

Agenda

I. Preliminary Business / WebEx Log-in / Motions

<https://woodbridgeps.webex.com/woodbridgeps/j.php?MTID=m5d140f18d2d91a6552a4bc687cda03c8>

Meeting Number: 2497 284 8317

Meeting Password: 3sT5m5qTpb7

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 or electronically via WebEx with the link provided above.

- A. 6:15 PM Call to Order / Executive Session, in accordance with State statute
 - 1. Contract Extension of Director of Business Services / Operations
- B. 7:00 PM Public Session
- C. Pledge of Allegiance
 - 1. CAPSS Superintendent / Student Awards
- D. Correspondence - *Correspondence may be submitted via email no later than 4:00 PM on the day of the meeting to mdegennaro@woodbridgeps.org*
- E. 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*
- F. PTO Update

II. Consent Agenda

- A. Approval of April 24, 2024 Regular Meeting Minutes
- B. Budget Narrative Report
- C. Budget Summary Report
- D. Budget Detail Report

III. Reports

- A. Superintendent's Report
 - 1. Budget Updates - 2023/24 and 2024/25
 - 2. BRS Update

- B. Facilities Committee Report
 - 1. BRS Infrastructure Upgrade Building Committee
- C. Finance Committee
 - 1. Appropriate Funding for Asbestos Removal Summer of 2024
- D. CABA Liaison Report
- E. Upcoming Meeting Presentation(s) - 2023/24 End-of-Year Wrap-Up
- F. Policy Committee / Adopt Policies
 - 1. 9000-Role of Board and Members (Powers, Purposes, Duties)
 - 2. 9005-Statement of Integrity
 - 3. 9010-Limits of authority
 - 4. 9012-Legal Responsibilities of Boards of Education
 - 5. 9020-Public Statements
 - 6. 9020.1 Advocacy
 - 7. 9030-Commitment to Democratic Principles in Relation to Community, Staff and Students
 - 8. 9040-Board Related Responsibilities
 - 9. 9110-Number of Members, Terms of Office, Election of Members
 - 10. 9120-Officers and Auxiliary Personnel

IV. New Business

- A. Act on Contract Extension of Director of Business Services / Operations

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



May 8, 2024

Dear WBOE,

Thank you for the delicious lunch you provided for the entire faculty and staff. I was giddy last night when I didn't have to pack my lunch. The veggie lasagna, salad and dessert ~~were~~ so satisfying. Gratefully

yours,
Grace Halsey



Marsha DeGennaro <mdegennaro@woodbridgeps.org>

Fwd: [External Email] Urgent response needed please

Lynn Plascyk <lplascyk@woodbridgeps.org>
 To: Marsha DeGennaro <mdegennaro@woodbridgeps.org>

Tue, May 21, 2024 at 10:34 AM

----- Forwarded message -----

From: amy Nagle <anagle22@aol.com>

Date: Fri, May 17, 2024 at 8:22 AM

Subject: [External Email] Re: Urgent response needed please

To: <lplascyk@woodbridgeps.org>, <lfrancese@woodbridgeps.org>, <sdelprete@woodbridgeps.org>, <jdahaya@woodbridgeps.org>, <bhopkins@woodbridgeps.org>, <jhughes@woodbridgeps.org>, <slawrence@woodbridgeps.org>, <mstrambler@woodbridgeps.org>, <ewilliamson@woodbridgeps.org>

Good morning,

I am following up after the email I sent last week asking for help from the BOE. It's appalling that I haven't received a reply from anyone. I was informed by Woodbridge PD that Mr. Lynch had no jurisdiction to be in my property. I want to know why Ms. Tencza sent him to find me. At multiple locations. Why would that be more important than having him present in the school he's supposed to be protecting?

This is an egregious violation of my privacy, not to mention abuse of power and resources. I'm sure the parents of Beecher would be concerned to know our armed guard is being sent on field trips by the superintendent when he's supposed to be protecting our kids.

I also spoke with an attorney who indicated this is harassment and I will proceed with her if I do not hear back from the board regarding this matter. I feel very uncomfortable in my own town and sending my kids to a school being run by someone who would use her position to sneak and find myself and whoever else she wants. I am also contemplating using a social forum to share my story. I believe the town should know what's going on in their school.

Please contact myself or my husband by Monday with a plan as to investigate this incident. I guarantee this did not come from Vinny Lynch and he was following orders. It's unacceptable and needs to be addressed immediately.

Sincerely,

Amy and Rick Nagle

Sent from my iPhone

> On May 11, 2024, at 1:54 PM, amy Nagle <anagle22@aol.com> wrote:

>

> Following up with pics that did not attach. Please advise the next steps in this matter.

>

>

>

> Rick and Amy Nagle

>

> Sent from my iPhone

>

>> On May 9, 2024, at 5:10 PM, amy Nagle <anagle22@aol.com> wrote:

>>

>> Hello all,

>>

>> I am writing per the advice of the Woodbridge PD. I brought this concern to them this morning after becoming more and more anxious overnight. I have not addressed it anywhere else yet. I'm hoping to resolve this quickly with some help.

>>

>> To give you a short history of my experience with Ms. Tencza, I am on the board of the PTO, I worked briefly at

5/21/24, 10:38 AM

Woodbridge PS Mail - Fwd: [External Email] Urgent response needed please

Beecher, I resigned but then she terminated me before I was allowed to finish my two weeks or stay in as a substitute. Per policy I exceeded my sick days. My [REDACTED] had pneumonia and I had written documentation from her pediatrician but this did not suffice. I'm sure she was within her rights however not a good rapport. Other very significant incidents occurred which Ms. Tencza and I have disagreed, such as the incident which was investigated by DCF. I'd be happy to elaborate further in a meeting. That being said Ms. Tencza knows exactly who I am. On to my reason for this email.

>>

>> Yesterday I was driving our [REDACTED] to Beecher for school and I noticed Vinny Lynch, Officer Lynch, in a grey pick up truck in my old driveway. (10 miles Ave) This was about 12pm. I know this because I thought about stopping to say hello but wouldn't have made it in time for [REDACTED]. I didn't think of it again until later in the day. Around 1:30pm Officer Vinny Lynch rang my doorbell.

>>

>> ***As a mother of 3 children in your care 1, it's a jolt to my heart thinking something is wrong and 2, why is the staff in charge of their protection IN school at my door??!

>>

>> I do not have answers to those questions. Officer Lynch stated he was given the attached paper to give to me and let me know my w2 was returned to the school. I explained that I have my w2 and already received my taxes. He stated "I told her it seemed a little late for taxes" and then he left. This seems like a huge waste of Vinny's time and having him in the school is where we as parents expect him.

>>

>> Can we please find out why Officer Lynch was sent to find me? Multiple times?! Officer Lynch appeared to be following directions and even a bit confused as to why he was there. I recently updated our address with the school. Had they taken the time to discuss this with the office they would have seen the new lease, bills and landlord property affidavit in each of their files.

>>

>> Please advise as to how we should proceed and when we should expect to hear back from the BOE.

>> Best,

>>

>> Amy and Rick Nagle

>>

>>

>>

>>

>> Sent from my iPhone

[Quoted text hidden]

8 attachments



image0.jpeg
2938K



Image1.jpeg
2207K



image2.jpeg
2226K



image3.jpeg
2939K



image4.jpeg
2194K

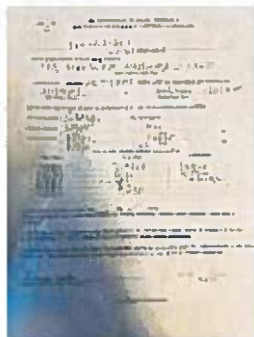


image5.jpeg
3194K

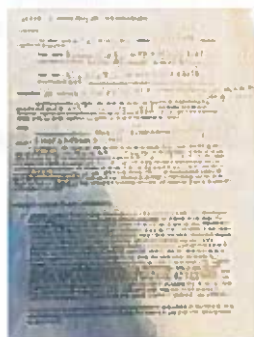


image6.jpeg
3762K

5/21/24, 10:38 AM

Woodbridge PS Mail - Fwd: [External Email] Urgent response needed please



image7.jpeg
3657K



PROPERTY OWNER / LANDLORD

1-1

Quick Lookup
Print A Report
Switch Student
List (1)

Switch 12 Alerting

Portal Overview
Student Preferences
Contact Information

Information

Access Accounts
Addresses

Attachments
Custom Screens

Demographics
Emergency/Medical

Family
Health

Modify Info
Other Information

Student Email
Parents

Photo
State/Province - CT

Transportation
Academics

Attendance
Attendance Info

Centris Group - IEP Viewer
Cumulative Info

Graduation Plan Progress
Graduation Plan Selection

Today is: 05/07/2024 Schedule: Regular School Day (C Day)

Beecher Road School

23-24 Year

General Demographics

12/14

10 Miles Ave. #2, Woodbridge

Name (Last, First Middle)

Legal Name (Last, First Middle Suffix)

Home Address
Street, Apt/Suite

City, State, Zip

Geocode

Mailing Address - Copy From Home Address
Street, Apt/Suite

City, State, Zip

Geocode

Home phone

Age

DOB

Aggregate days of membership (TTD)
Area/Neighborhood

Lease Agreements

Double Mailing



WOODBRIDGE SCHOOL DISTRICT
AFFIDAVIT OF PROPERTY OWNER / LANDLORD

I, Ermira Isaku
(Name of Property Owner Landlord)

am the property owner of the dwelling located at
1 M Manila Ave Woodbridge CT 06525
(Street Address, City, State)

Property Owner / Telephone 203-954-8142 hereby certify that I am renting this dwelling from
2/1/2024 to 2/1/2025 1/31/2025
(Month/Day/Year) (Month/Day/Year)

to the following persons identified as tenants having the right to be occupants in the dwelling:

Parent/Guardian: ANagle Parent/Guardian: _____

Name of Child: Nagle _____ MI

Name of Child: Nagle _____ MI

Nagle
Last

List all other persons residing in the dwelling:

Last Name	First Name	Relationship
Nagle	Richard	father
Nagle	Amu	mother
Nagle	[Redacted]	Siblings
Nagle	[Redacted]	
Nagle	[Redacted]	

Is Utility Bill included in rent: Yes _____ No Utility
If Yes, a copy of the most recent Utility Bill for the dwelling indicating Property Owner/Landlord's name must be submitted.

As the Property Owner/Landlord, I certify that I will notify the Woodbridge School District, in writing at 40 Beecher Road, Woodbridge, CT 06525, within 10 days of termination of this tenancy relationship.

I understand that a perjured or fraudulent statement may lead to my prosecution under the criminal statutes of the State of Connecticut. I also understand that this document may be used in a court of law as evidence against me.

Ermira Isaku
(Signature of Property Owner/Landlord)

Ermira Isaku
(Print Name)

LEASE – FURNISHED OR UNFURNISHED

PARTIES

This Lease, made the 1st of February 2024, between Ermira Isaku Landlord, and the following parties:

Tenant Name: Richard Nagle Cell Phone #: (203) 915 4766

Tenant Previous Address: 10 Miles Ave, Woodbridge CT 06525.

Tenant Name: Amy Nagle Cell Phone #: (203) 641 5336

Tenant Previous Address: _____

PREMISES 1A -> soon to be changed into the permanent address 1M Manila Ave Woodbridge CT 06515

Landlord has rented to Tenant, and Tenant has rented from Landlord the dwelling known as (property address) 1A Manila Ave Woodbridge CT 06525 hereinafter referred to as "Premises" together with the furniture and furnishings contained therein, if any as listed in the "Other Items" section at the end of this lease (to be prepared by Landlord and reviewed by Tenant).

TERM

This Lease begins at noon on February 1st, 2024 and ends at noon on January 31st, 2025

RENT

\$ 2900 (twenty nine hundred)

Rent is \$2900 per month and shall be paid per the terms specified in this lease. Tenant agrees to pay, as additional rent, a late charge of \$290 for any rental payment not fully paid within 10 days of the due date, thus after the 10th of the month the amount would be \$2900 + \$290 = \$3190. This late charge is to help cover additional expenses and costs which may be incurred because of irregular cash flow and late fees incurred by Landlord. No interest will be paid on the security deposit in any month that the rent is not paid within the 10 days of the due date. **RENT PAID AFTER THE IS CONSIDERED LATE AND MAY BE REPORTED TO CREDIT BUREAUS AND TENANT SCREENING COMPANIES. NOTE: RENT MUST ACTUALLY ARRIVE AT THE SPECIFIED ADDRESS ON TIME. OTHERWISE IT IS LATE EVEN IF YOU SENT IT ON TIME.**

TENANT'S COVENANTS AND AGREEMENTS

- Multiple Tenants:** Where multiple Tenants are living in the premises and are a party to this lease, each Tenant and any cosigners are jointly and severally liable for all items on this lease. For example, if Tenants pay rent with separate checks and one of them is late then ALL TENANTS are considered to be late with the rent and are responsible for any late fees or penalties. If one Tenant violates the lease, then all Tenants are considered to have violated the lease. Notices and requests to one tenant will constitute a notice to all tenants. Notices and requests from any Tenant (including notices of termination, repair requests and entry permissions) constitute notice from all Tenants. Any resident who defaults under this lease will indemnify the non-defaulting residents and their guarantors. Security Deposit refunds may be by one check jointly payable to all residents; the check and any deduction itemizations may be mailed to one resident only. **TENANT WILL NOT HOLD LANDLORD RESPONSIBLE FOR DETERMINING WHICH PARTICULAR TENANT(S), GUEST, or ASSOCIATE IS RESPONSIBLE FOR ANY LEASE VIOLATIONS, NOR WILL LANDLORD BE REQUIRED TO DETERMINE WHEN WITHIN THE LEASE PERIOD THE DAMAGE HAPPENED IN ORDER TO GET COMPENSATED FOR DAMAGES. IF MORE THAN ONE PERSON IS ON THIS LEASE, OR IF LANDLORD AND TENANT LATER AGREE TO SUBSTITUTE INDIVIDUAL TENANTS ON THE LEASE PLEASE CONSIDER THIS CAREFULLY.**

It may be wise to work out an initial agreement amongst all individuals on the lease to clarify responsibilities and to ensure compliance with this lease in a way that is fair and equitable to each Tenant.

misunderstandings, we have gone to great lengths to clarify that smoking of any kind is allowed anywhere on the property indoors OR OUTDOORS

Please thoughtfully consider your ability and desire to comply with this No Smoking policy for the full duration of your stay before signing this agreement and the Month-to-Month lease or Annual lease.

People who smoke are not covered by state or federal anti-discrimination laws. Also, they are not considered disabled under state or federal disability rights laws.

Owners of apartment buildings and condominium associations may also regulate or ban smoking in outdoor locations on the property. There is no law which prohibits this.

The term "Smoking" means inhaling, exhaling, burning, or carrying any lighted cigar, cigarette or other tobacco product in any manner or in any form. Obviously other "illegal" substances that are smoked are covered here too.

Listed below are some but not necessarily all of the means that Landlord may conclude that Tenant or Tenant's Guest has been smoking either *inside or outside premises*:

- Presence of butts or ashes.
- Presence of smoke paraphernalia – cartons, wrappers, matches, lighters, ashtrays, etc.
- The presence of actual tobacco smoke.
- Persistent smoke odor – even if odor is not from immediately lit tobacco.
- Presence of bum marks indicative of tobacco use.

Tenant also agrees to the items below:

- Tenant declares by signing this agreement that he or she is a Non-Smoker, and will be required to move from premises if starting or resuming a smoking habit.
- Tenant agrees to ensure that his or her guests will not smoke anywhere on premises *inside or outside*, and that guest's ignorance of the policy does not excuse smoking of any kind.
- Tenant agrees that even "occasional" smoking is not permitted.
- Tenant agrees that even "outside" smoking is not permitted.
- Tenant agrees that excuses for any type of smoking will not be tolerated even once.

Why is Smoking Prohibited?

Smoking creates several problems that although tolerable for many smokers, creates big problems for others. Here are a few of the problems:

- It is a fire hazard – cigarettes are the leading cause of fire-related deaths in homes.
- Insurance costs are increased due to the statistically higher chances of fire.
- It is unhealthy for all in the vicinity who must breathe in the carcinogenic smoke.
- Offensive odor that most people find objectionable – even odor from "outside" smoke has the same undesirability.
- The other non-smoking tenants in the building may have grounds to break their lease with us, thus causing economic loss and inconvenience.
- High maintenance costs - Secondhand smoke covers walls, ventilation systems, and other exposed surfaces with a dirty, yellow residue. In rooms which have been smoked in for a period of time, it is almost impossible to remove the smell of the tobacco smoke without special washing and repainting at great expense.
- Cigarette litter (butts, matches, papers, etc.) is very unsightly and these small pieces of litter must be tediously picked up one at a time by maintenance personnel.
- Smoke drifts everywhere - Tobacco smoke travels from its point of generation in a building to all other areas of the building. It has been shown to move through light fixtures, through ceiling crawl spaces, and into and out of doorways.

I have carefully and thoughtfully read, understand and agree to the No Smoking Policy stated in this document. I understand that I may be evicted if I or my guests break this policy.

Richard Nagle
(Print first, last name)

Amy Nagle
(first, last name)

[Handwritten Signature]
(Signature)
[Handwritten Signature]
(Signature)

2/1/2024
(Date)

2/1/2024

PTO Update for WBOE

May 21, 2024

BRS PTO Update

BEECHER ROAD



SCHOOL

Beecher Road School PTO 2023-24 Program on a Page

August

- Kindergarten Social ✓
- Welcome Back Teachers ✓

September – GM Mtg ✓

- Ice Cream Social ✓
- Grade Level Socials ✓
- Original Works Kids' Art fundraiser ✓
- Woodbridge Like Me ✓

October

- Picture Day ✓
- Halloween Hoot ✓

November

- Thanksgiving Drive ✓
- Fall Book Fair ✓

December – GM Mtg ✓

[School Events]

- *PTO Donation Ask ✓

January – GM Mtg ✓

- Planning

February

- STEM Night ✓
- V-Day Gratitude Project ✓
- Math Night ✓

March – GM Mtg

- International Night ✓
- Book Swap ✓

April

- Spring Book Fair ✓
- Arts Week/Arts Night ✓

May – GM Mtg (elections)

- Teacher Appreciation Week ✓
- Fun Run Kick Off ✓
- Quassy ✓

June

- *Field Day* – FUN RUN
- 6th Grade Graduation



Spring Book Fair

Thank you to Coordinators Amany & Tracy



Arts Night!

- Thank you to Coordinator & T-shirt designer Terry Landau
- Thank you to Arts Teachers Ms. Acheson & Ms. Gomes



Teacher Appreciation Week

- *breakfast, snacks, shower of flowers
- *WBOE lunch & ice cream

Fun Run Kick Off!

- First 2 milestones achieved!!
- Thanks for Beecher Admin Support!
- Fundraising through Field Day/Fun Run event



Quassy!!

- Most tickets ever sold
- Thank you to the Community for Attending!



School Educational Enhancement Examples



Teacher grants (e.g. subscriptions; sensory materials;)



In-school presenters (e.g. Birds of Prey Show; Yoga)



In School Field Trips (Planetarium; Eli Whintey)



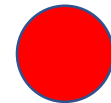
Scholastic Classroom Grants



STEM event partnerships



Author Visits – planning for Fall 2024



SCHOLASTIC

Beecher Road School PTO 2023-24 Program on a Page – In School PTO Funded Activities/Enrichment

All School

- Scholastic Magazines
- Picture Day
- Fall & Spring Book Fairs
- Book Swap
- Original Works
- Arts Week
 - Yoga Bill
- Field Day

Kindergarten

- Chris Rowland Beardsley Zoo

First Grade

- Chris Rowland Beardsley Zoo

Second Grade

- Chris Rowland Beardsley Zoo

Third Grade

- New Haven Museum, "Quinnipiac Life in Early New Haven"
- Birds of Prey

Fourth Grade

- Eli Whitney in school

MAG

- No program reported

Fifth Grade

- Eli Whitney in school
- Global Earth
- Yale Med Science speakers

Sixth Grade

- Global Earth
- STEAM robotics project

Staff

- Welcome Back Teachers
- V-Day Gratitude Project – teacher breakfast
- Teacher Appreciation Week



Grateful for our Amazing
2023-24 Executive Board!
Thank you to over 200 PTO
Parent & Teacher
Volunteers!!!

- President – Cindy Kruger
- Vice President – Monica Philipp
- Secretary – Jennifer Plonsky
- Treasurers – Saurabh Vilekar & Betsy Hull
- Chair of Communications – Cara Rosner
- Chairs of Social Events – Jennifer Clarke-Lofters
- Chair of Academic Events – Sumi Sudhir
- Chair of Fundraising – Susan Lettelleir
- Teacher Liaisons – Aimee Meacham & Larissa Crocco
- Administrative Liaisons – Lisa Sherman & Jimmy Sapia (Hoot)

MINUTES OF THE HYBRID REGULAR WOODBRIDGE BOARD OF EDUCATION MEETING

Wednesday, April 24, 2024

Via WebEx [https:// woodbridgeps.webex.com/woodbridgeps/j.php?MTID=mb7a193fff455c6faf0cbb11d2d341384](https://woodbridgeps.webex.com/woodbridgeps/j.php?MTID=mb7a193fff455c6faf0cbb11d2d341384)

Meeting Number: 2493 325 2189 **Meeting Password:** NnZJGVuA283

CALL TO ORDER: Ms. Lynn Piascyk, Chair, called the meeting to order (6:20 PM).

BOARD MEMBERS PRESENT: Ms. Lynn Piascyk, Chair (in-person); Mr. Jeff Hughes (in-person); Dr. Michael Strambler (in-person) and Ms. Erin Williamson (in-person).

STAFF: Vonda Tencza, Superintendent and Donna Coonan, Director of Business Services/ Operations

GUEST: Greg Coyne, BluePrint Benefits Partner

Executive Session

The Board entered Executive Session in accordance with State statute to receive an update on recent insurance negotiations.

MOTION #1 – EXECUTIVE SESSION (6:20 PM)

Move that we enter Executive Session to receive an overview of insurance negotiations and invite the Superintendent, Donna Coonan and Greg Coyne to join the Board.

Ms. Williamson

Second by Mr. Hughes

UNANIMOUS

BOARD MEMBERS PRESENT: Ms. Lynn Piascyk, Chair (in-person); Mr. Jeff Hughes (in-person); Ms. Brooke Hopkins (in-person 6:25 PM); Mr. Steven Lawrence, Vice Chair (in-person 6:28 PM); Dr. Michael Strambler (in-person) and Ms. Erin Williamson (in-person).

STAFF: Vonda Tencza, Superintendent and Donna Coonan, Director of Business Services/ Operations.

GUEST: Greg Coyne, BluePrint Benefits Partner

MOTION #2 – RETURN TO PUBLIC SESSION

Move that we return to Public Session (7:07 PM).

Dr. Strambler

Second by Ms. Hopkins

UNANIMOUS

BOARD MEMBERS PRESENT: Ms. Lynn Piascyk, Chair (in-person); Ms. Sarah Beth Del Prete, Secretary (remote); Dr. Lauren Francese (in-person); Ms. Brooke Hopkins (in-person); Mr. Jeff Hughes (in-person); Mr. Steven Lawrence, Vice Chair (in-person); Dr. Michael Strambler (in-person) and Erin Williamson (in-person).

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

SCASA STUDENT AWARD RECIPIENTS – Yuna Ahmed and Matthew Messina were introduced and recognized by Principal Sherman.

CORRESPONDENCE – Ms. Del Prete acknowledged receipt of correspondence available in BoardBook regarding the hiring / placement process for the MAG teacher.

PUBLIC COMMENT – None

PTO Update – Ms. Kruger noted completion of the successful Book Swap, the Spring Book Fair, upcoming teacher appreciation week and Artsweek.

CONSENT AGENDA

MOTION #3 – CONSENT AGENDA

Move that we approve the consent agenda as presented.

Mr. Lawrence
Second by Dr. Franchese
UNANIMOUS

Superintendent Report – Superintendent Tencza noted the Preliminary Budget Hearing that will result in adjustments to the 2024/25 budget at either the May or June Board meeting, the recent dissemination of a community message on various important topics, the upcoming community conversation on April 29 at 6:00 PM in South Assembly, the roof and grounds upgrade, relocation of summer programs to the Amity Bethany Middle School, the green team clothing drive and the change in leadership of the Town BRS Building Committee from Sheila McCreven to Dr. Maria Madonick.

Extended Day Update – Anthony Taddei, Extended Day Director and Tim Rourke, Extended Day Assistant Director provided an overview for the past year and acknowledged the many successes of students and staff as well as several program upgrades.

BRS Update – Principal Sherman noted Kindergarten registration is underway with Orientation occurring on May 7. She outlined the screening committee / hiring process for vacancies in MAG, grade level classrooms and specialists; the ELA piloting rollout of HMH in Grades 1-3 and Spirit Week inclusive of the annual coin fundraiser before spring break.

BRS Town Building Committee Update – Mr. Hughes noted that the Board of Selectmen would meet on April 25, prior to the Preliminary Budget Hearing, to appoint four (4) additional members to the committee, which is now called the *Beecher Road School Infrastructure Upgrade Building Committee*. The low bidder for the roof replacement project was Silk Town from Derby.

Curriculum Committee – Dr. Strambler reviewed the April 4 meeting detailing the systemic evaluation process followed for researching and identifying resources in support of ELA as mandated by the CSDE with HMH currently piloted in Grades 1-3. The Committee also received an update on the Master Class training and strategic plan development with consultants Dr. Rafferty and Dr. Cooper.

Finance Committee – Mr. Lawrence reviewed the April 9 meeting inclusive of the standard monthly reports. It is anticipated that there will be a projected surplus and at the May 7 meeting possible areas of use will be discussed.

Policy Committee – Ms. Williamson reviewed the policy changes of the policies accepted for 30-day review.

CABE Liaison Report – Ms. Del Prete apprised the Board of the upcoming legislative wrap-up session and encouraged Board members to complete their survey.

NEW BUSINESS

Chair Piascyk requested that discussion and action on insurance benefits be added to the agenda under New Business.

MOTION #4 – MODIFY AGENDA

Move that we add discussion and action on insurance negotiations to the agenda under New Business.

Ms. Piascyk
Second by Ms. Hopkins
UNANIMOUS

As discussed in Executive Session earlier in the meeting, the Board agreed with the recent action by the Board of Selectmen to modify certain insurance coverages. Ms. Del Prete noted that as she was not part of that discussion, she would abstain.

MOTION #5 – INSURANCE COVERAGES

Move that we approve renewal with Connecticare with a change of dental / vision to Delta and remain with Anthem for the retiree over 65 medical coverage.

Ms. Piascyk
Second by Mr. Lawrence

IN FAVOR: Ms. Piascyk, Dr. Francese, Ms. Hopkins, Mr. Hughes, Mr. Lawrence, Dr. Strambler and
Ms. Williamson

ABSTAIN: Ms. Del Prete

MOTION PASSES 7-0-1

Upcoming WBOE Committee / Meeting Schedule – Facilities Committee on May 2 at 7:30 AM, the Finance Committee on May 7 at 4:30 PM (this is a change from May 14), the Annual Town Meeting on Monday, May 20 and the regular WBOE Regular Meeting on Tuesday, May 21 at 7:00 PM. The Town Preliminary Budget Hearing will be held on April 25. Teacher and Staff Appreciation is the week of May 6.

PUBLIC COMMENT – None

MOTION TO ADJOURN: (8:13 PM)

Ms. Hopkins
Second by Mr. Hughes
UNANIMOUS

Recorded by Marsha DeGennaro, Clerk of the Board

Woodbridge Public School's 2023-2024 Budget Narrative

May 3, 2024

The attached financial reports represent ten months (83%) of the fiscal year.

100 Series Salaries - Salaries represent 61% of the budget. Total projected saving in salaries are running at \$66K. This month we moved some additional salaries to the IDEA grant and charged the Cafeteria fund for a portion of the custodian that serves that area, and we also estimated the additional expense associated with the pay calendar adjustment for twelve month employees.

200 Series Benefits – Benefits are 21% of our budget is based on the health elections of last year's staff. This month we increased our estimated savings in the benefits category to a total of \$137K. We increased our estimated medical insurance savings by charging the cafeteria fund for the Food Services Manager's health insurance and noted that as May will be a 3 pay payroll month therefore we will realize additional employee health contributions that month. A combination of para vacancies and the CMERS rate coming in 4% less than budgeted continues to be a driver of savings in this category.

300 Series Purchased Professional Services- This category represents 3% of our budget and includes legal, audit, substitute teachers and other expenses that are generated on a month-by-month basis. This saving in this category was reduced by \$10K from the prior month to a total of \$73K. This change is the result of additional evaluations being contracted with outside psychologists as our part time school psychologist position remains vacant.

400 Series Purchased Property Services - Purchased Property Services are 4% of the total budget and the projected savings of \$82K is not materially changed from the prior month. The combination of mild to average winter coupled with the pool being empty for 6 months continue to be the main drivers of this projected savings.

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. The overall budget deficit is not materially different from last month at \$154K.

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 reduced the projected deficit by \$5K to be a total of \$5K for the year. We did this by reducing the balance of a blanket PO for custodial supplies that will not be completely liquidated in this fiscal year. The over deficit is intentional as we chose to purchase some additional new emergency lighting for the building and additional stock of motors and parts for our building maintenance since we are in an overall health surplus position.

700 Series Furniture and Equipment - This category represents 6/10 of one percent of the budget and we anticipate utilizing all of the funds before the end of the fiscal year. We anticipate utilizing all of these funds and there is no change from the prior month.

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 and there is not change from the prior month.

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 4-30-2024**

OBJECT	DESCRIPTION	ADOPTED BUDGET	TOTAL AVAILABLE	ESTIMATED ADDITIONAL	(OVER) UNDER YEAR END
100	TOTAL SALARIES	10,298,303	237,333	25,210	66,195
200	TOTAL BENEFITS	3,497,674	721,976	584,832	137,145
300	TOTAL PROFESS. SERVICES	522,182	219,988	147,372	72,617
400	TOTAL PROPERTY SERVICES	728,899	219,771	135,031	84,741
500	OTHER SERVICES	1,512,357	(20,486)	133,732	(154,219)
600	SUPPLIES & MATERIALS	322,601	80,460	86,032	(5,572)
700	TOTAL PROPERTY SERVICES	98,400	67,067	67,067	-
800	TOTAL DUES, FEES, MISC.	36,675	12,136	12,136	-
TOTAL ADOPTED BUDGET		17,017,091	1,538,245	1,191,411	200,906

OBJECT	DESCRIPTION	ADOPTED BUDGET	TOTAL AVAILABLE	ESTIMATED ADDITIONAL	(OVER) UNDER YEAR END
390	OT/PT SERVICES/CONSULTING	41,800	(17,378)	3,600	(20,978)
510	TRANSPORTATION	225,274	(26,357)	-	(26,357)
560	TUITION SPECIAL ED	328,480	(79,716)	30,000	(109,716)
SPECIAL EDUCATION CARVEOUT		595,554	(123,451)	33,600	(157,051)

SUMMARY	
Special Ed Surplus / (Deficit)	(157,051)
Under / (Over) Spending in OTHER programs	357,957
Total Surplus / (Deficit) Projected	200,906

**WOODBRIIDGE BOARD OF EDUCATION
MONTHLY DETAIL BY OBJECT
FOR THE MONTH ENDED April 30, 2024**

Object Code	Descriptions	Adopted Budget	Expended to Date	Encumbered to Date	Available Balance	Estimated Additional	Projected Year-End Balance
110	Administrators	964,865	833,787	119,498	11,579		11,579
120	Teachers - Regular	5,808,080	4,277,367	1,420,495	110,218	34,388	75,830
120	Teachers - Special Education	948,002	710,315	232,243	5,444		5,444
1201	Psychologist	201,290	95,280	41,685	64,325		64,325
1203	Counselor	52,573	13,472	14,154	24,947		24,947
Sub-Total Certified Salaries		7,974,810	5,930,221	1,828,076	216,514	34,388	182,126
1303	Custodians	450,218	389,184	53,341	7,693	(17,000)	24,693
140	Nurses	170,995	130,967	41,942	(1,915)		(1,915)
150	Secretaries, Clerical	383,229	317,361	54,947	10,921	822	10,099
160	Paraprofessionals	581,232	397,902	115,395	67,935		67,935
1601	Special Education Paraprofess.	545,517	385,756	144,324	15,436	(28,000)	43,436
170/10	Salaries OT / PT	60,793	82,391	30,327	(51,926)		(51,926)
190	IT Manager	79,568	70,045	9,136	387		387
190	Salaries, Miscellaneous	51,941	65,745	13,909	(27,713)	35,000	(62,713)
Sub-Total Non-Certified Salaries		2,323,493	1,839,351	463,322	20,819	(9,178)	29,997
Less Pay Calendar Adjustment							(145,928)
TOTAL SALARIES		10,298,303	7,769,572	2,291,398	237,333	25,210	66,195
220	FICA	303,375	225,548		77,827	70,552	7,275
230	CMERS	498,265	290,773		207,492	152,770	54,723
270	Medical Insurance	2,649,631	2,225,554	123	423,954	352,000	71,954
280	Life Insurance	29,353	25,727		3,626	5,210	(1,584)
2902	Other Employee Benefits	17,050	7,973		9,077	4,300	4,777
TOTAL BENEFITS		3,497,674	2,775,575	123	721,976	584,832	137,145
320	Professional Development	45,425	8,353	1,291	35,782	35,782	-
330	Legal Fees	62,000	34,942		27,058	27,058	-
340	Software Support	26,959	22,587	2,120	2,252	2,252	-
350	Substitutes	143,000	130,542		12,458	24,000	(11,542)
390/01	Consultant Services	41,800	33,978	25,201	(17,378)	3,600	(20,978)
3902	Financial Audit	32,680			32,680	32,680	-
390	Other Prof/Tech. Services	170,318	23,453	19,728	127,137	22,000	105,137
TOTAL PROFESSIONAL SERVICES		522,182	253,854	48,339	219,988	147,372	72,617
410/01	Utilities - Electric and Water	205,500	113,400		92,100	57,100	35,000
420	Heating	151,602	67,297		84,305	17,000	67,305
430	Repairs and Maintenance	72,000	59,179	16,794	(3,973)	3,027	(7,000)
450	Leases and Rentals	109,123	100,629		8,494	15,000	(6,506)
4501	Building Improvements	-		4,058	(4,058)	-	(4,058)
490	Other Purchased Services	27,412	20,320		7,092	7,092	-
4901	Service Contracts	163,262	96,298	31,153	35,811	35,811	-
TOTAL PROPERTY SERVICES		728,899	457,122	52,005	219,771	135,031	84,741
510	Pupil Transportation-Regular	457,642	412,953		44,689	90,000	(45,311)
510	Pupil Transportation-Spec. Educ.	225,274	201,670	49,962	(26,357)		(26,357)
520	Insurance-General Liability	134,307	134,358	979	(1,029)	-	(1,029)
5201	Worker's Compensation	239,734	230,043		9,691	-	9,691
530	Telephone Services	17,070	18,488		(1,418)	1,043	(2,461)

**WOODBRIIDGE BOARD OF EDUCATION
MONTHLY DETAIL BY OBJECT
FOR THE MONTH ENDED April 30, 2024**

Object Code	Descriptions	Adopted Budget	Expended to Date	Encumbered to Date	Available Balance	Estimated Additional	Projected Year-End Balance
535	Internet	27,500	22,880	2,106	2,514		2,514
537	Postage	4,400	3,923		477	477	-
540	Advertising	1,000	250		750	-	750
550	Interns	57,000	39,300		17,700		17,700
560	Tuition - Wintergreen	6,000			6,000	6,000	-
560	Tuition - Out of District	328,480	325,561	82,635	(79,716)	30,000	(109,716)
590	Other Purchased Services	13,950	7,711	27	6,212	6,212	-
TOTAL OTHER PURCH SERVICES		1,512,357	1,397,135	135,708	(20,486)	133,732	(154,219)
610	Instructional Supplies	115,185	64,366	19,287	31,533	31,533	-
620	Computer Software	73,796	41,880	1,750	30,166	30,166	-
625	Supplies Nurses	5,370	2,922	454	1,993	1,993	-
630	Supplies Custodial	52,300	41,246	11,604	(551)		(551)
635	Supplies Office	12,800	4,005		8,795	8,795	-
640	Books and Audio Visual	16,000	6,299	11,397	(1,696)		(1,696)
645	Subscriptions	26,500	11,955	1,000	13,545	13,545	-
650	Testing	17,650	16,676	2,952	(1,978)		(1,978)
690	Misc. Supplies - DW Security	3,000	4,304	44	(1,347)		(1,347)
TOTAL SUPPLIES & MATERIALS		322,601	193,653	48,488	80,460	86,032	(5,572)
730	Equipment - Office	-			-		-
732	Computer Hardware	76,500	18,208	6,797	51,496	51,496	-
735	Equipment - Teaching	10,900	1,173	397	9,330	9,330	-
740	Equipment - Building	5,000	1,153	-	3,847	3,847	-
745	Furniture	6,000	3,606	-	2,394	2,394	-
TOTAL PROPERTY		98,400	24,140	7,194	67,067	67,067	-
810	Dues and Fees	23,475	23,007	840	(372)	(372)	-
900	Other Fees	13,200	145	547	12,508	12,508	-
TOTAL DUES AND FEES		36,675	23,152	1,387	12,136	12,136	-
TOTAL ADOPTED BUDGET		17,017,091	12,894,203	2,584,643	1,538,245	1,191,411	200,906

WBOE FACILITIES COMMITTEE HYBRID MEETING MINUTES

Thursday, May 2, 2024

Superintendent's Conference Room

Via WebEx <https://woodbridgeps.webex.com/woodbridgeps/j.php?MTID=m6c10c38c80c053a7c599254c668f7aa3>

Meeting Number: 2486 711 4179 **Meeting Password:** mqMbMw2pW47

CALL TO ORDER: Mr. Hughes, Chair, called the meeting to order (7:39 AM).

BOARD MEMBERS PRESENT: Mr. Jeff Hughes (remote); Ms. Lynn Piascyk (remote).

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

Mr. Esparo provided overview of the projects recently accomplished in his monthly report. Highlights included valve actuator replacements, swing seat replacements on the South playground, backflow preventer testing, South Assembly entrance doors upgrade, faucet replacements, and water treatment testing. The upgrade of the PA system is nearing completion and the phone line upgrade to digital has been deferred to the summer break.

Exterior site improvements are scheduled for completion during the summer months.

Meeting Adjourned (7:58 AM).

MINUTES OF THE HYBRID WBOE FINANCE COMMITTEE MEETING

Tuesday, May 7, 2024

<https://woodbridgeps.webex.com/woodbridgeps/j.php?MTID=m91dc4f91d98f20fe096b5376392a9908>

Meeting number (access code): 2499 619 4860

Meeting password: upSqFCmK526

Attendees: Steven Lawrence (in-person), Dr. Lauren Francese (remote), Sarah Beth Del Prete (in-person), Lynn Piascyk, (in-person), WBOE; Vonda J. Tencza, Superintendent; Donna Coonan, Business Operations Manager and Marsha DeGennaro, Clerk of the Board.

Mr. Lawrence, Chair called the meeting to order at 4:30 PM.

Public Comment: None

Items reviewed and discussed included the monthly financials inclusive of the FY Budget Narrative, Summary, Detail and Combined Financial Reports. Financials are running close to budget with significant savings identified in certified / non-certified salaries / vacancies and purchased property services. Increases continue to occur in legal fees, substitutes and special education consultant line items. It was noted that a one-time payroll adjustment will be made in June pertaining to the 12 month employee payroll calendar. This adjustment will allow the district to align 12-month employees to either a 26 or 27 payroll calendar going forward and avoid the past practice of “paying two weeks ahead”.

2023/24 Budget Surplus – It is anticipated there will be a significant projected surplus upon completion of the 2023/24 school year. We are currently in process of purchasing new emergency lighting for the building and additional motors/ parts for building maintenance projects.

Possible projects identified by administration include:

- Kindergarten playground refurbishment
- Asbestos removal / rug replacement by band area
- Replace band room carpet
- Replace ramp carpet down to band room
- SpEd Room floor replacement
- Gravel / brick / tree repair work in the loop area
- Replenishment of classroom libraries in Grades 4-6
- Technology app renewals---Pikmykid / Lexia / increasing external wireless areas
- Backup battery operated safety light units
- Headphone replacements in computer lab
- Communication board displays in North Office area
- Zamboni batteries
- Refinishing of North Office conference room floors
- Exterior painting in south and D-Wing areas
- Elevator door modernization
- Fence repair behind tennis court area and gate repair on K-Wing fence
- Teacher desks / student desks/chairs
- Expansion joint replacement in K-Wing
- Heat exchanger leak alarm

There was general consensus that asbestos abatement be the top priority. Suggestions were made to incorporate the various flooring projects as it is possible it could be more cost effective if grouped together into one project.

Options were presented for switching third party vendor administrators relative to employee 403b, a social security alternative plan and wellness offerings for the 2024/25 school year.

Public Comment: None

Meeting Adjourned: 5:15 PM

Existing bylaw, number 9000 adopted 10/17/11, appropriate as written.

Bylaws of the Board

Role of the Board and Member (Powers, Purposes, Duties)

The Woodbridge Board of Education is the governing body of the Woodbridge School District and derives its authority from, and exists under the Constitution and General Statutes of the State of Connecticut and the Charter of the Town of Woodbridge.

Legal Reference: Connecticut General Statutes

1-200 Definitions

10-186 Duties of local and regional boards of education

10-220 Duties of boards of education.

10-221 Boards of education to prescribe rules

10-240 Control of schools

10-241 Powers of school districts

Charter of the Town of Woodbridge

Bylaw adopted by the Board:

WOODBRIIDGE PUBLIC SCHOOLS
Woodbridge, Connecticut

Existing bylaw, number 9005 adopted 10/17/2011, appropriate as written.

Bylaws of the Board

Role of the Board and Its Members

Statement of Integrity

The long-term health of a representative democracy requires that citizenship and leadership act upon what is right, rather than what is popular. As Board of Education members, our goal is to improve the education of our children and to advocate for them and their best interests. Board members must be working effectively together and with others in the community to successfully reach this goal. A Board of Education that operates with integrity will be a more effective Board. Integrity is first, discerning what is right and what is wrong, second, acting upon what you have discerned even at personal cost; and third, saying openly that you are acting on your understanding of right from wrong. It requires that students, colleagues, constituents, and others in the community be considered in every decision. A Board of Education with a sense of integrity will consider what is right, and what is wrong. This takes discipline and an awareness of one's environment.

To this end, as a Board of Education with integrity, we will:

1. Understand that our first and greatest concern is the educational welfare of the students, and that all decisions must be based on this understanding;
2. Render all decisions based solely on our judgment of the available facts and not surrender that judgment to individuals, special interests, or our own personal agendas;
3. Attend all Board meetings insofar as possible, and be responsible for becoming informed on any and all issues coming before the Board, as well as being prepared to discuss and/or act upon all agenda items;
4. Be responsible for becoming informed on any and all issues coming before the Board;
5. Seeks to facilitate ongoing communication between the Board and students, staff, parents and all elements of the community;
6. Conduct our meetings and foster an environment where all elements of the community can express their ideas;
7. Declare a conflict of interest when it arises and excuse ourselves from related discussion and action on that issue;
8. Refrain from using our position on the Board for personal or partisan gain;
9. Insist on regular and impartial evaluation of all staff, and conduct a yearly self-evaluation and set annual goals;
10. Fairly assess all non-instructional aspects of the school operation;
11. Support all decisions by the Board to the community once a decision has been reached;
- ~~12. Attend all Board meetings insofar as possible and be responsible for becoming informed on any and all issues coming before the Board, as well as being prepared to discuss and/or act upon all agenda items;~~

Bylaws of the Board

Role of the Board and Its Members

Statement of Integrity (continued)

13. Understand that we have no authority beyond that which is exercised at the Board meeting, and that we shall not lend the impression that we are speaking on the Board's behalf unless that authority has been so delegated.

The Woodbridge Board of Education is committed to the highest legal and ethical standards essential in governing its school system. It endeavors to encourage growth and support established and innovative educational objectives.

(cf. 9000 - Role of Board and its Members)

(cf. 9271 - Code of Ethics)

Existing bylaw, number 9010 adopted 10/17/2011, appropriate as written.

Bylaws of the Board

Limits of Authority

The nine member Woodbridge Board of Education is the unit of authority. A Board member has no individual authority. Individually, a Board member may not commit the district to any policy, act or expenditure. A Board member is prohibited from doing business with the Woodbridge School District, and from being employed for compensation by the Woodbridge School, nor shall the Board member have an interest in any contract with the Woodbridge School District. A Board member does not represent any factional segment of the community, but is rather a part of the body which represents and acts for the community as a whole.

No individual member of the Board, by virtue of holding office, shall exercise any administrative responsibility with respect to the schools, nor as an individual command the services of any school employee.

No members of the Board of Education shall be asked to perform any routine or clerical duties which may be assigned to an employee.

Legal Reference: Connecticut General Statutes

10-220 Duties of boards of education.

I 0-232 Restrictions on employment of members of the board of education.

Existing bylaw, number 9011 adopted 10/17/2011, appropriate as written.

Bylaws of the Board

Accountability

The public is accountable for:

1. Maintaining a vigorous interest in, concern for, and constructive criticism of the schools;
2. Electing the most able men and women available to represent them on the Board of Education;
3. Providing the resources necessary for the Board and staff to accomplish publicly endorsed goals and objectives of the school district.

The Board is accountable for:

1. Being responsive to the community's desires and concerns regarding the quality and performance of the school system;
2. Carrying out its mandate to plan, to make policy, and to lead in the identification of goals and objectives;
3. Requesting the resources necessary for the achievement of the goals and objectives through the budget process;
4. Evaluating the degree to which the goals and objectives are accomplished;
5. Selecting and evaluating the Superintendent of Schools.

The Superintendent is accountable for:

1. Providing creative professional leadership counsel and management in all aspects of the school district programs;
2. Being responsive to the Board of Education's desires and concerns regarding the quality and performance of the school district;
3. Effecting the policies, goals and objectives established by the Board of Education;
4. Providing fiscal leadership in the implementation of the budget process;
5. ~~Overseeing the selection~~ ~~Selecting~~ and evaluating all professional staff.

The administration, the teachers and other employees are accountable for:

1. Achieving the goals and objectives related to their stated job responsibilities;
2. Being responsive to the Superintendent of School's desires and concerns regarding the quality and performance of their job responsibilities;
3. Maintaining communications with students, parents and the community regarding their stated job responsibilities;
4. Conforming to the policies established by the Board of Education.

Bylaws of the Board

Accountability

The parents are accountable for:

1. Providing an atmosphere that supports the education of their child;
2. Maintaining close communication with the school.

The students are accountable for:

1. Diligently pursuing their own learning;
2. Following the rules of the school district.

Legal Reference: Connecticut General Statutes
10-220 Duties of boards of education.

Existing bylaw, number 9012 adopted 10/17/2011, appropriate as written with update to legal reference.

Bylaws of the Board

Legal Responsibilities of Board of Education

The Board of Education shall have authority to take all action necessary or advisable to meet its responsibilities under state statute and Town Charter including but not limited to the following:

- I. To annually establish, with the Superintendent of Schools, educational priorities for the school district.
2. Create, abolish, modify and maintain such positions, schools, divisions and classifications as may be necessary for the efficient administration of the educational enterprise.
3. To elect a Superintendent of Schools in accordance with state statutes.
4. To consider, **amend** and adopt an annual budget, prepared by the Superintendent of Schools.
5. To determine the number, classification, duties and remuneration of employees.
6. To establish policy for employment, promotion and dismissal of personnel in accordance with state statutes.
7. To provide for the appraisal of the performance of personnel.
8. ~~To initiate and approve the acquisition and disposition of school sites and to initiate and approve plans for school buildings.~~
9. To consider any specific recommendations made by the Superintendent of Schools.
10. To keep the citizenry informed of purposes, values, conditions and needs of public education in the Town.
11. To consider, revise and adopt any changes in the curriculum.
12. To make reasonable provision to implement the educational interests of the State, as defined by law, so that
 - a. Each child shall have for the period prescribed in the General Statutes equal opportunity to receive a suitable program of educational experiences;
 - b. The school district shall finance at a reasonable level an educational program designed to achieve this end;
 - c. The school district shall provide educational opportunities for its students to interact with students and teachers from other racial, ethnic and economic backgrounds;
 - d. The mandates in the General Statutes pertaining to education within the jurisdiction of the State Board of Education shall be implemented.
13. To take any other actions required or permitted by law.

Legal Reference: Connecticut General Statutes
 10-220 Duties of boards of education.
~~Charter, Town of Windham, Ch. X Sec. 6, "Duties of Board of Education on Budget," November 3, 1992, p. 18~~

Bylaw adopted by the Board:

WOODBRIIDGE PUBLIC SCHOOLS
 Woodbridge, Connecticut

Existing bylaw, number 9020 adopted 10/17/2011, appropriate as written.

Bylaws of the Board

Public Statements

The Woodbridge Board of Education recognizes that communication is a continuous two-way process. The Board believes that it is important to keep the public informed about educational programs, and, in turn, that the community should have the opportunity to provide input.

Communication will be a concurrent responsibility of the Board of Education and the Superintendent of Schools. The Superintendent of Schools will work with the members of the Board of Education to conduct an active and comprehensive program throughout the school district and community for the prompt dissemination of information **as needed** about decisions made at **all** Board meetings. Releases to the press and brief summaries of Board meeting actions prepared for distribution to staff members and parent/guardians are regarded as appropriate media of information for meeting the requirements of this bylaw. Press releases relative to Board of Education action shall be released only by the Board Chairperson or the delegated agent of the Board.

(cf. 1112.2 - School News Releases)

(cf. 1120 - Board of Education Meetings)

Existing bylaw, number 9020.1 adopted 10/17/2011, appropriate as written.

Bylaws of the Board

Public Statements

Advocacy

The Board of Education believes that advocacy is a critical part of its activity and an important responsibility of school Board members. Advocacy is engagement in the political process at local, state and national levels to influence the public policies that affect Boards of Education and school children.

Education advocacy requires the Board of Education to publicly state what is needed to achieve effective public education. It is a recognition that the Board of Education has an important message to deliver to all governmental levels, the media and community, that affect educational policy and power to influence outcomes.

Education must be a priority in local, state and national policy and actions. Advocacy is necessitated by the many laws mandated on the school district by the state and federal government as well as regulations promulgated by State and Federal Departments of Education.

School Board members **are** respected by legislators **and** are powerful advocates with the responsibility to explain to legislators, the local impact of state and federal policy decisions. ~~Local school Board members must help the Connecticut Association of Boards of Education deliver its message to legislators.~~

In fulfilling its advocacy responsibilities, the Board of Education will cooperate with parent groups, other educators, special interest groups, business and service organizations, other school Boards, **CABE**, and community members to achieve favorable legislation on education issues. ~~Coalition building is critical to effective advocacy.~~

~~The Board of Education will develop a plan to fulfill its advocacy responsibilities.~~

~~To fulfill its advocacy role, the Board of Education will:~~

- ~~1. Join a broad advocacy network, including CABE membership, at the state and national levels;~~
- ~~2. Nominate, at the annual organizational meeting, a point person to be the conduit for information and action; with the power to write and contact legislators on behalf of the entire Board;~~
- ~~3. Schedule time at Board meetings for a report on state and national advocacy issues;~~
- ~~4. Recognize the Board of Education Chairperson, or his/her designee, as the press spokesperson for the Board of Education on state and national educational issues;~~
- ~~5. Use varied available means of communication, such as newsletter, general media, public forums to publicize federal and state legislative policy issues being addressed by the Board;~~

Bylaws of the Board

Public Statements

Advocacy (continued)

- ~~6. Agree, as a Board, in its lobbying effort on the particular issues and tactics, to be given priority;~~
- ~~7. Cooperate, in a coalition with other Boards of Education, teachers, parents, administrators, local elected officials, business and community leaders on agreed-upon education lobbyist issues;~~
- ~~8. Use media as an advocacy tool, meeting with the editorial board of newspapers serving the local area, writing letters to the editor and talking with reporters on educational legislative issues.~~

Existing bylaw, number 9030 adopted 10/17/2011, appropriate as written.

Bylaws of the Board

Commitment to Democratic Principles in Relation to Community, Staff, Students

Board-Staff Communications

The Woodbridge Board of Education recognizes the need to maintain open communication between itself and the staff. Essentially, communications with staff deal with three general areas administration, policy and philosophy. While the Board recognizes the necessity for Board-staff communications, it also recognizes that administrative matters must be dealt with through its chief administrator. Hence, the basic line of communication for administrative matters shall be through the Superintendent.

1. Staff Communications to the Board

All formal reports to the Board or any Board committee from administrators, supervisors, teachers or other staff members shall be submitted through the Superintendent. This necessary procedure shall not be construed as denying the right of any employee to appeal to the Board from administrative decisions on important matters, provided that the Superintendent shall have been notified of the forthcoming appeal and that it is processed in accordance with the Board's policy on complaints and grievances. (cf. 4135.4 and 4235.4 re Complaints/Grievances)

Staff members are also reminded that Board meetings are public meetings. As such, they provide an excellent opportunity to observe and participate first-hand in the Board's deliberations on problems of staff concern.

2. Board Communication to Staff

All official communications, policies and directives of staff interest and concern will be communicated to staff members through the Superintendent, and the Superintendent will employ all such media as are appropriate to keep staff fully informed of the Board's problems, concerns and actions. (cf. 9020 - Public Statements)

3. Visits to Schools

Individual Board members interested in visiting schools or classrooms will make arrangements for visitations through the administrators of the various schools. Such visits shall be regarded as informal expressions of interest in school affairs and not as "inspections" or visits for supervisory or administrative purposes. Official visits by Board members will be conducted only under Board authorization and with the full knowledge of staff, including the Superintendent, building administrators and other supervisors.

Bylaws of the Board

Commitment to Democratic Principles in Relation to Community, Staff, Students

Board-Staff Communications (continued)

4. Social Interaction

Staff and Board members share an interest in the schools and in education generally, and it is to be expected that when they meet at social affairs and other functions, they will informally discuss such matters as educational trends, issues, and innovations and general school district problems. Individual Board members have no special authority except when they are convened at a legal meeting of the Board or vested with special authority by Board action. Board of Education members are expected to avoid discussion of:

- a. Matters that are, or have the potential of becoming, the subject of an executive session;
- b. Information and data contained in personnel records protected by the privacy act;
- c. Contested issues that may require final resolution by the Board.

(cf. 2220 - Representative and Deliberative Groups re staff involvement in decision making)

(cf. S145 - Civil and Legal Rights & Responsibilities)

(cf. 9133 - Special/Advisory Committee re: staff advisory committee and student advisory committee)

Legal Reference: Connecticut General Statutes

10-220 Duties of boards of education.

Existing bylaw, number 9040 adopted 10/17/2011, appropriate as written.

Bylaws of the Board

Board-Related Responsibilities

The Board of Education shall:

- I. Employ an able and qualified Superintendent of Schools.
2. Adopt policies to govern the operation of the school system.
3. Communicate the educational program to the people of the community.
4. Keep abreast of future educational needs of the Town as well as the present.
5. Adopt an annual budget.
6. Take such specific actions as are required by law.

Legal Reference: Connecticut General Statutes

10-186 Duties of local and regional boards of education.

10-220 Duties of boards of education.

10-221 Boards of education to prescribe rules.

Bylaw adopted by the Board:

WOODBRIIDGE PUBLIC SCHOOLS
Woodbridge, Connecticut

Existing bylaw, number 9110, adopted 2/28/2022, appropriate as written.

Bylaws of the Board

Number of Members, Terms of Office, Election of Members

The Board of Education shall consist of nine members. Their terms of office shall be four years in length in accordance with the Woodbridge Town Charter and any other governing laws. Before entering upon their official duties, members of the Board of Education shall take the oath of office before the Town Clerk or their designee.

No more than five nor less than four members of the Board of Education shall be elected to each serve for a four-year term at each regular Town election.

The Board of Education shall conduct its organizational meeting at its first meeting in November or December following Board elections. The Board of Education shall elect from its members at the organizational meeting a Chairperson, a Vice-Chairperson and a Secretary. The organizational meeting shall be called to order by the current Board Chairperson who will preside until a Chairperson is elected. In the absence of the Chairperson, the Vice-Chairperson or Secretary in that order shall preside until a new Chairperson is elected. Election of officers shall be in writing and the vote of each member shall be made available for public inspection within forty-eight hours and recorded in the minutes of the meeting. If a Chairperson and/or Secretary are not chosen within one month, because of a tie vote of the members, Town Selectmen shall choose such officers from the Board membership.

Upon his/her election the Chairperson shall assume the chair and proceed with the election of the Board Vice Chairperson and Secretary.

If the office of Chairperson, Vice Chairperson or Secretary becomes vacant between organizational meetings, the Board shall, within 30 days thereafter, fill the vacancy for the unexpired term by a majority vote of the members of the Board present, at a meeting warned for that purpose.

(cf. 9321 -Time, Place, Notification of Meetings)

Legal Reference: Connecticut General Statutes

10-218 Officers. Meetings.

Charter of the Town of Woodbridge Section 8-1S(a)(b)

Bylaw adopted by the Board:

WOODBRIIDGE PUBLIC SCHOOLS
Woodbridge, Connecticut

Existing bylaw, number 9120 adopted 10/17/2011, appropriate as written.

Bylaws of the Board

Officers

The officers of the Board of Education shall consist of the Chairperson, the Vice-Chairperson and the Secretary.

Legal Reference: Connecticut General Statutes

10-218 Officers. Meetings.

Bylaw adopted by the Board:

WOODBRIIDGE PUBLIC SCHOOLS
Woodbridge, Connecticut