

Agenda

I. Preliminary Business / WebEx Log-In / Motions

<https://woodbridgeps.webex.com/woodbridgeps/j.php?MTID=me208f779f15eb362118000db41a0c6d2>

Meeting number (access code): 2494 769 2508

Meeting password: qmWn4bJS8p2

Due to this evening's weather forecast, this meeting is being conducted as a FULLY REMOTE Meeting. Everyone may 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*
- 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 January 4, 2023 Special Meeting and January 17, 2023 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. Superintendent's Report
 - 1. Community Diversity Committee Update
 - 2. BRS Update
- B. BRS Town Building Committee Update
- C. Curriculum Committee

- D. Finance Committee
 - 1. Adopt Proposed Transfers in the 2022/23 Operating Budget
- E. Policy Committee
- F. CAFE Liaison Report

IV. New Business

- A. Board Chair - Revise Ad Hoc Committee Membership
- B. Approve Safe Return Plan Update

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
 - 1. Discussion of Potential Claims and Litigation

VI. Adjournment



January 30, 2023

Dear members of the Woodbridge Board of Education,

I am writing to request that you take action to reconsider your vote to eliminate the Woodbridge School District's participation in the Project Open Choice program lottery for seats in Beecher's incoming Kindergarten class for the 2023-24 school year.

As I stated at last week's joint meeting of the Boards of Selectmen and Finance, it is my belief that the Town of Woodbridge's long history of continuous participation in this program represents an important contribution to efforts to reduce racial, ethnic, and economic isolation in our public schools.

By annually committing to make available lottery-assigned seats in each Kindergarten class the WBOE not only allows for participation of Project Open Choice students through 7 years of elementary education at Beecher, it also makes possible the subsequent 6 years of education at the middle and high schools of the Amity Regional School District for participating students. I believe strongly that this participation benefits not just the Project Open Choice students and their families, but significantly enriches the education of all students in both the Woodbridge and Amity system. I would like to see participation continue uninterrupted.

I would greatly appreciate your prompt attention to this matter so action may be taken in time for this year's program lottery.

Sincerely,



Sheila McCreven

Member of the Woodbridge Board of Selectmen

CC: WBOS, WBOF, Superintendent Tencza,



CITY OF NEW HAVEN

JUSTIN ELICKER, MAYOR

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New Haven, Connecticut 06510
T: 203.946.8200 F: 203.946.7683
www.CityofNewHaven.com



SINCE 1958

February 16, 2023

Lynn A. Piascyk, Chair
Woodbridge Board of Education
40 Beecher Road – South
Woodbridge, CT 06525

Vonda Tencza, Superintendent
Woodbridge School District
40 Beecher Road – South
Woodbridge, CT 06525

Dear Chair Piascyk and Superintendent Tencza:

I have received your January 31, 2023 letter regarding the Woodbridge Board of Education's recent decision to eliminate two seats for New Haven students in Woodbridge Schools as a part of the State of Connecticut's Open Choice program due to an allegation that New Haven does not adequately reimburse the Woodbridge School District for the cost for special education.

We would like to discuss this matter directly with the full Woodbridge School Board. I plan on attending the next Board of Education meeting on Monday, February 27, 2023 with several staff members from New Haven Public Schools. While we understand that there will be an opportunity address the Board during public comment, we suggest it would be more appropriate to have specific time allotted for this discussion. I therefore request to be placed on the agenda for the next Board of Education meeting.

Thank you for your consideration. Please advise.

Very truly yours,

Justin Elicker
Mayor

Cc: Woodbridge Board of Education
Marsha DeGennaro, Administrative Assistant/Superintendent's Office
Beth Heller, First Selectman Town of Woodbridge
Sheila McCreven, Deputy First Selectman Town of Woodbridge
Tiffany Jackson, NHPS
Michelle Bonanno, NHPS

Feb 27

PTO Highlights

Events Update:

- First Family STEM Night was held in collaboration with Mad Scientist of Fairfield on Jan 26. Well attended event with over 400 people. Student council partnered with us and had a successful bake sale
- PTO organized its first Meet & Greet on Feb 16 followed by PTO meeting. Happy to see some new faces. PTO invites & welcomes all Beecher adults to participate and be part of PTO meetings.
- New Art-Fundraiser was launched last month. Parents will be able to access their child's artwork digitally and order products with the artwork. Thanks to the Beecher Art department for their collaboration.
- Artsweek 16 (takes place in May) planning has started. This year's theme is Peace.

Upcoming Events:

- PTO will be hosting a few events or partnering with the school during March- April, an effort towards celebrating literacy month. Details under planning.
- Beecher tradition, Book Swap, is coming up in March
- PTO looking into inviting a guest speaker during March PTO meeting (3/16) who would be discussing ways to engage children in reading.
- Free Family Math Night during April PTO meeting (4/20)

Financial Update:

- PTO approved extra \$1900 bringing the total to \$6900 towards teachers mini grants. All the grants, submitted by the teachers, were reviewed by Ms. Sherman & Ms Crocco and were approved. Grants included but were not limited to Books for classroom libraries, flexible seatings, outdoor benches, Math Manipulatives.
- PTO approved \$1200 towards paying the composting cost from Feb-June (Green Team expense).
- PTO bought 130 copies of "Wishtree" by Katherine Apelegate for a Grade wide one book one read project started by the school librarians. This year Grade 5 is participating in the project.
- iPads (approved last year) were ordered by school last month. PTO will be reimbursing the cost (~\$9000) to the school for the same.

PTO is looking for adult volunteers to serve on PTO board positions for 2023-24. Please be involved and contact us at brsptoinfo@gmail.com to learn more about it.

Submitted by
Ruchi Jain
PTO President 2022-23

MINUTES OF THE HYBRID SPECIAL WOODBRIDGE BOARD OF EDUCATION MEETING

Wednesday, January 4, 2023

South Assembly Room Beecher Road School

Via WebEx <https://woodbridgeps.webex.com/woodbridgeps/j.php?MTID=m4a37d36edfded003b6ea24f1163e2e8b>

Meeting Number: 2498 799 5563

Meeting Password: uJZ8D9aXaT4

CALL TO ORDER: Ms. Piascyk, Chair, called the meeting to order (5:10 PM).

BOARD MEMBERS PRESENT: Ms. Lynn Piascyk, Chair (in-person); Dr. Jay Dahya (in-person); Ms. Sarah Beth Del Prete, Secretary (remote/in-person 5:47 PM); Ms. Brooke Hopkins (remote); Mr. Steven Lawrence (in-person); Dr. Maria Madonick, Vice Chair (in-person); Dr. Michael Strambler (in-person) and Ms. Erin Williamson (in-person).

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

GUESTS: Christine Syriac, Interim Superintendent.

Interim Superintendent Syriac presented the budget at the December 19, 2022 meeting. Prior to any action on the budget, Board members had the opportunity to review the budget and ask questions. Initially, 5 questions were received and responded to. Last evening 14 additional questions were received from a Board member and while Board members received the responses this afternoon, all questions and responses would be shared this evening. All questions and responses are also available in [Board Book](#) in their entirety.

The 2023/24 Budget Proposal was developed using three Guiding Principles:

- 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 of the Budget are:

- ❖ Salary and Benefit Increases
- ❖ Preparation for Increasing Enrollment and Increasing Student Needs
- ❖ Special Education
- ❖ Increasing Energy Costs
- ❖ Reallocation of Resources to Increase Efficiencies

It was noted that our current budget does not include the \$167,500 from last year's Excess Cost Grant allocation from the Town. The budget is developed based on known needs and not what we think may or may not happen in the future.

Discussion ensued on utilization of reallocating the funding of five (5) unfilled teacher assistant positions to fund a new administrator Assistant Principal position that is split between general education and special education and to increase the Multi-Lingual teacher from 0.5 FTE to 1.0 FTE for a total overall increase of \$37,000. Questions were raised relative to servicing the special education population year-to-year, future projections, and program evaluation for delivery of those services and staff resources in support of that program. The district is mandated to service the needs of all children and those needs are continuously changing and our resources could be used more efficiently. Even with the restructuring and possible reallocation of staff, it remains unclear if we will still need more paras. There are more questions than answers and with the changes in leadership we are shifting directions in several areas.

The Board has a responsibility to ask for what it needs and those needs should be added to the budget. It was suggested that hiring an administrator may not be the right direction and questioned whether the Town would support the hiring of an administrator. It was noted that the Board might need more time to do research on what staffing option would best serve our district. It is possible that a curriculum writer or a teacher to conduct PPT's could be a feasible option. More communication should have occurred with the Town before adding an administrator.

The Board was reminded that administration has prioritized the “needs” versus the “wants” as part of a very thorough and comprehensive internal budget process. The budget presented provides the responsible groundwork to make informed decisions for future years to move the district forward and utilizes all resources efficiently to support the needs of all students. It also provides a roadmap for adding back the STEAM teacher during the next year’s budget process, reallocating current staffing resources and is respectful to the Town and taxpayers.

Questions were raised relative to adding additional staff and to the process that would be followed should the Town reduce the budget. It was noted that the same process that has been in place for many years would be adhered to. The Board would convene special meetings to adjust and reduce the budget as the Town does not have line item control over the Board and allocates a specific funding amount for the Board. Concern was expressed for not voting this evening and scheduling another meeting. It was noted that the Town deadline was January 6 and there was insufficient time to post for another meeting between this evening and Friday. The majority of Board members believed that additional time was not necessary.

MOTION #1 – 2023/24 BUDGET ADOPTION

Move that we approve the 2023/24 budget as amended with the addition of 1 general education paraeducator for a total of 10.6, 1 STEAM teacher, and all associated benefits for the teacher and paraeducator for a total budget increase of 4.3%, without consideration of the additional monies received from the town, for a total ask of \$17,225.331.

Dr. Madonick

Second by Ms. Hopkins

IN FAVOR: Ms. Del Prete, Ms. Hopkins, Mr. Lawrence, Dr. Madonick, Ms. Piascyk, Dr. Strambler
and Ms. Williamson

AGAINST: Dr. Dahya

MOTION PASSES 7-1

A Board member requested that an Executive Session be called. Chair Piascyk noted that as this was a Special Meeting, the agenda could not be modified, that an Executive Session was not posted on the agenda, and therefore, an Executive Session was not possible.

MOTION TO ADJOURN: (8:53 PM)

Ms. Williamson

Second by Mr. Lawrence

UNANIMOUS

Recorded by Marsha DeGennaro, Clerk of the Board

MINUTES OF THE HYBRID REGULAR WOODBRIDGE BOARD OF EDUCATION MEETING

Tuesday, January 17, 2023

South Assembly Room Beecher Road School

Via WebEx <https://woodbridgeps.webex.com/woodbridgeps/j.php?MTID=mc22ebbdd162cd4b5385d69d628b2360>

Meeting Number: 2496 665 0554

Meeting Password: 2EPghgAJX34

CALL TO ORDER: Ms. Piascyk, Chair, called the meeting to order (7:04 PM).

BOARD MEMBERS PRESENT: Ms. Lynn Piascyk, Chair (in-person); Ms. Sarah Beth Del Prete, Secretary (remote/in-person 7:13 PM); Ms. Brooke Hopkins (in-person); Mr. Jeff Hughes (in-person); Mr. Steven Lawrence (in-person); Dr. Maria Madonick, Vice Chair (in-person); and Ms. Erin Williamson (in-person).

STAFF: Vonda Tencza, Superintendent; Analisa Sherman, Principal; James Sapia, Assistant Principal; Donna Coonan, Director of Business Services / Operations; Carrie Borcharding, Special Services Director 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](#).

CONSENT AGENDA

MOTION #1 – CONSENT AGENDA

Move that we approve the consent agenda as presented.

Dr. Madonick

Second by Ms. Hopkins

UNANIMOUS

REPORTS

Chairman's Report – Chair Piascyk apprised the Board on establishment of an Ad Hoc Committee and the scheduling of a Board Retreat.

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 recommended creation of an Ad Hoc Committee to study BRS space needs inclusive of timeline, charge and membership.

MOTION #2 – ESTABLISH AD HOC COMMITTEE

Move that we establish an Enrollment, Instructional Needs and Space Planning Ad Hoc Committee comprised of the Superintendent, WBOE Chair, 2 BOE members, BRS Principal, Director of Business Services / Operations, 1 BOS member, 1 BOF member, 2 WEA members (1 primary, 1 intermediate) and the Facilities Director, and a community member with a committee charge that 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 and a report given to the full Board at their September 18, 2023 meeting.

Dr. Madonick

Second by Mr. Lawrence

UNANIMOUS

Board Retreat – Chair Piascyk informed that Board that a retreat was being planned for the end of March with CABE Consultants, Drs. Mary Broderick and Jack Reynolds, serving as the facilitators. The topics for the retreat will include – high performing governance team; reviewing board member roles and responsibilities, board processes, and establishing

board goals. While Drs. Broderick and Reynolds prefer these session to be in-person, a hybrid model will be considered as well. There will be two 3-hour sessions from 6:00 – 9:00 PM in the selected dates.

Ms. Del Prete arrived for in-person (7:13 PM).

Superintendent Report – Superintendent Tencza highlighted attendance at the reading curriculum waiver process webinar, the BOWA state legislative breakfast and participation at the SCASA meeting. Across the state, the majority of school districts are proceeding with the reading curriculum waiver process, which requires completion of extensive paperwork and submission to the CSDE by the end of February. While it appears this legislation will not change, the process for communication, acceptance and/or rejection remains unknown at this point in time nor is it known if it will be necessary to purchase additional resources. Administration continues to fine-tune the 2023/24 budget presentation which will be given to the joint Boards of Selectmen and Finance on January 26.

Strategic Plan Update – Superintendent Tencza noted that during the 2021/22 school year, the district began the process of developing a new Strategic Plan under the guidance of consultant Judy Wilson with identification of three goals (1) an academic framework for contemporary learners; (2) building diverse alliances; and (3) building healthy alliances. Action teams were developed and each subcommittee has met 2-3 times to develop actions steps, conduct research and gather data in a common template. The template document identifies who will do the work, the availability timeline of the resources required and development of communication plans with evidence of success and success criteria part of the subcommittee accountability component. As a result of the recent change in leadership, there will be a regrouping in the near future to focus on efforts to date, refresh intentions, answer any process questions and determine the next steps. It is anticipated that the goals identified will be fully supported and that the collaborative work achieved thus far will continue.

Pre-Algebra Update – Superintendent Tencza reviewed the revised criteria, which will be communicated to parents and students in the coming months. This revised criteria was established for Beecher Road School students to take Pre-Algebra in Grade 6 and is aligned to the math placement criteria at the Amity Middle School. Beecher Road School students, who take Pre-Algebra in Grade 6, may be eligible to enroll in Algebra in Grade 7 if all of the math placement criteria established by Amity is successfully met. It is important to understand that Grade 6 students who take Pre-Algebra do not 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. The revised process provides clear communication of outcomes and expectations for Grade 5 parents and students and provides for a more fair and accurate opportunity for all students and there is an accelerated math opportunity for Grade 6 students as well.

BRS Update – Ms. Sherman noted the winter concerts, several writing celebrations and the peaceful bus initiative organized by Mr. Sapia.

Chair Piascyk apprised Board members of the 37 student increase in enrollment since December 2020 and urged Board members to review the monthly enrollment report in BoardBook.

Upcoming Meeting Presentations – Diversity, Equity and Inclusion update. Board members were asked to submit their questions to either Chair Piascyk or Superintendent Tencza.

Town Building Committee – Mr. Hughes indicated this committee did not meet due to the holiday break. Meetings are bi-weekly on Thursday's at 8:30 AM. The exterior ground walking is scheduled for February 1 at 3:45 PM with members of the Boards of Selectmen, Finance and Education.

Facilities Committee – Mr. Hughes reviewed the January 5 meeting and the replacement of HVAC filters throughout the building. Thanks was extended to Vito for his continued creativity to find ways to save Board dollars.

CABE Liaison Report – Dr. Madonick noted the Region 7 CABE Legislative Breakfast would be held on February 7 at the West Haven Board of Education at City Hall and the upcoming February 9 webinar on Board Communication.

NEW BUSINESS

Open Choice – Superintendent Tencza provided an overview on the Open Choice program whose primary focus is to reduce racial, ethnic and economic isolation. She apprised the Board that based on current allocations, there would be two vacancies for the 2023/24 school year as two Grade 6 students would be departing the district and statute requires that

local boards of education indicate available Open Choice seats annually. The Area Cooperative Education Resource Center (ACES) is responsible for coordinating the available seats in local school districts and conducts an annual lottery to fill the open seats. Currently, 18 slots are allotted for participation and state reimbursement for transportation is approximately \$4,000 for each participating student. Discussion ensued on whether reimbursement had been received from New Haven as in the past full reimbursement for one-to-one student paraeducators and behavioral services has not occurred. While other districts receive full reimbursement this has not been the case with New Haven.

It was noted that a small group of Board members met with ACES last year to discuss process, reimbursement and that commitments made by the Open Choice people have not been fulfilled. If we are going to continue participation in this program, at what point does it stop if district resources are not being fully reimbursed as agreed to. It is not fair to the taxpayers of Woodbridge that New Haven is being fiscally irresponsible and these costs are being incurred year after year. Woodbridge has taken significant efforts in performing their due diligence to no avail. An opportunity exists for the Board to take a firm stance in not accepting any new students until the situation is rectified. It was suggested that contact be made with the Mayor of New Haven as well as the district requesting full reimbursement and to document that they are not meeting their obligations under this program and to reassess after that has been done. Also, this discussion and possible vote is occurring without two Board members being present. It was noted that ample time is provided to review the agenda and action items prior to attending the meeting. Each member had sufficient opportunity to convey any reservations and/or converse with administration or attend remotely. The Board has a quorum present and it is not unreasonable to expect that a decision will be made.

MOTION #3 – OPEN CHOICE

Move that we continue our participation in the Open Choice program, allocating 16 slots with no vacancies and that a letter be written clearly explaining the reasoning behind the motion.

Mr. Hughes

Second by Ms. Hopkins

IN FAVOR: Ms. Del Prete, Ms. Hopkins, Mr. Hughes, Mr. Lawrence, Dr. Madonick and Ms. Piascyk

AGAINST: Ms. Williamson

MOTION PASSES 6-1

Chair Piascyk announced the February meeting dates: Curriculum Committee on February 2 at 4:00 PM; Policy Committee on February 7 at 4:30 PM; Finance Committee on February 14 at 4:30 PM; and the regular Board meeting on Monday, February 27 at 7:00 PM.

PUBLIC COMMENT – None

MOTION TO ADJOURN: (8:35 PM)

Ms. Williamson

Second by Dr. Madonick

UNANIMOUS

Recorded by Marsha DeGennaro, Clerk of the Board

Woodbridge Public School's 2022-2023 Budget Narrative

February 10, 2023

The attached financial reports represent six months (58%) 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 \$341,000 of salary savings. We are proposing a budget transfer of \$76,660 of salary savings to pay for the registered behavioral technicians in our tuition line and some additional unbudgeted special education equipment required by and IEP. If approved these transfers will cut the savings in this category to \$265,000.

200 Series Benefits – Benefits are 20% of our budget and are based on the elections of last year's staff. Payroll taxes and benefits are currently running \$19,000 over budget.

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 continues to be on the warm side and can slightly soften our previous month's estimates for natural gas. Overall this category is running \$21,000 over budget due to the unbudgeted Air Quality audit bill passed by the Connecticut General Assembly.

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. After last month's \$131,000 budget transfer from the town, our budget deficit in this category stands at \$121,000. This is due to needing one additional special education bus, and additional outplaced tuition and the contracting for behavioral technicians to assist with the paraeducator vacancies. If the budget transfer mentioned above in the salaries discussion is approved, the deficit in this category will decrease to \$71,000.

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. If the budget transfer requested is approved, this category will be on track.

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 1-31-2023**

<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	429,407	87,419	341,987
200	TOTAL BENEFITS	3,314,806	1,387,250	1,406,631	(19,381)
300	TOTAL PROFESS. SERVICES	491,825	327,256	409,032	(81,777)
400	TOTAL PROPERTY SERVICES	659,962	298,226	319,340	(21,114)
500	OTHER SERVICES	1,358,047	127,600	248,620	(121,020)
600	SUPPLIES & MATERIALS	293,769	119,564	123,782	(4,218)
700	TOTAL PROPERTY SERVICES	44,500	24,701	30,901	(6,201)
800	TOTAL DUES, FEES, MISC.	50,060	29,092	30,667	(1,575)
TOTAL ADOPTED BUDGET		16,419,701	2,743,094	2,656,392	86,702

<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	27,891	34,000	(6,109)
510	TRANSPORTATION	230,377	51,083	30,000	21,083
560	TUITION SPECIAL ED	160,814	(203,488)	28,800	(232,288)
SPECIAL EDUCATION CARVEOUT		429,641	(124,514)	92,800	(217,314)

SUMMARY	
Special Ed Surplus / (Deficit)	(217,314)
Under / (Over) Spending in OTHER programs	304,016
Total Surplus / (Deficit) Projected	86,702

WOODBRIIDGE BOARD OF EDUCATION
MONTHLY DETAIL BY OBJECT
FOR THE MONTH ENDED January 31, 2023

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		492,759	294,907	9,550		9,550
120	Teachers - Regular	5,583,680		2,837,385	2,687,716	58,579		58,579
120	Teachers - Special Education	1,071,004		455,401	531,943	83,660		83,660
1201	Psychologist	209,977		108,175	97,501	4,301		4,301
1203	Social Worker	65,971		29,227	27,164	9,580		9,580
Sub-Total Certified Salaries		7,727,848	0	3,922,947	3,639,232	165,669	-	165,669
1303	Custodians	456,389		285,351	142,219	28,819	28,819	-
140	Nurses	152,026		78,375	82,882	(9,231)	-	(9,231)
150	Secretaries, Clerical	384,086		234,347	131,175	18,564	8,000	10,564
160	Paraprofessionals	350,516		154,665	129,655	66,197		66,197
1601	Special Education Paraprofess.	950,341		408,019	367,159	175,163	42,000	133,163
170/10	Salaries OT / PT	57,276		54,045	54,045	(50,814)	(6,500)	(44,314)
190	IT Manager	77,250		50,510	26,740	(0)	(0)	-
190	Salaries, Miscellaneous	51,000		15,961	-	35,039	15,100	19,939
Sub-Total Non-Certified Salaries		2,478,884	0	1,281,272	933,875	263,737	87,419	176,318
TOTAL SALARIES		10,206,732	0	5,204,219	4,573,107	429,407	87,419	341,987
220	FICA	272,252		156,914	-	115,338	125,000	(9,662)
230	CMERS	349,285		156,361	-	192,924	265,000	(72,076)
270	Medical Insurance	2,632,219		1,585,287	-	1,046,932	1,000,000	46,932
280	Life Insurance	31,550		14,065	-	17,485	14,131	3,354
2902	Other Employee Benefits	29,500		12,480	2,448	14,572	2,500	12,072
TOTAL BENEFITS		3,314,806	0	1,925,108	2,448	1,387,250	1,406,631	(19,381.5)
320	Professional Development	40,925		7,745	7,406	25,775	25,775	-
330	Legal Fees	87,000		19,979	61	66,960	56,960	10,000
340	Software Support	24,450		8,296	2,856	13,298	13,298	-
350	Substitutes	75,000		67,108	-	7,892	81,000	(73,108)
390/01	Consultant Services	38,450		10,019	540	27,891	34,000	(6,109)
3902	Financial Audit	26,000		-	-	26,000	33,000	(7,000)
390	Other Prof/Tech. Services	200,000		32,697	7,863	159,441	165,000	(5,559)
TOTAL PROFESSIONAL SERVICES		491,825	0	145,844	18,725	327,256	409,032	(81,777)
410/01	Utilities - Electric and Water	218,500		72,824	-	145,676	110,000	35,676
420	Heating	100,000		16,388	-	83,612	83,612	-
430	Repairs and Maintenance	63,400		23,048	21,056	19,296	35,000	(15,704)
450	Leases and Rentals	95,582		54,708	709	40,165	46,251	(6,086)
4501	Building Improvements	-		-	-	-	-	-
490	Other Purchased Services	26,000		13,881	6,258	5,862	5,862	-
4901	Service Contracts	156,480		65,700	87,165	3,615	38,615	(35,000)
TOTAL PROPERTY SERVICES		659,962	0	246,548	115,188	298,226	319,340	(21,114)
510	Pupil Transportation-Regular	424,556		288,639	-	135,917	135,917	-
510	Pupil Transportation-Spec. Educ.	230,377	116,000	166,535	128,759	51,083	30,000	21,083
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		5,023	-	12,352	13,852	(1,500)
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	110,481	268,821	(203,488)	28,800	(232,288)
590	Other Purchased Services	14,090		3,655	150	10,285		10,285
TOTAL OTHER PURCH SERVICES		1,358,047	131,000	821,988	539,460	127,600	248,620	(121,020)
610	Instructional Supplies	95,596		41,332	25,383	28,881	28,881	-
620	Computer Software	75,793		23,239	355	52,199	52,199	-
625	Supplies Nurses	3,500		-	1,043	2,457	2,457	-
630	Supplies Custodial	52,000		23,485	15,465	13,050	13,050	-

**WOODBIDGE BOARD OF EDUCATION
MONTHLY DETAIL BY OBJECT
FOR THE MONTH ENDED January 31, 2023**

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		731	396	12,572	12,572	-
640	Books and Audio Visual	8,000		989	6,538	473	473	-
645	Subscriptions	23,180		5,977	3,315	13,888	13,888	-
650	Testing	17,000		10,234	6,505	261	261	-
690	Misc. Supplies - DW Security	5,000		4,673	4,545	(4,218)	-	(4,218)
TOTAL SUPPLIES & MATERIALS		293,769	0	110,660	63,545	119,564	123,782	(4,218)
730	Equipment - Office	-				-	-	-
732	Computer Hardware	30,000		-	4,445	25,555	25,555	-
735	Equipment - Teaching	4,500		2,108	8,593	(6,201)	-	(6,201)
740	Equipment - Building	5,000		-	-	5,000	5,000	-
745	Furniture	5,000		4,170	484	346	346	-
TOTAL PROPERTY		44,500	0	6,278	13,521	24,701	30,901	(6,201)
810	Dues and Fees	25,060		16,963	621	7,476	7,476	-
825	Unemployment	-				-	-	-
900	Other Fees	25,000		3,384	-	21,616	23,191	(1,575)
TOTAL DUES AND FEES		50,060	0	20,347	621	29,092	30,667	(1,575)
TOTAL ADOPTED BUDGET		16,419,701	131,000	8,480,992	5,326,615	2,743,094	2,656,392	86,702

**WOODBRIIDGE BOARD OF EDUCATION
SPECIAL REVENUE PROGRAMS
FINANCIAL REPORT FOR THE MONTH ENDED 1-31-2023**

	Café	Extended Day	Field Trips	Expendable Trust	Activity Fund
Revenues:					
Charges for services	\$42,845	\$202,993	\$9,687	\$85,593	\$0
Intergovernmental	\$156,359	\$0	\$0	\$0	
Donations	\$0	\$0	\$0	\$1,707	\$3,329
Other income	\$0	\$0	\$0	\$0	
Additions	\$0	\$0	\$0	\$0	
Total Revenues:	\$199,204	\$202,993	\$9,687	\$87,301	\$3,329
Expenditures:					
Wages, FICA, MERF	\$82,540	\$127,638	\$0	\$54,574	
Medical Insurance	\$0	\$0	\$0	\$0	
Cost of food sold	\$82,061	\$0	\$0	\$0	
Equipment	\$0	\$0	\$0	\$0	
Repairs	\$12,157	\$0	\$0	\$0	
Other Expenses	\$7,985	\$29,160	\$8,235	\$7,479	
Total Expenditures:	\$184,742	\$156,798	\$8,235	\$62,053	\$0
Year to Date Net Income / (Loss):	\$14,462	\$46,195	\$1,452	\$25,248	\$3,329
BOE Year to Date Cost of Health Insurance	\$7,255				
	Café	Extended Day	Field Trips	Expendable Trust	Activity Fund
Assets:					
Cash	\$173,288	\$127,576	\$3,727	\$83,243	\$14,944
Prepaid Expenses	\$0	\$0	\$0	\$0	\$0
Accounts Receivable	\$816	\$0	\$0	\$329	\$0
Intergovernment Receivable	\$82,559	\$0	\$2,067	\$0	\$0
Inventory	\$5,939	\$0	\$0	\$0	\$0
Total Assets:	\$262,602	\$127,576	\$5,794	\$83,572	\$14,944
Liabilities:					
Amounts Held As Agent	\$0	\$1,064	\$0	\$325	\$0
Accounts Payable	\$0	\$22,909	\$0	\$0	\$0
Deferred Revenue	\$29,725	\$13,395	\$0	\$0	\$0
Wages Payable	\$3,852	\$0	\$0	\$0	\$0
Total Liabilities:	\$33,577	\$37,368	\$0	\$325	\$0
Fund Balance:					
Prior Year Ending Fund Balance	\$214,563	\$44,013	\$4,342	\$57,999	\$11,615
Year to Date Income / (Loss)	\$14,462	\$46,195	\$1,452	\$25,248	\$3,329
Current Fund Balance	\$229,025	\$90,208	\$5,794	\$83,247	\$14,944
	-	-	-	-	-
	Café	Extended Day	Field Trips	Expendable Trust	Activity Fund
Current Fund Balance	\$229,025	\$90,208	N/A	N/A	N/A
Baseline - Minimum Fund Balance (30 days)	\$21,788	\$37,731	N/A	N/A	N/A
Operating Reserve Fund Balance (90 days)	\$65,364	\$113,194	N/A	N/A	N/A
# of Days Expenses in Fund Balance	315	72	N/A	N/A	N/A
Fund Balance Excess	\$163,661	(\$22,986)	N/A	N/A	N/A



**Board of
Education**

Community Diversity Committee

February 27, 2023

Analisa Sherman



EVERYONE

IS

welcome

YOU

Belong

HERE





Who we are...



School

- Asian: 15.1%
- Hispanic/Latino: 7.8%
- Two or More Races: 8.6%
- White: 65.3%
- Eligible for Free and Reduced: 12.4%
- Students with Disabilities: 12.4%
- Multilingual Learners: 3.2%

Educators by Race/Ethnicity:

- Asian: 4.7%
- Hispanic/Latino: 2.3%
- White: 93%



Committee

- Began in 2017-2018
- Membership: Parents, Staff, Administration
- Monthly meetings
- Goal: to support the mission of BRS:
 - Beecher Road School is a caring, creative community that models and inspires the joy of lifelong learning, embraces diversity, and celebrates the unique qualities of each person



Multilanguage Learners

More information:

- For the 2022-2023 school year: 36 enrolled students identified as Multilanguage Learners
- 15 different countries represented plus Puerto Rico

Languages spoken

Hindi

Turkish

Mandarin

Albania

Korean

Japanese

Arabic

Gujarati

Portuguese

Urdu

Punjabi

Spanish



5th and 6th grade students engaged in an in-school field trip sponsored by the PTO where they explored the world.



Say Hi- app available on student iPads to facilitate conversation: student to student and student to staff



What we do...



District

- Support Mission and Vision of Woodbridge School District
- Strategic Plan Development
 - Goal: Create and support an inclusive environment that embraces awareness of and deepens appreciation of diversity and individuality while promoting the social-emotional wellness of all students.
- Recruitment efforts
- BOE Policy #0523: Equity and Diversity



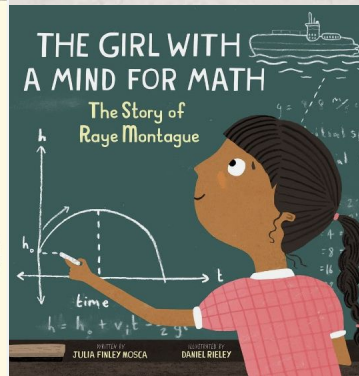
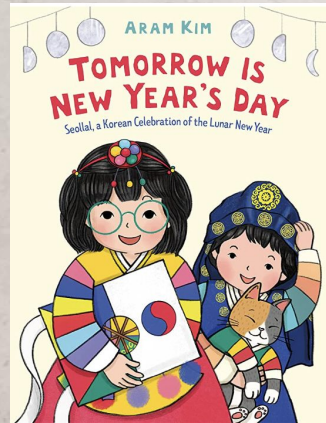
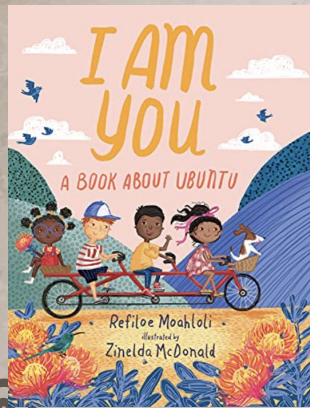
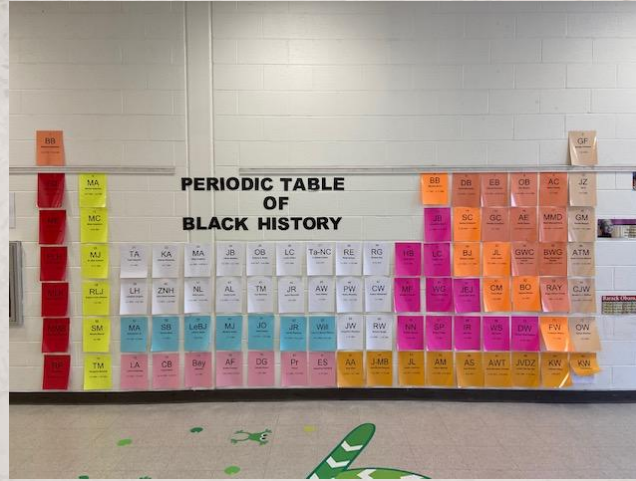
School

- Grade level initiatives
- Schoolwide experiences
- Empathy Week (Read Across America)
- PTO Collaboration
- Cross curricular experiences and lessons
 - Library Media Center
 - World Language
 - Art
 - Music
- Professional development



Schoolwide experiences

UBUNTU
[i am because we are]



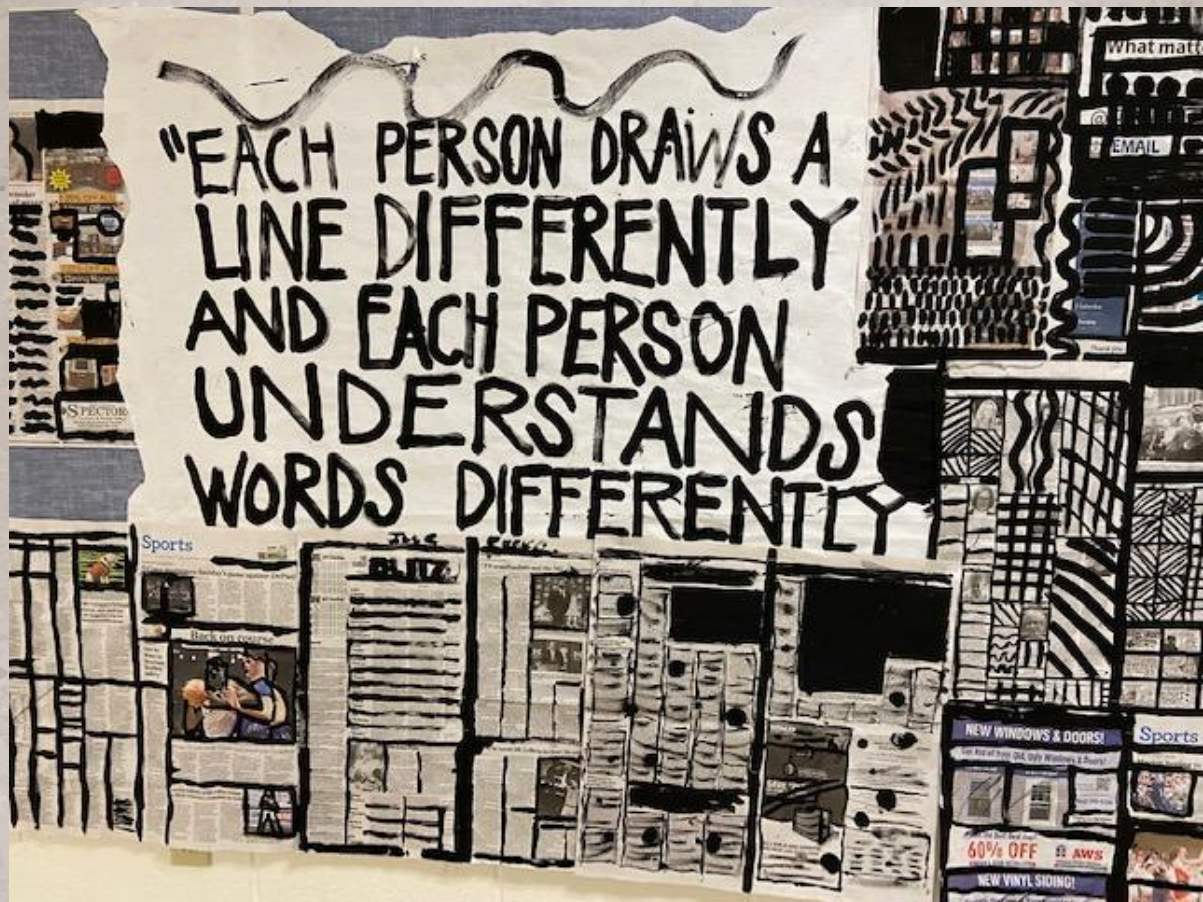
Across grades and departments



- Library recognizes and incorporates holidays, cultures into lessons and displays.
- World Language curriculum includes study of Spanish speaking countries
- Grade level work: 6: Social Issues Book Clubs, Grade 2: Community helpers...and more! Inclusivity across book selection



"EACH PERSON DRAWS A
LINE DIFFERENTLY
AND EACH PERSON
UNDERSTANDS
WORDS DIFFERENTLY"



What we do.....

As a Community Diversity Committee

- Town-wide Woodbridge Like Me event
- DEI Committee town event: Building a Diverse Library
- Community wide letters
- Implement and review Survey: Parents, staff, students in grades 5-6
- Optional Book Clubs: Parents and staff
- Presentations to BOE
- Resource to support DEI issues within the school community





Questions?





Town Building Committee for BRS Capital Projects **Thursday, December 8, 2022**

Meeting Minutes

The following committee members were present: Sheila McCreven (BOS), Jeff Hughes (WBOE), Donavon Lofters (BOF). The following were also present: Tony Genovese (Town Administrative Officer and Director of Finance), Lynn Piascyk (WBOE Chairman), Christine Syriac (WSD Interim Superintendent), Andrea Weinstein (REC Chairman), and John Adamovich (REC Director).

Chairman Sheila McCreven called the meeting to order at 8:38am.

On a motion by Jeff, seconded by Donavon, the committee voted unanimously to approve the Dec. 1, 2022 meeting minutes.

The committee reviewed progress to-date and the projected timeline ahead. Scheduling of a follow-up tour of the exterior and grounds for BOS and BOF members was mentioned at the Capital Budget meeting on December 1 will be scheduled sometime in January or early February on a date to be determined.

The committee discussed its meeting technology use and explored options (meeting by WebEx or Zoom, meetings scheduled and initiated by Town Hall or Beecher staff, etc.). It was agreed that further exploration is needed and the committee will seek an update at its next meeting.

The committee discussed the extended timeline of its work, which will include RFP draft review. The RFP must be finalized, approved by the committee, and then forwarded to the BOS for action. This process is expected to result in RFP responses in late-winter/early spring, and then the committee will interview and select a firm to recommend to the BOS so the work can be awarded. The committee also noted the June 30 deadline for the WBOE to submit project details to the state for potential reimbursement and will work closely with the WBOE to schedule its approval.

The committee discussed the elements to be included in the RFP and intends to review a draft at its next meeting. The committee agreed to include two options for professional engineering services related to the pool area; one for the repair options outlined in the pool consultant report and discussed by Building Department staff at the Capital Budget meeting; the other option being a potential recommendation to explore conversion of this area for classroom use.

The committee members agreed to provide brief updates at upcoming meetings of the BOS (Sheila), WBOE (Jeff), and BOF (Donavon), and requested that the Rec Commission also receive an update, especially with regard to elements of the timeline related to decision-making about the pool (John and Andrea agreed to provide this).

Jeff departed the meeting at 9:04 am. On a motion by Sheila, seconded by Donavon, the committee voted unanimously to adjourn at 9:13am.



Town Building Committee for BRS Capital Projects
Thursday, February 17, 2023 (virtual meeting, no in-person participation)

Meeting Minutes

The following committee members were present: Sheila McCreven (BOS), Jeff Hughes (WBOE), Donavon Lofters (BOF). The following were also present: Lynn Piascyk (WBOE Chairman), Vonda Tencza (WSD Superintendent), Donna Coonan (WSD Director of Business Services and Operations), Vito Esparo (WSD Facilities Manager) and Vincent Lynch (WSD SRO).

Chairman Sheila McCreven called the meeting to order at 8:34am.

On a motion by Jeff, seconded by Donavon, the committee voted unanimously to move into executive session at 8:36am to discuss security matters, and invited Lynn, Vonda, Donna, Vito, and Vincent to attend in order to provide necessary information.

On a motion by Sheila, seconded by Jeff, the committee voted unanimously to exit executive session and adjourn its meeting at 9:12am.

Woodbridge Board of Education Curriculum Committee

February 2, 2023

Via WebEx <https://woodbridgeps.webex.com/woodbridgeps/j.php?MTID=mc0292d78fb4578c9b1a3d5c257ec1e3b>
Meeting Number (access code): 2492 636 7694 Meeting Password: 3iS93FkSnYR

CALL TO ORDER: Dr. Strambler, Chair called the meeting to order at 4:01 PM.

IN ATTENDANCE: Dr. Michael Strambler, Chair (remote); Ms. Sarah Beth Del Prete (remote 4:03 PM); Mr. Steven Lawrence (remote); Dr. Maria Madonick (in-person); Lynn Piascyk, (in person); Erin Williamson (remote 4:06 PM), Board Members; Vonda Tencza, Superintendent; Analisa Sherman, Principal; Mary Vincitorio, WEA Liaison and Marsha DeGennaro, Clerk of the Board.

Public Comment – None

Superintendent's Report: Superintendent Tencza and Ms. Sherman presented a brief update on the Pre-Algebra and TAG on communication outlines from the presentations at the January Board meeting. The Pre-Algebra information letter on the new process will be disseminated to Grade 5 parents in the coming week. STAR assessments will be conducted in May. District placement assessments will be conducted in late May after completion of STAR and Smarter Balanced testing with parent notification anticipated in early June. A similar communication process will be followed for TAG with screening commencing of all Grade 3 students in March. Also, any 4th or 5th grade families who wish to have their child considered for TAG will have the option to participate in that screening. Initial communications will occur in February with eligibility notification in June.

Reading Waiver Process: A brief update will be provided to parents later this week. This group has been meeting every two weeks and will be submitted to the CSDE prior to the due date on February 28. The group has outlined the components of our current English Language Arts curriculum and identified where it aligns with science of reading research our evidence based instruction and where it combines robust instruction / assessment. There is also a detailed accounting of our current curricula practices, models, strategies and materials in support of response areas identified by the CSDE inclusive of oral language, phonemic awareness, phonics, fluency, vocabulary, rapid automatic naming of letter fluency and comprehension. Also detailed is how our model addresses literacy skills, differentiation of foundational skills, structured discussion and writing to meet the needs of all learners. Requirements also include a comprehensive data analysis and compilation of strategy data from multiple years including LAS links, Smarter Balances performance and achievement data, STAR, classroom assessments, Dibbles to address reading achievement gaps. The Bethany and Orange districts are completing the waiver as well. It is anticipated that in late March work will begin planning for spring and summer reading / language arts curriculum work.

Specials Overview: Ms. Sherman an overview of the special areas – Health / Physical Education, General / Instrumental Music, World Language, Library / Technology and Art. The schedule is developed on a 6 day cycle with each area meeting a minimum of 2 sessions in a 6 day cycle (with the exception of Kindergarten). Each curricula is aligned with national and/or state standards although a formal curriculum cycle review process is not currently in place. Questions were raised relative to languages and coding and its integration into our current curriculum. It was suggested that discussions occur with the Middle School on the student placement process in World Language.

The next meeting will be April 6 at 4:00 PM.

Meeting Adjourned 4:57 PM

MINUTES OF THE WBOE FINANCE COMMITTEE MEETING

Tuesday, February 14, 2023

Meeting in-person and via Webex
woodbridgeps.webex.com/woodbridgeps/j.php?MTID=mac26d4deb72a5b3936a2acac4b00fb9f
Meeting number (access code): 2487 541 1431
Meeting password: cXXsBu3Ya65

Attendees: Vonda Tencza, Superintendent (in-person); Steven Lawrence, WBOE (in-person); Lynn Piasyck, WBOE (in-person); Maria Madonick, WBOE (in-person 4:36); Sarah Beth Del Prete, WBOE (remote); Donna Coonan, Business Operations Manager (in-person); Dr. Tom Handler, BOF Liaison; Joe DePalma, WEA Representative.

1. Mr. Lawrence, Chair called the meeting to order at 4:31 PM.

2. Public Comment: None

3. Items reviewed and discussed included:

- a. FY 2022/2023 Budget Narrative Report
- b. FY 2022/2023 Budget Detail Report
- c. FY 2022/2023 Combining Financial Report
- d. FY 2022/23 WBOE Proposed Line Item Transfers

The committee endorsed the administration's recommendation to forward the 2022/23 Proposed Line Item Transfers to the full Board for adoption at the February 27, 2023 meeting.

Meeting Adjourned 5:10 PM

PROPOSED BUDGET TRANSFERS AS OF JANUARY 31, 2023

INCREASE:

1303-67350	Equipment	\$ 6,660	Toward the purchase of two Rifton chairs for adaptable seating required by IEP
1303-64901	Service Contracts	\$ 70,000	Two registered behavioral technicians

DECREASE:

1303-61601	Non-Certified Salaries	\$ (76,660)	use salary savings from vaccant positions to fund RBT's and Rifton chairs
Total Budget Change		\$ -	

MINUTES OF THE WBOE POLICY COMMITTEE

February 7, 2023

VIA WebEx <https://woodbridgeps.webex.com/woodbridgeps/j.php?MTID=m41c52992b993adf9d1122968d2859e90>
Meeting Number (access code): 2485 533 6337 Meeting Password: 4deEkPuDs22

CALL TO ORDER: Dr. Madonick called the meeting to order at 4:34 PM.

IN ATTENDANCE: Dr. Maria Madonick, Chair; Brooke Hopkins, Lynn Piasyck, Erin Williamson, Board of Education Members; Vonda Tencza, Superintendent; Teresa Ramia, WEA Representative; and Marsha DeGennaro, Clerk of the Board.

The Committee noted that CABE concluded their Comprehensive Policy Audit Review in 2016. There have been an assortment of policies reviewed and revised from December 2020 through June 2022 in response to legislative changes and/or CSDE mandates. The Committee discussed the goal of a systematic review of district policies. The Committee outlined a process to begin review of the 9000 series as there are several policies that do not adhere to current practice nor is the process delineated accurate. Other policies that may require priority review include Student Data Protection and Privacy, Cyber Security and Title IX.

The Committee agreed to review and compare our current policies with CABE recommended between the April 4 and June 6 meetings.

The Committee will establish a new meeting schedule commencing July 2023.

Meeting Adjourned: 5:09 PM

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

Woodbridge School District

Safe Return to In-Person Instruction and Continuity of Services Plan Updated February 27, 2023

I. Health and Safety Strategies

Related to the Covid-19 pandemic, the Woodbridge School District has currently suspended its policy related to travel and self-quarantine. Policy review continues to assess the degree to which policies should be enacted and/or revised.

For each of the following mitigation strategies, the Woodbridge School District will comply with relevant CDC guidelines, Connecticut DPH and CSDE guidelines, and State of Connecticut Executive Orders. Specific details follow.

Mitigation Strategy	WSD Response
Universal and correct wearing of masks	<ul style="list-style-type: none"> As of the date of this document, mask-wearing within the school building or on the schools grounds is an individual's choice <i>*Exception being Covid positive cases.</i>
Physical distancing	<ul style="list-style-type: none"> As of this date, the CDC has removed the requirement for physical distance.
Handwashing and respiratory etiquette	<ul style="list-style-type: none"> Frequent handwashing is expected and will be modeled and encouraged, particularly after one eats, touches one's face, or shares materials. Hand sanitation stations will continue to be maintained throughout the school building. Students and staff are expected to stay home if experiencing a fever.
Cleaning and maintaining healthy facilities, including improving ventilation	<ul style="list-style-type: none"> Upgraded ventilation systems will continue to provide high-quality air filtration at Beecher Road School, including continued use of MERV 13 air filters. External doors and windows should be closed to facilitate the best indoor air quality via the building ventilation system. High-touch surfaces and objects (e.g., door handles, sink handles, drinking fountains) will be cleaned within the school building and on school buses at least once per day, and more often if needed (e.g., when visibly dirty). Staff removing garbage bags or handling/disposing of trash will use gloves, and will wash their hands after removing their gloves.
Contract tracing in combination with isolation and quarantine, in collaboration with the State, local, territorial, or Tribal Health Departments	<ul style="list-style-type: none"> Based on State and local guidelines, contact tracing has ended. All positive Covid-19 cases in the school building will be reported to the State of Connecticut per DPH protocols. Covid-19 positive cases will isolate for a minimum of 5 days and will contact school nurse.
Diagnostic screening and testing	<ul style="list-style-type: none"> Students and staff are encouraged to follow health guidance and stay home if experiencing a fever. (Further guidance can be found on Launching into Healthy Learning – Fall 2022.) Nursing staff will monitor all student absences and recommend to families when to follow-up with a pediatrician for guidance on returning to school. Project Covid DeteCT has ended, and there will be no testing in school. Free test kits and masks are available.

Efforts to provide vaccinations to educators, other staff and students, if eligible	<ul style="list-style-type: none"> • WSD will offer coordination with State and local agencies to facilitate Covid-19 vaccination clinics. Information on vaccine availability for all community members will be disseminated to families.
Appropriate accommodations for children with disabilities with respect to the health and safety policies	<ul style="list-style-type: none"> • Staff will continue to assist students in strategies to increase tolerance for mask-wearing, physical distancing and handwashing. • Additional PPE will be made available to staff as needed.

II. Continuity of Services

Based on CSDE guidelines, all students of the Woodbridge School District continue to participate in full in-person learning. To address students' academic, social, emotional, mental health and other needs, the following services are implemented:

2022-2023 School Year

- Continued emphasis has been placed on social-emotional supports for all students and families.
- Technology staff ensure that all students have access to Wi-Fi, appropriate devices and materials for learning, including digital learning as necessary.
- Technology staff and classroom teachers provide students ongoing opportunities to learn how to be effective digital citizens.
- Nursing staff continue to recognize psychosomatic symptoms of stress and anxiety and continue to work with the school-based Wellness Team to determine appropriate supports for students experiencing stress-related physical symptoms.
- Cafeteria full use foster continues to foster students' social connections

To address staff social, emotional mental health and other needs, the following services continue to be implemented:

- Administrators utilize informal check-ins with all staff on an ongoing basis, formal meetings through the staff evaluation process and regular visibility throughout the school building.
- Administrators provide staff opportunities for self-care and fun through celebrations, wellness activities and whole-school community building activities.
- Administrators provide staff time to work together in professional learning communities, including to identify priority curricular standards, to ensure appropriate curricular resources, to review student assessment data prior to teaching units of study and to continue to develop strategies for effective blended learning.
- Administrators utilize the intervention process for students needing differentiated resources and support.
- Administrators and nursing staff recognize psychosomatic symptoms of stress and anxiety and work with the school-based wellness team to determine appropriate supports for staff experiencing stress-related physical symptoms.

III. Public Comment

In 2021 the development of this Safe Return to In-person Instruction and Continuity of Services Plan was accomplished by a committee of representative stakeholders. A Frequently-Asked Questions document was also developed in late summer 2021. Public input on the current updated Plan was accomplished via continued dialogue with individual members of all constituent groups, as well as with their formal representatives. In relation to the District's implementation of "Screen & Stay," feedback was solicited via: a google Forms survey, an open virtual forum for oral public input with members of the Reopening Committee and meetings with district staff. Well over 300 individuals participated in one or more of these opportunities. The Board of Education maintained a Safe Return Update on each regular meeting agenda during the 2021/22 school year and the Superintendent issued regular community updates inviting feedback. As required by the CSDE, ongoing review and revisions of this plan are conducted every six months.

IV. Periodic Review Process

Periodically through September 30, 2023, the Woodbridge School District will review, and as appropriate, revise its Safe Return to In-Person Instruction and Continuity of Services Plan, utilizing the committee structure complemented by public input.

V. Understandable and Uniform Format

Consistent with federal regulations, this Plan has been written in an understandable and uniform format, and to the extent practicable, is written in a language that parents can understand or, if not practicable, has been orally translated. Upon request, a parent who is an individual with a disability will be provided an alternative format accessible to that parent. Individuals requiring assistance with accessing or understanding the Plan should contact the Woodbridge School District Superintendent Vonda Tencza

Our Mission

Beecher Road School is a caring, creative community that models and inspires the joy of lifelong learning, embraces diversity and celebrates the unique qualities of each person.

Our Vision

To provide a dynamic educational environment that challenges and empowers students to persevere as innovators and collaborators in preparation for their role as responsible global citizens.