

Agenda

- I. **Call to Order**

- 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

- IV. **Consideration of utilizing HUB International for administration of 403B and 457b plans for district employees.**

- V. **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***

- VI. **Adjourn**

Woodbridge Public School's 2024-2025 Budget Narrative

September 5, 2024

The attached financial reports represent two months (16.6%) of the fiscal year, but only three days of the school year.

100 Series Salaries - Salaries represent 61% of the budget. Teacher turnover and, and a vacant school Psychologist have us estimating a \$58K surplus in certifies salaries, but the need to add four additional para-educators for new students have us projecting a \$16K deficit in this category overall.

200 Series Benefits – Benefits are 21% of our budget is based on the elections of last year's staff. With staff turnover, this account is likely to change due to the changing medical coverage elections of new staff. We should have a clearer picture in another month as to how we will look this fiscal year.

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 anticipating a small deficit in this category while we use contracted services through ACES to fill our vacant part time physical therapist position.

400 Series Purchased Property Services - Utility budgets are 4% of the total budget. We are starting off the year with some realized savings in this category as the HVAC system was down most of the summer in conjunction with the roof project.

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. It's early in the year, but this category is currently showing a savings of \$119K because an outplaced student moved out of district over the summer and some expected savings due to our switch to the SIPS phone system from the old copper phone lines.

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. It is rare that this category of accounts is over balance.

700 Series Furniture and Equipment - This category represents 6/10 of one percent of the budget and we currently project to utilize all budgeted 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.

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 8-31-2024**

<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	10,663,097	762,558	778,828	(16,270)
200	TOTAL BENEFITS	3,606,867	3,096,346	3,099,566	(3,220)
300	TOTAL PROFESS. SERVICES	534,168	360,095	366,640	(6,546)
400	TOTAL PROPERTY SERVICES	688,276	569,353	546,927	22,426
500	OTHER SERVICES	1,565,229	736,384	616,975	119,409
600	SUPPLIES & MATERIALS	371,543	237,243	237,243	-
700	TOTAL PROPERTY SERVICES	148,300	62,275	62,275	-
800	TOTAL DUES, FEES, MISC.	37,545	17,495	14,870	2,625
TOTAL ADOPTED BUDGET		17,615,025	5,841,748	5,723,324	118,424

<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	190,400	28,460	64,460	(36,000)
510	TRANSPORTATION	258,091	26,964	26,964	-
560	TUITION SPECIAL ED	288,928	93,870	-	93,870
SPECIAL EDUCATION CARVEOUT		737,419	149,294	91,424	57,870

SUMMARY	
Special Ed Surplus / (Deficit)	57,870
Under / (Over) Spending in OTHER programs	60,554
Total Surplus / (Deficit) Projected	118,424

WOODBRIE BOARD OF EDUCATION
MONTHLY DETAIL BY OBJECT
FOR THE MONTH ENDED August 31, 2024

Object Code	Descriptions	Adopted Budget	Expended to Date	Encumbered to Date	Available Balance	Estimated Additional	Projected Year-End Balance
110	Administrators	999,860	146,171	861,439	(7,750)	(8,400)	650
120	Teachers - Regular	5,853,312	221,765	5,454,840	176,707	136,635	40,072
120	Teachers - Special Education	1,128,525	85,517	1,060,810	(17,802)		(17,802)
1201	Psychologist	197,202	6,236	155,906	35,060		35,060
1203	Counselor	53,690	2,065	51,625	1		1
Sub-Total Certified Salaries		8,232,589	461,754	7,584,620	186,215	128,235	57,980
1303	Custodians	473,399	41,740	81,186	350,473	350,473	-
140	Nurses	184,192	4,673	174,280	5,239	5,239	-
150	Secretaries, Clerical	431,376	49,335	192,936	189,105	185,105	4,000
160	Paraprofessionals	291,244	10,600	247,606	33,038	97,376	(64,338)
1601	Special Education Paraprofess.	797,954	35,250	761,490	1,214		1,214
170/10	Salaries OT / PT	114,668	3,508	87,695	23,465	37,000	(13,535)
190	IT Manager and Asst.	81,161	12,367	70,860	(2,066)		(2,066)
190	Salaries, Miscellaneous	56,514		80,640	(24,126)	(24,600)	474
Sub-Total Non-Certified Salaries		2,430,508	157,473	1,696,692	576,342	650,593	(74,250)
TOTAL SALARIES		10,663,097	619,227	9,281,312	762,558	778,828	(16,270)
220	FICA	317,410			317,410	325,410	(8,000)
230	CMERS	430,145			430,145	445,145	(15,000)
270	Medical Insurance	2,808,916	505,367		2,303,549	2,303,549	-
280	Life Insurance	33,346	5,154		28,192	15,462.09	12,730
2902	Other Employee Benefits	17,050			17,050	10,000	7,050
TOTAL BENEFITS		3,606,867	510,521	0	3,096,346	3,099,566	(3,220)
320	Professional Development	45,220	3,745	450	41,025	41,025	-
330	Legal Fees	65,000		1,631	63,370	50,000	13,370
340	Software Support	29,750		7,865	21,885	21,885	-
350	Substitutes	143,000	130		142,870	142,870	-
390/01	Consultant Services	190,400		161,940	28,460	64,460	(36,000)
3902	Financial Audit	46,400			46,400	46,400	-
390	Other Prof/Tech. Services	14,398	(1,687)		16,085		16,085
TOTAL PROFESSIONAL SERVICES		534,168	2,188	171,885	360,095	366,640	(6,546)
410/01	Utilities - Electric and Water	190,500	10,496		180,004	150,000	30,004
420	Heating	114,000	6,578		107,422	90,000	17,422
430	Repairs and Maintenance	75,000		13,921	61,079	86,079	(25,000)
450	Leases and Rentals	110,123	4,655	775	104,693	104,693	-
4501	Building Improvements	10,500			10,500	10,500	-
490	Other Purchased Services	27,620	4,716	21,284	1,620	1,620	-
4901	Service Contracts	160,533	11,255	45,243	104,035	104,035	-
TOTAL PROPERTY SERVICES		688,276	37,700	81,224	569,353	546,927	22,426
510	Pupil Transportation-Regular	479,802			479,802	479,802	-
510	Pupil Transportation-Spec. Educ.	258,091		231,127	26,964	26,964	-
520	Insurance-General Liability	144,380	91,802	60,346	(7,768)		(7,768)
5201	Worker's Compensation	263,707	62,213	186,638	14,857		14,857
530	Telephone Services	18,531	1,493		17,038	12,038	5,000
535	Internet	27,000			27,000	25,000	2,000

WOODBRIAGE BOARD OF EDUCATION
MONTHLY DETAIL BY OBJECT
FOR THE MONTH ENDED August 31, 2024

Object Code	Descriptions	Adopted Budget	Expended to Date	Encumbered to Date	Available Balance	Estimated Additional	Projected Year-End Balance
537	Postage	6,840	170		6,670	6,670	-
540	Advertising	1,000			1,000		1,000
550	Interns	57,000			57,000	57,000	-
560	Tuition - Wintergreen	6,000			6,000		6,000
560	Tuition - Out of District	288,928		195,058	93,870		93,870
590	Other Purchased Services	13,950			13,950	9,500	4,450
TOTAL OTHER PURCH SERVICES		1,565,229	155,677	673,169	736,384	616,975	119,409
610	Instructional Supplies	127,345	12,943	29,251	85,151	85,151	-
620	Computer Software	88,928	16,899	26,890	45,138	45,138	-
625	Supplies Nurses	5,370			5,370	5,370	-
630	Supplies Custodial	56,050	3,607	25,698	26,744	26,744	-
635	Supplies Office	13,000		401	12,599	12,599	-
640	Books and Audio Visual	25,000		6,000	19,000	19,000	-
645	Subscriptions	27,500			27,500	27,500	-
650	Testing	24,650	9,341	3,212	12,097	12,097	-
690	Misc. Supplies - DW Security	3,700		57	3,643	3,643	-
TOTAL SUPPLIES & MATERIALS		371,543	42,792	91,509	237,243	237,243	0
732	Computer Hardware	114,500	33,983	51,141	29,377	29,377	-
735	Equipment - Teaching	11,000			11,000	11,000	-
740	Equipment - Building	5,000			5,000	5,000	-
745	Furniture	17,800		902	16,898	16,898	-
TOTAL PROPERTY		148,300	33,983	52,043	62,275	62,275	-
810	Dues and Fees	24,345	15,059	1,416	7,870	7,870	-
900	Other Fees	13,200	3,575		9,625	7,000	2,625
TOTAL DUES AND FEES		37,545	18,634	1,416	17,495	14,870	2,625
TOTAL ADOPTED BUDGET		17,615,025	1,420,721	10,352,557	5,841,748	5,723,324	118,424