

Agenda

I. Call to Order / WebEx Log-in

<https://woodbridgeps.webex.com/woodbridgeps/j.php?MTID=m476bb10eb47cb64bee31bb344c5fc37f>

**Meeting number (access code): 2492 222 0676
Meeting password: fRp27FJ8vB7**

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*

III. Items for Discussion

- A. Budget Narrative Report
- B. Budget Summary Report
- C. Budget Detail Report
- D. Combining Financial Statements

IV. 2023/24 Possible Budget Surplus

V. Adjourn

Woodbridge Public School's 2023-2024 Budget Narrative

April 7, 2024

The attached financial reports represent nine months (75%) of the fiscal year.

100 Series Salaries - Salaries represent 61% of the budget. Total projected saving in salaries grew by \$24K to a total of \$156K. Although we will continue to make every effort to hire our vacancies, we are being more conservative about the likelihood of making quality hires with 12 weeks to go in the school year. Consistent with prior months, the main drivers of our salary saving are para vacancies, a Psychologist vacancy, teacher turnover and maternity leave.

200 Series Benefits – Benefits are 21% of our budget is based on the elections of last year's staff. This month we decreased our estimated savings in the benefits category to a total of \$89K. Our medical insurance expenses continue to run close to the budget. Continued vacancies have us trending upward to additional savings in CMERS and payroll taxes. A combination of para vacancies and the CMERS rate coming in 4% less than budgeted is driving the most of these savings.

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. This category has not changed materially from the prior month. Our substitute line is \$14K over budget. Our SPED consultant line is \$13K over budget since we are down a part time Psychologist, we are contacting out more evaluations. We still have the savings from employing our School Resource Office giving this category a net \$81K savings for the year.

400 Series Purchased Property Services - Purchased Property Services are 4% of the total budget and were increased over the previous year to keep up with higher natural gas prices. The combination of mild to average winter coupled with the pool being empty for 6 months has allowed us to increase our utility savings estimate. With 75% of the year complete, we are projecting a savings of \$87K in this category.

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 increased our estimate for outplaced tuition by \$45K over the prior month, bringing the estimated overage for the year to \$153K.

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. In light of our current surplus, we have purchased new emergency lighting for the building and additional stock of motors and parts for our building maintenance. This gives this category a \$10K overage for the year.

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. Previously we were showing a savings due to the pre-purchase of some student devices with last year's surplus, but we now anticipate spending all of the funds.

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 3-31-2024**

OBJECT	DESCRIPTION	ADOPTED BUDGET	TOTAL AVAILABLE	ESTIMATED ADDITIONAL	(OVER) UNDER YEAR END
100	TOTAL SALARIES	10,298,303	224,118	67,234	156,884
200	TOTAL BENEFITS	3,497,674	963,722	874,655	89,068
300	TOTAL PROFESS. SERVICES	522,182	247,707	166,579	81,128
400	TOTAL PROPERTY SERVICES	728,899	246,583	159,352	87,231
500	OTHER SERVICES	1,512,357	14,725	167,818	(153,092)
600	SUPPLIES & MATERIALS	322,601	76,651	87,515	(10,864)
700	TOTAL PROPERTY SERVICES	98,400	70,439	70,439	-
800	TOTAL DUES, FEES, MISC.	36,675	12,843	12,843	-
TOTAL ADOPTED BUDGET		17,017,091	1,856,789	1,606,434	250,355

OBJECT	DESCRIPTION	ADOPTED BUDGET	TOTAL AVAILABLE	ESTIMATED ADDITIONAL	(OVER) UNDER YEAR END
390	OT/PT SERVICES/CONSULTING	41,800	(13,138)	-	(13,138)
510	TRANSPORTATION	225,274	(42,423)	-	(42,423)
560	TUITION SPECIAL ED	328,480	(79,736)	45,000	(124,736)
SPECIAL EDUCATION CARVEOUT		595,554	(135,297)	45,000	(180,297)

SUMMARY	
Special Ed Surplus / (Deficit)	(180,297)
Under / (Over) Spending in OTHER programs	430,653
Total Surplus / (Deficit) Projected	250,355

**WOODBRIIDGE BOARD OF EDUCATION
MONTHLY DETAIL BY OBJECT
FOR THE MONTH ENDED March 31, 2024**

Object Code	Descriptions	Adopted Budget	Expended to Date	Encumbered to Date	Available Balance	Estimated Additional	Projected Year-End Balance
110	Administrators	964,865	760,735	192,551	11,579		11,579
120	Teachers - Regular	5,808,080	3,834,202	1,862,672	111,205	41,000	70,205
120	Teachers - Special Education	948,002	644,829	304,735	(1,561)		(1,561)
1201	Psychologist	201,290	83,370	53,595	64,325	10,000	54,325
1203	Counselor	52,573	9,428	18,198	24,947		24,947
Sub-Total Certified Salaries		7,974,810	5,332,564	2,431,751	210,495	51,000	159,495
1303	Custodians	450,218	357,231	85,123	7,864	7,864	0
140	Nurses	170,995	116,193	56,326	(1,525)		(1,525)
150	Secretaries, Clerical	383,229	295,287	83,871	4,071	1,370	2,701
160	Paraprofessionals	581,232	357,746	155,069	68,416		68,416
1601	Special Education Paraprofess.	545,517	346,017	182,753	16,747	(28,000)	44,747
170/10	Salaries OT / PT	60,793	73,726	38,992	(51,926)		(51,926)
190	IT Manager	79,568	63,954	15,227	387		387
190	Salaries, Miscellaneous	51,941	61,818	20,536	(30,413)	35,000	(65,413)
Sub-Total Non-Certified Salaries		2,323,493	1,671,973	637,897	13,623	16,234	(2,611)
TOTAL SALARIES		10,298,303	7,004,537	3,069,648	224,118	67,234	156,884
220	FICA	303,375	204,066		99,309	86,000	13,309
230	CMERS	498,265	225,774		272,491	208,754	63,737
270	Medical Insurance	2,649,631	2,072,837	205	576,590	568,009	8,581
280	Life Insurance	29,353	23,097		6,256	7,815	(1,559)
2902	Other Employee Benefits	17,050	7,973		9,077	4,077	5,000
TOTAL BENEFITS		3,497,674	2,533,747	205	963,722	874,655	89,068
320	Professional Development	45,425	8,779	1,318	35,327	35,327	-
330	Legal Fees	62,000	25,957	3,294	32,750	32,750	-
340	Software Support	26,959	22,587	550	3,822	3,822	-
350	Substitutes	143,000	116,501		26,499	40,000	(13,501)
390/01	Consultant Services	41,800	32,673	22,266	(13,138)		(13,138)
3902	Financial Audit	32,680			32,680	32,680	-
390	Other Prof/Tech. Services	170,318	20,062	20,489	129,767	22,000	107,767
TOTAL PROFESSIONAL SERVICES		522,182	226,558	47,916	247,707	166,579	81,128
410/01	Utilities - Electric and Water	205,500	96,418		109,082	74,082	35,000
420	Heating	151,602	64,806		86,796	17,000	69,796
430	Repairs and Maintenance	72,000	58,269	12,493	1,238	8,238	(7,000)
450	Leases and Rentals	109,123	100,630	-	8,493	15,000	(6,507)
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	92,698	32,624	37,940	37,940	-
TOTAL PROPERTY SERVICES		728,899	433,141	49,175	246,583	159,352	87,231
510	Pupil Transportation-Regular	457,642	367,979		89,663	105,000	(15,337)
510	Pupil Transportation-Spec. Educ.	225,274	173,312	94,386	(42,423)		(42,423)
520	Insurance-General Liability	134,307	129,058	979	4,271	-	4,271
5201	Worker's Compensation	239,734	232,334		7,400	-	7,400
530	Telephone Services	17,070	15,426		1,644	5,000	(3,356)

**WOODBRIIDGE BOARD OF EDUCATION
MONTHLY DETAIL BY OBJECT
FOR THE MONTH ENDED March 31, 2024**

Object Code	Descriptions	Adopted Budget	Expended to Date	Encumbered to Date	Available Balance	Estimated Additional	Projected Year-End Balance
535	Internet	27,500	20,774	4,212	2,514		2,514
537	Postage	4,400	3,695	100	605	605	-
540	Advertising	1,000	125		875	-	875
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	283,992	124,224	(79,736)	45,000	(124,736)
590	Other Purchased Services	13,950	7,477	261	6,212	6,212	-
TOTAL OTHER PURCH SERVICES		1,512,357	1,273,471	224,161	14,725	167,818	(153,092)
610	Instructional Supplies	115,185	61,374	17,376	36,434	36,434	-
620	Computer Software	73,796	41,880	1,750	30,166	30,166	-
625	Supplies Nurses	5,370	2,181	730	2,458	2,458	-
630	Supplies Custodial	52,300	41,086	21,605	(10,391)	(4,000)	(6,391)
635	Supplies Office	12,800	3,812	77	8,911	8,911	-
640	Books and Audio Visual	16,000	6,299	11,397	(1,696)		(1,696)
645	Subscriptions	26,500	11,115	1,840	13,545	13,545	-
650	Testing	17,650	16,379	2,952	(1,681)		(1,681)
690	Misc. Supplies - DW Security	3,000	3,914	181	(1,095)		(1,095)
TOTAL SUPPLIES & MATERIALS		322,601	188,042	57,908	76,651	87,515	(10,864)
730	Equipment - Office	-			-		-
732	Computer Hardware	76,500	14,574	7,059	54,868	54,868	-
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	20,506	7,456	70,439	70,439	-
810	Dues and Fees	23,475	22,900	865	(290)	(290)	-
900	Other Fees	13,200	67		13,133	13,133	-
TOTAL DUES AND FEES		36,675	22,967	865	12,843	12,843	-
TOTAL ADOPTED BUDGET		17,017,091	11,702,968	3,457,333	1,856,789	1,606,434	250,355

**WOODBRIIDGE BOARD OF EDUCATION
SPECIAL REVENUE PROGRAMS
FINANCIAL REPORT FOR THE MONTH ENDED 3-31-2024**

	Café	Extended Day	Field Trips	Expendable Trust	Activity Fund
Revenues:					
Charges for services	\$67,478	\$238,529	\$0	\$89,728	\$0
Intergovernmental	\$205,389	\$0	\$0	\$0	\$0
Donations	\$0	\$0	\$0	\$0	\$0
Other income	\$0	\$0	\$0	\$0	\$0
Additions	\$0	\$0	\$11,407	\$0	\$0
Total Revenues:	\$272,867	\$238,529	\$11,407	\$89,728	\$0
Expenditures:					
Wages, FICA, MERF	\$143,600	\$175,779	\$0	\$71,433	\$0
Medical Insurance	\$0	\$0	\$0	\$0	\$0
Cost of food sold	\$130,810	\$0	\$0	\$0	\$0
Equipment	\$0	\$13,904	\$0	\$0	\$0
Repairs	\$10,803	\$0	\$0	\$0	\$0
Other Expenses	\$3,655	\$48,617	\$18,005	\$4,858	\$0
Total Expenditures:	\$288,868	\$238,300	\$18,005	\$76,291	\$0
Year to Date Net Income / (Loss):	(\$16,001)	\$229	(\$6,597)	\$13,437	\$0
BOE Year to Date Cost of Health Insurance	\$9,327				
	Café	Extended Day	Field Trips	Expendable Trust	Activity Fund
Assets:					
Cash	\$311,634	\$120,411	\$1,338	\$91,757	\$20,994
Prepaid Expenses	\$0	\$0	\$0	\$0	\$0
Accounts Receivable	\$7,595	\$250	\$11	\$3,329	\$0
Intergovernment Receivable	\$20,645	\$0	\$1,038	\$0	\$0
Inventory	\$7,830	\$0	\$0	\$0	\$0
Total Assets:	\$347,704	\$120,661	\$2,387	\$95,086	\$20,994
Liabilities:					
Amounts Held As Agent	\$0	\$0	\$0	\$0	\$0
Accounts Payable	\$3,459	\$0	\$0	\$0	\$0
Deferred Revenue	\$29,477	\$2,350	\$0	\$0	\$0
Wages Payable	\$16,755	\$44,164	\$0	\$0	\$0
Due To Other Funds		\$1,038	\$1,436	\$181	\$2,600
Total Liabilities:	\$49,691	\$47,552	\$1,436	\$181	\$2,600
Fund Balance:					
Prior Year Ending Fund Balance	\$314,014	\$72,880	\$7,549	\$81,468	\$18,394
Year to Date Income / (Loss)	(\$16,001)	\$229	(\$6,597)	\$13,437	\$0
Current Fund Balance	\$298,013	\$73,109	\$951	\$94,906	\$18,394
	-	(0)	0	-	-
	Café	Extended Day	Field Trips	Expendable Trust	Activity Fund
# of Days Expenses in Fund Balance	410	58	N/A	N/A	N/A
Fund Balance Excess	\$232,648	(\$40,085)	N/A	N/A	N/A