

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
 - D. Combining Financial Statements
 - E. 2026-2030 Proposed Capital Budget Request
 - F. 2025/26 Budget Process Update
 - G. Staffing Comparison 2023/24 - 2024/25

- 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***

- V. **Adjourn**

Woodbridge Public School's 2024-2025 Budget Narrative

November 8, 2024

The attached financial reports represent four months (33%) of the fiscal year.

100 Series Salaries - Salaries represent 61% of the budget. We were able to hire a new first grade teacher at a lower rate than was previously estimated. We also hired a part time psychologist, and since they won't work the entire school year, we will have some saving there too. We are still looking to hire two additional para-educators. The total of all these changes leaves us with an estimated deficit in the salaries category of \$83K which about \$40K better than we estimated last month.

200 Series Benefits – Benefits are 21% of our budget is based on the elections of last year's staff. Similar to last month we are estimating a \$12K deficit on this category due to the additional payroll taxes and pension obligations of the unbudgeted para-educators and teacher we have needed to hire.

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 \$4K deficit in this category, which is about \$20K less than last month. We are using contracted services through ACES to fill our vacant part time physical therapist position and contracted evaluations. The new hire of a part time psychologist allows us to decrease our previously estimated contracted services estimate for that position.

400 Series Purchased Property Services - Utility budgets are 4% of the total budget. We have had an amazingly warm fall so far which is giving us some savings in utilities. A couple of large repairs and a lot of copier usage contributes to the current decreased estimated annual savings in this category of around \$5K.

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. Our estimated savings in this category is approximately \$20K which is down significantly from the prior month due to an increase in our estimate for outplaced tuition.

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 10-31-2024**

<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	132,218	215,371	(83,153)
200	TOTAL BENEFITS	3,606,867	2,195,697	2,207,365	(11,668)
300	TOTAL PROFESS. SERVICES	534,168	279,957	283,643	(3,685)
400	TOTAL PROPERTY SERVICES	688,276	398,181	392,844	5,337
500	OTHER SERVICES	1,565,229	227,865	207,743	20,122
600	SUPPLIES & MATERIALS	371,543	211,255	211,255	-
700	TOTAL PROPERTY SERVICES	148,300	53,730	53,730	-
800	TOTAL DUES, FEES, MISC.	37,545	18,267	15,852	2,414
TOTAL ADOPTED BUDGET		17,615,025	3,517,169	3,587,803	(70,633)

<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	(15,684)	-	(15,684)
510	TRANSPORTATION	258,091	23,111	34,000	(10,889)
560	TUITION SPECIAL ED	288,928	100,436	85,000	15,436
SPECIAL EDUCATION CARVEOUT		737,419	107,863	119,000	(11,137)

SUMMARY	
Special Ed Surplus / (Deficit)	(11,137)
Under / (Over) Spending in OTHER programs	(59,497)
Total Surplus / (Deficit) Projected	(70,633)

**WOODBRIAGE BOARD OF EDUCATION
MONTHLY DETAIL BY OBJECT
FOR THE MONTH ENDED October 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	332,450	666,760	650		650
120	Teachers - Regular	5,853,312	1,357,834	4,401,970	93,508	95,741	(2,233)
120	Teachers - Special Education	1,128,525	305,731	840,736	(17,942)	(10,000)	(7,942)
1201	Psychologist	197,202	37,417	124,725	35,060	23,252	11,808
1203	Counselor	53,690	12,931	41,300	(541)		(541)
Sub-Total Certified Salaries		8,232,589	2,046,364	6,075,490	110,735	108,993	1,743
1303	Custodians	473,399	137,663	287,797	47,939	47,939	-
140	Nurses	184,192	40,363	138,590	5,239	5,239	-
150	Secretaries, Clerical	431,376	132,951	289,610	8,815	4,815	4,000
160	Paraprofessionals	291,244	63,750	194,606	32,888		32,888
1601	Special Education Paraprofess.	797,954	195,334	649,578	(46,957)	46,000	(92,957)
170/10	Salaries OT / PT	114,668	25,367	86,896	2,405	37,000	(34,595)
190	IT Manager and Asst.	81,161	29,420	55,252	(3,510)		(3,510)
190	Salaries, Miscellaneous	56,514	19,631	62,218	(25,335)	(34,614)	9,279
Sub-Total Non-Certified Salaries		2,430,508	644,478	1,764,547	21,483	106,379	(84,896)
TOTAL SALARIES		10,663,097	2,690,842	7,840,037	132,218	215,371	(83,153)
220	FICA	317,410	82,279		235,131	243,039	(7,908)
230	CMERS	430,145	67,539		362,606	384,426	(21,820)
270	Medical Insurance	2,808,916	1,247,715		1,561,201	1,550,000	11,201
280	Life Insurance	33,346	13,164		20,182	18,900.00	1,282
2902	Other Employee Benefits	17,050	473		16,577	11,000	5,577
TOTAL BENEFITS		3,606,867	1,411,170	0	2,195,697	2,207,365	(11,668)
320	Professional Development	45,220	3,248	1,863	40,109	40,109	-
330	Legal Fees	65,000	3,002		61,999	50,000	11,999
340	Software Support	29,750	7,863	4,005	17,882	17,882	-
350	Substitutes	143,000	25,324		117,676	117,676	-
390/01	Consultant Services	190,400	6,898	199,186	(15,684)		(15,684)
3902	Financial Audit	46,400			46,400	46,400	-
390	Other Prof/Tech. Services	14,398	2,060	763	11,575	11,575	-
TOTAL PROFESSIONAL SERVICES		534,168	48,393	205,817	279,957	283,643	(3,685)
410/01	Utilities - Electric and Water	190,500	41,523		148,977	125,000	23,977
420	Heating	114,000	7,190		106,810	90,000	16,810
430	Repairs and Maintenance	75,000	8,777	26,382	39,841	64,841	(25,000)
450	Leases and Rentals	110,123	71,993		38,130	47,130	(9,000)
4501	Building Improvements	10,500	-	600	9,900	9,900	-
490	Other Purchased Services	27,620	17,688	10,382	(450)	1,000	(1,450)
4901	Service Contracts	160,533	46,652	58,908	54,973	54,973	-
TOTAL PROPERTY SERVICES		688,276	193,823	96,272	398,181	392,844	5,337
510	Pupil Transportation-Regular	479,802	153,704	324,736	1,362	1,362	-
510	Pupil Transportation-Spec. Educ.	258,091	38,995	195,985	23,111	34,000	(10,889)
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	6,158		12,373	12,373	-
535	Internet	27,000	6,318		20,682	18,954	1,728

**WOODBRIAGE BOARD OF EDUCATION
MONTHLY DETAIL BY OBJECT
FOR THE MONTH ENDED October 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	1,286		5,554	5,554	-
540	Advertising	1,000			1,000		1,000
550	Interns	57,000	16,000		41,000	41,000	-
560	Tuition - Wintergreen	6,000			6,000		6,000
560	Tuition - Out of District	288,928	116,493	71,999	100,436	85,000	15,436
590	Other Purchased Services	13,950	3,292	1,400	9,258	9,500	(242)
TOTAL OTHER PURCH SERVICES		1,565,229	496,261	841,104	227,865	207,743	20,122
610	Instructional Supplies	127,345	42,262	14,981	70,102	70,102	-
620	Computer Software	88,928	44,653	1,399	42,876	42,876	-
625	Supplies Nurses	5,370	150	1,363	3,857	3,857	-
630	Supplies Custodial	56,050	22,937	11,693	21,419	21,419	-
635	Supplies Office	13,000			13,000	13,000	-
640	Books and Audio Visual	25,000	5,482	600	18,918	18,918	-
645	Subscriptions	27,500			27,500	27,500	-
650	Testing	24,650	14,300	158	10,192	10,192	-
690	Misc. Supplies - DW Security	3,700	310		3,390	3,390	-
TOTAL SUPPLIES & MATERIALS		371,543	130,094	30,194	211,255	211,255	0
732	Computer Hardware	114,500	85,123	5,000	24,377	24,377	-
735	Equipment - Teaching	11,000	347	50	10,603	10,603	-
740	Equipment - Building	5,000			5,000	5,000	-
745	Furniture	17,800	902	3,147	13,751	13,751	-
TOTAL PROPERTY		148,300	86,373	8,197	53,730	53,730	-
810	Dues and Fees	24,345	14,473	1,520	8,352	8,352	-
900	Other Fees	13,200	3,286		9,914	7,500	2,414
TOTAL DUES AND FEES		37,545	17,758	1,520	18,267	15,852	2,414
TOTAL ADOPTED BUDGET		17,615,025	5,074,714	9,023,142	3,517,169	3,587,803	(70,633)

**WOODBIDGE BOARD OF EDUCATION
SPECIAL REVENUE PROGRAMS
FINANCIAL REPORT FOR THE MONTH ENDED 10-31-2024**

	Café	Extended Day	Field Trips	Expendable Trust	Activity Fund
Revenues:					
Charges for services	\$61,334	\$80,805	\$3,399	\$53,295	
Intergovernmental	\$16,761				\$2,200
Donations					
Other income				\$71	
Additions					
Total Revenues:	\$78,094	\$80,805	\$3,399	\$53,366	\$2,200
Expenditures:					
Wages, FICA, MERF	\$45,024	\$56,489		\$34,782	
Medical Insurance					
Cost of food sold	\$37,445				
Equipment					
Repairs	\$241				
Other Expenses	\$3,798	\$5,940	\$2,184	\$566	
Total Expenditures:	\$86,508	\$62,428	\$2,184	\$35,347	\$0
Year to Date Net Income / (Loss):	(\$8,414)	\$18,376	\$1,215	\$18,019	\$2,200
BOE Year to Date Cost of Health Insurance	\$12,215				
	Café	Extended Day	Field Trips	Expendable Trust	Activity Fund
Assets:					
Cash	\$200,723	\$58,904	\$1,661	\$110,052	\$17,246
Prepaid Expenses					
Accounts Receivable	\$3,988	\$250	\$11	\$3,329	
Intergovernment Receivable	\$14,779				
Inventory	\$6,839				
Due From Other Funds			\$3,399		
Total Assets:	\$226,330	\$59,154	\$5,071	\$113,381	\$17,246
Liabilities:					
Amounts Held As Agent					
Accounts Payable	\$3,459		\$2,184		
Deferred Revenue	\$34,399				
Wages Payable					
Due To Other Funds		\$4,101			
Total Liabilities:	\$37,858	\$4,101	\$2,184	\$0	\$0
Fund Balance:					
Prior Year Ending Fund Balance	196,886	36,677	1,672	95,362	15,046
Year to Date Income / (Loss)	(\$8,414)	\$18,376	\$1,215	\$18,019	\$2,200
Current Fund Balance	\$188,472	\$55,053	\$2,887	\$113,381	\$17,246
	-	-	-	-	-
	Café	Extended Day	Field Trips	Expendable Trust	Activity Fund
Current Fund Balance	\$188,472	\$55,053	N/A	N/A	N/A
Baseline - Minimum Fund Balance (30 days)	\$21,788	\$37,731	N/A	N/A	N/A
Operating Reserve Fund Balance (90 days)	\$65,364	\$113,194	N/A	N/A	N/A
# of Days Expenses in Fund Balance	260	44	N/A	N/A	N/A
Fund Balance Excess	\$123,108	(\$58,141)	N/A	N/A	N/A

Discussion DRAFT

Project Description	Cost Estimate	FY26	FY27	FY28	FY29	FY30	FY31	Area	Type	Originally Requested
HVAC Retrocommissioning	\$ 35,000	\$ 35,000						Building wide	HVAC	FY 2024-2025
Flooring/Casework Replacement and Abatement in Art Room, Band Room and Special Education Classroom	138,124		\$ 138,124					S-Wing	Cabinets	FY 2012-2013
Replace Flooring in Classrooms A1, A4, A8	46,000		46,000					A-Wing	Flooring	FY 2013-2014
Replenish Playground Poured Rubber Surfaces	20,000	20,000						Playground	Surface	FY 2018-2019
Replacement of 1970's Casework	62,500		12,500	12,500	12,500	12,500	12,500	S-Wing	Cabinets	FY 2012-2013
Exterior Building Painting	300,000		150,000	150,000				Exterior	Paint	FY 2012-2013
Replace 11 Unit Ventilators	80,000		20,000	20,000	20,000	20,000		Building wide	HVAC	FY 2019-2020
Elevator Refurbishment	160,000	32,000	32,000	32,000	32,000	32,000		Kitchen	Equipment	FY2023-2024
Building Expansion and or Reorganization	TDB	TBD	TBD	TBD	TBD	TBD	TBD	Building wide	Feasibiliy Study	FY 2022-2023
Totals	\$ 841,624	\$ 87,000	\$ 398,624	\$ 214,500	\$ 64,500	\$ 64,500	\$ 12,500			

Staffing and Notes

2023-2024 – 45 FTE sections, 7 sections grade 6, we knew one would roll off as unneeded in 24-25. Used that \$ for STEAM teacher, keeping budget fairly neutral.

2024-2025 – 44 FTE sections, reflects 1 reduced grade 6 class, but we increased specials by 1 FTE with addition of STEAM teacher. Also in 2024, regarding BUDGET NEUTRAL staff movement:

- We had a literacy specialist retire, and a grade 1 teacher took that spot, so we hired a new grade 1 teacher in the summer.
- We had a grade 4 teacher retire, so we had the ‘extra’ grade 6 teacher happily move to grade 4.
- We had a MAG teacher retire and hired a new MAG teacher in the summer.

December 2024-2025 – 45 FTE sections, reflecting the additional hire of one grade 1 teacher.

2023-2024										2024-2025										2024-2025										2024-2025 as of Dec 2024											
								Number of Teachers		Total Number										Number of Teachers		Total Number										# of Teachers		Total Number							
Actual Class								Required		Students		Projected Class								Required		Students		Actual November 2024								Required		Students							
Enrollment: 10/1/2023												Enrollment: Projected												Enrollment: Projected																	
Program	Section(s)									Program	Section(s)									Program	Section(s)									Program	Section(s)										
	1	2	3	4	5	6	7	M				1	2	3	4	5	6	7	M				1	2	3	4	5	6	7	M											
PreK	20								1	20	PreK	20								1	20	PreK	20								1	20									
Kdg.	20	20	20	20	21	20			6	121	Kdg.	20	20	20	20	20	20			6	120	Kdg.	15	15	15	16	15	15			6	91									
Grade 1	19	19	19	20	18			20	6	95	Grade 1	20	20	20	20	21		20	6	121	Grade 1	22	22	22	23	21			19	6	129	7 sections=+1 FTE									
Grade 2	19	19	18	18	18	20		20	7	112	Grade 2	19	19	19	20	18		20	6	95	Grade 2	20	20	20	19	20			20	6	119										
Grade 3	21	21	21	21	21			19	6	104	Grade 3	19	19	18	18	20	18	20	7	112	Grade 3	19	20	19	19	18	19		20	7	134										
Grade 4	19	20	20	20	20			18	6	99	Grade 4	21	21	21	21	21		19	6	103	Grade 4	21	21	20	21	21			19	6	123										
Grade 5	18	21	20	21	20	21			6	120	Grade 5	19	20	20	20	20	18		6	117	Grade 5	21	21	20	19	21	21			6	123										
Grade 6	20	20	19	18	20	19	18		7	134	Grade 6	18	21	20	21	20	21		6	120	Grade 6	21	21	21	21	21	21			6	126										
Total BRS								45	805	Total BRS								44	808	Total BRS								44	865	45 FTE											
OOD										OOD										OOD										OOD											
TOTAL									883	TOTAL									887	TOTAL									867												

(M) = Multiage

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