

## **Agenda**

- I. **Call to Order / WebEx Log-In**  
**<https://woodbridgeps.webex.com/woodbridgeps/j.php?MTID=m1540ba8d2f7d0129c65d64cca95fe45>**  
  
**Meeting Number (access code): 2491 409 8635**  
**Meeting Password: v4pZiru2iv2**  
  
*This meeting is being conducted as a hybrid meeting consistent with Sections 149-153 of Connecticut Public Act 21-2. The public may attend in person at the location indicated above or electronically via WebEx with the link provided above.*
- II. **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. Public Comments may be submitted electronically to [mdegennaro@woodbridgeps.org](mailto:mdegennaro@woodbridgeps.org)***
- III. **Items for Discussion**
  - A. Budget Narrative Report
  - B. Budget Summary Report
  - C. Budget Detail Report
- IV. **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. Public Comments may be submitted electronically to [mdegennaro@woodbridgeps.org](mailto:mdegennaro@woodbridgeps.org)***
- V. **Adjourn**

## Woodbridge Public School's 2023-2024 Budget Narrative

December 7, 2023

The attached financial reports represent five months (42%) of the fiscal year.

**100 Series Salaries** - Salaries represent 61% of the budget. Two recent teacher resignations which are currently being filled by substitutes are giving us additional salary savings in this category. We are currently down three paras. We are recording the new SRO position in non-certified salaries. The net of all these items has us showing \$140K of salary savings on the year which is about \$30K more than the prior month.

**200 Series Benefits** – Benefits are 21% of our budget is based on the elections of last year's staff. Our insurance expenses are running on track with the budget. Continued vacancies have us trending toward some savings in CMERS and payroll taxes.

**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. With the two previously mentioned teacher vacancies being staffed by long term substitutes, this line is trending \$15K over budget. We still have the savings from employing our School Resource Officer directly and not as a Professional Service giving this category a net \$123K savings on the year.

**400 Series Purchased Property Services** - Purchased Property Services are 4% of the total budget and have been increased over the previous year to keep up with higher natural gas prices. The winter has not been too cold yet, so we may be in for additional savings in our natural gas budget line, but it is still early to try and predict. A more detailed review of electricity charges was taken during our FY25 budget preparation and we are now predicting a significant \$25K savings due to the pool filters not running while the pool remains empty.

**500 Series Other Purchased Services** - This category is 9% of our budget and includes student transportation, tuition, interns, liability insurance and items that do not fall within the professional services/property services categories. We expect some small savings in our Worker's Comp and Liability insurance expenses, as well a small amount of saving in Internet expense. We will incur some additional special education transportation costs for the rest of this year which will take our expected savings in this line town to \$3K.

**600 Series Materials and Supplies** – These supplies account for 2% of our budget. With the exception of custodial/maintenance supplies, this category is direct support for classroom instruction. We plan to utilize all of these budgeted funds for the year. Testing supplies is bringing this category about \$2K over budget for the year.

**700 Series Furniture and Equipment** - This category represents 6/10 of one percent of the budget and since we were able to pre-buy \$45K of Chromebooks with our FY23 surplus, but have committed about \$8K of that savings to additional technology purchases, leaving us with a \$37K savings in this category.

**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. We anticipate utilizing all available fund.

**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 11-30-2023**

<b>OBJECT</b>	<b>DESCRIPTION</b>	<b>ADOPTED BUDGET</b>	<b>TOTAL AVAILABLE</b>	<b>ESTIMATED ADDITIONAL</b>	<b>(OVER) UNDER YEAR END</b>
100	TOTAL SALARIES	10,298,303	226,937	86,186	140,751
200	TOTAL BENEFITS	3,497,674	1,583,557	1,554,605	28,952
300	TOTAL PROFESS. SERVICES	522,182	377,674	254,637	123,037
400	TOTAL PROPERTY SERVICES	728,899	407,315	397,373	9,942
500	OTHER SERVICES	1,512,357	382,662	379,761	2,902
600	SUPPLIES & MATERIALS	322,601	117,453	119,573	(2,120)
700	TOTAL PROPERTY SERVICES	98,400	74,260	37,260	37,000
800	TOTAL DUES, FEES, MISC.	36,675	15,125	15,125	-
<b>TOTAL ADOPTED BUDGET</b>		<b>17,017,091</b>	<b>3,184,983</b>	<b>2,844,520</b>	<b>340,463</b>

<b>OBJECT</b>	<b>DESCRIPTION</b>	<b>ADOPTED BUDGET</b>	<b>TOTAL AVAILABLE</b>	<b>ESTIMATED ADDITIONAL</b>	<b>(OVER) UNDER YEAR END</b>
390	OT/PT SERVICES/CONSULTING	41,800	2,688	2,688	-
510	TRANSPORTATION	225,274	27,917	40,000	(12,083)
560	TUITION SPECIAL ED	328,480	15,388	15,388	-
<b>SPECIAL EDUCATION CARVEOUT</b>		<b>595,554</b>	<b>45,993</b>	<b>58,076</b>	<b>(12,083)</b>

<b>SUMMARY</b>	
<b>Special Ed Surplus / (Deficit)</b>	<b>(12,083)</b>
<b>Under / (Over) Spending in OTHER programs</b>	<b>352,545</b>
<b>Total Surplus / (Deficit) Projected</b>	<b>340,463</b>

**WOODBRIIDGE BOARD OF EDUCATION**  
**MONTHLY DETAIL BY OBJECT**  
**FOR THE MONTH ENDED November 30, 2023**

Object Code	Descriptions	Adopted Budget	Expended to Date	Encumbered to Date	Available Balance	Estimated Additional	Projected Year-End Balance
110	Administrators	964,865	468,526	484,760	11,579		11,579
120	Teachers - Regular	5,808,080	2,046,243	3,622,915	138,922	63,850	75,072
120	Teachers - Special Education	948,002	353,302	594,701	(0)		(0)
1201	Psychologist	201,290	35,730	101,235	64,325	30,000	34,325
1203	Counselor	52,573	24,264	42,041	(13,732)		(13,732)
<b>Sub-Total Certified Salaries</b>		<b>7,974,810</b>	<b>2,928,064</b>	<b>4,845,651</b>	<b>201,094</b>	<b>93,850</b>	<b>107,244</b>
1303	Custodians	450,218	220,979	214,526	14,713	14,000	713
140	Nurses	170,995	59,224	113,103	(1,332)		(1,332)
150	Secretaries, Clerical	383,229	178,228	200,066	4,934	3,836	1,098
160	Paraprofessionals	581,232	198,959	337,882	44,390		44,390
1601	Special Education Paraprofess.	545,517	185,517	317,551	42,449	(28,000)	70,449
170/10	Salaries OT / PT	60,793	38,992	73,652	(51,851)		(51,851)
190	IT Manager	79,568	39,591	39,590	387		387
190	Salaries, Miscellaneous	51,941	29,981	49,809	(27,848)	2,500	(30,348)
<b>Sub-Total Non-Certified Salaries</b>		<b>2,323,493</b>	<b>951,470</b>	<b>1,346,180</b>	<b>25,843</b>	<b>(7,664)</b>	<b>33,507</b>
<b>TOTAL SALARIES</b>		<b>10,298,303</b>	<b>3,879,534</b>	<b>6,191,832</b>	<b>226,937</b>	<b>86,186</b>	<b>140,751</b>
220	FICA	303,375	105,654	-	197,721	188,541	9,180
230	CMERS	498,265	126,430	-	371,835	350,211	21,624
270	Medical Insurance	2,649,631	1,659,517	614	989,500	989,500	-
280	Life Insurance	29,353	15,329	-	14,024	15,876	(1,852)
2902	Other Employee Benefits	17,050	6,573	-	10,477	10,477	-
<b>TOTAL BENEFITS</b>		<b>3,497,674</b>	<b>1,913,504</b>	<b>614</b>	<b>1,583,557</b>	<b>1,554,605</b>	<b>28,952</b>
320	Professional Development	45,425	3,588	236	41,601	41,601	-
330	Legal Fees	62,000	14,269	1,993	45,738	45,738	-
340	Software Support	26,959	3,157	15,255	8,547	8,547	-
350	Substitutes	143,000	54,617	-	88,383	103,383	(15,000)
390/01	Consultant Services	41,800	3,978	35,135	2,688	2,688	-
3902	Financial Audit	32,680	-	-	32,680	32,680	-
390	Other Prof/Tech. Services	170,318	6,965	5,317	158,037	20,000	138,037
<b>TOTAL PROFESSIONAL SERVICES</b>		<b>522,182</b>	<b>86,573</b>	<b>57,935</b>	<b>377,674</b>	<b>254,637</b>	<b>123,037</b>
410/01	Utilities - Electric and Water	205,500	46,751	-	158,749	133,749	25,000
420	Heating	151,602	27,952	-	123,650	123,650	-
430	Repairs and Maintenance	72,000	30,277	10,445	31,278	31,278	-
450	Leases and Rentals	109,123	75,590	-	33,533	44,533	(11,000)
4501	Building Improvements	-	-	4,058	(4,058)	-	(4,058)
490	Other Purchased Services	27,412	14,820	-	12,592	12,592	-
4901	Service Contracts	163,262	65,979	45,712	51,571	51,571	-
<b>TOTAL PROPERTY SERVICES</b>		<b>728,899</b>	<b>261,370</b>	<b>60,215</b>	<b>407,315</b>	<b>397,373</b>	<b>9,942</b>
510	Pupil Transportation-Regular	457,642	201,487	-	256,155	256,155	-
510	Pupil Transportation-Spec. Educ.	225,274	67,031	130,325	27,917	40,000	(12,083)
520	Insurance-General Liability	134,307	93,895	36,142	4,271	-	4,271
5201	Worker's Compensation	239,734	116,657	114,702	8,375	-	8,375
530	Telephone Services	17,070	8,284	-	8,786	9,586	(800)

**WOODBRIIDGE BOARD OF EDUCATION  
MONTHLY DETAIL BY OBJECT  
FOR THE MONTH ENDED November 30, 2023**

Object Code	Descriptions	Adopted Budget	Expended to Date	Encumbered to Date	Available Balance	Estimated Additional	Projected Year-End Balance
535	Internet	27,500	16,562		10,938	8,800	2,138
537	Postage	4,400	2,053	594	1,753	1,753	-
540	Advertising	1,000			1,000	-	1,000
550	Interns	57,000	23,650		33,350	33,350	-
560	Tuition - Wintergreen	6,000			6,000	6,000	-
560	Tuition - Out of District	328,480	105,776	207,317	15,388	15,388	-
590	Other Purchased Services	13,950	5,072	150	8,728	8,728	-
<b>TOTAL OTHER PURCH SERVICES</b>		<b>1,512,357</b>	<b>640,465</b>	<b>489,230</b>	<b>382,662</b>	<b>379,761</b>	<b>2,902</b>
610	Instructional Supplies	115,185	45,475	20,233	49,477	49,477	-
620	Computer Software	73,796	41,480		32,316	32,316	-
625	Supplies Nurses	5,370	2,181	8	3,180	3,180	-
630	Supplies Custodial	52,300	17,061	34,538	701	701	-
635	Supplies Office	12,800	1,082		11,718	11,718	-
640	Books and Audio Visual	16,000		10,257	5,743	5,743	-
645	Subscriptions	26,500	4,228	5,462	16,810	16,810	-
650	Testing	17,650	15,642	4,129	(2,120)	-	(2,120)
690	Misc. Supplies - DW Security	3,000	3,146	224	(370)	(370)	-
<b>TOTAL SUPPLIES &amp; MATERIALS</b>		<b>322,601</b>	<b>130,296</b>	<b>74,852</b>	<b>117,453</b>	<b>119,573</b>	<b>(2,120)</b>
730	Equipment - Office	-			-		-
732	Computer Hardware	76,500	11,154	6,463	58,883	21,883	37,000
735	Equipment - Teaching	10,900		1,929	8,972	8,972	-
740	Equipment - Building	5,000	615	374	4,011	4,011	-
745	Furniture	6,000	3,606		2,394	2,394	-
<b>TOTAL PROPERTY</b>		<b>98,400</b>	<b>15,375</b>	<b>8,766</b>	<b>74,260</b>	<b>37,260</b>	<b>37,000</b>
810	Dues and Fees	23,475	18,281	3,269	1,925	1,925	-
900	Other Fees	13,200	-	-	13,200	13,200	-
<b>TOTAL DUES AND FEES</b>		<b>36,675</b>	<b>18,281</b>	<b>3,269</b>	<b>15,125</b>	<b>15,125</b>	<b>-</b>
<b>TOTAL ADOPTED BUDGET</b>		<b>17,017,091</b>	<b>6,945,398</b>	<b>6,886,711</b>	<b>3,184,983</b>	<b>2,844,520</b>	<b>340,463</b>