

Agenda

- I. ***Mission – To create and foster a learning community that prepares children to be flexible, lifelong learners, and responsible global citizens.***
Vision – To empower and inspire future leaders who will positively impact our world.
- II. **Preliminary Business / Motions**
 - A. Call to Order
 - B. Pledge of Allegiance
 - C. Correspondence - *Correspondence may be submitted via email no later than 4:00 PM on the day of the meeting to mdegennaro@woodbridgeps.org*
 - D. 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 Comment may be submitted electronically to mdegennaro@woodbridgeps.org*
- III. **Consent Agenda**
 - A. Approval of the November 18, 2024 Regular Meeting Minutes
 - B. Budget Narrative Report
 - C. Budget Summary Report
 - D. Budget Detail Report
 - E. Combining Financial Statements
 - F. Accept Policies for 30-Day Review
 1. 9322 - Public and Executive Sessions
 2. 9323 - Construction of Agenda
 3. 9324 - Advance Delivery of Meeting Materials
 4. 9325 - Meeting Conduct
 5. 9325.2 - Order of Business / Agenda
 6. 9325.21 - Order of Business
 7. 9325.3 - Parliamentary Procedures
 8. 9325.4 - Vote Recording
 9. 9325.43 - Attendance at Meetings via Electronic Communications
 10. 9327 - Electronic Mail Communication
 11. 9330 - Board / School District Records
 12. 9340 - School Board Memberships
 13. 9360 - Legislative Program
 14. 9400 - Monitoring Products and Processes

15. 9420 - Recognition of Accomplishments by Citizens, Students, Staff Members or Members of the Board
16. 5131.81 - Electronic Devices

IV. Reports

- A. Superintendent's Report
 1. SpEd Update
 2. Adopt 2025/26 Calendar
 3. BRS Update
- B. BRS Infrastructure Building Committee
- C. Curriculum Committee
- D. Policy Committee
- E. CABE Liaison Report
- F. Finance Committee
 1. 2025/26 Superintendent's Budget Proposal
- G. Upcoming Meeting Presentation(s): Literacy and Math Updates

V. New Business

VI. 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

VII. Adjournment



Marsha DeGennaro <mdegennaro@woodbridgeps.org>

Fwd: [External Email] Diwali and Eid School Holiday Letter to the BOE

1 message

Lynn Piascyk <lpiascyk@woodbridgeps.org>
To: Marsha DeGennaro <mdegennaro@woodbridgeps.org>
Cc: Vonda Tencza <vtencza@woodbridgeps.org>

Tue, Dec 10, 2024 at 2:41 PM

Marsha -

Please include the attached email and letter under Public Comment in Boardbook for Monday's Board of Ed meeting.
Thank you, Lynn

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

From: **Shruti Desai** <shruti.sdesai@gmail.com>

Date: Sat, Dec 7, 2024 at 1:22 PM

Subject: [External Email] Diwali and Eid School Holiday Letter to the BOE

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

Dear Members of the Woodbridge School District BOE:

I am sharing this letter with you on behalf of over 200 community members to express our strong support for recognizing Diwali and Eid as official school holidays. These festivals hold profound significance for many students and families within our community. As you know, Diwali is a major religious festival for Hindus, Sikhs, Jains, and Buddhists, and Eid marks the end of Ramadan for Muslims

We are sending this letter to all 4 BOWA BOEs to help achieve this for all students in the BOWA community.

Sincerely
Shruti Desai
(On behalf of our community)

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 **schoolholidayletterBOE.pdf**
41K

Dear Members of the BOWA Boards of Education,

We, the undersigned community members, write to express our strong support for the student-led proposal to recognize Diwali and Eid as official school holidays in our school district. These festivals hold profound significance for many families within our community: Diwali is celebrated by Hindus, Sikhs, Jains, and Buddhists, while Eid marks the end of Ramadan for Muslims.

Currently, students observing these holidays face the difficult choice between attending school and participating in their cultural and religious traditions. By officially acknowledging Diwali and Eid as school holidays, the district can alleviate the pressure on students torn between academic responsibilities and observing sacred traditions with their families.

Notably, several Connecticut school districts have already established these holidays in their academic calendars. Diwali is now a school holiday in Avon, Newington, Rocky Hill, Stamford, Trumbull, South Windsor, and West Hartford. Eid is recognized in Bridgeport, Fairfield, Hamden, Newington, New Haven, Stamford, Trumbull, and Waterbury. We urge ABOE to use this opportunity to reaffirm its commitment to fostering an inclusive and supportive environment for all students and promote greater understanding and respect for different cultures and religions within our school community.

We respectfully urge you, our Board of Education members, to thoughtfully consider adjustments to the school calendar that would allow for this change, recognizing the importance these holidays hold for many in our community. We ask you to move forward with these adjustments, confident that the positive impact on our students and community will far outweigh the expected logistic challenges.

Thank you for your attention to this request and for your continued commitment to ensuring that all students in the community feel respected and supported in their educational journey.

Rizwana Hussain	Bethany
Adeel Tahir	Bethany
Emily Meredith-Stein	Bethany
Daniel Meredith-Stein	Bethany
Lauren Babcock-Dunning	Bethany
Nita Balsara	Bethany
Ketan Balsara	Bethany

Namita Wijesekera	Bethany
Shirvi Wijesekera	Bethany
Jeanette Savo	Bethany
Jenny Turner	Bethany
April Stirling	Bethany
Ann Roselle	Bethany
Keith Roselle	Bethany
Jason Rushlow	Bethany
Amy Rushlow	Bethany
Rebecca Hildrew	Bethany
Jennifer Galik	Bethany
Naomi Rosenstein	Bethany
Jeni Bonaldo	Bethany
Shannon Lane	Bethany
Sara Hannan	Bethany
Erin Gorski	Bethany
Kathryn Sylvester	Bethany
Marina Yazdi	Bethany
Sara Chute Hsiang	Bethany
Caitlin nugent	Bethany
Karl Larson	Bethany
Emily Meredith-Stein	Bethany
Daniel Meredith-Stein	Bethany
Autumn Lopes-Cloud	Bethany
Justin Lopes-Cloud	Bethany
Chris Pittenger	Bethany
Johanna Fernandez	Bethany
Douglas Hildrew	Bethany.
Vijay Menta	Orange
Malini Menta	Orange
Alekya Menta	Orange
Ameya Menta	Orange
Uma Gopalakrishnan	Orange
Ramasamy Venkatasamy	Orange
Sangeeta Dadlani	Orange
S. Adam Spiewak	Orange
Carrie McDaniel	Orange
Madhu Gowda	Orange
Veena Gowda	Orange
Jethin Gowda	Orange

Shiva Gowda	Orange
Amber Canavan	Orange
Meghna Gangwani	Orange
Sunil Gangwani	Orange
Devangi Dharani	Orange
Snehal Dharani	Orange
Kajal Raj	Orange
Sunaina Vijay	Orange
Vijay Kumar	Orange
Sowmya Sidhartha	Orange
Sidhartha Sridharan	Orange
Srinath Kadimi	Orange
Madhavi Kadimi	Orange
Amber Wardwell	Orange
Mansi patel	Orange
Vihangkumar Patel	Orange
Maniben Patel	Orange
Ayesha Chaudhry	Orange
Mumtaz Chaudhry	Orange
Arun Pillai	Orange
Anusha Pillai	Orange
Erin Wilson	Orange
Melissa Marguy	Orange
Sapna Tandon	Orange
Adam Spiewak	Orange
Debra Kidder	Orange
Judy Primavera	Orange
Deanna Pucillo	Orange
Richard Novack	Orange
Barbara Dooley	Orange
Jody Dietch	Orange
Lisa Opert	Orange
Exantson Louis	Orange
Charlene Louis	Orange
Trina Rana	Orange
Bhupendra Rana	Orange
Steph Gallo	Orange
Katy Marchitto	Orange
Megan Heinisch	Orange
Laura Cruz	Orange

Casey Castillo	Orange
Jillian Soto-Marino	Orange
Vanessa Briodagh	Orange
Melissa Johnston	Orange
Elizabeth Ewen	Orange
Victoria Woodard	Orange
Sylvester Salcedo	Orange
Tazeen Amir	Orange
Anjali Mehta	Orange
Gautam Phull	Orange
Sreelatha vankayala	Orange
Ravi Vankayala	Orange
Alekya Vankayla	Orange
Abhilaash Vankayala	Orange
Prashanthi Teepireddy	Orange
Ramasamy	Orange
Usha Garg	Orange
Sunita chhabra	Orange
Venu Anumolu	Orange
Rob Hames	Orange.
Padmaja Vilekar	Woodbridge
Saurabh Vilekar	Woodbridge
Shruti Desai	Woodbridge
Sameet Mehta	Woodbridge
Shamlee Kulkarni	Woodbridge
Atul Kulkarni	Woodbridge
Manjula Santhanakrishnan	Woodbridge
Viswanathan Muthusamy	Woodbridge
Ajay Soni	Woodbridge
Suman Soni	Woodbridge
Shobha Jagadeesh	Woodbridge
Ramnath Hebbar	Woodbridge
Anoka Faruqee	Woodbridge
David Driscoll	Woodbridge
Rizwan Parvez	Woodbridge
Tahera Parvez	Woodbridge
Shiny Nair	Woodbridge
Sekhar Boddupalli	Woodbridge
Vidhya Rao	Woodbridge
Balaji Rao	Woodbridge

Arvind Gupta	Woodbridge
Suman Gupta	Woodbridge
Amie Hussain	Woodbridge
Afshan Hussain	Woodbridge
Ruche Srivastava	Woodbridge
Slavek Mejnartowicz	Woodbridge
Sumithra Sudhir	Woodbridge
Priya Mukherjee	Woodbridge
John Swartz	Woodbridge
Meetu Kaushik	Woodbridge
Neeraj Tiwari	Woodbridge
Heidi Binford	Woodbridge
Robert Binford	Woodbridge
Monika Jadi	Woodbridge
Anirvan Nandy	Woodbridge
Vidhya Rao	Woodbridge
Balaji Rao	Woodbridge
Ambreen Ashiq	Woodbridge
Atul Bahel	Woodbridge
Srikant Rangaraju	Woodbridge
Nitya Bakshi	Woodbridge
Neha Sudhir	Woodbridge
Richa Sharma	Woodbridge
Kamil Faridi	Woodbridge
Kristine Anthis	Woodbridge
Jessica Gianfredi	Woodbridge
Kathleen Mills	Woodbridge
Ambreen Ashiq	Woodbridge
Rebecca Kalikawe	Woodbridge
Hillary Drumm	Woodbridge
Kristi Bellara	Woodbridge
Amar Bellara	Woodbridge
Kate Griffiths	Woodbridge
Rachel Forbes	Woodbridge
Chaim Azoff-Slifstein	Woodbridge
Emily Costa	Woodbridge
Jesse Costa	Woodbridge
Katelyn Calabrese	Woodbridge
Asmaa Nofal	Woodbridge
Jean Molot	Woodbridge

Seth Chicos	Woodbridge
Cate Hatridge	Woodbridge
Marwan Osman	Woodbridge
Halima El Cheikh	Woodbridge
Diala Osman	Woodbridge
Bassam Osman	Woodbridge
Adam Osman	Woodbridge
Lanna Moore	Woodbridge
Pilar Abuin	Woodbridge
Angel Abuin	Woodbridge
Amany Mroueh	Woodbridge
Maria Federico Madonick	Woodbridge
Michael G Madonick	Woodbridge
Prasanna Ananth	Woodbridge
Mandar Muzumdar	Woodbridge
Tara Buckman	Woodbridge
Meltem Yildirim	Woodbridge
Ilker Yildirim	Woodbridge
Edina Jusic	Woodbridge
Mirnes Jusic	Woodbridge
Lauren White	Woodbridge
Sofia I. Morales	Woodbridge
David Franklin	Woodbridge
Mohini Ranganathan	Woodbridge
Sudhir Perincheri	Woodbridge
Cory Sells	Woodbridge
David Sells	Woodbridge
Heidi Binford	Woodbridge
Robert Binford	Woodbridge
Jonathan A. Dranoff	Woodbridge
Nicole Graas	Woodbridge
Larissa Hall	Woodbridge
Lauren Cohen	Woodbridge
Patricia Alonso	Woodbridge
Aubrey Meyenburg	Woodbridge
Rebecca Harlow	Woodbridge
Joy Drakonakis	Woodbridge
Rachel Forbes	Woodbridge
Kavita Joshi - Mahajan	Woodbridge
Amit Mahajan	Woodbridge

Ke Xu
Suman Soni
Maria Madonick

Woodbridge
Woodbridge
Woodbridge

MINUTES OF THE REGULAR WOODBRIDGE BOARD OF EDUCATION MEETING

**Monday, November 18, 2024
Town Hall Main Meeting Room**

CALL TO ORDER: Ms. Lynn Piascyk, Chair, called the meeting to order (7:03 PM).

BOARD MEMBERS PRESENT: Lynn Piascyk, Chair; Dr. Jay Dahya (7:17 PM); Dr. Laura Francese; Jeff Hughes; Steven Lawrence, Vice Chair; and Erin Williamson.

STAFF: Vonda Tencza, Superintendent; Analisa Sherman, Principal; Cheryl Tafel, Assistant Principal; Donna Coonan, Director of Business Services/ Operations, Vito Esparo, Facilities Manager and Marsha DeGennaro, Clerk of the Board.

CORRESPONDENCE – Chair Piascyk acknowledged receipt of an email from Amity High School students regarding inclusion of additional holidays in the school calendar which is available in BoardBook.

PUBLIC COMMENT – None

CONSENT AGENDA

MOTION #1 – CONSENT AGENDA

Move that we approve the consent agenda as presented.

Mr. Lawrence

Second by Dr. Francese

UNANIMOUS

Superintendent Report – Superintendent Tencza provided updates on enrollment, the hiring of the 1st grade teacher; the successful and well attended parent forum on the Literacy program, attendance at the Teacher of the Year Celebration, the Grade 5 “Kid Governor” celebration and the Veterans Day celebration.

BRS Update – Ms. Sherman noted the Veterans Day celebration, the hiring of the new Grade 1 teacher with notification to parents occurring tomorrow, literacy learning walk with a focus on the work of oral language and professional development activities for certified staff.

Dr. Dahya arrived (7:17 PM)

Strategic Plan – Ms. Sherman noted the work of Ross Cooper in gifting all teachers with the book *Project Based Learning Real Questions, Real Answers and How to Unpack PBL and Inquiry*. Project based learning creates learner-centered opportunities for students at their respective levels. Mr. Cooper provided professional development activities on November 5 and will attend the November 27 session as well. The book is a resource that provides an educator toolkit to develop project based learning / inquiry interconnections.

MLL Report – Ms. Sherman presented an overview of the BRS Multi-Language Learner program. There has been a significant increase in students since the 2020/21 school year when 24 students were served. The current population is approximately 60. There is a general increase of multi-language learners state-wide with most newcomers speaking little or no English. Mandated LAS testing and services encompass listening, speaking, reading, writing, oral, literacy, overall comprehension and productive skill levels.

As part of the Town-wide diversity initiative, Jeanne Ciarleglio created a video, *Woodbridge Like Me*, centered on the diversification of Woodbridge and its various community-wide events and offerings.

2025/26 Calendar Draft – Superintendent Tencza presented a draft 2025/26 calendar which includes a full week for February vacation. It was noted that Orange will not be including a full week of vacation in February although Bethany and Amity will. Holidays and professional development days included are similar to past calendars. It also does not include the addition of various holidays requested by Amity students.

It was suggested that we follow the Amity calendar and that with a 1/3 of our population being Asian we should explore different holiday offerings that reflect the current community membership and not that of past years. Also, given the number of holidays that exist which holidays should be selected and what makes the most sense for how and when those holidays are honored. The Board was reminded that additional transportation fees could be incurred should the BOWA calendars not align and that the majority of designated holidays in the calendar are contractual obligations. The Board requested a survey of parents be conducted, a breakdown of transportation fees, and the specific calendar(s) from Amity with explanations of the additional holidays.

BRS Infrastructure Upgrade Building Committee Update – Ms. Coonan explained that Antinozzi & Associates has completed the interview segment and is in the process of drafting the EdSpecs. It is anticipated that space planning options to accommodate an additional 100 students will be formalized and presented at a TriBoard meeting in April with a pre-referendum / town meeting in May and the referendum to follow in June. There was general consensus this is an overly ambitious timeline and that the Board and community-at-large will require more time to digest options / costs and raise questions. The next meeting of this committee is November 21 at 3:30 PM via Webex.

Facilities Committee – Mr. Hughes reviewed the November 7 meeting with work completed on boilers and identification of the boiler room roof leak, and selection of a vendor to assist with the fire panel upgrade. It was noted that the grounds work should be completed in early December.

Finance Committee – Mr. Lawrence noted that the projected deficit is current \$71,000 and the result of the hiring of four (4) additional paras, one (1) additional classroom teacher and the hiring of a part-time psychologist. Board members were reminded to hold December 9, January 6 and 7 in their individual calendars for 2025/26 budget meetings.

2026-2030 Capital Budget – Superintendent Tencza presented the proposed projects spread over the next five years. Several projects previously included in the proposal (playground improvements, fire panel upgrades and grounds/drainage) have been removed as they will be accomplished with different funding. New items include the retro commissioning of the HVAC unit as a result of the air quality improvement audit, asbestos removal in the South Art room, classroom casework in S Wing, ventilator replacement and exterior painting.

Suggestions were made that we should continue to follow the previous plan with all items included. They could then be removed / deferred if not needed or if accomplished differently. This is an aging building and maintenance continues to be a large challenge. Capital funding is for maintaining the building and we should be documenting these needs / projects year-after-after until they are accomplished. It was noted that as there is a facilities assessment in process and administrative decisions were made to not overlap / include items that would be incorporated in that process. It was agreed the flooring and casework would be incorporated into year 2026 instead of 2027 and projected yearly figures adjusted to reflect:

2026 = \$240,000 2027 = \$240,000 2028 = \$214,000 2029 = \$150,000 2030=\$150,000

MOTION #2 – 2026-2030 CAPITAL BUDGET

Move that we make adjustments as discussed with updated numbers and adopt the proposed 2026-2030 Capital Budget with those adjustments.

Ms. Williamson
Second by Dr. Francese
UNANIMOUS

Policy Committee – Ms. Williamson presented the policies under 30-day review for adoption.

MOTION #3 – POLICY 9210 QUALIFICATIONS OF BOARD MEMBERS

Move that we adopt Policy 9210-Qualifications of Board Members as submitted.

Ms. Williamson
Second by Mr. Lawrence
UNANIMOUS

MOTION #4 – POLICY 9212 OATH OF OFFICE

Move that we adopt Policy 9212-Oath of Office as submitted.

Ms. Williamson
Second by Mr. Hughes
UNANIMOUS

MOTION #5 – POLICY 9230 ORIENTATION

Move that we adopt Policy 9230-Orientation as revised.

Ms. Williamson
Second by Dr. Dahya
UNANIMOUS

MOTION #6 – POLICY 9240 BOARD MEMBER DEVELOPMENT

Move that we adopt Policy 9240-Board Member Development as revised.

Ms. Williamson
Second by Dr. Francese
UNANIMOUS

MOTION #7 – POLICY 9260 PROTECTION

Move that we adopt Policy 9260-Protection as submitted.

Ms. Williamson
Second by Mr. Lawrence
UNANIMOUS

MOTION #8 – POLICY 9270 CONFLICT OF INTEREST

Move that we adopt Policy 9270-Conflict of Interest as revised.

Ms. Williamson
Second by Dr. Francese
UNANIMOUS

MOTION #9 – POLICY 9271 CODE OF ETHICS

Move that we adopt Policy 9271-Code of Ethics as revised.

Ms. Williamson
Second by Dr. Dahya
UNANIMOUS

MOTION #10 – POLICY 9272 CODE OF CONDUCT ON DATA USE

Move that we adopt Policy 9272-Code of Conduct on Data Use as submitted.

Ms. Williamson
Second by Mr. Lawrence
UNANIMOUS

MOTION #11 – POLICY 9300 METHODS OF OPERATION

Move that we adopt Policy 9300-Methods of Operation as submitted.

Ms. Williamson
Second by Dr. Dahya
UNANIMOUS

MOTION #12 – POLICY 9314 SUSPENSION OF POLICIES, BYLAWS, REGULATIONS

Move that we adopt Policy 9314-Suspension of Policies, Bylaws, Regulations as submitted.

Ms. Williamson
Second by Dr. Dahya
UNANIMOUS

MOTION #13 – POLICY 9321-TIME, PLACE AND NOTIFICATION FOR MEETINGS

Move that we adopt Policy 9321-Time, Place and Notification for Meetings as revised.

Ms. Williamson

Second by Mr. Hughes

UNANIMOUS

CABE Liaison Report – Chair Piascyk updated the Board on the CABE / CAPSS Conference that was attended by her, Sarah Beth and Steven. She also noted that she and the superintendent are registered to attend the leadership webinars.

Upcoming Meeting Presentations – The regular December 16 meeting will include the 2025/26 budget and will be held in the Main Meeting Room at Town Hall. Committee meetings will be held as follows: Policy on December 2 at 4:30 PM Curriculum on December 5 at 4:00 PM and Finance on December 10 at 4:30 PM. Additional budget meetings will be held on December 9, January 6 and 7 if necessary.

NEW BUSINESS

Open Choice – Superintendent Tencza presented the recommendation to maintain 18 slots for the 2025/26 school year. While, we are not able to control the lottery and placement of students, this recommendation is predicated on three (3) vacancies as a result of exiting Grade 6 students. Questions were raised relative to incoming class sizes in Kindergarten and a suggestion was made to raise the slot allocation to 20. Discussion ensued for increased enrollment / class sizes at BRS and unknown Kindergarten registrations at this time. It was requested that background data on Open Choice be presented in October prior to the Board vote in November.

MOTION #14 – OPEN CHOICE

Move that we adopt the Superintendent’s recommendation and continue participation in the Open Choice program with 18 slots allocated for the 2025/26 school year with any vacant slots filled beginning in Kindergarten.

Ms. Williamson

Second by Dr. Dahya

IN FAVOR: Ms. Piascyk, Dr. Dahya, Dr. Francese, Mr. Lawrence and Ms. Williamson

AGAINST: Mr. Hughes

MOTION PASSES 5-0-1

PUBLIC COMMENT – None

Executive Session

The Board entered Executive Session in accordance with State statute to discuss the Superintendent evaluation process and goals.

MOTION #15 – EXECUTIVE SESSION (9:47 PM)

Move that we enter Executive Session to discuss the Superintendent evaluation process and goals and invite the Superintendent to join the Executive Session.

Mr. Hughes

Second by Mr. Lawrence

UNANIMOUS

BOARD MEMBERS PRESENT: Lynn Piascyk, Chair; Dr. Jay Dahya; Dr. Laura Francese; Jeff Hughes; Steven Lawrence, Vice Chair; and Erin Williamson.

STAFF: Vonda Tencza, Superintendent.

The Board reviewed the evaluation process that would be followed and identified specific goal areas for evaluation of the Superintendent.

MOTION #16 – RETURN TO PUBLIC SESSION

Move that we return to Public Session (10:30 PM).

Dr. Francese

Second by Mr. Lawrence

UNANIMOUS

MOTION TO ADJOURN: (10:30 PM)

Ms. Williamson

Second by Dr. Dahya

UNANIMOUS

Recorded by Marsha DeGennaro, Clerk of the Board.

Woodbridge Public School's 2024-2025 Budget Narrative

December 6, 2024

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

100 Series Salaries - Salaries represent 61% of the budget. Certified salaries remain about the same as the prior month however the deficit in non-certified salaries has decreased by about \$36K. This is because additional Occupational Therapist hours that were being estimated in this line were hired through an agency and are accounted for in the Consultant Services line 390. Total salaries are estimated to be \$47K over budget for the year.

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 estimating a deficit of \$21K which is \$17K more than last month. The additional deficit is due to the additional contracted PT/OT services that were relieved from the salary category.

400 Series Purchased Property Services - Utility budgets are 4% of the total budget. We continue to project saving in our utility lines, if you recall it was not known that the pool would be closed this year when we created the FY25 budget. We also are planning for an expensive and unbudgeted repair of our fire sprinkler system. Together these items still leave us with an estimated surplus of \$14K 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. Last month we indicated that we expect an increase in outplaced tuition and transportation would be upcoming. We have now decreased our estimated liability for those items leaving this category with an estimated \$56K surplus for this year.

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. We still plan to utilize the majority of these funds for the year.

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 11-30-2024**

OBJECT	DESCRIPTION	ADOPTED BUDGET	TOTAL AVAILABLE	ESTIMATED ADDITIONAL	(OVER) UNDER YEAR END
100	TOTAL SALARIES	10,663,097	107,101	154,528	(47,427)
200	TOTAL BENEFITS	3,606,867	2,108,451	2,120,365	(11,914)
300	TOTAL PROFESS. SERVICES	534,168	246,228	267,312	(21,085)
400	TOTAL PROPERTY SERVICES	688,276	344,431	330,406	14,025
500	OTHER SERVICES	1,565,229	216,651	160,460	56,191
600	SUPPLIES & MATERIALS	371,543	179,229	179,229	-
700	TOTAL PROPERTY SERVICES	148,300	40,831	40,831	-
800	TOTAL DUES, FEES, MISC.	37,545	17,078	14,636	2,441
TOTAL ADOPTED BUDGET		17,615,025	3,260,001	3,267,769	(7,768)

OBJECT	DESCRIPTION	ADOPTED BUDGET	TOTAL AVAILABLE	ESTIMATED ADDITIONAL	(OVER) UNDER YEAR END
390	OT/PT SERVICES/CONSULTING	190,400	(31,386)	-	(31,386)
510	TRANSPORTATION	258,091	22,436	22,600	(164)
560	TUITION SPECIAL ED	288,928	99,036	56,000	43,036
SPECIAL EDUCATION CARVEOUT		737,419	90,086	78,600	11,486

SUMMARY	
Special Ed Surplus / (Deficit)	11,486
Under / (Over) Spending in OTHER programs	(19,254)
Total Surplus / (Deficit) Projected	(7,768)

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

Object Code	Descriptions	Adopted Budget	Expended to Date	Encumbered to Date	Available Balance	Estimated Additional	Projected Year-End Balance
110	Administrators	999,860	408,836	590,374	650		650
120	Teachers - Regular	5,853,312	1,810,694	3,949,111	93,508	95,741	(2,233)
120	Teachers - Special Education	1,128,525	393,761	752,706	(17,942)	(10,000)	(7,942)
1201	Psychologist	197,202	49,890	135,503	11,809		11,809
1203	Counselor	53,690	17,338	37,170	(818)		(818)
Sub-Total Certified Salaries		8,232,589	2,680,518	5,464,863	87,207	85,741	1,466
1303	Custodians	473,399	174,108	255,167	44,124	44,124	-
140	Nurses	184,192	55,854	123,099	5,239	5,239	-
150	Secretaries, Clerical	431,376	166,003	256,558	8,815	4,815	4,000
160	Paraprofessionals	291,244	84,950	173,406	32,888		32,888
1601	Special Education Paraprofess.	797,954	260,659	582,017	(44,722)	40,000	(84,722)
170/10	Salaries OT / PT	114,668	34,542	77,721	2,405		2,405
190	IT Manager and Asst.	81,161	35,833	49,009	(3,681)		(3,681)
190	Salaries, Miscellaneous	56,514	27,948	53,739	(25,173)	(25,390)	217
Sub-Total Non-Certified Salaries		2,430,508	839,898	1,570,716	19,894	68,787	(48,893)
TOTAL SALARIES		10,663,097	3,520,417	7,035,579	107,101	154,528	(47,427)
220	FICA	317,410	94,133		223,277	226,039	(2,762)
230	CMERS	430,145	121,666		308,479	334,426	(25,947)
270	Medical Insurance	2,808,916	1,268,981		1,539,935	1,530,000	9,935
280	Life Insurance	33,346	13,164		20,182	18,900	1,282
2902	Other Employee Benefits	17,050	473		16,577	11,000	5,577
TOTAL BENEFITS		3,606,867	1,498,416	0	2,108,451	2,120,365	(11,914)
320	Professional Development	45,220	4,798	1,915	38,507	38,507	-
330	Legal Fees	65,000	4,699		60,302	50,000	10,302
340	Software Support	29,750	11,870		17,880	17,880	-
350	Substitutes	143,000	37,108		105,892	105,892	-
390/01	Consultant Services	190,400	35,506	186,280	(31,386)		(31,386)
3902	Financial Audit	46,400			46,400	46,400	-
390	Other Prof/Tech. Services	14,398	5,002	763	8,633	8,633	-
TOTAL PROFESSIONAL SERVICES		534,168	98,982	188,958	246,228	267,312	(21,085)
410/01	Utilities - Electric and Water	190,500	58,979		131,521	101,521	30,000
420	Heating	114,000	12,525		101,475	82,000	19,475
430	Repairs and Maintenance	75,000	29,990	42,352	2,658	27,658	(25,000)
450	Leases and Rentals	110,123	77,075		33,048	42,048	(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	35,933	58,320	66,280	66,280	-
TOTAL PROPERTY SERVICES		688,276	232,190	111,654	344,431	330,406	14,025
510	Pupil Transportation-Regular	479,802	205,776	278,345	(4,319)	(4,319)	-
510	Pupil Transportation-Spec. Educ.	258,091	100,198	135,457	22,436	22,600	(164)
520	Insurance-General Liability	144,380	111,918	40,231	(7,768)		(7,768)
5201	Worker's Compensation	263,707	124,425	124,425	14,857		14,857
530	Telephone Services	18,531	7,111		11,420	11,420	-
535	Internet	27,000	8,425		18,575	18,954	(379)
537	Postage	6,840	1,535		5,305	5,305	-

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

Object Code	Descriptions	Adopted Budget	Expended to Date	Encumbered to Date	Available Balance	Estimated Additional	Projected Year-End Balance
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	117,893	71,999	99,036	56,000	43,036
590	Other Purchased Services	13,950	3,292	1,550	9,108	9,500	(392)
TOTAL OTHER PURCH SERVICES		1,565,229	696,572	652,006	216,651	160,460	56,191
610	Instructional Supplies	127,345	60,942	11,852	54,551	54,551	-
620	Computer Software	88,928	44,653	1,399	42,876	42,876	-
625	Supplies Nurses	5,370	1,514		3,856	3,856	-
630	Supplies Custodial	56,050	26,417	7,689	21,944	21,944	-
635	Supplies Office	13,000	1,255		11,745	11,745	-
640	Books and Audio Visual	25,000	6,111	7,192	11,697	11,697	-
645	Subscriptions	27,500	6,083	2,389	19,028	19,028	-
650	Testing	24,650	14,300	208	10,142	10,142	-
690	Misc. Supplies - DW Security	3,700	310		3,390	3,390	-
TOTAL SUPPLIES & MATERIALS		371,543	161,586	30,728	179,229	179,229	0
732	Computer Hardware	114,500	88,311	9,598	16,591	16,591	-
735	Equipment - Teaching	11,000	383	5,051	5,566	5,566	-
740	Equipment - Building	5,000			5,000	5,000	-
745	Furniture	17,800	4,126		13,674	13,674	-
TOTAL PROPERTY		148,300	92,820	14,649	40,831	40,831	-
810	Dues and Fees	24,345	15,689	1,520	7,136	7,136	-
900	Other Fees	13,200	3,259		9,941	7,500	2,441
TOTAL DUES AND FEES		37,545	18,947	1,520	17,078	14,636	2,441
TOTAL ADOPTED BUDGET		17,615,025	6,319,930	8,035,095	3,260,001	3,267,769	(7,768)

**WOODBRIIDGE BOARD OF EDUCATION
SPECIAL REVENUE PROGRAMS
FINANCIAL REPORT FOR THE MONTH ENDED 11-30-2024**

	Café	Extended Day	Field Trips	Expendable Trust	Activity Fund
Revenues:					
Charges for services	\$85,620	\$100,597	\$6,529	\$53,295	\$0
Intergovernmental	\$24,855	\$0	\$0		\$0
Donations	\$0	\$0	\$0	\$71	\$2,200
Other income	\$0	\$0	\$0	\$0	\$0
Additions	\$0	\$0	\$0	\$0	\$0
Total Revenues:	\$110,476	\$100,597	\$6,529	\$53,366	\$2,200
Expenditures:					
Wages, FICA, MERF	\$60,246	\$87,593	\$0	\$47,646	\$0
Medical Insurance	\$0	\$0	\$0		\$0
Cost of food sold	\$55,120	\$0	\$0		\$0
Equipment	\$0	\$0	\$0		\$0
Repairs	\$241	\$0	\$0		\$0
Other Expenses	\$6,749	\$17,698	\$2,184	\$15,569	\$0
Total Expenditures:	\$122,356	\$105,292	\$2,184	\$63,215	\$0
Year to Date Net Income / (Loss):	(\$11,880)	(\$4,695)	\$4,345	(\$9,849)	\$2,200
BOE Year to Date Cost of Health Insurance	\$14,625				
	Café	Extended Day	Field Trips	Expendable Trust	Activity Fund
Assets:					
Cash	\$189,648	\$86,783	\$2,876	\$82,184	\$16,865
Prepaid Expenses	\$0	\$0	\$0		\$0
Accounts Receivable	\$5,238	\$250	\$11	\$3,329	\$0
Intergovernment Receivable	\$22,842	\$0	\$0	\$0	\$0
Inventory	\$6,839	\$0	\$0	\$0	\$0
Due From Other Funds			\$3,130		\$380
Total Assets:	\$224,568	\$87,033	\$6,017	\$85,514	\$17,246
Liabilities:					
Amounts Held As Agent	\$0		\$0	\$0	\$0
Accounts Payable	\$3,459	\$41,627	\$0	\$0	\$0
Deferred Revenue	\$36,103	\$6,500	\$0	\$0	\$0
Wages Payable	\$0	\$0	\$0	\$0	\$0
Due to Other Funds		\$6,925			
Total Liabilities:	\$39,562	\$55,051	\$0	\$0	\$0
Fund Balance:					
Prior Year Ending Fund Balance	\$196,886	\$36,677	\$1,672	\$95,362	\$15,046
Year to Date Income / (Loss)	(\$11,880)	(\$4,695)	\$4,345	(\$9,849)	\$2,200
Current Fund Balance	\$185,006	\$31,982	\$6,017	\$85,514	\$17,246
	-	-	-	-	-

Bylaws of the Board

Public and Executive Sessions

All meetings, as defined in the Freedom of Information statutes, of the Woodbridge Board of Education shall be open to the public with the exception of executive sessions which shall be held as consistent with law. A chance or social meeting, a caucus or a discussion of strategy or negotiations with respect to collective bargaining are not defined as “meetings” under the Freedom of Information Act.

Executive Sessions

The public may be excluded from meetings of the Board of Education which are declared to be executive sessions. Executive sessions may be held on a two-thirds vote of the members present and voting taken at a public meeting for one or more of the following reasons, consistent with law:

1. Discussion concerning the appointment, employment, performance, evaluation, health or dismissal of a public officer or employee, provided that such individual may **require request** that discussion be held at an open (public) meeting.
2. Strategy and negotiations with respect to pending claims or pending litigation, as defined by law.
3. Matters concerning security strategy or the deployment of security personnel, or devices affecting public security.
4. Discussion of the selection of a site or the lease, sale or purchase of real estate when publicity regarding such subjects would cause a likelihood of increased price until such time as all of the property has been acquired or all proceedings or transactions concerning same have been terminated or abandoned.
5. Discussion of any matter which would result in the disclosure of public records or the information therein described in Connecticut General Statutes section 1-19(b).

At an executive session of the Board of Education, attendance shall be limited to members of the Board and persons invited by the Board to present testimony or opinion pertinent to matters before the Board, provided that such persons’ attendance shall be limited to the period for which their presence is necessary to present such testimony or opinion; minutes of executive sessions shall disclose all persons in attendance with the exception of job applicants who attend the executive session to be interviewed by the Board.

- (cf. 1330 Use of School Facilities)
- (cf. [9314](#) Suspension of Policies, Bylaws, Regulations)
- (cf. [9321](#) Time, Place, and Notification for Meetings)
- (cf. [9323](#) Agenda Construction/Advance Delivery of Meeting Materials)
- (cf. [9324](#) Meeting Conduct & Parliamentary Procedure)
- (cf. 9325.1 Quorum)
- (cf. [9325.2](#) Order of Business)

(cf. 9326 Minutes)

Legal Reference: Connecticut General Statutes

- [1-206](#) Denial of access to public records or meetings.
- [1-210](#) Access to public records.
- [1-225](#) Meetings of government agencies to be public.
- [1-226](#) Recording, broadcasting or photographing meetings.
- [1-231](#) Executive sessions.
- [19a-342](#) Smoking prohibited in certain places.

Bylaw adopted by the Board: ~~October 17, 2011~~

WOODBRIIDGE PUBLIC SCHOOLS
Woodbridge, Connecticut

Bylaws of the Board

Construction of Agenda

The Superintendent shall prepare all agendas and supportive materials for meetings of the Board. In doing so, the Superintendent shall consult with the Board Chairperson **and/or Leadership Team** and appropriate members of the administrative staff. Any Board member who wishes to have an item included on the agenda should notify the Superintendent in sufficient time for the Superintendent to review the request with the Board Chairperson for **his/her their** decision on agenda placement.

The agenda shall provide time for members of the public who wish to speak briefly on an item before the Board. The agenda and supporting materials will contain matters to be considered and shall be distributed to Board members prior to the Board meeting in sufficient time to allow the members to consider the issues carefully. A notation of “provided for informational purposes only” will be included on all agendas. Agendas shall also be made available to others upon request to the Board clerk.

Posting of Agenda

Agendas for regular Board of Education meetings shall be made available to the public **on-line** and in the Superintendent’s Office and shall be filed with the Town Clerk, not less than 24 hours in advance of the meeting time. The same requirements shall be met for special meetings of the Board unless called in an emergency with less than 24 hour notice.

- (cf. [1120](#) Public Participation at Board Meetings)
- (cf. 1331 Smoke Free Environment)
- (cf. [9121](#) Board Officers)
- (cf. [9321](#) Time, Place, Notification for Meetings)
- (cf. [9324](#) Meeting Conduct & Parliamentary Procedures)
- (cf. 9325.1 Quorum)
- (cf. [9325.2](#) Order of Business)
- (cf. 9326 Minutes)

Legal Reference: Connecticut General Statutes

[1-225](#) Meetings of Government Agencies to be Public. Recording of Votes. Schedule and Agenda of Meetings to be Fixed. Notice of Special Meetings. Executive Sessions.
(subsection (a) re Agenda)

Bylaw adopted by the Board: ~~October 17, 2011~~

WOODBIDGE PUBLIC SCHOOLS
Woodbridge, Connecticut

Bylaws of the Board

Advance Delivery of Meeting Materials

The Board meeting materials shall be disseminated as follows:

1. The complete Board of Education agenda and the appropriate materials pertaining thereto shall be sent **electronically** to each Board member **and** Board clerk, ~~and student representatives.~~

The agenda will be available to the public **on-line and** at the administration building after ~~3:00~~ **4:00** PM on Fridays preceding each regular Board of Education meeting. ~~An agenda will also be available to each member of the press on Friday afternoons.~~

2. ~~Two~~ Copies of the agenda shall be **sent forwarded through school electronic email** to each building / assistant principal, ~~one copy of which is to be posted upon the bulletin board in each school office.~~
3. Copies of the agenda shall be forwarded through school **electronic email** to presidents of each bargaining unit and president(s) of **PTA/PTO** organizations.

(cf. [9323](#) - Construction/Posting of Agenda)

Bylaw adopted by the Board: ~~October 17, 2011~~

WOODBRIIDGE PUBLIC SCHOOLS
Woodbridge, Connecticut

Bylaws of the Board

Meeting Conduct

Meetings of the Woodbridge Board of Education shall be conducted by the chairperson in a manner consistent with the bylaws of the Board.

All Board meetings shall commence at the stated time, or as soon thereafter as a quorum is present, and shall be guided by an agenda which will have been prepared and delivered in advance to all Board members and other designated persons.

The meetings shall, to the fullest possible extent, enable members to conduct the business of the Board in an orderly, expeditious manner.

Provisions for permitting any individual or group to address the Board concerning any subject that lies within its jurisdiction shall be as follows:

1. A 3-minute time limit may be allowed to each speaker with a maximum of 20 minutes per meeting being allocated for any one item of the agenda. Speakers are asked to express themselves in a civil manner, with due respect for the dignity and privacy of others who may be affected by their comments. While it is not the Board's intent to stifle public comment, speakers should be aware that if their statements violate the rights of others under the law of defamation or invasion of privacy, the speaker may be held legally responsible. Speakers unsure of the legal ramification of what they are about to say are urged to consult first with their legal advisor.
2. The chairperson shall not permit actions which disrupt or interrupt the orderly conduct of the Board meeting. A willful participant in such conduct will be asked to leave the meeting of the Board. In case of a general disturbance the meeting room may be cleared except for non-participating representatives of the press.
3. The Board may, by a majority vote, decide to extend the 20 minutes allotted per item of the agenda.
4. The Board will not respond to any comments made during the Public Comment except to clarify issues. The Board of Education will take into consideration comments made by the public at meetings and hearings. Questions, concerns and requests directed to the Board will usually be deferred pending administrative and Board consideration.
5. Speakers may offer objective criticism of district operations and programs but the Board encourages members of the public to address complaints concerning individual district personnel through the proper chain of command. The Chairperson may direct the member of the public to the appropriate means to address concerns brought before the Board; however, the Board will not respond with action but will take comments under advisement and direct the comments to the appropriate staff member to address outside of the Board meeting.
6. The following language shall be read by the Chairperson at the beginning of the public comment portion of the meeting: (The reading is waived if there are no participants for 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.

Legal Reference: Connecticut General Statutes

[1-200](#) Definitions.

[1-206](#) Denial of access of public records or meetings. Notice. Appeal

[1-210](#) Access to public records. Exempt records.

[1-225](#) Meetings of government agencies to be public.

[1-226](#) Recording, broadcasting or photographing meetings.

[19a-342](#) Smoking prohibited in certain places. Signs required. Penalties.

[1-231](#) Executive sessions.

[1-232](#) Conduct of meetings (re disturbances).

[10-234](#) Duties of the Secretary

Bylaw adopted by the Board: ~~November 14, 2016~~

WOODBIDGE PUBLIC SCHOOLS
Woodbridge, Connecticut

Bylaws of the Board

Order of Business/Agenda

The order of business shall be at the discretion of the Chairperson may include the following items:

1. Call to Order
2. Pledge of Allegiance
- ~~3. Requests from Citizens Correspondence~~
4. Public Comment
5. Approval of the Minutes Consent Agenda
6. Report of the Superintendent
- ~~5. Disbursement Journal~~
- ~~6. Budget Update~~
7. Committee Reports
- ~~8. Communication/Correspondence~~
- ~~10. Information Items~~
8. Action Items
9. New Business
- ~~12. Discussion Items~~
10. Public Comment
11. Adjournment

Access to Agenda by Disabled Persons

The District will ensure equally effective communications are provided to qualified persons with disabilities upon request as required by the Americans with Disabilities Act.

~~Appropriate auxiliary aids and services may include large print, Braille, audio recordings and readers. Primary consideration will be given to the requests of the person with a disability in the selection of appropriate auxiliary aids and services.~~

~~Should the Board demonstrate such requests would result in a fundamental alteration in the service, program or activity or in undue financial and administrative burdens, alternate, equally effective communications will be used.~~

~~Auxiliary aids and services for persons with disabilities will be available at no charge to the individual.~~

Bylaw adopted by the Board: ~~October 17, 2011~~

WOODBRIIDGE PUBLIC SCHOOLS
Woodbridge, Connecticut

Bylaws of the Board

Order of Business

Consent Agenda

To make more efficient use of meeting time, the **Woodbridge** Board of Education authorizes the use of a consent agenda as part of its regular meeting agenda. The consent agenda will condense the routine business of the Board (e.g., approving Board minutes, reviewing monthly expenses) into either a single motion or several categorical motions.

The consent agenda will be prepared by the Superintendent of Schools in consultation with the Chairperson of the Board.

Items on a consent agenda will not be discussed prior to action. However, if any Board member believes that any item on the consent agenda requires discussion, that Board member may remove the item from the consent agenda merely by requesting same. The exempted item then moves to the regular agenda, and the Board may take action as it deems appropriate. All non-exempted items will be moved, seconded, and voted upon either in one motion or in several categorical motions without discussion.

Routine, standard, non-controversial, and self-explanatory items are those that will be placed on the consent agenda. Examples include:

- ~~Committee and~~ Previous Board meeting minutes
- Office reports
- ~~Routine correspondence~~
- ~~Minor changes in a procedure (i.e., e-mail added as method of communication to announce a change in a meeting schedule)~~
- ~~Routine Revisions of a policy for 30-day review (changes in dates, dollar amounts due to changes in law or regulation, changes to legal references)~~
- ~~Standard contracts used regularly (i.e., confirmation of using the traditional in-house contract with a new vendor)~~
- ~~Confirmation of conventional actions required in the bylaws (Signatory authority for a bank account, acceptance of gifts)~~

Bylaw adopted by the Board: ~~October 17, 2011~~

WOODBRIIDGE PUBLIC SCHOOLS
Woodbridge, Connecticut

Existing bylaw, number 9325.3 adopted 10/17/11, appropriate as written

9325.3

Bylaws of the Board

Parliamentary Procedures

Rules of Order

The current edition of Robert's Rules of Order, Newly Revised, shall govern the proceedings of the Board of Education except when in conflict with Board policy.

Bylaw adopted by the Board: ~~October 17, 2011~~

WOODBRIIDGE PUBLIC SCHOOLS
Woodbridge, Connecticut

Bylaws of the Board

Vote Recording

The votes of each member of the Board upon any issue before any regular, special or emergency session meeting of the Board shall be reduced to writing and made available for public inspection within 48 hours/ **two working days** (excluding any Saturday, Sunday or legal holiday ~~for votes or minutes of special and emergency special meetings~~) and **votes** shall also be recorded in the minutes of the session at which taken, ~~which minutes shall be available for public inspection as noted below.~~

Minutes

The ~~Secretary~~ **Clerk** of the Board of Education shall keep minutes of all meetings of the Board. Copies of the proceeding shall be made for distribution to the Board members with the agenda for the next regular meeting. The official minutes of the Board of Education meetings and the master copy of the policy manual shall be kept in the central office. Minutes shall be made available to the public for inspection within seven **working** days after each meeting. The votes or minutes of a special meeting shall be made available to the public for inspection within seven **working** days after each such meeting, ~~excluding any Saturday, Sunday or legal holiday~~. The minutes of any emergency special meeting shall specify the nature of the emergency and shall be available within 72 hours / **three working days** of the meeting.

Legal Reference: Connecticut General Statutes

1-225 (formerly 1-21) Meetings of government agencies to be public. Recording of votes. Schedule and agenda of meetings to be filed. Notice of special meetings. Executive sessions. (as amended by P.A. 99-71: An Act Clarifying Certain Time Periods in the Freedom of Information Act Eliminating Outdated and Unnecessary Freedom of Information Provisions.)

Bylaw adopted by the Board: ~~October 17, 2011~~

WOODBRIIDGE PUBLIC SCHOOLS
Woodbridge, Connecticut

Bylaws of the Board

Attendance at Meetings via Electronic Communications

Consistent with Connecticut Public Act 22-3, the Board of Education may conduct its meetings solely or in part by means of electronic equipment. If a meeting being conducted by means of electronic equipment is interrupted by the failure, disconnection, or, in the Chairperson's determination, unacceptable degradation of the electronic means of conducting a meeting, or if a member necessary to form a quorum loses the ability to participate because of the interruption, failure, or degradation of such member's connection by electronic equipment, the Board may, not less than thirty minutes and nor more than two hours from the time of the interruption or the Chairperson's determination, resume the meeting (1) in person, if a quorum is present in person; or (2) if a quorum is restored by means of electronic equipment, solely or in part by such electronic equipment. In each case of resumption of such meeting, electronic access shall be restored to the public if such capability has been restored. The Board shall, if practicable, post a notification on the District website and inform attendees by electronic transmission of the expected time of resumption or of the adjournment or postponement of the meeting, as applicable, and may announce at the beginning of any meeting what preplanned procedures are in place for resumption of a meeting in the event of an interruption as described herein.

Consistent with Connecticut Public Act 22-3, any member of the Board of Education may participate in any meeting by means of electronic equipment, except that the Board is not required to adjourn or postpone a meeting if the member loses the ability to participate because of an interruption, failure, or degradation of that member's connection by electronic equipment, unless the member's participation is necessary to form a quorum. ~~This provision shall not apply to an executive session or special meeting unless the Board member has received advance permission from the Chairperson.~~

Minutes of all meetings shall specify if a member was physically present or present electronically.

When a member attends a meeting electronically, all votes shall be by roll call vote unless the vote is unanimous. A member who is attending electronically must identify ~~himself/herself~~ ~~themselves~~ by name and be recognized by the Chairperson before speaking.

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

(cf. [9322](#) - Public and Executive Sessions)

(cf. 9325.1 - Quorum)

(cf. [9325.4](#) - Voting Method)

(cf. 9326 - Minutes)

(cf. [9327](#) - Electronic Mail Communications)

Legal Reference: Connecticut General Statutes

[1-225](#) Meetings of government agencies, as amended by June 11 Special Session, PA 08-3

Connecticut Public Act 22-3 "An Act Concerning Remote Meetings under the Freedom of Information Act"

Bylaw adopted by the Board: June 20, 2022

WOODBIDGE PUBLIC SCHOOLS
Woodbridge, Connecticut

Bylaws of the Board

Electronic Mail Communication

Email, like other written forms of communication relating to the conduct of the public business is subject to the Freedom of Information Act and subject to disclosure.

Board members shall not use e-mail as a substitute for deliberations at public Board meetings, and/or shall not discuss policy matters or vote informally on any issues.

Legal Reference: Connecticut General Statutes

The Freedom of Information Act.

[1-200](#) Definitions.

[1-210](#) Access to public records. Exempt records.

[1-211](#) Disclosure of computer-stored public records.

Bylaw adopted by the Board: ~~October 17, 2011~~

WOODBRIIDGE PUBLIC SCHOOLS
Woodbridge, Connecticut

Bylaws of the Board

Board/School District Records

Any recorded data or information relating to the conduct of the public's business prepared, owned, used, received or retained by the Board of Education or the school district, whether handwritten, typed, tape recorded, printed, ~~photostated~~, photographed, or recorded by any other method is by definition a "public record" and access thereto during normal hours of business shall be granted to any citizen. The Board recognizes the need for its records to be stored as a blend of printed, bound and electronically recorded (~~including but not limited to, audiotapes, videotapes, micro-fiche, computer-disk~~) material. All such records shall be maintained at the office of the Superintendent of Schools, who shall be the custodian of all public records of the district.

Not included in the category of public records to which the privilege of access is given are the following:

1. Preliminary drafts or notes provided the custodian or the Board of Education has determined that the public interest in withholding such documents clearly outweighs the public interest in disclosure.
2. Personnel or medical files and similar files, the disclosure of which would constitute an invasion of personal privacy.
3. Records pertaining to strategy and negotiations with respect to pending claims and litigation to which the district is a party until such litigation or claim has been adjudicated or otherwise settled.
- ~~4. Trade secrets.~~
4. Test questions, scoring keys and other examination data used to administer a licensing examination, examination for employment or academic examinations.
5. The contents of real estate appraisals, engineering or feasibility estimates and evaluation made for or by the district relative to the acquisition of property or to prospective public supply and construction contracts, until such time as all of the property has been acquired or all proceedings or transactions have been terminated (except that the law of public domain is not affected by this provision).
6. Records, reports and statements of strategy or negotiations with respect to collective bargaining.
7. Records, tax returns, reports and statements exempted by federal law or state statutes or communications privileged by the attorney client relationship.
8. Names or addresses of students enrolled in the public schools without the consent of each student whose name or address is to be disclosed who is eighteen or older and a parent or guardian of such minor student.
9. Records including engineering and architectural drawings; security systems' operational specifications (except a general description, cost and quality of the system); training manuals that describe security procedures, emergency plans or security equipment; internal security audits; and logs and other documents containing information on security personnel movement or assignments if reasonable grounds exist to believe their release would pose a safety risk, including harm to anyone, a facility or equipment.
10. Security manuals, emergency plans, emergency recovery or response plans and staff meeting minutes or records or portions of them that contain or reveal security information or otherwise exempt records.

11. Educational records not subject to disclosure under the Family Educational Rights and Privacy Act (FERPA), 20 U.S.C. 123g; as amended.

12. Records of standards, procedures, processes, software and codes not otherwise available to the public, the disclosure of which would compromise the security or integrity of an information technology system.

Availability of Records

Any person shall receive promptly on request, a plain or certified copy of any public record except those which access is not permitted under law, at a cost not to exceed fifty cents per page. If any copy requested required a printout or transcription, or if any person applies for a printout or transcription of a public record, the fee shall not exceed the cost to the school district. The district will require prepayment of the fee if the fee is estimated to be two dollars or more. There will be no sales tax for this service. There will be no charge if the person requesting the record is an indigent, the record requested is exempt from disclosure, or if, in the judgment of the custodian of records, compliance with the request benefits the general welfare.

An additional charge of one dollar (\$1) for the first page and fifty cents (\$.50) for each additional page may be made for certification of any records or of any fact within the record.

An individual may use a "hand-held" scanner* to copy a public record. The Board establishes a fee structure of twenty dollars (\$20) for an individual to pay each time the individual copies records at the Board offices with a hand held scanner. The Board considers the use of a "smartphone" as analogous to a hand-held scanner.

The Superintendent, on behalf of the Board of Education, shall notify an employee in writing when a request is made for disclosure of the employee's personnel, medical or similar files, if the Superintendent reasonably believes disclosure would invade the employee's privacy.

**A hand-held scanner is defined by C.G.S. [1-212\(g\)](#) as a battery-operated electronic scanning device the use of which (1) leaves no mark or impression on the public record, and (2) does not unreasonably interfere with the operation of the public agency.*

Designation of Records Access Officer

The Superintendent of Schools is designated as Records Access Officer of the School District, who shall have the duty of coordinating the School District's response to public requests for access to records, in accordance with Connecticut Freedom of Information Commission rules and regulations.

The Records Access Officer is responsible for assuring that District personnel:

1. Assist the requester in identifying requested records, if necessary.
2. Upon locating the records, take one of the following actions:
 - a. Make records promptly available for inspection; or
 - b. Deny access to the records in whole or in part and explain the reasons therefore.
3. Upon the request for copies of records:
 - a. Make a copy available upon payment or offer to pay established fees.
 - b. Upon request, certify that a transcript is a true copy of the records.
4. Upon failure to locate records, certify that:
 - a. The District is not the legal custodian for such records.
 - b. The records of which the District is a custodian cannot be found after diligent search.

Requests for Public Access to Records

1. Requests for inspection of records shall be made at least four (4) working days in advance to the Records Access Officer.
2. The Records Access Officer shall respond promptly to a request for records. Except under extraordinary circumstances, the District shall make response no more than four (4) working days after receipt of the request.
3. A request shall reasonably describe the record or records sought. Whenever possible, a person requesting records shall supply information regarding dates, file designations or other information that may help to describe the records sought.
4. If the District does not provide or denies access to the record sought within four (4) business days of receipt of a request, the District shall furnish a written acknowledgment of receipt of the request and statement of the approximate date when the request will be granted or denied. If access to records is neither granted nor denied within ten business days after the date of acknowledgment of receipt of a request, the request may be construed as a denial of access that may be appealed.

Denial of Access to Records

1. If the District fails to respond to a request within four (4) business days of receipt of a request, such failure shall be deemed a denial of access by the District.
2. Any person denied access to records may appeal to the State Freedom of Information Commission identifying:
 - a. The date and location of a request for records;
 - b. The records that were denied; and
 - c. The name and return address of the appellant.

Legal Reference: Connecticut General Statutes

1-15 Application for copies of public records.

1-200 Definitions.

1- 210 to 1-213 Access to public records. (as amended by PA 02-113)

1-212(g) Copies and scanning of public records

1-211 Access to computer stored records.

1-214 Public contracts as part of public records.

1-225 to 1-240 Meetings of public agencies.

Paulsen v. Superintendent of Schools, Bethel Public Schools, #FIC 2015-663 (June 8, 2016)

Federal Rules of Civil Procedure - 2006 Amendments

Bylaw adopted by the Board: **February 24, 2020**

WOODBRIIDGE PUBLIC SCHOOLS
Woodbridge, Connecticut

Bylaws of the Board

School Board Memberships

~~The Board of Education shall maintain membership in the Connecticut Association of Boards of Education (CABE). It holds indirect membership in the National School Boards Association through its affiliation with the state group.~~

~~It shall be the practice of the Board of Education to appoint one member to represent this Board at CABE meetings. That member shall report from time to time to the full Board on the activities of the State and National groups.~~

Bylaw adopted by the Board: ~~October 17, 2011~~

Bylaws of the Board

Legislative Program

The Board of Education, as an agent of the state, must operate within the bounds of the state and federal law affecting public education. If the Board is to meet its responsibilities to the residents and students of the community, it must work vigorously for the passage of new laws designed to advance the cause of good schools and for the repeal or modification of existing laws that impede this cause. To this end:

~~1. The Board will develop an annual legislative program through conferences with the Connecticut Association of Boards of Education and the National School Boards Association.~~

1. When appropriate, the Board will work for the achievement of common legislative objectives through ~~these relevant~~ associations and with the other concerned groups.
2. The Board will also seek ~~both direct and indirect~~ representation of its position on pending legislation with appropriate state and federal legislators and legislative committees.

Bylaw adopted by the Board: ~~October 17, 2011~~

Bylaws of the Board

Monitoring Products and Processes

Members of the Board of Education willingly take on the difficult but crucially important task of grading themselves and the Board on which they serve.

An effective ~~program of~~ evaluation contains many essential features. The following conditions are crucial to an evaluation that has as its primary purpose the improvement of Board leadership:

1. Board members should know the standards against which they will evaluate themselves. ~~Better yet, they should be involved in the development of the standards.~~
2. Evaluation should be at a time and place, with no other items on the agenda, ~~at a study or executive session~~ and ~~to the extent possible~~ with all Board members present.
3. The evaluation should be a composite of the individual Board member's opinion, but the Board as a whole should meet to discuss the results.
4. The evaluation should include a discussion of strengths ~~and areas for improvement.~~
5. The evaluation should be ~~fairly frequent~~ at least once a year.
6. The Board should not limit itself to those items which appear on an evaluation form. No form or set of guidelines could encompass the totality of a Board's responsibilities.
7. Each judgment should be supported by as much rational and objective evidence as possible.

Performance Objective

When the Board has received the composite profiles from the self-evaluation, the members should then discuss the results in detail and formulate a series of objectives for the ensuing year. These objectives will be stated in the form of performance change or productivity gains. Implied in this approach is an assumption that ~~an individual the Board~~ is capable of improvement. ~~The chances that he or she will improve are enhanced if evaluation is carried out systematically in accordance with good planning, conscientious follow through and careful assessment of results.~~

~~Policy Review and Evaluation~~

~~The Board shall follow through the policies it has formulated. It shall evaluate how the policies have been executed by the school staff, and shall weigh the results. The Board shall rely on the school staff, students, and the community to provide evidence of the effect of the policies which it has adopted.~~

Legal Reference: Connecticut General Statutes

10-14m - 10-14r Education evaluation and remedial assistance.

10-220 Duties of boards of education.

Bylaw adopted by the Board: ~~October 17, 2011~~

Existing bylaw, number 9420 adopted 10/17/11, appropriate as written

9420

Bylaws of the Board

Recognition of Accomplishments by Citizens, Students, Staff Members or Members of the Board

Recognition for Accomplishment

The Board is committed to recognizing and reinforcing the positive efforts and performance of individuals involved in the school system. The Superintendent shall develop procedures to honor the distinguished or exceptional achievements of citizens, students, and staff. This should also include retiring staff who have contributed to the school system over an extended period of time. This may be done by recognition at Board meetings, letters of recognition, or other appropriate methods.

Bylaw adopted by the Board: ~~October 17, 2011~~

Students

Electronic Devices

The Board adopts this policy in order to maintain/promote an educational environment that is safe and secure for district students and employees. The Board establishes that the acceptable use of electronic devices is to support instruction and as a means of communication under approved circumstances.

Electronic devices shall include all devices that can take photographs; record audio or video data; store, transmit or receive messages or images; or provide a wireless, filtered or unfiltered connection to the Internet. Examples of these electronic devices include, but shall not be limited to, radios, ~~walkmans, CD players, iPods, MP3 players, DVD players~~, handheld game consoles, ~~Personal Digital Assistants (PDAs)~~, cellular or mobile telephones, ~~smartwatches, smartphones, iglasses, BlackBerries~~, and laptop computers, as well as any new technology developed with similar capabilities.

The Board prohibits/~~limits~~ the use of these and other electronic devices by students during the school day in District buildings; on District property; on District buses and vehicles; during the time students are under the supervision of the District (and in locker rooms, bathrooms, health suites and other changing areas at any time ~~if choose to prohibit, rather than limit.~~)

~~Elementary school students may possess cellular telephones and other wireless communication devices on school property and school-sponsored transportation, provided such devices are not visible, used, or activated, and are kept in the "off" position throughout the school day. Students must keep their cellular phones and other wireless communication devices stored in a non-visible secure location during the school day.~~

The Board prohibits possession of laser pointers and attachments and telephone paging devices/beepers by students in District buildings; on District property; on District buses and vehicles; and at school-sponsored activities. The Board may limit other electronic devices as appropriate. The District shall not be liable for the loss, damage or misuse of any electronic device.

Electronic Images and Photographs

The Board prohibits the taking, storing, disseminating, transferring, viewing, or sharing of obscene, pornographic, lewd, or otherwise illegal images or photographs, whether by electronic data transfer or other means, including but not limited to texting and e-mailing. Such violations may constitute a crime under state and/or federal law. Therefore, the district may report such conduct to state and/or federal law enforcement agencies.

Such prohibited activity shall also apply to student conduct that occurs off school property if:

1. There is a nexus between the proximity or timing of the conduct in relation to the student's attendance at school or school-sponsored activities.
2. The student is a member of an extracurricular activity and has been notified that particular off-campus conduct could result in exclusion from such activities.
3. The conduct has a direct nexus to attendance at school or a school sponsored-activity, such as an agreement made on school property to complete a transaction outside of school that would violate the Code of Student Conduct.

The Superintendent or designee shall annually notify students, parents/guardians and employees about the Board's electronic device policy. The Superintendent or designee shall develop administrative regulations to implement this policy.

Violations of this policy by a student ~~shall~~ may result in disciplinary action and may ~~shall~~ result in confiscation of the electronic device. The confiscated item ~~shall~~ may not be returned until a conference has been held with a parent/guardian.

Exceptions

The building administrator may grant approval for possession and use of an electronic device by a student for the following reasons:

1. Health, safety or emergency reasons.
2. An individualized education program (IEP).
3. Classroom or instructional-related activities.
4. Other reasons determined appropriate by the building Principal.

~~The building administrator may grant approval for possession and use of a telephone paging device/beeper by a student for the following reasons:~~

- ~~1. Student is a member of a volunteer fire company, ambulance or rescue squad.~~
- ~~2. Student has a need due to the medical condition of an immediate family member.~~
- ~~3. Other reasons determined appropriate by the building Principal.~~

(cf. 5114 - Suspension and Expulsion/Due Process)

(cf. 5131 - Conduct)

(cf. 5131.8 - Off School Grounds Misconduct)

(cf. 5131.911 - Bullying)

(cf. 5144 - Discipline/Punishment)

(cf. 5145.5 - Sexual Harassment)

Legal Reference: Connecticut General Statutes

[10-233j](#) Student possession and use of telecommunications devices

Eisner v. Stamford Board of Education, 440 F. 2d 803 (2nd Cir 1971)

Trachtman v. Anker, 563 F. 2d 512 (2nd Cir. 1977) cert. denied, 435 U.S. 925 (1978)

Hazelwood School District v. Ruhlmeir, 484 U.S. 260, 108 S Ct 562 (1988)

Bethel School District v. Fraser, 478 US 675 (1986)

Tinker v. Des Moines Independent Community Dist., 393 US 503, (1969)

Policy adopted: ~~March 17, 2014~~

WOODBRIAGE SCHOOL DISTRICT
Woodbridge, Connecticut

Woodbridge Board of Education Curriculum Committee
Superintendent's Conference Room
December 6, 2024

CALL TO ORDER: Dr. Strambler, Chair called the meeting to order at 4:08 PM.

IN ATTENDANCE: Dr. Michael Strambler, Chair, Lynn Piascyk, Dr. Lauren Francese, Erin Williamson (remote), Board Members; Vonda Tencza, Superintendent; Analisa Sherman, Principal; and Carson Echeverry, WEA Liaison.

Public Comment – None

DARE Replacement Program – DARE is no longer utilized as it requires a trained, working police officer, which our town could not support. Committee concerns were shared that the old program had unintended harmful effects on children. BRS previously utilized the revised program which had addressed these concerns. Administration shared what BRS is using now for resources and lesson scope and sequence, which addresses not only drugs and addiction but also internet safety, self-worth, responsible decision-making, and peer pressure. Research of surrounding districts in CT regarding program and materials usage, resulted in an overall observation that districts are combining resources for a ‘home grown’ curriculum that meets the individual school’s needs. The Committee asked administration to investigate what research suggests produce negative effects toward children in this area, and what best practice strategies are, so that we are aligned.

Math Update – Administration shared that new resources are being implemented, differentiation is observed in classrooms, and communication strategies with parents have increased through the use of Class Dojo, class newsletters, and parent emails. No parent concerns to date have been shared. Math K-6 scope and sequence was reviewed and is posted on the district website under the *curriculum* tab.

STEAM Update – Classes are accessing the STEAM lab and lessons. The Committee reviewed examples of STEAM budget requests and administration’s tiered approach to add new materials over the next few years to replace obsolete items.

Public Comment – None

Meeting Adjourned 5:10 PM

MINUTES OF THE WBOE POLICY COMMITTEE
Superintendent's Conference Room
December 2, 2024

CALL TO ORDER: Ms. Williamson called the meeting to order at 4:34 PM.

IN ATTENDANCE: Erin Williamson, Chair (in person), Lynn Piascyk (in person), Steven Lawrence (remote), Board of Education Members; Vonda J. Tencza, Superintendent; and Mary Vincitorio, WEA.

PUBLIC COMMENT: None

The Committee reviewed the following policies:

- ❖ 9322-Public and Executive Sessions
- ❖ 9323-Construction of Agenda
- ❖ 9324-Advance Delivery of Meeting Materials
- ❖ 9325-Meeting Conduct
- ❖ 9325.1-Quorum and Voting
- ❖ 9325.2-Order of Business
- ❖ 9325.21-Consent Agenda
- ❖ 9325.3-Rules of Order
- ❖ 9325.4-Vote Recording
- ❖ 9325.43-Attendance at Meetings via Electronic Communications
- ❖ 9327-Electronic Mail Communication
- ❖ 9330-Board/School District Records
- ❖ 9340-School Board Memberships
- ❖ 9360-Legislative Program
- ❖ 9400-Monitoring Products and Processes
- ❖ 9420-Recognition for Accomplishment
- ❖ 5131.81-Electronic Devices
- ❖ 5131.911-School Climate

No additional changes were made to 9325, 9325.2, 9325.3 9327 and 9420. There was general consensus that it was not necessary to add Policy 9325.1 as this process is covered by Town Charter and other policies. It is noted for the record that when reviewing policies, CABE utilizes an “a”, “b” etc. format designation on individual pages in a multiple page policy in a PDF document. This formatting is generally omitted in the actual printing of hard copy packets as each policy, including multiple page docs, is downloaded in a “word” format from the website, revised and printed as one document with the policy language being exactly the same in both the PDF and word formats.

In addition to the language modifications submitted for review, additional changes were made as follows:

- Policy 9222 was revised to delete “require” in #1 and replace it with “request”.
- Policy 9323 was revised to add “on-line” in the 1st sentence under *Posting of Agenda*.
- Policy 9324 was revised to add “on-line” after public in the 2nd paragraph.
- Policy 9325.4 was revised to include “two (2) working days” after 48 hours in the 2nd sentence, delete “for votes or minutes of special and emergency special meetings” in the 3rd sentence and “votes” was added in the 4th sentence before “shall”. Under “Minutes” in the 1st sentence, “Secretary” was replaced with “Clerk”. In the 4th sentence “working” was added after “seven”. In the 6th sentence “working” was added after “seven”, and “excluding any Saturday, Sunday or legal holiday” was deleted. In the last sentence “three working days” was added after “72 hours”.
- Policy 9325.21 was modified striking “routine” in 5th bullet along with removal of all words contained within the ().
- Policy 9325.43 was changed to remove the last sentence in the 2nd paragraph and in the last line “himself/herself” changed to “themselves”.

- Policy 9330 was modified to remove “photostated” in the 3rd sentence of the 1st paragraph, #4 “trade secrets” was deleted, and in the 6th sentence deleted the wording in the () and adjusted the numbering sequence under *Designation of Records Access Officer*.
- Policy 9340 was deleted in its entirety.
- Policy 9360, #1 was deleted in its entirety, in #2 “these’ was replaced with “relevant” and in #3 “both direct and indirect” was deleted.
- Policy 9400 in the 2nd paragraph, “program of” was deleted. In #1 the 2nd sentence was deleted. In #2 “at a study or executive session” was deleted and “to the extent possible” was added after “and”. In. #4 “and areas for improvement” was added after “strengths”. In #5 “fairly frequent” was deleted. Under *Performance Objective*, 4th sentence “an individual” was replaced with “the Board” and the last sentence was deleted. Under *Policy Review and Evaluation* the entire paragraph was stricken.
- Policy 5131.81 Page 2, 2nd paragraph 1st sentence “shall” was replaced with “may” in both places as well as in the 2nd sentence.

It was noted that we are still awaiting additional information and documentation from the CSDE in support of Policy 5131.911. Administration is still compiling various documents and forms and comparing our current practices to what is being mandated by the CSDE. It is anticipated this policy will not be adopted until the spring.

All policies reviewed and/or revised were submitted for 30-day review for the December 16 meeting with the exception of 5131.911 – School Climate.

PUBLIC COMMENT: None

Meeting Adjourned: 5:39 PM

Finance Committee Minutes 12/10/2024

Meeting called to order: 4:31

The committee received and discussed the monthly financial reports for the month ended 11/30/2024. The projected budget deficit improved to -\$7,768 for the year. This is mainly due to a decrease in our projected outplaced tuition line and some future salaries will now be paid through a service contract.

Several special revenue programs are running a deficit for the year, as expected, as we are required to spend down the large fund balance in the School Lunch program that was derived from covid school lunch reimbursements. The Extended Day fund has taken on some additional Para expenses and the Summer Enrichment Program had some additional expenses last summer when we rented space at Amity High School and they had to run a smaller program than normal.

The Committee discussed the previous night's presentation to the full Board of the Superintendent's FY26 Proposed Budget.

Meeting Adjourned: 5:06



Woodbridge Board of Education's Approved Budget FY 2026

Board of Education Members

Lynn Piascyk, Chair

Sarah Beth Del Prete, Secretary

Dr. Lauren Francese

Jeff Hughes

Erin Williamson

Steven Lawrence, Vice Chair

Dr. Jay Dahya

Brooke Hopkins

Dr. Michael Strambler

Superintendent of Schools

Vonda Tencza



PROPOSED 2025-2026 BUDGET OVERVIEW

December 9, 2024

Dear Members of the Woodbridge Board of Education,

I am pleased to submit the FY 2025-26 Superintendent's proposed budget for your consideration.

The proposed budget is \$18,691,855 which amounts to an increase of \$1,076,830 or 6.11% over the current FY2024-25 budget.

This budget was developed to reflect the values and vision of the Board and Community and underscores our commitment to fostering learning at high levels. We believe this budget will provide a high-quality educational program that serves all students while continuing to advance the District's goals.

The key drivers in developing the FY25 budget remain consistent with past budgets and include:

- District Strategic Plan focus
- Salary and Benefit Increases
- Continued Increasing Enrollment and Increasing Student Needs
- Special Education
- Increasing Transportation Needs
- Technology improvements and replacements
- Reallocation of Resources

Salaries and benefits account for around 81% of our total budget which is consistent with the prior year.

Our spending plan continues to support the vision and mission of the Woodbridge School District and focus on the academic, emotional, social and physical needs of our learners in an effort to prepare them for a successful future as responsible global citizens. This budget was developed with the purpose of creating an environment with high expectations, quality instruction, and continuous improvement for our staff and our learners of the Beecher Road School Community.

Thank you for your consideration of this budget as presented. I look forward to our collaborative conversation about how best to continue to move our district forward.

Vonda J. Tencza



Superintendent of Schools

MAJOR DRIVERS OF INCREASE

BASELINE BUDGET WITH INCREASES/(DECREASES)	\$17,615,025 INCREASE / (DECREASE)
Baseline Budget - FY2025	\$17,615,025
Contractual Salary Increases, Payroll Taxes, & Pension - (Existing Staff Forward) Total	\$742,454
Health & Life Insurance Benefit Total	\$132,688
Special Education - Tuition & Transportation Total	\$156,123
Technology Software, Equipment, & Consumable Supplies Total	(\$27,840)
Transportation - Regular Education Total	\$44,316
Office, Nursing, Custodial, & Instructional Supplies Total	\$24,580
Internet, Utilities, Telephone, Advertising Total	(\$2,287)
Liability Insurance, Legal, Other Misc. Total	\$8,796
Repairs & Maintenance Total	\$9,000
Superintendent Reductions	(\$11,000)
SUPERINTENDENT PROPOSED FY26 OPERATING BUDGET	\$18,691,855
	INCREASE
	\$1,076,830
	% INCREASE
	6.11%



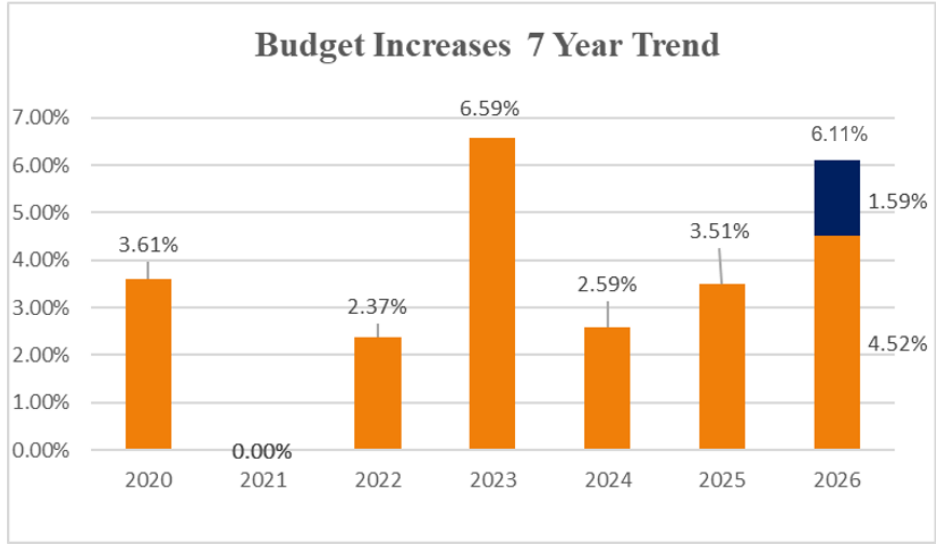
CONTRACTUAL VS. DISCRETIONARY

CATEGORY	TYPE	FY2026 Proposed Budget	\$\$ Increase/ (Decrease)	% of Total Increase	DESCRIPTION
Administration	Contractual	\$1,029,487	\$29,627	2.8%	6 FTE; no change in staffing level
Teachers	Contractual	\$7,652,018	\$425,289	39.5%	82.2 FTE : maintain the 1.2 added during current year
Custodial	Contractual	\$480,915	\$7,516	0.7%	7.6 FTE; no change in staffing level
Nurses	Contractual	\$191,188	\$6,996	0.6%	3.0 FTE; no change in staffing level
Administrative Assistants	Contractual	\$442,997	\$19,052	1.8%	6.3 FTE; no change in staffing level
Paraeducators	Contractual	\$1,222,197	\$132,999	12.4%	39.6 FTE; maintain the 4.0 added during the current year
Occupational & Physical Therapists (OT/PT)	Contractual	\$93,940	(\$20,728)	-1.9%	1.0 FTE; .1 decrease in staffing moved to contract
Cafeteria Aides, IT Manager & SRO	Contractual	\$194,814	\$43,708	4.1%	3.5 FTE; no change in staffing level
Subtotal: Salaries	Contractual	\$11,307,555	\$644,458	59.8%	149.0 FTE; same as current year, 4.1 more than last
Medical Insurance	Contractual	\$2,946,687	\$137,771	12.8%	Projected premium increase of 9%; high deductible health plan
CMERS	Contractual	\$507,843	\$77,698	7.2%	Pension plan for non certified staff
FICA, Medicare & Other	Fixed	\$377,170	\$15,214	1.4%	Payroll taxes and other employee benefits
Subtotal: Benefits	Contractual	\$3,831,701	\$230,684	21.4%	
Testing	Contractual	\$22,700	(\$1,950)	-0.2%	DIBELS and SPED testing
Utilities: Electric, Heating, Water, Phone, Internet	Contractual	\$314,151	(\$35,880)	-3.3%	Gas and electric rates locked, savings while pool is not running
Transportation	Contractual	\$853,780	\$115,887	10.8%	School bus runs, outplacement buses and fuel
Interns & Substitutes	Contractual	\$206,435	\$6,435	0.6%	Small increase in daily sub rate
Leases & Rentals	Contractual	\$110,123	\$0	0.0%	Lease for copiers/printers & Apple lease teacher laptops
Teaching Equipment	Contractual	\$8,000	(\$3,000)	-0.3%	Required by IEPs
SPED- Service Contracts	Contractual	\$27,500	\$480	0.0%	Hearing impaired services
Tuition Out of District	Contractual	\$379,480	\$84,552	7.9%	Outplacements
Insurance	Contractual	\$440,013	\$31,926	3.0%	Property, liability, and worker compensation policies
Software	Contractual	\$85,288	(\$3,640)	-0.3%	PowerSchool, Munis, SPED, Clear Gov, Frontline
Professional Service Consultants	Contractual	\$278,214	\$27,016	2.5%	Audit, BCBA, SPED Evaluations
Nursing Services - Non Public	Contractual	\$8,000	(\$2,000)	-0.2%	Ezra Nurse
Unemployment	Fixed	\$5,850	\$0		Payments to Dept of Labor
Subtotal: Other Contractual	Contractual	\$2,739,534	\$219,826	20.4%	
Misc. Purchased Services	Discretionary	\$18,050	(\$100)	0.0%	Printing, advertising, board gifts, food
Professional Development	Discretionary	\$37,325	(\$7,895)	-0.7%	Prof. Learning seminars for staff
Software Support	Discretionary	\$30,250	\$500	0.0%	iBoss, G-Suite, Endpoint, Mosyle, Novus Insight
Dues, Fees, Subscriptions	Discretionary	\$22,605	(\$1,740)	-0.2%	CABE, CAPPs, CASBO, CSBGA, CMEA etc.
Legal Fees	Discretionary	\$55,000	(\$10,000)	-0.9%	union issues, residency, special education, misc. other
Repairs & Maintenance	Discretionary	\$85,850	\$9,000	0.8%	Technology equipment & Building / Mechanical repairs
Buildings & Grounds Care	Discretionary	\$63,084	\$2,725	0.3%	Snow removal, lawn, fire protection, TREMCO, security systems
HVAC & Building Maintenance Contracts	Discretionary	\$114,255	\$4,831	0.4%	HVAC related maintenance
Instructional Supplies	Discretionary	\$169,925	\$17,580	1.6%	Includes library books
Technology & Building Equipment	Discretionary	\$94,800	(\$24,700)	-2.3%	chromebooks interactive boards, document cameras
Postage & Supplies	Discretionary	\$84,960	\$0	0.0%	Custodial, Nursing, Security and Office Supplies
Furniture	Discretionary	\$6,000	(\$11,800)	-1.1%	Classroom Rugs, Teacher desks
Software Subscriptions	Discretionary	\$30,960	\$3,460	0.3%	Numerous: BrainPop, Kodable, Safari Montage
Subtotal: Other Discretionary	Discretionary	\$813,064	(\$18,139)	-1.7%	
Grand Totals		\$18,691,855	\$1,076,830	100%	

CATEGORY	FY2026 Proposed Budget	\$\$ Increase	% of Total Increase
Total Contractual	\$17,878,790	\$1,094,968	102%
Total Discretionary	\$813,064	-\$18,139	-2%
Grand Total	\$18,691,855	\$1,076,830	



BUDGET INCREASES HISTORICAL



- 1.59% of the total 6.11% increase is due adding 5 staff members during the current year. (4 para-educators and 1 teacher)



BUDGET TIMELINE

2025-2026 BUDGET CALENDAR		
OCTOBER	10/10/2024	Distribute Budget Worksheets to Administrators
	10/31/2024	Administrators return budget worksheets to Business Manager
NOVEMBER-DECEMBER	11/12/2024	Finance Committee Mtg - Superintendent Budget Update & Capital Budget Presentation
	11/18/2024	Regular Board Meeting - BOE Votes on Capital Budget
	12/9/2024	Special Meeting - Operating Budget Presented to BOE
	TBD	Preliminary Capital Budget submission due to Town Finance Director
	12/16/2024	Regular Board Meeting - Operating Budget Question & Answers
JANUARY-APRIL	1/6/2025	Special Meeting - Budget Workshop & Possible Vote
	1/7/2025	Special Meeting (if needed) Budget Workshop/Vote and or Snow Day for 1-6-25
	1/10/2025	Operating Budget Submitted to Town
	TBD	Operating and Capital Budget presentation to BOS & BOF
	4/28/2025	Public Hearing
MAY-JUNE	5/19/2025	Final BOE Operating Budget approved at Town Meeting (TBD)
	6/16/2025	Final BOE Operating Budget approved by Board of Education (TBD)
	6/17/2025	Communicate approved Operating Budget to Administrators (TBD)



PERSONNEL SUMMARY

Personnel	Actual	Actual	Actual	Actual	Budget	Total # Add / (Reduce)
	Staff	Staff	Staff	Staff	Staff	
	2021-2022	2022-2023	2023-2024	2024-2025	2025-2026	
Administrators	5.0	5.0	6.0	6.0	6.0	0.0
Certified Teachers Total FTE	78.2	80.8	81.0	82.2	82.2	0.0
*Classroom Teachers (incl Pre-K)	43.0	44.0	45.0	45.0	45.0	0.0
*Interventionist	0.0	0.0	0.0	0.0	0.0	0.0
*Art	1.7	2.0	2.0	2.0	2.0	0.0
*Music	2.5	2.5	2.5	2.5	2.5	0.0
*PE/Health	3.0	3.0	3.0	3.0	3.0	0.0
*World Language	2.0	2.0	2.0	2.0	2.0	0.0
*Language Arts / ESL	3.5	3.5	4.0	4.0	4.0	0.0
*Math	2.0	2.0	2.0	2.0	2.0	0.0
*Technology / Library Media	4.0	4.0	3.0	3.0	3.0	0.0
*Science/STEAM	1.0	0.0	0.0	1.0	1.0	0.0
*Special Education Teachers	12.5	13.5	13.5	13.7	13.7	0.0
*Pupil Personnel Services	3.0	4.3	4.0	4.0	4.0	0.0
*Tag	0.0	0.0	0.0	0.0	0.0	0.0
Instructional Support	30.6	47.6	35.6	39.6	39.6	0.0
*General Ed Teacher Assistants	8.1	9.6	8.6	8.6	8.6	0.0
*SPED Teacher Assistants	22.5	38.0	27.0	31.0	31.0	0.0
Operational Support	20.2	20.6	21.0	21.2	21.2	0.0
*Nurses	2.8	3.0	3.0	3.0	3.0	0.0
*Secretarial & Clerical	6.5	6.1	6.1	6.3	6.3	0.0
*Custodial & Maintenance	7.6	7.4	7.4	7.4	7.4	0.0
* IT Manager	1.0	1.0	1.0	1.0	1.0	0.0
* School Resource Officer	0.0	0.0	1.0	1.0	1.0	0.0
*Occupational & Physical Therapists	0.0	1.1	1.1	1.0	1.0	0.0
*Cafeteria Aides	2.3	2.1	1.5	1.5	1.5	0.0
Totals	134.0	154.0	143.6	149.0	149.0	0.0
Enrollment	846	850	872	870	853	(17.0)



POSITION SUMMARIES

Administrators: Certified administrators provide building level and district-wide management and leadership.

Classroom Teachers: Certified teachers who work directly with students in assigned classrooms.

Art: Certified teacher(s) who provide direct instruction in these areas.

Music: Certified teacher(s) who provide direct instruction in these areas.

PE/Health: Certified teacher(s) who provide direct instruction in these areas.

World Language: Certified teacher(s) who provide direct instruction in these areas.

Language Arts / ESL: Certified Teacher(s) who provide direct instruction in these areas and coaching for classroom teachers.

Mathematics: Certified Teacher(s) who provide direct instruction in these areas and coaching for classroom teachers.

Technology: Certified Teacher(s) who provide direct instruction in these areas and coaching for classroom teachers.

IT Manager: Provides IT support and planning services to the district.

Library Media: Certified Teacher(s) who provide direct instruction in these areas and coaching for classroom teachers.

Special Education Teachers: Certified teachers who work directly with students within the regular classroom as well as in resource rooms.

Pupil Personnel Services: Psychological and counseling services.

Regular Ed TA: Most reg. ed. teacher assistants assist individual and small groups of students under the direction of the classroom teacher.

School Resource Officer: Responsible for planning, directing and executing the district's security program in conjunction with the Woodbridge Police Department.

SPED Teacher Assistants: Most special education TA's, work with individual students, under the supervision of a certified teacher.

Nurses: Nurses support children who have chronic or acute medical needs at the school.

Secretarial & Clerical Staff: Secretarial/Clerical support is provided in the School, SPED, Business and Superintendent's offices.

Custodial and Maintenance: Includes all custodial and maintenance positions.

Cafe Aides: Provide support and supervision in the cafeteria during lunch periods. FTEs are calculated by hours.



EXPENDITURE DESCRIPTIONS

SALARIES (100):

Administration salaries (110): this object is for the Superintendent, Director of Business Services & Operations, Director of Special Services, Principal, and Assistant Principal.

Teacher salaries (120): this object is for teaching staff plus support staff such as counselors and psychologists. Included is an estimate for homebound tutors and curriculum writing which is usually performed during the summer.

Custodian salaries (130): this object is for all custodial staff, supervisory staff and an estimate for overtime for the year.

Nurses salaries (140): this object is for nurses working in the building. The payment to Ezra for their nurse is not included here.

Secretaries salaries (150): this object is for the administrators' secretaries and central office staff responsible for payroll and accounts payable.

Teachers' assistants (160): this object is for all the teaching assistants including those working with one-to-one students.

Misc. salaries (190): this object includes lifeguards, café aides, BOE clerk, non-union salary increases, retirement payments, and an estimate for teacher degree changes occurring after either the budget or the beginning of the year and sick time payout to teachers that retire.

Benefits (200):

FICA (220): this object is for the government required matching payment for Social Security and Medicare. Note that Social Security is not withheld for any teachers. In addition, Medicare is not withheld for teachers hired before April 1, 1986. Additionally, we have an alternative Social Security plan which releases us from matching payments on certain employees.

MERF (230): this object is for the required payment into the Municipal Employees Retirement Fund. This is the state run defined benefit pension system that requires a certain percentage of all employees' income, except teachers and administrators, to be paid into the system. The employer's contribution can vary from year to year and the rate will be established, by the state, some point in May.



Medical insurance (270): this object is for the net premium for all current and former employees who are eligible and elect to enroll in our medical insurance program. The amount is net of the percentage of the premium contributed by the employee. The premium share amount, where applicable, is determined by contract.

Life insurance (280): this object is for the premium paid for all employees eligible for life insurance coverage

Other benefits (290): this object is for any annuities paid by the district and payments to teachers and unionized administrators for course reimbursements. The reimbursement is limited to \$1,400 per year for each teacher and \$1,800 for each administrator.

Services Professional & Technical (300):

Prof. Development (320): this object is for all expenses related to staff attending professional development conferences or seminars.

Legal (330): this object is for all legal bills as it pertains to opinions on legal matters, preparation for cases and negotiations if applicable.

Software Support (340): this object covers agreements with vendors to support certain software such as PowerSchool and the Macintosh operating system.

Substitutes (350): this object is to pay for substitutes when teachers or TAs are out and for school secretary coverage.

Other professional services (390): this object is used for miscellaneous professional services not included in above such as, the school resource officer, special education consultants, and the board's share of the town audit.

Services Property (400):

Utilities (410): this object is for electricity, water and sewer charges.

Heating (420): this object is used exclusively for the payment of heat energy (i.e. natural gas) which is used to heat the school and run the boilers for hot water.

Repairs and maintenance (430): this object is used for unplanned repairs and maintenance not provided directly by our employees. It could involve anything from repairing a broken water pipe to repairing the telephones.



Leases & Rentals (445): this object is used for the leases on the copiers and the postage machines. The per copy charges on the copiers are also recognized here.

Building Improvements (450): this object is used for planned maintenance and upgrades to the school building and the grounds. It could be for such things as replacing carpets to maintaining the playground.

Other purchased services (490): this object is used primarily for services used to maintain the grounds such as grass cutting, maintain the infrastructure, safety issues such as fire inspection and to recognize service contracts such as SwiftK12, and pest management.

Services-Purchased Other (500):

Transportation (510): this object is used for associated transportation costs paid to drivers and for fuel used by the buses. These costs are for transporting students to Beecher Road School, Ezra Academy, Wintergreen Magnet and out placing organizations.

Insurances Other (520): this object is for worker's compensation and liability insurance.

Telephone (530): this object is for phones at the school, central office and cell phones.

Internet (535): this object is for software and hardware that allows for internet and email use. It includes such things as E-Rate services and internet filtering.

Postage (537): this object is used for postage services at the school and central office.

Advertising (540): this object is used for announcements in professional publications or newspapers when it becomes necessary to post job openings outside of the building.

Interns (550): this object is used for interns hired from accredited schools who are in the school for the whole year and to provide support to our teachers.

Tuition (560): this object is used to pay for tuition for out placed students.

Misc. Purch. Services (590): this object is used for all purchased services not recognized in any of the above objects. It includes such things as cafeteria plan administration, interpreters, etc.

Supplies (600):

Supplies teaching (610): Includes expenditures for all supplies used in the classroom, including freight. Also for copy paper and laminating material used in the copy center.



Computer Software (620): Includes expenditures for the purchase of software used in the classroom and administration. Some software is purchased outright while some expire after a certain amount of time.

Supplies Nurses (625): Includes purchases made by the nurse for administering to the students.

Supplies Custodial (630): Includes expenditures used to keep the building running such as filters, belts for motors and for general cleanliness such as paper towels and cleaning materials.

Supplies Office (635): Includes expenditures used in the offices of the administrators. These expenses include copy paper, binders, toner cartridges, and copier drums, etc.

Library Books, A/V (640): Includes expenditures made by the media center for books and AV resources.

Subscriptions (645): Includes paper and magazine subscriptions used in the classroom and by administration.

Testing (650): Includes expenditures for planned testing during the year such as STAR Testing.

Misc. Supplies (690): this object is currently only used for the purchase of swipe badges used for the security system.

Property (700):

Equipment Office (730): Includes expenditures for the purchase of office equipment used by the administrators.

Computer Hardware (732): Includes expenditures for the purchase of all computers and any computer peripheral equipment such as printers, hard drives, network equipment and RAM.

Equipment Teaching (735): Includes expenditures for the purchase of equipment used exclusively for teaching such as band equipment, white boards, TVs, CD players, etc.

Equipment Building (740): Includes equipment used exclusively by the custodial and maintenance staff such as snow blowers, vacuums, etc.

Furniture (745): Includes furniture bought for the classroom and administrative office such as desks, filing cabinets, and bookcases.



Other Objects (800):

Dues, Fees & Memberships (810): Includes expenditures for membership in professional or other organizations.

Unemployment (825): Includes payments to the State Department of Unemployment for employees no longer employed by the Woodbridge Board of Education.

Misc. Expenditures (900): Includes expenditures for the Ezra nurse and the cafeteria subsidy. All other miscellaneous expenditures such as food for the BOE meetings are recognized here.



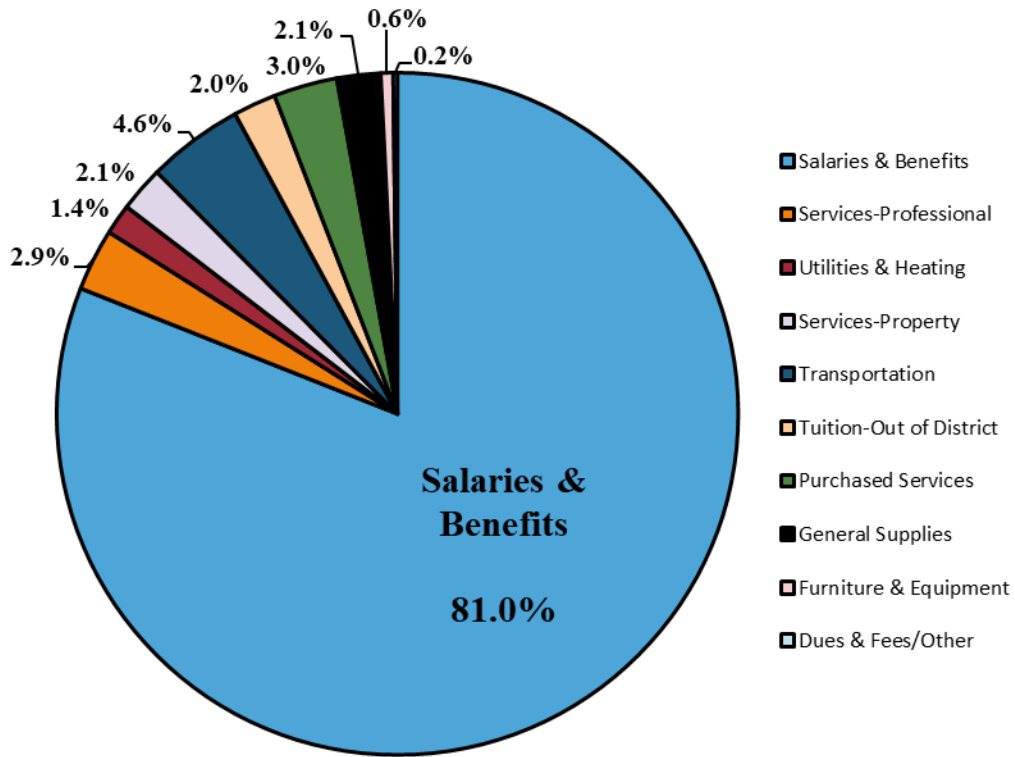
BUDGET BY OBJECT SUMMARY

BUDGET SUMMARY BY OBJECT

DESCRIPTION	ACTUAL FY2024	BUDGET FY2025	PROPOSED FY2026	\$ Change	% Change	% Total Budget
Certified and Administrative	\$7,805,914	\$8,226,589	\$8,681,505	\$454,916	5.5%	46.4%
Teacher Assistants	996,367	1,089,198	1,222,197	\$132,999	12.2%	6.5%
Administrative Assistant/Clerical	367,613	423,945	442,997	\$19,052	4.5%	2.4%
Custodial	470,517	473,399	480,915	\$7,516	1.6%	2.6%
Salaries Other	610,237	449,966	479,942	\$29,976	6.7%	2.6%
SUBTOTAL SALARIES	10,250,648	10,663,097	11,307,555	\$644,458	6.0%	60.5%
Benefits	3,310,740	3,601,017	3,831,701	\$230,684	6.4%	20.5%
SUBTOTAL SALARIES & BENEFITS	13,561,388	14,264,114	15,139,256	\$875,142	6.1%	81.0%
Services-Professional/Technical	433,170	534,168	550,224	\$16,056	3.0%	2.9%
Utilities	149,824	190,500	165,500	(\$25,000)	-13.1%	0.9%
Heating	86,037	114,000	105,000	(\$9,000)	-7.9%	0.6%
Services-Property	523,830	383,776	400,812	\$17,036	4.4%	2.1%
Transportation	795,940	737,893	853,780	\$115,887	15.7%	4.6%
Tuition-Out of District	428,218	294,928	379,480	\$84,552	28.7%	2.0%
Purchased Services	465,700	532,408	564,054	\$31,646	5.9%	3.0%
General Supplies	449,433	371,543	386,993	\$15,450	4.2%	2.1%
Furniture & Equipment	90,749	148,300	108,800	(\$39,500)	-26.6%	0.6%
Dues & Fees/Other	39,979	43,395	37,955	(\$5,440)	-12.5%	0.2%
TOTALS	\$17,024,269	\$17,615,025	\$18,691,855	\$1,076,830	6.11%	100.0%



PERCENTAGES BY OBJECT



Salaries & Benefits
 Total \$15,139,256
 Increase: \$875,142
 81% of Total Budget



BUDGET BY OBJECT DETAIL

Description	Obj#	ACTUAL FY2024	BUDGET FY2025	PROPOSED FY2026	\$ Change	% Change
Salaries:						
Salaries Admin	110	953,286	999,860	1,029,487	29,627	3.0%
Salaries Teachers	120	6,852,628	7,226,729	7,652,018	425,289	5.9%
Salaries Custodian	130	470,517	473,399	480,915	7,516	1.6%
Salaries Nurses	140	184,192	184,192	191,188	6,996	3.8%
Salaries Secretaries	150	367,613	423,945	442,997	19,052	4.5%
Salaries T.A.	160	996,367	1,089,198	1,222,197	132,999	12.2%
Salaries Misc	190	426,045	265,774	288,754	22,980	8.6%
Salaries Total		10,250,648	10,663,097	11,307,555	644,458	6.0%
Benefits:						
FICA	220	293,463	317,410	337,708	20,298	6.4%
Merf	230	402,345	430,145	507,843	77,698	18.1%
Medical Insurance	270	2,559,175	2,808,916	2,946,687	137,771	4.9%
Life Insurance	280	28,545	33,346	34,463	1,117	3.3%
Other Benefits	290	27,212	11,200	5,000	(6,200)	-55.4%
Benefits Total		3,310,740	3,601,017	3,831,701	230,684	6.4%
Services - Prof & Tech:						
Prof. Development	320	26,319	45,220	37,325	(7,895)	-17.5%
Legal	330	42,362	65,000	55,000	(10,000)	-15.4%
Software Support	340	28,586	29,750	30,250	500	1.7%
Substitutes	350	165,314	143,000	149,435	6,435	4.5%
Other Prof. Services	390	170,589	251,198	278,214	27,016	10.8%
Services - Prof & Tech Total		433,170	534,168	550,224	16,056	3.0%
Services - Property:						
Utilities	410	149,824	190,500	165,500	(25,000)	-13.1%
Heating	420	86,037	114,000	105,000	(9,000)	-7.9%
Repairs & Maint.	430	102,586	75,000	84,000	9,000	12.0%
Leases & Rentals	445	115,139	110,123	110,123	-	0.0%
Building Improvements	450	106,527	10,500.00	10,500	-	0.0%
Other Purch. Services	490	199,579	188,153	196,189	8,036	4.3%
Services - Property Total		759,691	688,276	671,312	(16,964)	-2.5%



Description	Obj#	ACTUAL FY2024	BUDGET FY2025	PROPOSED FY2026	\$ Change	% Change
Services - Purchased Other:						
Transportation	510	795,940	737,893	853,780	115,887	15.7%
Insurances Other	520	363,418	408,087	440,013	31,926	7.8%
Telephone	530	22,530	18,531	18,531	-	0.0%
Internet	535	24,986	27,000	25,120	(1,880)	-7.0%
Postage	537	5,849	6,840	6,840	-	0.0%
Advertising	540	250.00	1,000	1,000	-	0.0%
Interns	550	39,300	57,000	57,000	-	0.0%
Tuition-Out of District	560	428,218	294,928	379,480	84,552	28.7%
Misc Purch. Services	590	9,368	13,950	15,550	1,600	11.5%
Services- Purchased Other Total		1,689,859	1,565,229	1,797,313	232,084	14.8%
Supplies:						
Supplies Teaching	610	106,111	127,345	151,925	24,580	19.3%
Computer Software	620	101,333	88,928	85,288	(3,640)	-4.1%
Supplies Nurses	625	5,100.74	5,370	5,370	-	0.0%
Supplies Custodial	630	60,671	56,050	56,050	-	0.0%
Supplies Office	635	8,641	13,000	13,000	-	0.0%
Library Books, A/V	640	97,880	25,000	18,000	(7,000)	-28.0%
Subscriptions	645	47,530	27,500	30,960	3,460	12.6%
Testing	650	17,818	24,650	22,700	(1,950)	-7.9%
Misc Supplies	690	4,347	3,700	3,700	-	0.0%
Supplies Total		449,433	371,543	386,993	15,450	4.2%
Property:						
Equipment Office	730	-	-	-	-	0.0%
Computer/Tech Equip.	732	71,347	114,500	89,800	(24,700)	-21.6%
Equipment - Teaching	735	8,250	11,000	8,000	(3,000)	-27.3%
Equipment - Building	740	5,658	5,000	5,000	-	0.0%
Furniture	745	5,493	17,800	6,000	(11,800)	-66.3%
Property Total		90,749	148,300	108,800	(39,500)	-26.6%
Other Objects:						
Dues, Fees & Membership:	810	26,163	24,345	22,605	(1,740)	-7.1%
Unemployment	825	5,323	5,850	5,850	-	0.0%
Misc Expenditures	900	8,494	13,200	9,500	(3,700)	-28.0%
Other Objects Total		39,979	43,395	37,955	(5,440)	-12.5%
TOTAL BUDGET		17,024,269	17,615,025	18,691,855	1,076,830	6.11%



BUDGET LINE ITEM DETAIL

DESCRIPTION	ACTUAL FY 2024	BUDGET FY 2025	PROPOSED FY 2026	DIFF FY25vsFY26	% Change
Special Ed. Director Salary	155,768	160,891	166,168	5,277	3.28%
Superintendent Salary	205,000	211,150	217,485	6,335	3.00%
Business Manager Salary	135,000	139,550	142,917	3,367	2.41%
Principal Salary	178,229	183,575	189,083	5,508	3.00%
Assistant Principal Salary	279,288	304,694	313,835	9,141	3.00%
TOTAL SALARIES ADMIN	953,286	999,860	1,029,487	29,627	2.96%
Teacher Salaries-North Art	188,834	193,099	204,668	11,569	5.99%
Teacher Salaries- Kinder	570,063	595,609	616,171	20,562	3.45%
Teacher Salaries-North Music	219,222	225,997	233,332	7,335	3.25%
Teacher Salaries-North Phys Ed	308,469	315,052	322,269	7,217	2.29%
Teacher Sal-World Lang. North	204,424	208,773	212,814	4,041	1.94%
Teacher Sal- Multi-Age	385,909	378,399	387,631	9,232	2.44%
Teacher Salaries-Grade 1	397,523	459,295	468,314	9,019	1.96%
Teacher Salaries-Grade 2	530,828	481,082	492,729	11,647	2.42%
Teacher Salaries-Grade 3	434,984	463,269	581,614	118,345	25.55%
Teacher Salaries-Grade 4	436,563	455,056	471,208	16,152	3.55%
Teacher Salaries-Grade 5	581,498	648,823	622,139	(26,684)	-4.11%
Teacher Salaries-Grade 6	537,799	475,080	510,731	35,651	7.50%
Teacher Salaries-Sped	942,558	1,028,735	1,103,707	74,972	7.29%
Teacher Sal-Sped Pre-School	63,325	66,090	62,267	(3,823)	-5.78%
Teacher Salaries-Sped Summer	50,576	33,700	35,600	1,900	5.64%
Teacher Sal-DW Language Arts	382,013	393,522	388,281	(5,241)	-1.33%
Teacher Salaries-DW Math	175,524	180,523	190,674	10,151	5.62%
Teacher Salaries-DW Media Cntr	88,258	89,782	92,580	2,798	3.12%
Teacher Salaries-DW Technology	115,604	152,501	166,477	13,976	9.16%
Teacher Salaries-DW Science	-	70,000	91,739	21,739	31.06%
Psychologist Sal-Sped Loc Wide	136,965	197,202	212,415	15,213	7.71%
Tutor/Homebound Salary-DW	1,013	2,600	1,500	(1,100)	-42.31%
Curriculum Writing Salary	30,700	23,500	22,500	(1,000)	-4.26%
Counselor Salary-Sped	27,626	53,690	127,308	73,618	137.12%
Stipends	42,350	35,350	33,350	(2,000)	-5.66%
TOTAL TEACHER SALARIES	6,852,628	7,226,729	7,652,018	425,289	5.88%
Custodian Salaries-DW School	423,446	422,596	428,461	5,865	1.39%
Custodian OT Salary-DW School	47,070	50,803	52,454	1,651	3.25%
TOTAL CUSTODIAN SALARIES	470,517	473,399	480,915	7,516	1.59%
TOTAL NURSE SALARIES	184,192	184,192	191,188	6,996	3.80%



DESCRIPTION	ACTUAL FY 2024	BUDGET FY 2025	PROPOSED FY 2026	DIFF FY25vsFY26	% Change
Secretaries Sal-Primary Admin	142,316	158,269	167,365	9,096	5.75%
Secretaries Sal-Sped Admin	56,992	58,702	60,606	1,904	3.24%
Secretaries Sal-DW Admin	168,306	206,974	215,027	8,053	3.89%
TOTAL SECRETARY SALARIES	367,613	423,945	442,997	19,052	4.49%
Non-Certified Sal-Primary Loc Wd	218,466	241,445	304,643	63,198	26.17%
Non-Certified Sal-Intermediate Loc Wd	-	-	-	-	0.00%
Non-Certified Sal-Sped Loc Wd	283,859	178,855	188,145	9,290	5.19%
Non-Certified Sal-Sped Summer	12,355	24,770	22,630	(2,140)	-8.64%
Non-Certified Sal-DW Media Cntr	-	20,045	30,071	10,026	50.02%
Non-Certified Sal-DW Technolog	-	29,754	30,071	317	1.07%
Non-Certified Sal-DW Copy Cntr	-	-	-	-	0.00%
One to One Sal-Sped Loc Wide	481,687	594,329	646,637	52,308	8.80%
TOTAL T.A. SALARIES	996,367	1,089,198	1,222,197	132,999	12.21%
Occupational Therapist	88,568	91,196	93,940	2,744	3.01%
Physical Therapist	24,151	23,472	-	(23,472)	-100%
Cafe Aides-DW Loc Wide	34,327	-	46,577	46,577	100%
Clerk of the Board-DW Board ED	7,250	7,431	7,468	37	0.50%
IT Manager	-	81,161	83,596	2,435	3.00%
Lifeguard Salary-Primary Loc Wid	-	-	-	-	0.00%
School Resource Officer	38,488	46,202	46,174	(28)	0.00%
Degree Changes-DW	-	6,000	6,000	-	0.00%
Miscellaneous Salaries-DW	-	10,312	5,000	(5,312)	-51.51%
TOTAL MISC SALARIES	426,045	265,774	288,754	22,980	8.65%
TOTAL FICA	293,463	317,410	337,708	20,298	6.39%
MERF Amortization-DW	14,300	12,830	14,650	1,820	14.19%
MERF-DW	388,045	417,315	493,193	75,878	18.18%
TOTAL MERF	402,345	430,145	507,843	77,698	18.06%
Non-Employess Medical Ins-DW	93,866	131,577	138,630	7,053	5.36%
Medical Insurance-DW	2,465,309	2,677,339	2,808,058	130,719	4.88%
TOTAL MEDICAL INSURANCE	2,559,175	2,808,916	2,946,687	137,771	4.90%
TOTAL LIFE INSURANCE	28,545	33,346	34,463	1,117	3.35%
Retirement Payments-DW	24,561	-	-	-	0.00%
Course Reimbursement-DW	2,651	11,200	5,000	(6,200)	-55.36%
TOTAL OTHER BENEFITS	27,212	11,200	5,000	(6,200)	-55.36%



DESCRIPTION	ACTUAL FY 2024	BUDGET FY 2025	PROPOSED FY 2026	DIFF FY25vsFY26	% Change
Prof Development-Primary Loc Wd	3,150	2,000	7,000	5,000	250.00%
Prof Development- Administration	170	-	-	-	0.00%
Prof Development-Intermediate Loc Wd	-	-	-	-	0.00%
Prof Development-Sped Loc Wd	3,356	6,720	3,725	(2,995)	-44.57%
Prof Development-DW Admin	4,200	3,500	3,500	-	0.00%
Prof Development-DW Nurse	-	500	500	-	0.00%
Prof Development-DW Lang Arts	-	-	-	-	0.00%
Prof Development-DW Math	-	-	-	-	0.00%
Prof Development-DW Media Cntr	-	-	600	600.00	600.00%
Prof Development-DW Technology	-	500	-	(500)	-100.00%
Prof Development-DW	15,313	30,000	20,000	(10,000)	-33.33%
Prof Development-DW Board Ed	130.00	2,000	2,000	-	0.00%
Prof Development-DW Science	-	-	-	-	0.00%
TOTAL PROF DEVELOPEMENT	26,319	45,220	37,325	(7,895)	-17.46%
Legal-Sped Admin	3,569	15,000	15,000	-	0.00%
Legal-DW Admin	38,794	50,000	40,000	(10,000)	-20.00%
TOTAL LEGAL	42,362	65,000	55,000	(10,000)	-15.38%
Software Support-DW Admin	-	-	-	-	0.00%
Software Support-DW Loc Wide	22,278	24,000	24,500	500	2.08%
Software Support-DW Nurse	4,175	3,250	3,250	-	0.00%
Software Support-DW Media Cntr	2,133	2,500	2,500	-	0.00%
TOTAL SOFTWARE	28,586	29,750	30,250	500	1.68%
TOTAL SUBSTITUTES	165,314	143,000	149,435	6,435	4.50%
SPED Services-Sped Loc Wide	-	158,400	192,380	33,980	21.45%
Other Prof Services-DW Admin	78,252	12,598	13,634	1,036	8.23%
DW-Nurse-Oth Prof serv	-	1,800	1,800	-	0.00%
Consultants-Sped Loc Wide	63,855	32,000	24,000	(8,000)	-25.00%
Financial Audit-DW Admin	28,483	46,400	46,400	-	0.00%
TOTAL OTHER PROF SERVICES	170,589	251,198	278,214	27,016	10.76%
Electricity-DW School Oper	133,645	175,000	150,000	(25,000)	-14.29%
Water & Sewer-DW School Oper	16,179	15,500	15,500	-	0.00%
TOTAL UTILITIES	149,824	190,500	165,500	(25,000)	-13.12%
TOTAL HEATING ENERGY COSTS	86,037	114,000	105,000	(9,000)	-7.89%



DESCRIPTION	ACTUAL FY 2024	BUDGET FY 2025	PROPOSED FY 2026	DIFF FY25vsFY26	% Change
Repairs & Maint-DW School Oper	87,878	63,000	72,000	9,000	14.29%
Repairs & Maint-DW Technology	908	12,000	12,000	-	0.00%
Repairs & Maint-DW Security	13,800	-	-	-	0.00%
TOTAL REPAIRS & MAINT	102,586	75,000	84,000	9,000	12.00%
Leases & Rentals-Primary Admin	5,191	6,603	6,603	-	0.00%
Leases & Rentals-Tech Lease	47,666	47,688	47,688	-	0.00%
Leases & Rentals-Sped Admin	2,187.58	3,065	3,065	-	0.00%
Leases & Rentals-DW Admin	15,664	13,645	13,645	-	0.00%
Leases & Rentals-Maintenance	-	1,000	1,000	-	0.00%
Leases & Rentals-DW Media Cntr	1,214	2,691	1,691	-	0.00%
Leases & Rentals-DW Copy Cntr	43,215	36,431	36,431	-	0.00%
TOTAL LEASES & RENTALS	115,139	110,123	110,123	-	0.00%
TOTAL BUILDING IMPROVEMENTS	106,527	10,500	10,500	-	0.00%
Purchased Services-DW Schools	24,395	27,620	27,620	-	0.00%
Service Contracts-Sped	11,008	27,020	27,500	480	1.78%
Service Contracts-DW Admin	-	1,850	1,850	-	0.00%
Service Contracts-DW Schools	120,884	109,424	114,255	4,831	4.41%
Service Contracts-DW Security	43,292	22,239	24,964	2,725	12.25%
TOTAL OTHER PURCH SERVICES	199,579	188,153	196,189	8,036	4.27%
Transportation-Sped	254,415	236,555	293,552	56,997	24.09%
Transportation-Sped Summer	12,448	21,536	36,110	14,574	67.67%
Transportation-DW Loc Wide	459,375	406,308	430,184	23,876	5.88%
Transportation Non-Public	-	11,444	11,444	(0)	0.00%
Fuel for Buses-DW	69,702	62,050	82,490	20,440	32.94%
TOTAL TRANSPORTATION	795,940	737,893	853,780	115,887	15.71%
Liability Insurance-DW Admin	134,358	144,380	155,209	10,829	7.50%
Worker's Compensation-DW Admn	229,060	263,707	284,804	21,097	8.00%
TOTAL INSURANCE	363,418	408,087	440,013	31,926	7.82%



DESCRIPTION	ACTUAL FY 2024	BUDGET FY 2025	PROPOSED FY 2026	DIFF FY25vsFY26	% Change
Telephones-Primary Admin	12,068	11,700	11,700	-	0.00%
Telephones-Intermediate Admin	294	-	-	-	0.00%
Telephones-Sped Admin	2,136	1,831	1,831	-	0.00%
Telephones-DW Admin	8,032	5,000	5,000	-	0.00%
Telephones-DW School Oper	-	-	-	-	0.00%
TOTAL TELEPHONE	22,530	18,531	18,531	-	0.00%
TOTAL INTERNET	24,986	27,000	25,120	(1,880)	-6.96%
Postage-Primary Admin	2,432	2,090	2,090	-	0.00%
Postage-Intermediate Admin	-	-	-	-	0.00%
Postage-Sped Admin	-	-	-	-	0.00%
Postage-DW Admin	3,417	4,750	4,750	-	0.00%
TOTAL POSTAGE	5,849	6,840	6,840	-	0.00%
TOTAL ADVERTISING	250.00	1,000	1,000	-	0.00%
TOTAL INTERNS	39,300	57,000	57,000	-	0.00%
Tuition-Sped Loc Wide	418,763	267,660	339,000	71,340	26.65%
Tuition-Sped Summer Program	9,455	21,268	34,480	13,212	62.12%
Tuition-DW Loc Wide	-	6,000	6,000	-	0.00%
TOTAL TUITION	428,218	294,928	379,480	84,552	28.67%
Misc Purch Services-Primary Admn	740	1,000	1,000	-	0.00%
Misc Purch Services-Intermediate Admn	0	-	-	-	0.00%
Misc Purch Services-DW Admin	7,157	11,000	12,600	1,600	14.55%
Misc Purch Servs-Nurse	150.00	1,250	1,250	-	0.00%
Misc Purch Servs-DW Board Ed	1,321.00	700	700	-	0.00%
TOTAL MISC PURCH SRVS	9,368	13,950	15,550	1,600	11.47%



DESCRIPTION	ACTUAL FY 2024	BUDGET FY 2025	PROPOSED FY 2026	DIFF FY25vsFY26	% Change
Supplies-Primary Loc Wide	6,511	8,000	14,000	6,000	75.00%
Supplies-NorthArt	4,975	5,000	6,000	1,000	20.00%
Supplies-Primary Kindergarten	5,047	4,200	4,200	-	0.00%
Supplies-North Music	2,934	3,195	3,400	205	6.42%
Supplies-North Phys Ed	5,435	2,800	2,800	-	0.00%
Supplies-Multi Age	3,037	2,800	2,800	-	0.00%
Supplies-Primary Grade One	1,134	3,500	3,500	-	0.00%
Supplies-Primary Grade Two	3,998	3,500	4,200	700	20.00%
Supplies-Intermediate Grade Three	3,477	4,200	3,500	(700)	-16.67%
Supplies-Intermediate Grade Four	2,236	3,500	4,200	700	20.00%
Supplies-Intermediate Grade Five	4,295	4,200	4,200	-	0.00%
Supplies-Intermediate Grade Six	4,426	4,200	4,200	-	0.00%
Supplies-Sped Loc Wide	4,365	9,000	6,600	(2,400)	-26.67%
Supplies-Sped Pre-School	487	1,000	500	(500)	-50.00%
Supplies-DW World Language	529	700	600	(100)	-14.29%
Supplies-DW Language Arts	2,463	6,500	7,000	500	7.69%
Supplies-DW Math	7,469	11,350	18,025	6,675	58.81%
Supplies-DW Media Center	3,703	4,500	4,500	-	0.00%
Supplies-DW Technology	8,137	12,000	12,000	-	0.00%
Supplies-Social Studies	120	4,900	4,900	-	0.00%
Supplies-DW Copy Center	22,206	14,000	15,500	1,500	10.71%
Supplies-DW Enrichment	2,812	6,300	5,300	(1,000)	-15.87%
Supplies-DW Science	6,314	8,000	20,000	12,000	150.00%
TOTAL SUPPLIES TEACHING	106,111	127,345	151,925	24,580	19.30%
Computer Software-SPED	0	2,700	2,700	-	100.00%
Computer Software-DW Admin	93,222	80,228	75,988	(4,240)	-5.28%
Computer Software-DW Loc Wide	8,112	6,000	6,600	600	10.00%
Computer Software-DW Technology	-	-	-	-	0.00%
TOTAL SOFTWARE	101,333	88,928	85,288	(3,640)	-4.09%
TOTAL SUPPLIES-NURSE	5,101	5,370	5,370	-	0.00%



DESCRIPTION	ACTUAL FY 2024	BUDGET FY 2025	PROPOSED FY 2026	DIFF FY25vsFY26	% Change
Supplies Custodial-DW School	54,001	47,250	47,250	-	0.00%
Supplies Maintenance-DW School	6,670	8,800	8,800	-	0.00%
TOTAL SUPPLIES CUSTODIAL	60,671	56,050	56,050	-	0.00%
Supplies Office-Primary Admin	1,295	4,000	4,000	-	0.00%
Supplies Office-Sped Admin	-	1,500	1,500	-	0.00%
Supplies Office-DW Admin	7,346	7,500	7,500	-	0.00%
TOTAL SUPPLIES OFFICE	8,641	13,000	13,000	-	0.00%
Books and A/V-DW Media Center	15,999	25,000	18,000	(7,000)	-28.00%
TOTAL LIBRARY BOOKS A/V	97,880	25,000	18,000	(7,000)	-28.00%
Subscriptions-DW Admin	0	250	250	-	0.00%
Subscriptions-DW Loc Wide	5,420	5,500	5,960	460	8.36%
Subscriptions-DW Nurse Srvs	-	250	250	-	0.00%
Subscriptions-DW Language Arts	-	-	-	-	0.00%
Subscriptions-DW Media Center	13,229	14,000	14,000	-	0.00%
Subscriptions-DW Technology	28,881	7,500	10,500	3,000	40.00%
TOTAL SUBSCRIPTIONS	47,530	27,500	30,960	3,460	12.58%
Testing-Sped Loc Wide	7,638	8,650	6,700	(1,950)	-22.54%
Testing-DW Curriculum	10,180	16,000	16,000	-	0.00%
TOTAL TESTING	17,818	24,650	22,700	(1,950)	-7.91%
TOTAL MISC SUPPLIES	4,347	3,700	3,700	-	0.00%
Equip Computers-Technology	71,347	114,500	89,800	(24,700)	-21.57%
TOTAL COMPUTER EQUIPMENT	71,347	114,500	89,800	(24,700)	-21.57%
Equip Teaching-Sped Loc Wide	8,250	11,000	8,000	(3,000)	-27.27%
Equip Teaching-Nurse	0	-	-	-	0.00%
TOTAL EQUIPMENT TEACHING	8,250	11,000	8,000	(3,000)	-27.27%
Equip Building-DW School Oper	5,658	5,000	5,000	-	0.00%
TOTAL EQUIPMENT BUILDING	5,658	5,000	5,000	-	0.00%
Furniture-Primary Loc Wide	5,493.22	16,000	6,000	(10,000)	-62.50%
Furniture-Intermediate Loc Wide	-	-	-	-	0.00%
Furniture-DW Media Center	-	1,800	-	(1,800)	-100.00%
TOTAL FURNITURE	5,493	17,800	6,000	(11,800)	-66.29%



DESCRIPTION	ACTUAL FY 2024	BUDGET FY 2025	PROPOSED FY 2026	DIFF FY25vsFY26	% Change
Dues, Fees & Member-Primary Admin	-	-	1,800.00	1,800	1800.00%
Dues, Fees & Member-Art	-	920	-	(920)	-100.00%
Dues, Fees & Member-Music	1,777	650	-	(650)	-100.00%
Dues, Fees & Member-Sped	250	300	300	-	0.00%
Dues, Fees & Member-DW Admin	20,583	16,375	16,375	-	0.00%
Dues, Fees & Member-DW Nurse	141	180	180	-	0.00%
Dues, Fees & Member-Media Cntr	175	920	450	(470)	-51.09%
Dues, Fees & Member-Technology	-	2,000	500	(1,500)	-75.00%
Dues, Fees & Member-Board Ed	3,108	3,000	3,000	-	0.00%
TOTAL DUES & FEES	26,163	24,345	22,605	(1,740)	-7.15%
TOTAL UNEMPLOYMENT	5,323	5,850	5,850	-	0.00%
Food	702	3,200	1,500	(1,700)	-53.13%
Ezra Nurse	7,792	10,000	8,000	(2,000)	-20.00%
TOTAL MISC EXPENDITURES	8,494	13,200	9,500	(3,700)	-28.03%
GRAND TOTALS	17,024,269	17,615,025	18,691,855	1,076,830	6.11%

