

## **Agenda**

### **I. Preliminary Business / WebEx Log-in / Motions**

**<https://woodbridgeps.webex.com/woodbridgeps/j.php?MTID=mc22ebbddd162cd4b5385d69d628b2360>**

**Meeting number (access code): 2496 665 0554**

**Meeting password: 2EPghgAJX34**

*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 December 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

### **III. Reports**

- A. Board Chair - Establish Ad Hoc Committee
- B. Superintendent's Report
  - 1. Strategic Plan Update
  - 2. PreAlgebra Update
  - 3. BRS Update

- C. Upcoming Meeting Presentation(s): Diversity, Equity and Inclusion Update
- D. BRS Town Building Committee Update
- E. Facilities Committee Report
- F. CABA Liaison Report

IV. **New Business**

- A. Open Choice

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**



Jan 17

PTO Highlights

December was a quiet month. No major activities.

Ongoing activities

- PTO sponsored Teachers mini grants for \$5000. *Under review* by school administration
- Working on protocols with school administration for PTO operations within school for smooth transitions every year

New events this year

- 1) Free Family STEM Night on Jan 26, in collaboration with Mad Science. The night will have a 45 min chemistry show and the students will have the opportunity to experience Electricity themed hands-on stations.
- 2) Art-Fundraiser with the vendor, Original Works. Students will be creating artwork during their regular Art classes and the parents will have an opportunity to have their child's artwork be printed on a selected item. PTO will be earning a set profit from the sales.
- 3) PTO Meet and Greet on February 16 from 5:00-6:30 pm. Families or interested volunteers will have an opportunity to meet the board & learn about the PTO. PTO is actively looking for coordinators for several upcoming events and nominations for PTO board positions for the upcoming year.

Submitted by  
Ruchi Jain  
PTO President 2022-23

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

**Monday, December 19, 2022**

**South Assembly Room Beecher Road School**

**Via WebEx** <https://woodbridgeps.webex.com/woodbridgeps/j.php?MTID=mcc30ef1611b739a68183ec6983ab8c6a>

**Meeting Number:** 2492 818 3684

**Meeting Password:** J5kG9ydfxe8

**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 Dayha (In-person); Ms. Sarah Beth Del Prete, Secretary (Remote); Ms. Brooke Hopkins (In-person); Mr. Jeff Hughes (In-person); Dr. Maria Madonick, Vice Chair (In-person); Dr. Michael Strambler (Remote); Mr. Steven Lawrence (In-person); and Ms. Erin Williamson (Remote).

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

**GUESTS:** Ruchi Jain, PTO.

**CORRESPONDENCE** – None

**PUBLIC COMMENT** – None

*PTO Report* – The full PTO report is available in [BoardBook](#). Dr. Jain extended a sincere thank you to Interim Superintendent Syriac as this was her last meeting and wished the Board and staff a very happy holiday season.

**Chairman's Report**

A warm welcome was extended to Vonda Tencza who officially became the new Superintendent on Monday, December 12<sup>th</sup>.

The Board acknowledged Interim Superintendent Syriac who has worked tirelessly to move the district forward always striving to uphold the school's mission and vision, always supporting and encouraging the faculty and staff, always guiding the Board of Education, and most importantly, always putting the students first. Ms. Syriac stepped up to serve the BRS community as a solid and sturdy bridge during difficult times of transition and fulfilled that task with proficiency, grace, humility, confidence, perseverance, and with an uncompromising moral compass. The Board and the entire school community offered sincere thanks and heartfelt appreciation to Interim Superintendent Syriac.

*Superintendent Report* – Superintendent Tencza expressed her appreciation for the warm welcome she has received. She acknowledged the new school visitor scanning program, and thanked Interim Superintendent Syriac for her support and guidance in creating a seamless transition of leadership.

**CONSENT AGENDA**

**MOTION #1 – CONSENT AGENDA**

Move that we approve the consent agenda as presented.

Dr. Madonick

Second by Ms. Hopkins

**UNANIMOUS**

**REPORTS**

*2023/24 Superintendent's Recommended Budget* – Interim Superintendent Syriac presented the 2023/24 budget proposal which outlines current and future needs. The budget builds on the upcoming years and supports the mission and vision of the school as well as the Strategic Plan Goals. It was noted that the budget proposal did not include the \$167,500 excess costs appropriation from the town related to special education.

The guiding principles of the budget are:

- Provide a high-quality educational program that serves all students while advancing the District's goals over time.
- Identify and prioritize opportunities to improve operational efficiencies. Reallocation of funds.
- Develop a budget that respects the taxpayer.

Key drivers include:

- ❖ Salary and Benefit Contractual Increases
- ❖ Preparation for Increasing Enrollment and Increasing Student Needs
- ❖ Special Education
- ❖ Increasing Energy Costs
- ❖ Reallocation of Resources to Increase Efficiencies
  - ◇ Reduction of five para educator positions to offset cost of additional staff
    - \* Work force depleted, positions challenging to fill, high turnover
    - \* Mandated professional learning
    - \* Focus on high level training to improve job satisfaction
  - ◇ Addition of 1.0 FTE Assistant Principal Position, 50% special education/50% general education
    - Assist with PPT process
      - \* Provides time for the Director of Special Services to be in classrooms and evaluate programs
      - \* Provides time for the Director of Special Services to develop professional learning for staff
    - Assist with evaluation of certified staff
      - \* Provides Building Principal with time to engage in curriculum development and implementation work with Superintendent and specialists
      - \* Reduces evaluation load to increase meaningful support to certified and non-certified staff
  - ◇ The part-time social worker (0.7 FTE) and school psychologist (0.6 FTE) positions return to 0.5 FTE.
  - ◇ Increase the current multi-lingual teacher from 0.5 FTE to 1.0 FTE.

This budget represents an overall increase of 3.94% (\$17,067,090) and contains an additional 1.5 certified positions at a net cost of \$37,475 based on the reallocation of resources to increase efficiencies and maintains current staffing and programs. It increases curriculum writing funding to support the CSDE reading mandate. Identifies the potential to restore the STEAM teacher position eliminated last year to the 2024/25 budget, supports the mission, vision, and strategic plan goals and objectives for all students and includes technology equipment replacements in transitioning from iPads to ChromeBooks. Offsets include reduction of interns / increase in building substitutes, consistent allocation for grade level supplies, and two BCBA positions through the reduction of unfilled TA positions. It was also noted that ARP and ESSER funding will end at the end of the current school year so reallocation of resources is important.

It also allows for an in-depth analysis of the Special Education program to occur. In order to be able to make structural changes to the program, the new Special Education Director needs to be able to get out into the classrooms, observe programs as well as the delivery of services. Time is needed to determine if there is an over identification of students and/or over servicing of students, and it is through that process that there could be a reallocation of paraeducator support in other areas in future budgets.

It was noted that the Board would not be taking action on the 2023/24 budget this evening as a special meeting will be held on January 4. Concern was expressed for the lack of input from the WBOE Finance Committee on the development of the budget. It was noted this budget outlines a clear vision, provides a roadmap that makes sense and it is clear this has not been a piece meal process. All Board members have the opportunity to participate and speak about the budget and it has been a collaborative and transparent process by the full Board.

2023/24 School Calendar – Interim Superintendent Syriac presented the 2023/24 calendar developed in collaboration with the BOWA Districts.

### **MOTION #2 – 2023/24 CALENDAR**

Move approval of the 2023/24 Calendar as presented.

Dr. Madonick  
Second by Ms. Hopkins  
**UNANIMOUS**

TAG Update – Carrie – eligibility criteria – recommended changes to assessments.

BRS Update – Ms. Sherman noted the successful Winter Book Fair, the 5<sup>th</sup> and 6<sup>th</sup> grade winter concerts, participation of grade 6 students in CEMA, and various grade level projects – writing workshop in Kindergarten, 3<sup>rd</sup> grade mystery unit, Grade 1 math projects on strong angles and kindness rocks.

Upcoming Meeting Presentations – PreAlgebra and the Strategic Plan update.

Town Building Committee – Mr. Hughes indicated this committee is meeting every other week. On November 28 members of the Boards of Selectmen, Finance and Education attended an internal walk-through of BRS and have agreed to conduct a similar walk on the outside grounds in January. Also noted was the continued discussion of the pool, which was not included in the original charge to this committee, and therefore, not a topic of discussion for the committee.

Ad Hoc Committee – Based on discussions in the Building Committee meetings as well as discussions with town leadership, other Board members, and in accordance with Board Policy 9133, Chair Piascyk will appoint an Ad Hoc Committee at the regular January meeting to study BRS space needs inclusive of timeline, charge and membership. Board members were asked to provide any input to either her or Superintendent Tencza.

Finance Committee – Dr. Dahya reviewed the December 12 meeting which included review of the monthly financial reports. A suggestion was made to lobby the state on the availability and use of special education funding.

Policy Committee – Dr. Madonick presented the policies currently under 30-day for adoption.

**MOTION #3 – POLICY 1313 - GIFTS TO SCHOOL PERSONNEL**

Move that we adopt 1313 - Gifts to School Personnel as submitted.

Dr. Madonick  
Second by Ms. Hopkins  
**UNANIMOUS**

**MOTION #4 – POLICY 2400 - EVALUATION OF THE SUPERINTENDENT**

Move that we adopt Policy 2400 - Evaluation of the Superintendent as revised.

Dr. Madonick  
Second by Mr. Lawrence  
**UNANIMOUS**

**MOTION #5 – POLICY 3280 - GIFTS, GRANTS, BEQUESTS AND MEMORIALS**

Move that we adopt Policy 3280 - Gifts, Grants, Bequests and Memorials as revised.

Dr. Madonick  
Second by Mr. Lawrence  
**UNANIMOUS**

CABE Liaison Report – Dr. Madonick noted that CABE had added several recent webinars to their free library.

**NEW BUSINESS**

As required, when a change in superintendent leadership occurs, the incoming superintendent is authorized to hire all staff in accordance with Connecticut General Statute 10-151(b).

**MOTION #6 – AUTHORIZATION TO HIRE**

Move that we authorize Vonda Tencza, Superintendent to hire staff for the Woodbridge School District in accordance with Connecticut General Statute 10-151(b) effective December 12, 2022.

Ms. Piascyk  
Second by Dr. Dahya  
**UNANIMOUS**

Authorized Signatures

As required when changes in leadership occur, authorized signers for the district are required to be designated.

**MOTION #7 – AUTHORIZED SIGNERS**

Move that we approve Vonda Tencza as an authorized signature and representative for the Woodbridge School District, effective December 12, 2022.

Ms. Piascyk  
Second by Dr. Madonick  
**UNANIMOUS**

**MOTION #8 – ED-099 SIGNATURE CHANGE**

Move that we accept the Permanent Single Agreement for the Connecticut State Department of Education’s Child Nutrition Programs and authorize the Board of Education Secretary, Sarah Beth Del Prete, to certify the action of the Woodbridge Board of Education that authorizes Vonda Tencza, Superintendent of Schools and Donna Coonan, Director of Business Services and Operations as signers of the CSDE reimbursement claims submitted on behalf of the Woodbridge School District.

Ms. Piascyk  
Second by Dr. Madonick  
**UNANIMOUS**

Chair Piascyk announced the January meeting dates: Facilities Committee on January 5 at 7:30 AM; Finance Committee on January 10 at 4:30 PM; the regular Board meeting on Tuesday, January 17 at 7:00 PM and the Special Meeting on January 4 at 5:00 PM for adoption of the 2023/24 Operating Budget.

**PUBLIC COMMENT** – None

The Board entered Executive Session to receive an update on safety and security.

**MOTION #9 – EXECUTIVE SESSION (9:25 PM)**

Move that we enter Executive Session to receive an update on security and invite the Superintendent and Interim Superintendent to join the Board.

Ms. Piascyk  
Second by Mr. Hughes  
**UNANIMOUS**

**BOARD MEMBERS PRESENT:** Ms. Lynn Piascyk, Chair (In-person); Dr. Jay Dayha (In-person); Ms. Sarah Beth Del Prete, Secretary (Remote); Ms. Brooke Hopkins (In-person); Mr. Jeff Hughes (In-person); Dr. Maria Madonick, Vice Chair (In-person); Dr. Michael Strambler (Remote); Mr. Steven Lawrence (In-person); and Ms. Erin Williamson (Remote).

**STAFF:** Christine Syriac, Interim Superintendent; Vonda Tencza, Superintendent.

**MOTION #10 – RETURN TO PUBLIC SESSION**

Move that we return to Public Session (10:12 PM).

Ms. Hopkins  
Second by Dr. Madonick  
**UNANIMOUS**

**BOARD MEMBERS PRESENT:** Ms. Lynn Piascyk, Chair (In-person); Dr. Jay Dayha (In-person); Ms. Sarah Beth Del Prete, Secretary (7:12 In-person); Ms. Brooke Hopkins (In-person); Dr. Maria Madonick, Vice Chair (In-person); Dr. Michael Strambler (In-person); Mr. Steven Lawrence (In-person); and Ms. Erin Williamson (Remote).

**STAFF:** Christine Syriac, Interim Superintendent; Vonda Tencza, Superintendent; Marsha DeGennaro, Clerk of the Board.

Chair Piascyk called the Public Session back to order (10:13 PM).

**MOTION TO ADJOURN:** (10:14 PM)

Dr. Dahya

Second by Dr. Madonick

**UNANIMOUS**

Recorded by Marsha DeGennaro, Clerk of the Board

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

January 9, 2023

The attached financial reports represent six months (50%) of the fiscal 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 \$293,000 of salary savings. Although we expect this to decrease in the second half of the fiscal year, it is proving difficult to fill all the paraeducator vacancies.

**200 Series Benefits** – Benefits are 20% of our budget and are based on the elections of last year's staff. Medical insurance is running as budgeted. However, a combination of FICA and MERF are running \$36,000 over budget which could grow as we are not currently fully staffed.

**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 forecasting an \$82,000 overage in this category due to the Substitutes, an unbudgeted Superintendent search, the need for a Single Audit for the prior fiscal year and unanticipated temporary staffing due to a medical leave. However, there is savings in the Interns line (in the Other Purchased Services category) that will offset the most of the extra Substitute costs.

**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 natural gas and heating costs. The winter thus far has been on the warm side and can slightly soften our previous month's estimates for natural gas. This month we added an unbudgeted \$35,000 for an Air Quality audit required by GA Bill 5560 that needs to be completed by next year.

**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. Last month we estimated a \$200,000 budget deficit in this category due to needing one additional special education bus, and additional outplaced tuition and transportation services – this month the picture improved materially as the Woodbridge Board of Selectman approved a \$131,000 transfer of prior year Open Choice receipts to the BOE which can be used to offset some of the special education transportation and outplaced tuition expenses we are experiencing. With the newly allotted funds, this category is still running \$137,000 over budget.

**600 Series Materials and Supplies** – These supplies account for 1.7% of our budget. With the exception of custodial/maintenance supplies, this category directly supports classroom instruction. As supplies accounts were frozen last year, we anticipate needing to use all of the available balances this fiscal year.

**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 12-31-2022**

| <u>OBJECT</u>               | <u>DESCRIPTION</u>      | <u>ADOPTED<br/>BUDGET</u> | <u>TOTAL<br/>AVAILABLE</u> | <u>ESTIMATED<br/>ADDITIONAL</u> | <u>(OVER)<br/>UNDER<br/>YEAR END</u> |
|-----------------------------|-------------------------|---------------------------|----------------------------|---------------------------------|--------------------------------------|
| 100                         | TOTAL SALARIES          | 10,206,732                | 434,607                    | 141,293                         | 293,314                              |
| 200                         | TOTAL BENEFITS          | 3,314,806                 | 1,629,686                  | 1,665,513                       | (35,827)                             |
| 300                         | TOTAL PROFESS. SERVICES | 491,825                   | 343,743                    | 425,247                         | (81,504)                             |
| 400                         | TOTAL PROPERTY SERVICES | 659,962                   | 347,414                    | 360,628                         | (13,215)                             |
| 500                         | OTHER SERVICES          | 1,358,047                 | 351,592                    | 488,294                         | (136,702)                            |
| 600                         | SUPPLIES & MATERIALS    | 293,769                   | 133,226                    | 137,444                         | (4,218)                              |
| 700                         | TOTAL PROPERTY SERVICES | 44,500                    | 34,889                     | 34,501                          | 388                                  |
| 800                         | TOTAL DUES, FEES, MISC. | 50,060                    | 29,520                     | 31,020                          | (1,500)                              |
| <b>TOTAL ADOPTED BUDGET</b> |                         | <b>16,419,701</b>         | <b>3,304,677</b>           | <b>3,283,941</b>                | <b>20,736</b>                        |

| <u>OBJECT</u>                     | <u>DESCRIPTION</u>        | <u>ADOPTED<br/>BUDGET</u> | <u>TOTAL<br/>AVAILABLE</u> | <u>ESTIMATED<br/>ADDITIONAL</u> | <u>(OVER)<br/>UNDER<br/>YEAR END</u> |
|-----------------------------------|---------------------------|---------------------------|----------------------------|---------------------------------|--------------------------------------|
| 390                               | OT/PT SERVICES/CONSULTING | 38,450                    | 33,700                     | 40,000                          | (6,300)                              |
| 510                               | TRANSPORTATION            | 230,377                   | 56,805                     | 56,000                          | 805                                  |
| 560                               | TUITION SPECIAL ED        | 160,814                   | (83,863)                   | 133,725                         | (217,588)                            |
| <b>SPECIAL EDUCATION CARVEOUT</b> |                           | <b>429,641</b>            | <b>6,642</b>               | <b>229,725</b>                  | <b>(223,083)</b>                     |

| <b>SUMMARY</b>                                   |                  |
|--|------------------|
| <b>Special Ed Surplus / (Deficit)</b>            | <b>(223,083)</b> |
| <b>Under / (Over) Spending in OTHER programs</b> | <b>243,818</b>   |
| <b>Total Surplus / (Deficit) Projected</b>       | <b>20,736</b>    |

**WOODBRIIDGE BOARD OF EDUCATION**  
**MONTHLY DETAIL BY OBJECT**  
**FOR THE MONTH ENDED December 31, 2022**

| Object Code                             | Descriptions                     | Adopted Budget    | Budget Transfers | Expended to Date | Encumbered to Date | Available Balance | Estimated Additional | Projected Year-End Balance |
|---|----------------------------------|-------------------|------------------|------------------|--------------------|-------------------|----------------------|----------------------------|
| 110                                     | Administrators                   | 797,216           |                  | 429,434          | 358,232            | 9,550             |                      | 9,550                      |
| 120                                     | Teachers - Regular               | 5,583,680         |                  | 2,401,727        | 3,122,275          | 59,679            |                      | 59,679                     |
| 120                                     | Teachers - Special Education     | 1,071,004         |                  | 385,014          | 602,691            | 83,300            |                      | 83,300                     |
| 1201                                    | Psychologist                     | 209,977           |                  | 91,533           | 114,144            | 4,301             |                      | 4,301                      |
| 1203                                    | Social Worker                    | 65,971            |                  | 25,048           | 31,343             | 9,580             |                      | 9,580                      |
| <b>Sub-Total Certified Salaries</b>     |                                  | <b>7,727,848</b>  | <b>0</b>         | <b>3,332,755</b> | <b>4,228,683</b>   | <b>166,409</b>    | <b>0</b>             | <b>166,409</b>             |
| 1303                                    | Custodians                       | 456,389           |                  | 252,644          | 173,991            | 29,755            | 29,755               | -                          |
| 140                                     | Nurses                           | 152,026           |                  | 65,986           | 95,271             | (9,231)           | -                    | (9,231)                    |
| 150                                     | Secretaries, Clerical            | 384,086           |                  | 204,718          | 160,214            | 19,154            | 15,000               | 4,154                      |
| 160                                     | Paraprofessionals                | 350,516           |                  | 131,701          | 152,618            | 66,197            |                      | 66,197                     |
| 1601                                    | Special Education Paraprofess.   | 950,341           |                  | 345,341          | 428,771            | 176,229           | 77,538               | 98,691                     |
| 170/10                                  | Salaries OT / PT                 | 57,276            |                  | 45,730           | 62,360             | (50,814)          |                      | (50,814)                   |
| 190                                     | IT Manager                       | 77,250            |                  | 44,567           | 32,683             | -                 |                      | -                          |
| 190                                     | Salaries, Miscellaneous          | 51,000            |                  | 14,092           | -                  | 36,908            | 19,000               | 17,908                     |
| <b>Sub-Total Non-Certified Salaries</b> |                                  | <b>2,478,884</b>  | <b>0</b>         | <b>1,104,780</b> | <b>1,105,907</b>   | <b>268,198</b>    | <b>141,293</b>       | <b>126,905</b>             |
| <b>TOTAL SALARIES</b>                   |                                  | <b>10,206,732</b> | <b>0</b>         | <b>4,437,535</b> | <b>5,334,590</b>   | <b>434,607</b>    | <b>141,293</b>       | <b>293,314</b>             |
| 220                                     | FICA                             | 272,252           |                  | 134,143          | -                  | 138,109           | 157,300              | (19,191)                   |
| 230                                     | CMERS                            | 349,285           |                  | 156,361          | -                  | 192,924           | 254,639              | (61,715)                   |
| 270                                     | Medical Insurance                | 2,632,219         |                  | 1,367,986        | -                  | 1,264,233         | 1,232,014            | 32,219                     |
| 280                                     | Life Insurance                   | 31,550            |                  | 11,702           | -                  | 19,848            | 16,560               | 3,288                      |
| 2902                                    | Other Employee Benefits          | 29,500            |                  | 12,480           | 2,448              | 14,572            | 5,000                | 9,572                      |
| <b>TOTAL BENEFITS</b>                   |                                  | <b>3,314,806</b>  | <b>0</b>         | <b>1,682,672</b> | <b>2,448</b>       | <b>1,629,686</b>  | <b>1,665,513</b>     | <b>(35,827)</b>            |
| 320                                     | Professional Development         | 40,925            |                  | 7,360            | 6,071              | 27,494            | 17,000               | 10,494                     |
| 330                                     | Legal Fees                       | 87,000            |                  | 19,979           | -                  | 67,021            | 67,021               | -                          |
| 340                                     | Software Support                 | 24,450            |                  | 8,296            | 2,856              | 13,298            | 13,298               | -                          |
| 350                                     | Substitutes                      | 75,000            |                  | 58,550           | -                  | 16,450            | 85,000               | (68,550)                   |
| 390/01                                  | Consultant Services              | 38,450            |                  | 180              | 4,570              | 33,700            | 40,000               | (6,300)                    |
| 3902                                    | Financial Audit                  | 26,000            |                  | -                | -                  | 26,000            | 33,000               | (7,000)                    |
| 390                                     | Other Prof/Tech. Services        | 200,000           |                  | 25,180           | 15,040             | 159,780           | 169,928              | (10,148)                   |
| <b>TOTAL PROFESSIONAL SERVICES</b>      |                                  | <b>491,825</b>    | <b>0</b>         | <b>119,545</b>   | <b>28,537</b>      | <b>343,743</b>    | <b>425,247</b>       | <b>(81,504)</b>            |
| 410/01                                  | Utilities - Electric and Water   | 218,500           |                  | 71,139           | -                  | 147,361           | 110,000.00           | 37,361                     |
| 420                                     | Heating                          | 100,000           |                  | 16,080           | -                  | 83,920            | 95,000               | (11,080)                   |
| 430                                     | Repairs and Maintenance          | 63,400            |                  | 18,157           | 19,738             | 25,505            | 30,000               | (4,495)                    |
| 450                                     | Leases and Rentals               | 95,582            |                  | 54,708           | 709                | 40,165            | 40,165               | -                          |
| 4501                                    | Building Improvements            | -                 |                  | -                | -                  | -                 | -                    | -                          |
| 490                                     | Other Purchased Services         | 26,000            |                  | 11,016           | 8,984              | 6,000             | 6,000                | -                          |
| 4901                                    | Service Contracts                | 156,480           |                  | 61,164           | 50,852             | 44,464            | 79,464               | (35,000)                   |
| <b>TOTAL PROPERTY SERVICES</b>          |                                  | <b>659,962</b>    | <b>0</b>         | <b>232,265</b>   | <b>80,283</b>      | <b>347,414</b>    | <b>360,628</b>       | <b>(13,215)</b>            |
| 510                                     | Pupil Transportation-Regular     | 424,556           |                  | 190,322          |                    | 234,234           | 234,234              | -                          |
| 510                                     | Pupil Transportation-Spec. Educ. | 230,377           | 116,000          | 93,501           | 196,071            | 56,805            | 56,000               | 805                        |
| 520                                     | Insurance-General Liability      | 125,109           |                  | 88,642           | 32,043             | 4,424             |                      | 4,424                      |
| 5201                                    | Worker's Compensation            | 221,776           |                  | 108,247          | 108,613            | 4,916             |                      | 4,916                      |
| 530                                     | Telephone Services               | 17,375            |                  | 4,695            | -                  | 12,680            | 14,000               | (1,320)                    |
| 535                                     | Internet                         | 27,500            |                  | 19,122           | -                  | 8,378             | 6,318                | 2,060                      |
| 537                                     | Postage                          | 4,450             |                  | 1,644            | 1,073              | 1,733             | 1,733                | -                          |
| 540                                     | Advertising                      | 1,000             |                  | -                | -                  | 1,000             |                      | 1,000                      |
| 550                                     | Interns                          | 125,000           |                  | 30,000           | -                  | 95,000            | 32,000               | 63,000                     |
| 560                                     | Tuition - Wintergreen            | 6,000             |                  | -                | -                  | 6,000             |                      | 6,000                      |
| 560                                     | Tuition - Out of District        | 160,814           | 15,000           | 61,835           | 197,841            | (83,863)          | 133,725              | (217,588)                  |
| 590                                     | Other Purchased Services         | 14,090            |                  | 3,655            | 150                | 10,285            | 10,285               | -                          |
| <b>TOTAL OTHER PURCH SERVICES</b>       |                                  | <b>1,358,047</b>  | <b>131,000</b>   | <b>601,663</b>   | <b>535,792</b>     | <b>351,592</b>    | <b>488,294</b>       | <b>(136,702)</b>           |
| 610                                     | Instructional Supplies           | 95,596            |                  | 33,291           | 25,127             | 37,178            | 37,178               | -                          |
| 620                                     | Computer Software                | 75,793            |                  | 21,577           | 2,018              | 52,199            | 52,199               | -                          |
| 625                                     | Supplies Nurses                  | 3,500             |                  | -                | 712                | 2,788             | 2,788                | -                          |
| 630                                     | Supplies Custodial               | 52,000            |                  | 15,325           | 22,746             | 13,929            | 13,929               | -                          |

**WOODBIDGE BOARD OF EDUCATION  
MONTHLY DETAIL BY OBJECT  
FOR THE MONTH ENDED December 31, 2022**

| Object Code                           | Descriptions                 | Adopted Budget    | Budget Transfers | Expended to Date | Encumbered to Date | Available Balance | Estimated Additional | Projected Year-End Balance |
|---------------------------------------|------------------------------|-------------------|------------------|------------------|--------------------|-------------------|----------------------|----------------------------|
| 635                                   | Supplies Office              | 13,700            |                  | 437              | 517                | 12,746            | 12,746               | -                          |
| 640                                   | Books and Audio Visual       | 8,000             |                  | 989              | 6,538              | 473               | 473                  | -                          |
| 645                                   | Subscriptions                | 23,180            |                  | 3,134            | 5,959              | 14,087            | 14,087               | -                          |
| 650                                   | Testing                      | 17,000            |                  | 9,996            | 2,958              | 4,045             | 4,045                | -                          |
| 690                                   | Misc. Supplies - DW Security | 5,000             |                  | 4,673            | 4,545              | (4,218)           | -                    | (4,218)                    |
| <b>TOTAL SUPPLIES &amp; MATERIALS</b> |                              | <b>293,769</b>    | <b>0</b>         | <b>89,422</b>    | <b>71,120</b>      | <b>133,226</b>    | <b>137,444</b>       | <b>(4,218)</b>             |
| 730                                   | Equipment - Office           | -                 |                  | -                | -                  | -                 | -                    | -                          |
| 732                                   | Computer Hardware            | 30,000            |                  | -                | 845                | 29,155            | 29,155               | -                          |
| 735                                   | Equipment - Teaching         | 4,500             |                  | 2,108            | 2,004              | 388               | -                    | 388                        |
| 740                                   | Equipment - Building         | 5,000             |                  | -                | -                  | 5,000             | 5,000                | -                          |
| 745                                   | Furniture                    | 5,000             |                  | 4,170            | 484                | 346               | 346                  | -                          |
| <b>TOTAL PROPERTY</b>                 |                              | <b>44,500</b>     | <b>0</b>         | <b>6,278</b>     | <b>3,333</b>       | <b>34,889</b>     | <b>34,501</b>        | <b>388</b>                 |
| 810                                   | Dues and Fees                | 25,060            |                  | 16,570           | 661                | 7,829             | 7,829                | -                          |
| 825                                   | Unemployment                 | -                 |                  | -                | -                  | -                 | -                    | -                          |
| 900                                   | Other Fees                   | 25,000            |                  | 3,309            | -                  | 21,691            | 23,191               | (1,500)                    |
| <b>TOTAL DUES AND FEES</b>            |                              | <b>50,060</b>     | <b>0</b>         | <b>19,879</b>    | <b>661</b>         | <b>29,520</b>     | <b>31,020</b>        | <b>(1,500)</b>             |
| <b>TOTAL ADOPTED BUDGET</b>           |                              | <b>16,419,701</b> | <b>131,000</b>   | <b>7,189,259</b> | <b>6,056,765</b>   | <b>3,304,677</b>  | <b>3,283,941</b>     | <b>20,736</b>              |

**WOODBRIIDGE BOARD OF EDUCATION  
SPECIAL REVENUE PROGRAMS  
FINANCIAL REPORT FOR THE MONTH ENDED 12-31-2022**

|   | Café             | Extended<br>Day         | Field Trips        | Expendable<br>Trust         | Activity<br>Fund         |
|---|------------------|-------------------------|--------------------|-----------------------------|--------------------------|
| <b>Revenues:</b>                          |                  |                         |                    |                             |                          |
| Charges for services                      | \$29,820         | \$156,376               | \$6,456            | \$85,593                    | \$0                      |
| Intergovernmental                         | \$119,399        | \$0                     | \$0                | \$0                         | \$0                      |
| Donations                                 | \$0              | \$0                     | \$0                | \$1,707                     | \$3,329                  |
| Other income                              | \$0              | \$0                     | \$0                | \$0                         | \$0                      |
| Additions                                 | \$0              | \$0                     | \$0                | \$0                         | \$0                      |
| <b>Total Revenues:</b>                    | <b>\$149,219</b> | <b>\$156,376</b>        | <b>\$6,456</b>     | <b>\$87,300</b>             | <b>\$3,329</b>           |
| <b>Expenditures:</b>                      |                  |                         |                    |                             |                          |
| Wages, FICA, MERF                         | \$66,728         | \$109,612               | \$0                | \$54,574                    | \$0                      |
| Medical Insurance                         | \$0              | \$0                     | \$0                | \$0                         | \$0                      |
| Cost of food sold                         | \$66,766         | \$0                     | \$0                | \$0                         | \$0                      |
| Equipment                                 | \$0              | \$0                     | \$0                | \$0                         | \$0                      |
| Repairs                                   | \$2,578          | \$0                     | \$0                | \$0                         | \$0                      |
| Other Expenses                            | \$7,934          | \$24,175                | \$8,235            | \$7,479                     | \$0                      |
| <b>Total Expenditures:</b>                | <b>\$144,005</b> | <b>\$133,788</b>        | <b>\$8,235</b>     | <b>\$62,052</b>             | <b>\$0</b>               |
| <b>Year to Date Net Income / (Loss):</b>  | <b>\$5,214</b>   | <b>\$22,588</b>         | <b>(\$1,779)</b>   | <b>\$25,248</b>             | <b>\$3,329</b>           |
| BOE Year to Date Cost of Health Insurance | \$6,218          |                         |                    |                             |                          |
|   | <b>Café</b>      | <b>Extended<br/>Day</b> | <b>Field Trips</b> | <b>Expendable<br/>Trust</b> | <b>Activity<br/>Fund</b> |
| <b>Assets:</b>                            |                  |                         |                    |                             |                          |
| Cash                                      | \$184,745        | \$126,390               | \$1,560            | \$83,243                    | \$14,944                 |
| Prepaid Expenses                          | \$0              | \$0                     | \$0                | \$0                         | \$0                      |
| Accounts Receivable                       | \$675            | \$0                     | \$1,003            | \$329                       | \$0                      |
| Intergovernment Receivable                | \$69,981         | \$0                     |                    | \$0                         | \$0                      |
| Inventory                                 | \$5,939          | \$0                     | \$0                | \$0                         | \$0                      |
| <b>Total Assets:</b>                      | <b>\$261,340</b> | <b>\$126,390</b>        | <b>\$2,563</b>     | <b>\$83,572</b>             | <b>\$14,944</b>          |
| <b>Liabilities:</b>                       |                  |                         |                    |                             |                          |
| Amounts Held As Agent                     | \$0              | \$1,819                 | \$0                | \$325                       | \$0                      |
| Accounts Payable                          | \$18,873         | \$42,765                | \$0                | \$0                         | \$0                      |
| Deferred Revenue                          | \$22,689         | \$15,205                | \$0                | \$0                         | \$0                      |
| Wages Payable                             | \$0              | \$0                     | \$0                | \$0                         | \$0                      |
| <b>Total Liabilities:</b>                 | <b>\$41,562</b>  | <b>\$59,789</b>         | <b>\$0</b>         | <b>\$325</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)              | \$5,214          | \$22,588                | (\$1,779)          | \$25,248                    | \$3,329                  |
| <b>Current Fund Balance</b>               | <b>\$219,778</b> | <b>\$66,601</b>         | <b>\$2,563</b>     | <b>\$83,247</b>             | <b>\$14,944</b>          |
|   | -                | -                       | -                  | 0                           | -                        |

# Enrollment, Instructional Needs, and Space Planning Ad Hoc Committee

January 2023

**Charge:** The committee will review and address the physical, administrative, and instructional implications of increasing enrollment and student needs on the current physical space of Beecher Road School.

**Time Frame:** Report to the full Woodbridge Board of Education at the September 2023 Regular Meeting.

**Members:** Superintendent, Board of Education Chair, 2 WBOE members, BRS Principal, Director of Business Services/Operations, 1 member of Board of Selectmen, 1 member of Board of Finance, 2 teachers (1 intermediate, 1 primary), Facilities Director, community member.

**Background:** Board of Education Policies 1220 & 9133 authorize the Board of Education to establish ad hoc committees to perform specific tasks.

At the December 19, 2022 Board of Education meeting, the Board Chair indicated that an Ad Hoc Committee would be created in January 2023 with the charge that a report would be provided to the full board at a future meeting regarding the implications of increasing enrollment and student needs on the current physical space of Beecher Road School. Enrollment projections, programmatic and instructional needs, and staffing configurations are now posing challenges to the current size of Beecher Road School. The Ad Hoc Committee will meet and make a report to the full Board regarding possible reconfiguration, building, and space utilization options.

## **Community Relations**

### **Citizens' Ad Hoc Committees**

The Board of Education supports the concept of ad hoc committees, both for the Board of Education directly and for the staff.

When the Board of Education establishes a committee, the Board shall provide guidelines for membership and delineate its responsibilities and authority.

The involvement of the members of the public in assisting the Board of Education and the staff in reaching for the best possible decisions is a well-established principle in public school education except in those situations where insufficient time will prevent the committee from functioning properly.

(cf. [1312](#) -Public Complaints)

(cf. 6144 -Controversial Issues)

(cf. 6161 -Equipment, Books, Materials: Provision/Selections)

Legal Reference: Academic Freedom Policy (adopted by Connecticut State Board of Education, 9/9/81)

**Policy adopted: March 19, 2012**

## Bylaws of the Board

### Special Committees/Advisory Committees

The Chairperson of the Woodbridge Board of Education shall create and assign membership to the Ad Hoc committees as shall be deemed necessary or advisable by the Board of Education, and the Chairperson shall be, ex officio, a member of each committee. The duties of the committee shall be outlined at the time of appointment, and the committee shall be considered dissolved when its final report has been made to the Board of Education. Such final report shall be given to the Board within one (1) year of creation.

All committees of the Board of Education shall follow the provisions of the Freedom of Information Act as required by statute.

In contrast to standing committees, Ad Hoc committees are created to perform a specific task. Ad Hoc committees may include administrators, staff, parents, students and/or community representatives as well as Board members. When it has made its final report or recommendation to the Board, the Ad Hoc ceases to exist.

(cf. 9130 - Committees)

(cf. [9131](#) - Committee of the Whole)

(cf. [9132](#) - Standing Committees)

Legal Reference: Connecticut General Statutes

[1](#)-200 through [1](#)-241 of the Freedom of Information Act.

[1](#)-200 Definitions.

[1](#)-226 Meetings of government agencies to be public.

**Bylaw adopted by the Board: October 17, 2011**

# Beecher Road School Pre-Algebra Eligibility Criteria

Revised December 8, 2022, shared 1.13.23

Aligned with Amity Middle School

**Important:** The criteria established for Beecher Road School students to take Pre-Algebra in Grade 6 is aligned to the math placement criteria at Amity Middle School. A reference document for Amity Middle School math placement is included.

Beecher Road School students who take Pre-Algebra in Grade 6 may be eligible to enroll in Algebra in Grade 7 if all the math placement criteria established by Amity is successfully met.

It is important to understand that Grade 6 students who take Pre-Algebra never take Grade 6 math. The course is Pre-Algebra and not a blend of Grade 6 math standards and Pre-Algebra. Thus the criteria for placement is very high.

| <b>Beecher Road School Grade 6 Pre-Algebra Criteria</b>   |   |  |
|---|---|--|
| <b>Benchmark Assessment</b>   | 5 <sup>th</sup> Grade Fall, Winter and Spring Math STAR – at or above the 97 <sup>th</sup> percentile | One-score exception: A Grade 5 student must receive at least 2 of the 3 math STAR scores at/above 97 <sup>th</sup> percentile. If a student receives more than one Math STAR score below the 97 <sup>th</sup> percentile the student is not eligible to take the BRS Grade 5 district math assessment. |
| Any Grade 5 student who has at least 2 STAR math scores at/above the 97 <sup>th</sup> percentile is eligible to move forward in the Grade 6 pre-algebra placement process and will then take the Grade 5 district math assessment |   |  |
| <b>District Math Assessment</b><br><br><b>*Based on primarily Grade 6 mathematics standards</b>   | A score of 80% or higher  | The district math assessment will occur near the end of Grade 5, after the third Math STAR assessment, to only those Grade 5 students who have a minimum of two Math STAR scores at or above the 97 <sup>th</sup> percentile.  |
| At the end of Grade 6, students must have at least 5 of the 6 STAR math data points from Grades 5&6 at or above the 97 <sup>th</sup> percentile in order to proceed for consideration at AMITY for Algebra 1.                     |   |  |

## Amity Middle School Math Placement Criteria

In order to be eligible to take the following courses as a seventh grader at Amity Middle School, students must meet the criteria below:

|  | <b>Grade 7 Pre-Algebra</b>   | <b>Algebra 1</b>  |
|--|--|---|
| <b>Benchmark Assessment Criteria</b>               | <b>6<sup>th</sup> Grade Math STAR</b> Scale Scores (SS) - <b>at least an 83<sup>rd</sup> percentile</b> on Winter and Spring Assessments | <b>At least a 97<sup>th</sup> percentile</b> on all STAR assessments in grades 5 and 6 (with one score exception)                           |
| <b>Class Performance</b>                           | Meets at least 4 out of 5 classroom performance criteria as rated by 6 <sup>th</sup> grade teachers                                      | Meets all 5 classroom performance criteria as rated by 6 <sup>th</sup> grade teachers   |
| <b>Mathematical Claims Rubric (SBA Claims 1-4)</b> | Must “meet” or “exceed” Mathematical Claims as rated by 6 <sup>th</sup> grade teachers   | Must “exceed” Mathematical Claims as rated by 6 <sup>th</sup> grade teachers  |
| <b>Pre-Algebra Final</b>                           | N/A  | <b>Must take</b> the Pre-Algebra Final Exam and achieve a grade of B+ or higher<br><br>*this assessment is scheduled by Amity Middle School |

## **Amity Middle School Math Placement Criteria (cont.)**

**Beecher Road School Grade 6 teachers complete an information sheet for students entering grade 7 in Amity based on the following:**

### **Class Performance**

- Outstanding math achievement (>85% on summative assessments)
- Completes homework on time with attention to detail and organization
- Independent learner, perseveres toward mastery
- Developmentally mature, thinks abstractly, makes connections
- Ability to make relevant applications of new concepts

### **Smarter Balanced Assessment Claims**

Claim 1: Concepts and Procedures

- Students can explain and apply mathematical concepts and precision and fluency.

Claim 2: Problem Solving

- Students can solve a range of complex well-posed problems in pure and applied mathematics, making productive use of knowledge and problem-solving strategies.

Claim 3: Communicating Reasoning

- Students can clearly and precisely construct viable arguments to support their own reasoning and to critique the reasoning of others.

Claim 4: Modeling and Data Analysis

- Students can analyze complex, real-world scenarios and can construct and use mathematical models to interpret and solve problems.

**WBOE FACILITIES COMMITTEE HYBRID MEETING MINUTES**

**Thursday, January 5, 2023**

**Superintendent's Conference Room**

**Via WebEx** <https://woodbridgeps.webex.com/woodbridgeps/j.php?MTID=m1d7208bc1ea2f7c21ad22fdb1b6d3371>

**Meeting Number:** 2484 580 9832

**Meeting Password:** GwRd4q5JpS6

**CALL TO ORDER:** Mr. Hughes, Chair, called the meeting to order (7:35 AM).

**BOARD MEMBERS PRESENT:** Ms. Lynn Piascyk (remote); Mr. Jeff Hughes (in-person).

**STAFF:** Vonda Tencza, Superintendent; Donna Coonan, Director of Business Services / Operations; Vito Esparo, Facilities Manager; and Marsha DeGennaro, Clerk of the Board.

Mr. Esparo provided overview of highlights contained in his monthly report. Highlights included preventative maintenance and filter changes on RTU, AHU, ERV and UV units. Sprinkler head, door gasket and actuator replacements. Completion of 5-year Radon testing. Projects in process include outside pole lights / wiring issues, classroom door replacement, exterior LED light replacement, water treatments and AC unit servicing.

Meeting Adjourned 7:48 AM