadership Profile developed through various interviews and surveys as part of the search for a new superintendent. Key elements include:

- Communicates and collaborates effectively in schools and community
- Builds trusting relationships with students, staff and community
- Knowledgeable about education trends and innovative best practices in instruction
- Shares district-wide vision of excellence and innovative instruction
- Keeps students' growth and well-being the primary focus
- Trustworthy, honest, respectful
- Accessible, approachable and visible in the school and community

The complete Leadership Profile is available on the district web site.

**MOTION #2 – 2022/23 CABA LEADERSHIP PROFILE**

Move that we approve the 2022/23 CABA Leadership Profile as presented.

Dr. Madonick

Second by Ms. Del Prete

**UNANIMOUS**

Superintendent Report – Interim Superintendent Syriac noted that the BRS Enrollment Report is available in Board Book and highlighted the various presentations that will be presented at each regular month WBOE Meeting.

Strategic Planning Process – the three primary committees met recently and are developing action plans which will be presented to the Board most likely at the January meeting.

BRS Update – Ms. Sherman acknowledged the staff professional development activities and mandatory safety trainings held prior to the start of the school year, the Meet & Greet for students, the school-wide walk, Spanish Heritage month and Dot Day.

SBAC Report – Mr. Sapia presented an overview for how the assessment is conducted as well as the results from spring testing. SBA is a mandated global assessment aligned to common core standards. Since testing is done completely on-line, throughout the year students are provided with opportunities for daily exposure to similar web sites, question formats and navigation of the various online tools to achieve an individual comfort level. Also, it is a multiple choice Q&A computer adaptive test that changes for each student depending upon the answer(s) selected. While SBA testing is only one measurement, it does provide helpful information in determining strengths and weaknesses in daily instruction. An in-depth analysis is performed on each of the content data areas by BRS data teams to ascertain individual student growth targets and expected growth levels, cohort growth as well as vertical strengths and weakness to inform and guide instruction.

Overall students performed well with Woodbridge ranking first in its DRG. There were increases across all grade levels for English/Language Arts and Mathematics although there was a dip in Math with Grade 5 students. The overall scores for students in Woodbridge (DRG B) meeting or exceeding the state standard were: ELA (English/ Language Arts) – 80.25% (State Average 64.2 %) and Math –76.75% (State Average 58.6%). Grade 5 Next Generation Science – 82% (State Average 61.4 %). Questions were raised relative to the timing of the testing window and whether students would benefit from a different testing timeframe; comparison of our scores with DRG A; benefits of Universal Screening, Dibble and STAR assessments and identification of the areas where we are scoring the lowest.

Upcoming Meeting Presentations – An update on Special Education and the proposed 2023/24 Capital Budget will be presented at the October regular meeting. An update on the solar panels was requested as well as financial specifics on the bonding of the roof. The Board requested that the BOS Committee Charge of the recently formed *BRS Infrastructure Upgrade Building Committee* be shared with the full Board.

Facilities Committee – Mr. Hughes reviewed the September 6 meeting which focused on the Facilities Manager’s update and removal of the oil tank. The next meeting is November 1 at 7:30 AM.

Finance Committee – Dr. Dahya reviewed the September 15 meeting which included the standard monthly reports, reconciliation / line item transfers in the 2021/22 budget and a preliminary timeline for development of the 2023/24 budget. Ms. Coonan presented the line item transfers in the 2021/22 budget. Of particular note were the increases in Nurses as a result of agency contracting, assorted separation agreements with various personnel and the HVAC JACE control that was not included in the budget.

**MOTION #3 – 2021/22 BUDGET RECONCILIATION / LINE ITEM TRANSFERS**

Move that we approve the 2021/22 Budget Reconciliation and Line Item Transfers as presented.

Dr. Dahya  
Second by Mr. Hughes  
**UNANIMOUS**

CABE Liaison Report – Dr. Madonick reminded the Board of the CABE / CAPSS Convention in November and two upcoming webinars --- Parliamentary Procedures on September 28 and Legal Issues on October 12.

**NEW BUSINESS** – Chair Piascyk reminded everyone of the upcoming Policy Committee meeting on October 4 at 4:30 PM, Curriculum on October 6 at 4:00 PM, Finance Committee on October 12 at 4:30 PM and the regular October 17 meeting at 7:00 PM.

**PUBLIC COMMENT** – None

**MOTION TO ADJOURN:** (8:54 PM)

Dr. Dahya

Second by Ms. Del Prete

**UNANIMOUS**

Recorded by Marsha DeGennaro, Clerk of the Board

## Woodbridge Public School's 2022-2023 Budget Narrative

September 8, 2022

The attached financial reports represent two months (16.6%) of the fiscal year, but only three days of the school year.

**100 Series Salaries** - Salaries represent 62% of the budget. A combination of vacancies and turn over where new staff are paid at a lower rate than their predecessors has us currently showing \$119,000 of salary savings. We expect this to decrease throughout the fiscal year as vacancies are filled.

**200 Series Benefits** – Benefits are 20% of our budget is based on the elections of last year's staff. With staff turnover, this account is likely to change due to the changing medical coverage elections of new staff. We should have a clearer picture in another month as to how we will look this fiscal year.

**300 Series Purchased Professional Services**- This category represents 3% of our budget and includes legal, audit and other expenses that are generated on a month-by-month basis. We are currently anticipating a small overage in this category due to the unbudgeted Superintendent search.

**400 Series Purchased Property Services** - Utility budgets are 4% of the total budget and have been increased over the previous year to keep up with higher electric, gas and heating costs. The district always looks to maximize our purchasing power by joining up with neighboring towns and districts to group buy energy such as natural gas.

**500 Series Other Purchased Services** - This category is 8.2% of our budget and includes student transportation, tuition, interns, liability insurance and items that do not fall within the professional services/property services categories. We are currently estimating a \$76,000 budget deficit in this category due to needing of one additional special education bus than was budgeted and outplaced student tuition coming in slightly higher than budgeted.

**600 Series Materials and Supplies** – These supplies account for 1.7% of our budget. With the exception of custodial/maintenance supplies, this category is direct support for classroom instruction. It is rare that this category of accounts is over balance.

**700 Series Furniture and Equipment** - This category represents 3/10 of one percent of the budget and should not exceed its allocation.

**800 Series Dues and Fees** – This budget category is small but important as it links staff to professional organizations that help keep them up-to-date in their respective academic fields.

**900 Series Misc. Expenses** - The primary expense in this category is the Ezra Nurse, a non-public health expense we are required by law to maintain.

**WOODBIDGE BOARD OF EDUCATION  
MONTH SUMMARY REPORT  
FOR THE MONTH ENDED 9-30-22**

<u>OBJECT</u>	<u>DESCRIPTION</u>	<u>ADOPTED BUDGET</u>	<u>TOTAL AVAILABLE</u>	<u>ESTIMATED ADDITIONAL</u>	<u>(OVER) UNDER YEAR END</u>
100	TOTAL SALARIES	10,206,732	794,549	666,120	128,429
200	TOTAL BENEFITS	3,314,806	2,322,772	2,322,772	-
300	TOTAL PROFESS. SERVICES	491,825	438,423	451,617	(13,194)
400	TOTAL PROPERTY SERVICES	659,962	428,156	438,156	(10,000)
500	OTHER SERVICES	1,358,047	688,469	761,047	(72,578)
600	SUPPLIES & MATERIALS	293,769	167,316	157,316	10,000
700	TOTAL PROPERTY SERVICES	44,500	35,771	35,771	-
800	TOTAL DUES, FEES, MISC.	50,060	31,978	31,978	-
<b>TOTAL ADOPTED BUDGET</b>		<b>16,419,701</b>	<b>4,907,435</b>	<b>4,864,778</b>	<b>42,658</b>

<u>OBJECT</u>	<u>DESCRIPTION</u>	<u>ADOPTED BUDGET</u>	<u>TOTAL AVAILABLE</u>	<u>ESTIMATED ADDITIONAL</u>	<u>(OVER) UNDER YEAR END</u>
390	OT/PT SERVICES/CONSULTING	38,450	34,250	34,250	-
510	TRANSPORTATION	230,377	202,995	262,995	(60,000)
560	TUITION SPECIAL ED	160,814	(12,578)	-	(12,578)
<b>SPECIAL EDUCATION CARVEOUT</b>		<b>429,641</b>	<b>224,667</b>	<b>297,245</b>	<b>(72,578)</b>

<b>SUMMARY</b>	
<b>Special Ed Surplus / (Deficit)</b>	<b>(72,578)</b>
<b>Under / (Over) Spending in OTHER programs</b>	<b>115,235</b>
<b>Total Surplus / (Deficit) Projected</b>	<b>42,658</b>

**WOODBRIIDGE BOARD OF EDUCATION  
MONTHLY DETAIL BY OBJECT  
FOR THE MONTH ENDED SEPTEMBER 30, 2022**

Object Code	Descriptions	Adopted Budget	Expended to Date	Encumbered to Date	Available Balance	Estimated Additional	Projected Year-End Balance
110	Administrators	797,216	216,953	413,202	167,061	167,061	-
120	Teachers - Regular	5,583,680	892,281	4,637,283	54,116		54,116
120	Teachers - Special Education	1,071,004	143,908	717,641	209,456	150,000	59,456
1201	Psychologist	209,977	33,285	172,392	4,301	-	4,301
1203	Counselor	65,971	10,421	45,970	9,580	-	9,580
<b>Sub-Total Certified Salaries</b>		<b>7,727,848</b>	<b>1,296,848</b>	<b>5,986,487</b>	<b>444,513</b>	<b>317,061</b>	<b>127,452</b>
1303	Custodians	456,389	136,487	284,672	35,230	35,230	-
140	Nurses	152,026	14,744	97,811	39,471	39,471	-
150	Secretaries, Clerical	384,086	106,235	223,758	54,093	54,093	-
160	Paraprofessionals	350,516	50,104	255,617	44,795	44,795	-
1601	Special Education Paraprofess.	950,341	129,505	642,293	178,543	178,543	-
170/10	Salaries OT / PT	57,276	16,629	91,669	(51,023)	(50,000)	(1,023)
190	IT Manager	77,250	23,769	53,481	(0)	(0)	-
190	Salaries, Miscellaneous	51,000	2,072	-	48,928	46,928	2,000
<b>Sub-Total Non-Certified Salaries</b>		<b>2,478,884</b>	<b>479,547</b>	<b>1,649,301</b>	<b>350,036</b>	<b>349,059</b>	<b>977</b>
<b>TOTAL SALARIES</b>		<b>10,206,732</b>	<b>1,776,395</b>	<b>7,635,788</b>	<b>794,549</b>	<b>666,120</b>	<b>128,429</b>
220	FICA	272,252	47,652	-	224,600	224,600	-
230	CMERS	349,285	27,940	-	321,345	321,345	-
270	Medical Insurance	2,632,219	909,186	-	1,723,033	1,723,033	-
280	Life Insurance	31,550	4,807	-	26,743	26,743	-
2902	Other Employee Benefits	29,500	-	2,448	27,052	27,052	-
<b>TOTAL BENEFITS</b>		<b>3,314,806</b>	<b>989,585</b>	<b>2,448</b>	<b>2,322,772</b>	<b>2,322,772</b>	<b>-</b>
320	Professional Development	40,925	6,825	5,403	28,698	28,698	-
330	Legal Fees	87,000	4,194	-	82,806	75,000	7,806
340	Software Support	24,450	-	4,989	19,461	19,461	-
350	Substitutes	75,000	6,376	-	68,624	68,624	-
390/01	OT/PT/Consultant Services	38,450	-	4,200	34,250	34,250	-
3902	Financial Audit	26,000	-	-	26,000	33,000	(7,000)
390	Other Prof/Tech. Services	200,000	12,215	9,200	178,585	192,585	(14,000)
<b>TOTAL PROFESSIONAL SERVICES</b>		<b>491,825</b>	<b>29,610</b>	<b>23,792</b>	<b>438,423</b>	<b>451,617</b>	<b>(13,194)</b>
410/01	Utilities - Electric and Water	218,500	27,850	-	190,650	190,650	-
420	Heating	100,000	9,165	-	90,835	100,835	(10,000)
430	Repairs and Maintenance	63,400	1,063	12,453	49,884	49,884	-
450	Leases and Rentals	95,582	54,020	-	41,562	41,562	-
4501	Building Improvements	-	-	-	-	-	-
490	Other Purchased Services	26,000	2,456	17,683	5,862	5,862	-
4901	Service Contracts	156,480	27,964	79,153	49,363	49,363	-
<b>TOTAL PROPERTY SERVICES</b>		<b>659,962</b>	<b>122,517</b>	<b>109,289</b>	<b>428,156</b>	<b>438,156</b>	<b>(10,000)</b>
510	Pupil Transportation-Regular	424,556	95,476	-	329,080	329,080	-
510	Pupil Transportation-Spec. Educ.	230,377	27,382	-	202,995	262,995	(60,000)
520	Insurance-General Liability	125,109	88,642	32,043	4,424	4,424	-
5201	Worker's Compensation	221,776	109,327	108,613	3,836	3,836	-
530	Telephone Services	17,375	2,689	-	14,686	14,686	-
535	Internet	27,500	-	-	27,500	27,500	-
537	Postage	4,450	540	673	3,237	3,237	-
540	Advertising	1,000	-	-	1,000	1,000	-
550	Interns	125,000	-	30,000	95,000	95,000	-
560	Tuition - Wintergreen	6,000	-	-	6,000	6,000	-
560	Tuition - Out of District	160,814	27,690	145,701	(12,578)		(12,578)
590	Other Purchased Services	14,090	802	-	13,288	13,288	-

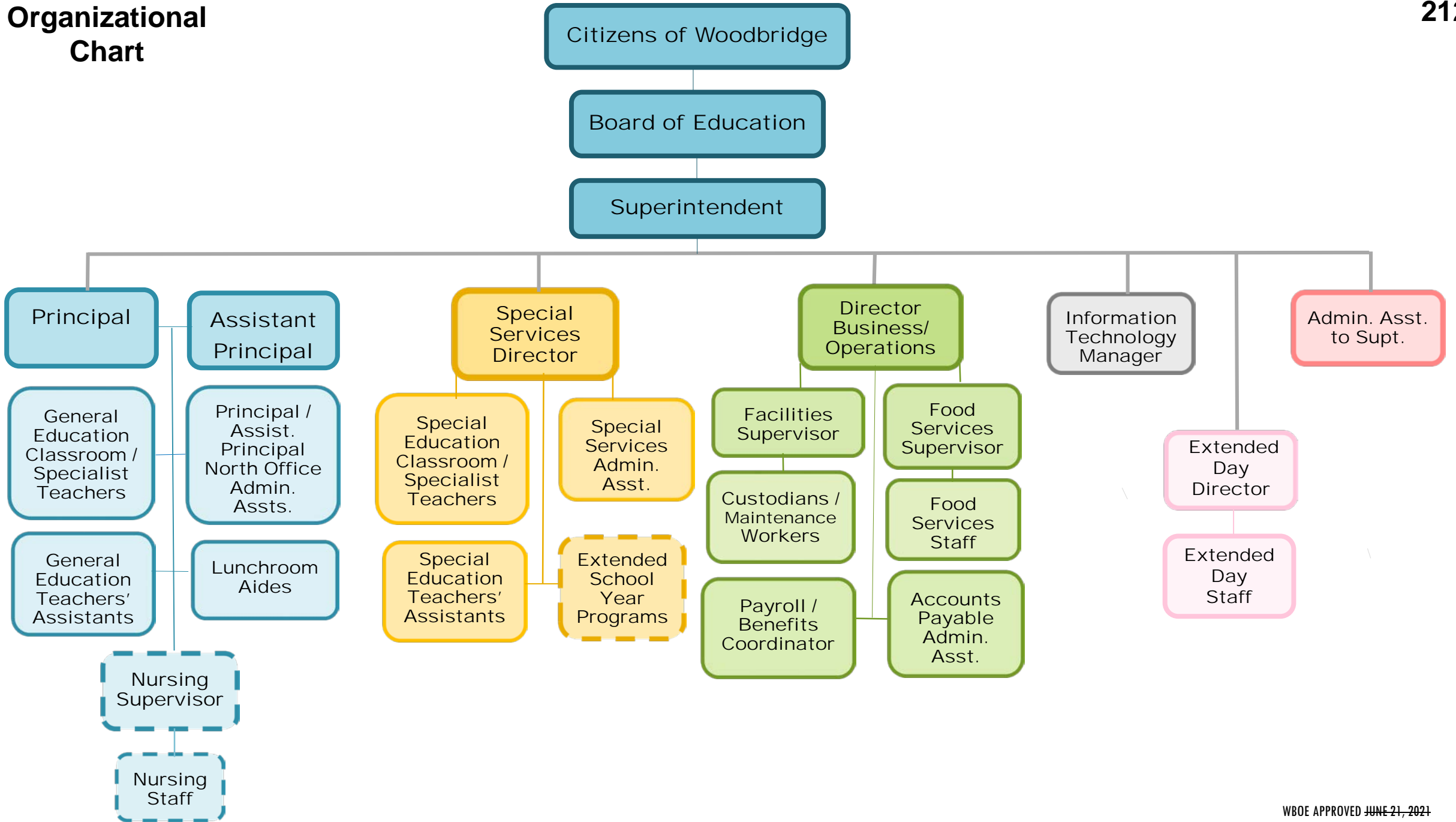
**WOODBRIAGE BOARD OF EDUCATION  
MONTHLY DETAIL BY OBJECT  
FOR THE MONTH ENDED SEPTEMBER 30, 2022**

Object Code	Descriptions	Adopted Budget	Expended to Date	Encumbered to Date	Available Balance	Estimated Additional	Projected Year-End Balance
<b>TOTAL OTHER PURCH SERVICES</b>		<b>1,358,047</b>	<b>352,547</b>	<b>317,031</b>	<b>688,469</b>	<b>761,047</b>	<b>(72,578)</b>
610	Instructional Supplies	95,596	11,279	37,070	47,248	47,248	-
620	Computer Software	75,793	19,277	2,300	54,216	44,216	10,000
625	Supplies Nurses	3,500	-	-	3,500	3,500	-
630	Supplies Custodial	52,000	4,274	33,101	14,626	14,626	-
635	Supplies Office	13,700	333	188	13,179	13,179	-
640	Books and Audio Visual	8,000	975	24	7,000	7,000	-
645	Subscriptions	23,180	1,162	-	22,018	22,018	-
650	Testing	17,000	-	11,684	5,316	5,316	-
690	Misc. Supplies - DW Security	5,000	-	4,786	214	214	-
<b>TOTAL SUPPLIES &amp; MATERIALS</b>		<b>293,769</b>	<b>37,300</b>	<b>89,153</b>	<b>167,316</b>	<b>157,316</b>	<b>10,000</b>
730	Equipment - Office	-	-	-	-	-	-
732	Computer Hardware	30,000	-	-	30,000	30,000	-
735	Equipment - Teaching	4,500	412	4,213	(125)	-	(125)
740	Equipment - Building	5,000	-	-	5,000	5,000	-
745	Furniture	5,000	-	4,104	896	771	125
<b>TOTAL PROPERTY</b>		<b>44,500</b>	<b>412</b>	<b>8,317</b>	<b>35,771</b>	<b>35,771</b>	<b>0</b>
810	Dues and Fees	25,060	15,433	195	9,432	9,432	-
825	Unemployment	-	-	-	-	-	-
900	Other Fees	25,000	111	2,343	22,546	22,546	-
<b>TOTAL DUES AND FEES</b>		<b>50,060</b>	<b>15,544</b>	<b>2,538</b>	<b>31,978</b>	<b>31,978</b>	<b>-</b>
<b>TOTAL ADOPTED BUDGET</b>		<b>16,419,701</b>	<b>3,323,910</b>	<b>8,188,355</b>	<b>4,907,435</b>	<b>4,864,778</b>	<b>42,658</b>

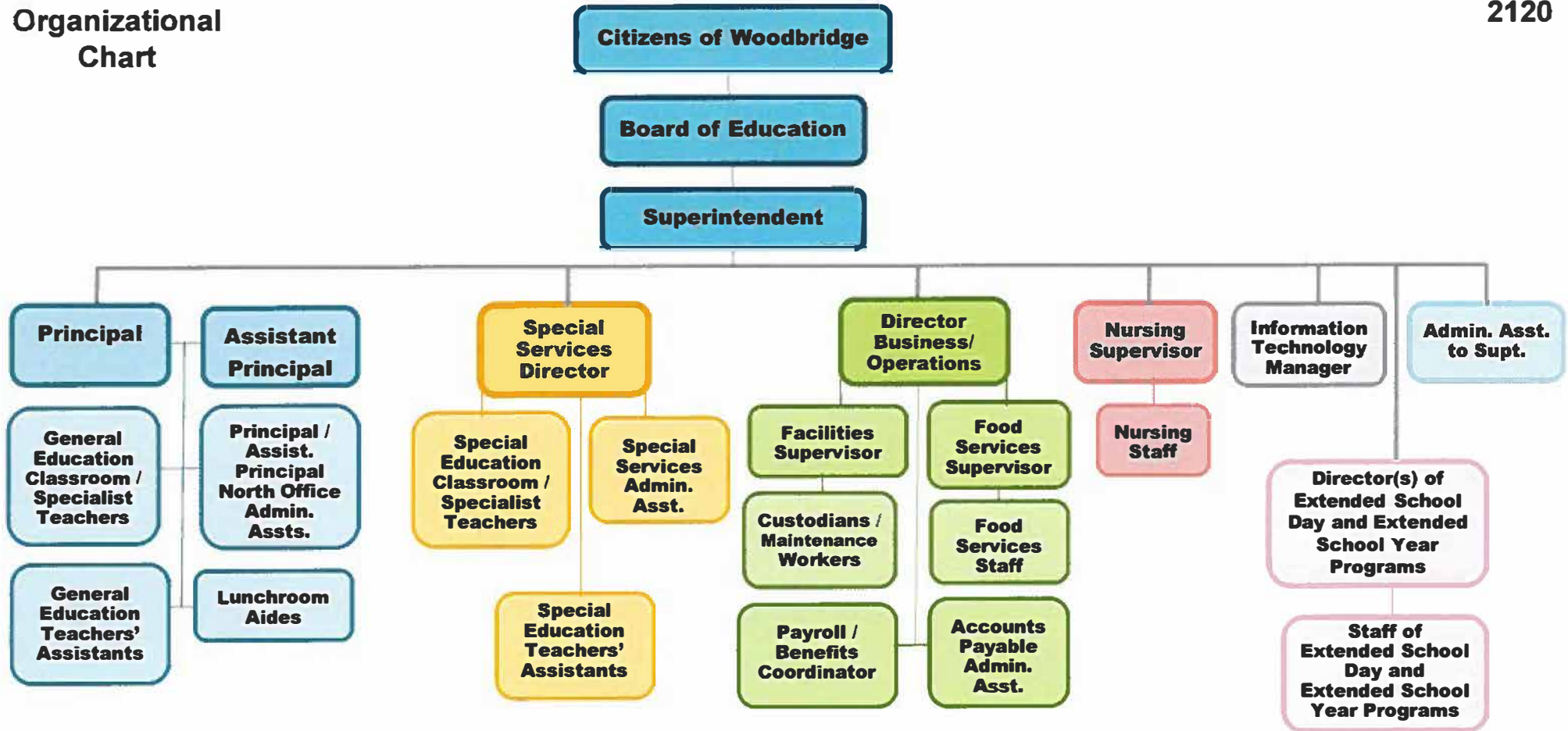
**WOODBRIIDGE BOARD OF EDUCATION  
SPECIAL REVENUE PROGRAMS  
FINANCIAL REPORT FOR THE MONTH ENDED 9-30-2022**

	Café	Extended Day	Field Trips	Expendable Trust	Activity Fund
<b>Revenues:</b>					
Charges for services	\$10,095	\$37,158	\$36	\$85,593	\$3,329
Intergovernmental	\$13,208	\$0	\$0	\$0	\$0
Donations	\$0	\$0	\$0	\$1,030	\$0
Other income	\$0	\$0	\$0	\$0	\$0
Additions	\$0	\$0	\$0	\$37	\$0
<b>Total Revenues:</b>	<b>\$23,302</b>	<b>\$37,158</b>	<b>\$36</b>	<b>\$86,660</b>	<b>\$3,329</b>
<b>Expenditures:</b>					
Wages, FICA, MERF	\$24,919	\$6,849	\$0	\$54,573	\$0
Medical Insurance	\$0	\$0	\$0	\$0	\$0
Cost of food sold	\$17,871	\$0	\$0	\$0	\$0
Equipment	\$0	\$0	\$0	\$0	\$0
Repairs	\$1,605	\$0	\$0	\$0	\$0
Other Expenses	\$4,466	\$0	\$0	\$7,516	\$0
<b>Total Expenditures:</b>	<b>\$48,861</b>	<b>\$6,849</b>	<b>\$0</b>	<b>\$62,089</b>	<b>\$0</b>
<b>Year to Date Net Income / (Loss):</b>	<b>(\$25,559)</b>	<b>\$30,309</b>	<b>\$36</b>	<b>\$24,571</b>	<b>\$3,329</b>
BOE Year to Date Cost of Health Insurance	\$3,109				
	<b>Café</b>	<b>Extended Day</b>	<b>Field Trips</b>	<b>Expendable Trust</b>	<b>Activity Fund</b>
<b>Assets:</b>					
Cash	\$200,684	\$102,002	\$4,378	\$62,731	\$14,944
Prepaid Expenses	\$0	\$0	\$0	\$0	\$0
Accounts Receivable	\$1,280	\$0	\$0	\$8,329	\$0
Intergovernment Receivable	\$13,208	\$0	\$0	\$11,510	\$0
Inventory	\$5,939	\$0	\$0	\$0	\$0
<b>Total Assets:</b>	<b>\$221,110</b>	<b>\$102,002</b>	<b>\$4,378</b>	<b>\$82,570</b>	<b>\$14,944</b>
<b>Liabilities:</b>					
Amounts Held As Agent	\$0	\$0	\$0	\$0	\$0
Accounts Payable	\$10,489	\$0	\$0	\$0	\$0
Deferred Revenue	\$21,617	\$27,680	\$0	\$0	\$0
Wages Payable	\$0	\$0	\$0	\$0	\$0
<b>Total Liabilities:</b>	<b>\$32,106</b>	<b>\$27,680</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>
<b>Fund Balance:</b>					
Prior Year Ending Fund Balance	\$214,563	\$44,013	\$4,342	\$57,999	\$11,615
Year to Date Income / (Loss)	(\$25,559)	\$30,309	\$36	\$24,571	\$3,329
<b>Current Fund Balance</b>	<b>\$189,005</b>	<b>\$74,322</b>	<b>\$4,378</b>	<b>\$82,570</b>	<b>\$14,944</b>

# Organizational Chart



# Organizational Chart



## Personnel -- Certified

### Recruitment and Selection of Administrative Staff

Administrative and supervisory positions will be filled in the following manner:

The Superintendent shall recommend one candidate for each of these positions to the Board of Education. *The selection process shall follow the guidelines in the corresponding regulations.*

1. Positions of Building Principal

~~The Superintendent shall present at least one candidate to the Board of Education for each of these positions.~~

2. Positions of District Office Directors

~~The Superintendent shall recommend one candidate to the Board for these positions.~~

3. Other Administrative and Supervisory Positions

If the Board does not act favorably upon the Superintendent's recommendation, in any position, 1-3, the Superintendent shall recommend single alternative candidates until the recommendation is approved.

Legal Reference: Connecticut General Statutes

[10-151](#) Employment of teachers. Notice and hearing on termination of contract.

[46a-60](#) Discriminatory employment practices prohibited.

**Policy adopted: November 19, 2012**

**WOODBRIIDGE PUBLIC SCHOOLS**

**Woodbridge, Connecticut**

*(The red text above indicates recommended new language. Recommended regulation language in red below.)*

**Personnel -- Certified**

**Recruitment and Selection of Administrative Staff**

Administrative and Supervisory Positions Selection Process Guidelines –

1. Focus Groups – facilitated by Superintendent and one BOE Member (Principal position Only)
  - a. parent focus group
  - b. staff focus group
2. Paper Screening of Applicants – Superintendent and an administrator of his/her selection
3. *Screening Committee for First Round Interviews.* The screening committee will narrow the pool to two-three finalists. The Superintendent will develop interview questions and rating chart. The same questions will be asked of all candidates. Superintendent will select the committee members using the following composition as a guideline for forming the committee:
  - a. 2-3 teachers
  - b. 1-2 BOE members
  - c. 1-2 administrators
  - d. Superintendent
  - e. Additional stakeholders deemed necessary at the time
4. *Second Round Interviews.* Superintendent will schedule second interviews for finalists which may include:
  - a. Finalist could spend 2-3 hours in district
  - b. Finalist will meet with panel of staff members to ask questions
  - c. Finalist will complete several written tasks/scenarios developed by the Superintendent. (Ex: data review and develop rough draft improvement plan, develop communications for parents, staff, BOE Members in an emergency situation, scenario provided by the Superintendent)
  - d. Additional interview questions with Superintendent and one other administrator
5. Superintendent conducts reference checks
6. Superintendent makes recommendation to the BOE.

Regulation Adopted:

**WOODBIDGE PUBLIC SCHOOLS**

**Woodbridge, Connecticut**

# Special Education Updates

Fall 2022

Carrie Borcharding  
Director of Special Services



# Current Special Ed Numbers

- Total # Sped: 117
  - Transfer students with IEPs included in total number
  - New eligible included in number
  
- # of PPTs held since August 2022: **36**

\*All numbers as of 10/10/22

# Referrals to Special Education

- Since July 2022:
  - # of Referrals made since July 1: **6**
  - # PPTs eligible: **4** (all PreK)
  - # PPTs not eligible: **4** (includes not moving forward with assessment)
  - # PPTs pending/ currently testing: **6**

\*All numbers as of 10/10/22

# Special Education Services

- Academic, Social/Emotional, OT, PT, Speech and Language, Behavior,
- 12 special education teachers
  - 4 specialized programs
  - 1 literacy specialist
  - 1 Pre-K
- 3 full time and 2 part time mental health providers
- 2 full time and 1 part time speech pathologist
- 1 full time occupational therapist
- 1 day a week, physical therapist
- Vision and Hearing services on individualized basis

# Types of Classrooms

- Grade Band Academic Support/ Resource Room
  - K, 1, 2
  - 2-3
  - 3-4
  - 5
  - 6
  - 4, 5, 6- intensive academic support
  - Reading/Dyslexia support
- Specialized Resource Rooms:
  - Social/Emotional Learning Needs
    - K-2 program
    - 3-6 program
  - Life Skills Needs
    - K-3 program
    - 4-6 program

# Students in a resource setting

- Students with academic concerns in 1 or more particular areas
- Students with reading difficulties needing significant reading support to make progress in general education areas
- Don't typically have behavioral/ social emotional goals on the IEP
- Instruction in both pull out (small group) and push in model
- Spend majority of their day with typical peers in the General Education Setting
- Minimal paraprofessional support required

# Students with Social/Emotional Needs

- May or may not have additional academic areas of concern
- Typically have goals on the IEP related to behavior and social skills
- Require a homebase classroom/teacher for instruction and calming/problem solving as needed throughout the school day
- Have access to mental health support and proactive strategies to teach social and behavioral skills
- Opportunities to role play and practice skills
- Typically require para support for more significant portions of the day

# Students with Life Skills Needs

- Work on functional academic skills, daily living skills and communication
- Mix of students with both significant academic and behavioral needs
- Opportunities to collaborate with typical peers throughout the day with a homebase classroom/teacher to offer supports
- Taught skills necessary for building independence and functioning in all areas of life
- Typically require support from paraprofessionals for significant portions of the school day

# Dyslexia Funding- ESSR II

- (Continuation of Grant from 2021)
- After school tutoring- 2x/week with a multi-sensory approach including the use of the SONDAY program
- Invited students:
  - Identification of LD-Dyslexia
  - Red/Yellow in most recent STAR Assessment
  - Sped Teacher Recommendation/ Newly eligible
- Extra tutoring- not required by an IEP

# Paraprofessional Training

- 18 hours required
- Master Teacher
- PMT
- Staff Meetings

**Town Building Committee for BRS Capital Projects**  
**Friday, September 30, 2022**

**Meeting Minutes**

The following committee members were present: Sheila McCreven (BOS), Jeff Hughes (WBOE), Donovan Lofters (WBOF). The following were also present: Beth Heller (First Selectman), Tony Genovese (Town Administrative Officer and Director of Finance), and Christine Syriac (WSD Interim Superintendent).

Chairman Sheila McCreven called the meeting to order at 10:09 am.

The committee members and guests introduced themselves. They considered options for future meetings and decided to establish a schedule of bi-weekly meetings beginning Thursday, October 13<sup>th</sup> at 8:30 am, in hybrid format.

The committee discussed the requirements for posting agendas and meeting minutes. First Selectman Beth Heller indicated that because Town Hall was currently short-staffed, committee members should cover these requirements on a volunteer basis. Sheila volunteered to take minutes until a staff person might become available at a future date.

The committee reviewed the charge from the Board of Selectmen and voted unanimously, on a motion by Donovan, seconded by Jeff, to request that the charge be amended to include necessary pool and security upgrades.

The committee discussed potential future meeting agenda items and timing.

On a motion by Jeff, seconded by Sheila voted unanimously to adjourn at 10:40.

**Town Building Committee for BRS Capital Projects**  
**Thursday, October 13, 2022**

**Meeting Minutes**

The following committee members were present: Sheila McCreven (BOS), Jeff Hughes (WBOE), Donovan Lofters (WBOF). The following were also present: Tony Genovese (Town Administrative Officer and Director of Finance), Lynn Piascyk (WBOE Chairman), and Donna Coonan (WSD Director of Business Services/Operations).

Chairman Sheila McCreven called the meeting to order at 8:33am.

The committee reviewed the status of its updated charge from the Board of Selectmen's meeting 10/12.

The committee's guests introduced themselves.

The committee discussed the project timeline and deadlines for grant applications. A rough emerging timeline includes milestones such as a June 30, 2023 deadline to submit an application for School Construction Grant funding, and a December 2023 timeframe to be informed of potential inclusion on the Priority List for this state funding. Work on the roof might then occur in the Spring/Summer of 2024. Other elements of the committee's projects, such as security upgrades and grounds/water incursion work which may be funded outside the School Construction Grant process may proceed on a faster track.

The committee noted that the pool component of work likely will not qualify for a School Construction Grant and that security upgrades may potentially be covered by other state funding and potential funding from the Federal Communications Commission (FCC) Universal Service Fund's E-Rate Program. The committee asked if the WBOE could investigate if security-related technology could be included in the school's 3-year Technology Plan for the purpose of qualifying for E-Rate funds.

The committee also discussed the need to better understand the curriculum aspect of pool use for the Learn to Swim program and other physical education use, and any recommendations that might be formulated by the WBOE regarding alternate ways to deliver such curriculum.

Tony stepped the committee through the planning process to issue a Request for Proposal (RFP) for professional guidance on the committee's projects. He will send committee members a draft of the required document in advance of its next meeting so it can be discussed in further detail and prepared for action to send to the BOS and BOF for funding consideration.

The committee noted the weather forecast for heavy rain and planned to informally tour the grounds of BRS on Friday, October 14<sup>th</sup> at 7:45am to see the impact in a timely manner. All discussion and potential action on what is seen will occur at the next committee meeting.

The committee discussed potential future meeting agenda items and timing and will request that several documents be distributed to the committee members in advance of its next meeting which will take place Thursday, October 27<sup>th</sup> at 8:30am, in hybrid format.

These requested documents include:

- Weston & Sampson 2022 pool report and link to recording of 10-12-2022 BOS meeting where the report was presented and discussed
- Components of planning documents and reports from the previous BRS Renovation project, circa 2013, relevant to the pool
- Fuss & O'Neil report circa 2011 on BRS grounds and drainage issues

On a motion by Donovan, seconded by Sheila, the committee voted unanimously to adjourn at 9:10am.

# Town Building Committee for BRS Capital Projects

## Schedule of meetings for 2022:

Friday, September 30th 2022 at 10:00am

Thursday, October 13th 2022 at 8:30am

Thursday, October 27th 2022 at 8:30am

Thursday, November 10th 2022 at 8:30am

Thursday, December 1st 2022 at 8:30am

Thursday, December 15th 2022 at 8:30am

**WOODBIDGE BOARD OF EDUCATION  
WOODBIDGE, CONNECTICUT**

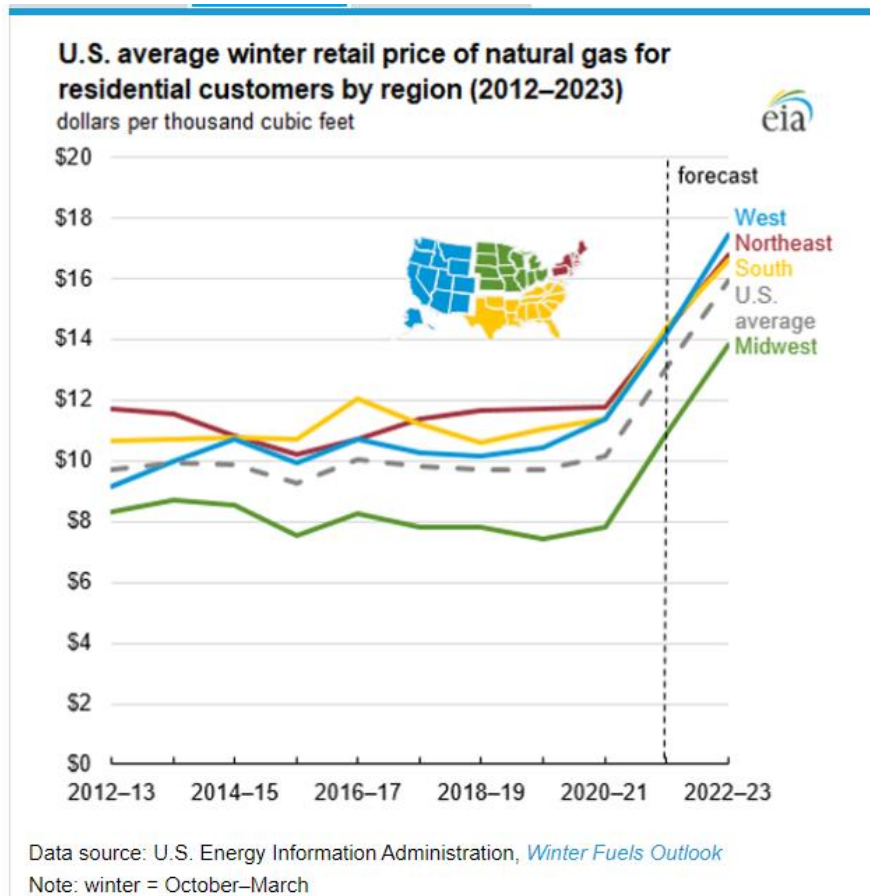
**October 13, 2022**

**Natural Gas Purchasing Options**

On October 12, 2022 the Woodbridge Board of Selectman voted to lock their price for natural gas at \$15.71 per unit for 30 months. The Town and BOE are currently locked on the same contract through the end of October at \$6.36 per unit for natural gas. Below is a look at natural gas prices over the past six months. Most of our meters are either the Small GS Rate or the GS Rate.

<b>SCG Gas Rate / DTH</b>				
<b>Month</b>	<b>Small GS Rate</b>	<b>GS Rate</b>	<b>Large GS Rate</b>	<b>Avg Rate</b>
5/2022	\$8.0950	\$7.3190	\$5.7340	\$7.0493
6/2022	\$9.6840	\$8.9080	\$7.3230	\$8.6383
7/2022	\$9.6840	\$8.9080	\$7.3230	\$8.6383
8/2022	\$10.6380	\$9.8620	\$8.2770	\$9.5923
9/2022	\$11.9790	\$11.0170	\$8.6560	\$10.5507
10/2022	\$11.8780	\$10.9160	\$8.5550	\$10.4497

Rates have risen 49% in the past six months. With the geopolitical unrest in the Russian natural gas supply to Europe, the demand for U.S. natural gas will continue to increase. Below is a chart depicting a forecast of the natural gas market by the U.S. Energy Information Administration.



Although the rate is very high compared to our current rate, it is below where the market is currently predicted to go. There is also some security in being able to budget accurately. If the rates drop below our locked rate, we can extend our contract and blend our current rate with the lower rate. We do also have the option to pay the floating rate for another month (currently \$10.91) and lock at a later date. In doing so we risk that we will end up paying an even higher rate than the \$15.71 per unit available to us now.