

Agenda

- I. **Call to Order**
- II. **Public Comment** - *The Board welcomes public participation. We ask that speakers please limit their comments to three minutes. Please be aware that the Board will not respond to any comments made during the public comment period, except to clarify issues, but we will take into consideration your comments, and when appropriate, district administration will follow-up with you at a later point in time. Public Comments may be submitted electronically to mdegennaro@woodbridgeps.org*
- III. **Items for Discussion**
 - A. Budget Narrative Report
 - B. Budget Summary Report
 - C. Budget Detail Report
 - D. Combining Financial Statements
 - E. HVAC Maintenance Bid Status
 - F. Five-Year Copier Lease
 - G. 2025/26 Budget Surplus
 - H. 2026/27 Budget Reconciliation
- IV. **Public Comment** - *The Board welcomes public participation. We ask that speakers please limit their comments to three minutes. Please be aware that the Board will not respond to any comments made during the public comment period, except to clarify issues, but we will take into consideration your comments, and when appropriate, district administration will follow-up with you at a later point in time. Public Comments may be submitted electronically to mdegennaro@woodbridgeps.org*
- V. **Adjourn**

Woodbridge Public School's 2025-2026 Budget Narrative

May 31, 2026

The attached financial reports represent 11 months (92%) of the fiscal year.

100 Series Salaries - Salaries represent 61% of the budget. Our certified salaries surplus increased by \$4K due to relieving future encumbrances for staff out on leave. The non-certified surplus grew by \$5K this month due to reduced encumbrances staff out on unpaid leaves.

200 Series Benefits – Benefits are 21% of our budget and are based on the elections of last year's staff. The estimated surplus in this category changed materially from the prior month. The savings in payroll taxes and CMERS continues to inch up each month that staff remain out on leave. Our estimates of health insurance improved by \$49K as multiple reimbursements were posted from former staff utilizing COBRA and staff members estimated to come onto insurance not materializing.

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. The overall deficit in this category decreased by \$4K. Our estimated expenses for contracted Paras has not materialized.

400 Series Purchased Property Services - Utility budgets are 4% of the total budget. This category is overall deficit in this category decreased by \$6K. Electricity expense came in higher but that increase was offset slightly by special services consultant expenses coming in lesser than previously estimated.

500 Series Other Purchased Services - This category is 9% of our budget and includes student transportation, tuition, interns, liability insurance and items that do not fall within the professional services/property services categories. The overall estimated deficit increased to \$149K this month. The district agreed to incur additional architectural and cost estimating services as well as a communication consultant and we increased our future estimated fuel expenses. Due to our overall surplus position, we are planning to secure some shredding services over the summer.

600 Series Materials and Supplies – These supplies account for 2% of our budget. With the exception of custodial/maintenance supplies, this category is direct support for classroom instruction. In light of the overall surplus position, we are estimating placing a large order of stripper and waxer for the summer and possibly purchasing an additional Raptor module to facilitate utilizing volunteers in the school.

700 Series Furniture and Equipment - This category represents 6/10 of one percent of the budget and we decreased our surplus estimate by \$4K from the prior month. We now plan to use some of the special services equipment budget to purchase a classroom sound amplification system.

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 5-31-2026**

OBJECT	DESCRIPTION	ADOPTED BUDGET	EXPENDED TO DATE	ENCUMBERED TO DATE	TOTAL AVAILABLE	ESTIMATED ADDITIONAL	(OVER) UNDER YEAR END
100	TOTAL SALARIES	11,288,309	8,878,591	2,011,933	397,785	59,046	338,739
200	TOTAL BENEFITS	3,707,798	3,282,696	-	425,102	397,264	29,521
300	TOTAL PROFESS. SERVICES	533,224	355,199	76,474	101,551	124,077	(22,526)
400	TOTAL PROPERTY SERVICES	671,312	642,236	32,917	(3,841)	78,177	(82,018)
500	OTHER SERVICES	1,797,314	1,737,076	177,047	(116,809)	32,054	(148,863)
600	SUPPLIES & MATERIALS	386,993	294,521	16,404	76,068	92,507	(16,439)
700	TOTAL PROPERTY SERVICES	108,800	83,501	6,536	18,762	14,662	4,100
800	TOTAL DUES, FEES, MISC.	32,105	35,790	-	(3,685)	-	(3,685)
TOTAL ADOPTED BUDGET		18,525,855	15,309,610	2,321,311	894,934	797,788	98,829

OBJECT	DESCRIPTION	ADOPTED BUDGET	EXPENDED TO DATE	ENCUMBERED TO DATE	TOTAL AVAILABLE	ESTIMATED ADDITIONAL	(OVER) UNDER YEAR END
390	SPED SERVICES/CONSULTING	216,380	112,726	64,721	38,933	24,550	14,383
510	TRANSPORTATION	329,662	313,474	62,855	(46,667)	-	(46,667)
560	TUITION SPECIAL ED	373,480	433,670	49,164	(109,353)	-	(109,353)
SPECIAL EDUCATION CARVEOUT		919,522	859,869	176,740	(117,088)	24,550	(141,638)

SUMMARY	
Special Ed Surplus / (Deficit)	(141,638)
Under / (Over) Spending in OTHER programs	240,467
Total Surplus / (Deficit) Projected	98,829

**WOODBRIIDGE BOARD OF EDUCATION
MONTHLY DETAIL BY OBJECT
FOR THE MONTH ENDED May 31, 2026**

Object Code	Descriptions	Adopted Budget	Expended to Date	Encumbered to Date	Available Balance	Estimated Additional	Projected Year-End Balance
110	Administrators	1,029,488	949,102	78,870	1,515		1,515
120	Teachers - Regular	6,117,471	4,613,343	1,245,508	258,620	64,046	194,574
120	Teachers - Special Education	1,181,574	932,338	243,243	5,993		5,993
1201	Psychologist	212,415	135,245	40,573	36,597		36,597
1203	Counselor	127,308	131,787	42,008	(46,487)		(46,487)
Sub-Total Certified Salaries		8,668,256	6,761,815	1,650,203	256,238	64,046	192,192
1303	Custodians	480,915	442,730	52,726	(14,541)	(12,000)	(2,541)
140	Nurses	191,188	163,732	24,879	2,578	1,500	1,078
150	Secretaries, Clerical	450,466	375,303	41,946	33,217	2,500	30,717
160	Paraprofessionals	364,785	189,488	33,333	141,963		141,963
1601	Special Education Paraprofess.	857,412	688,645	158,324	10,444		10,444
170/10	Salaries OT / PT	93,940	111,416	40,850	(58,325)		(58,325)
190	IT Manager and Asst.	83,596	77,913	9,324	(3,641)		(3,641)
190	Salaries, Miscellaneous	97,751	67,551	348	29,852	3,000	26,852
Sub-Total Non-Certified Salaries		2,620,053	2,116,777	361,730	141,547	(5,000)	146,547
TOTAL SALARIES		11,288,309	8,878,591	2,011,933	397,785	59,046	338,739
220	FICA	337,719	245,809		91,910	62,104	31,488
230	CMERS	457,843	283,614		174,229	147,491	26,738
270	Medical Insurance	2,866,923	2,724,080		142,843	183,641	(40,798)
280	Life Insurance	34,463	28,434		6,029	2,628	3,401
2902	Other Employee Benefits	10,850	758		10,092	1,400	8,692
TOTAL BENEFITS		3,707,798	3,282,696	0	425,102	397,264	29,521
320	Professional Development	37,325	12,215	2,850	22,260	22,260	-
330	Legal Fees	55,000	53,797	7,311	(6,108)	24,000	(30,108)
340	Software Support	30,250	20,123		10,127	10,127	-
350	Substitutes	149,435	126,090		23,345	18,000	5,345
390/01	Consultant Services	216,380	112,726	64,721	38,933	24,550	14,383
3902	Financial Audit	29,400	25,560		3,840	3,840	-
390	Other Prof/Tech. Services	15,434	4,688	1,592	9,155	21,300	(12,145)
TOTAL PROFESSIONAL SERVICES		533,224	355,199	76,474	101,551	124,077	(22,526)
410/01	Utilities - Electric and Water	165,500	163,261		2,239	35,200	(32,961)
420	Heating	105,000	149,834		(44,834)	3,500	(48,334)
430	Repairs and Maintenance	84,000	48,846	16,740	18,414	18,414	-
450	Leases and Rentals	110,123	95,560		14,563	14,563	-
4501	Building Improvements	10,500		6,000	4,500	4,500	-
490	Other Purchased Services	27,620	20,302	1,660	5,658		5,658
4901	Service Contracts	168,569	164,434	8,517	(4,382)	2,000	(6,382)
TOTAL PROPERTY SERVICES		671,312	642,236	32,917	(3,841)	78,177	(82,018)
510	Pupil Transportation-Regular	524,118	444,567	49,568	29,982	15,000	14,982
510	Pupil Transportation-Spec. Educ.	329,662	313,474	62,855	(46,667)		(46,667)
520	Insurance-General Liability	155,209	170,956		(15,747)		(15,747)
5201	Worker's Compensation	284,804	272,897		11,907		11,907
530	Telephone Services	18,531	24,773		(6,242)	4,000	(10,242)
535	Internet	25,120	22,604		2,516	1,854	662
537	Postage	6,840	1,873		4,967	2,000	2,967

**WOODBIDGE BOARD OF EDUCATION
MONTHLY DETAIL BY OBJECT
FOR THE MONTH ENDED May 31, 2026**

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	33,000		24,000		24,000
560	Tuition - Wintergreen	6,000			6,000		6,000
560	Tuition - Out of District	373,480	433,670	49,164	(109,353)		(109,353)
590	Other Purchased Services	15,550	19,263	15,460	(19,173)	8,200	(27,373)
TOTAL OTHER PURCH SERVICES		1,797,314	1,737,076	177,047	(116,809)	32,054	(148,863)
610	Instructional Supplies	151,925	97,735	7,499	46,691	46,691	-
620	Computer Software	85,288	89,021		(3,733)	8,000	(11,733)
625	Supplies Nurses	5,370	4,816	178	376	376	-
630	Supplies Custodial	56,050	49,804	4,796	1,450	12,000	(10,550)
635	Supplies Office	13,000	6,166	834	6,000	6,000	-
640	Books and Audio Visual	18,000	15,811	2,121	68		68
645	Subscriptions	30,960	12,403		18,557	18,557	-
650	Testing	22,700	16,924		5,776		5,776
690	Misc. Supplies - DW Security	3,700	1,842	975	883	883	-
TOTAL SUPPLIES & MATERIALS		386,993	294,521	16,404	76,068	92,507	(16,439)
732	Computer Hardware	89,800	81,951	1,998	5,851	5,851	-
735	Equipment - Teaching	8,000			8,000	3,900	4,100
740	Equipment - Building	5,000	1,415	4,538	(953)	(953)	-
745	Furniture	6,000	136		5,864	5,864	-
TOTAL PROPERTY		108,800	83,501	6,536	18,762	14,662	4,100
810	Dues and Fees	22,605	25,195		(2,590)		(2,590)
900	Other Fees	9,500	10,595		(1,095)		(1,095)
TOTAL DUES AND FEES		32,105	35,790	0	(3,685)	0	(3,685)
TOTAL ADOPTED BUDGET		18,525,855	15,309,610	2,321,311	894,934	797,788	98,829

**WOODBRIIDGE BOARD OF EDUCATION
SPECIAL REVENUE PROGRAMS
FINANCIAL REPORT FOR THE MONTH ENDED 5-31-2026**

	Café	Extended Day	Field Trips	Expendable Trust	Activity Fund
Revenues:					
Charges for services	\$254,366	\$325,994	\$33,625	\$100,190	
Intergovernmental	\$75,982				
Donations				\$17,690	\$708
Other income				\$375	
Additions					
Total Revenues:	\$330,348	\$325,994	\$33,625	\$118,255	\$708
Expenditures:					
Wages, FICA, MERF	\$205,687	\$256,652		\$75,620	
Medical Insurance					
Cost of food sold	\$163,606				
Equipment					
Repairs	\$6,901				
Other Expenses	\$5,797	\$40,162	\$28,226	\$5,653	\$1,939
Total Expenditures:	\$381,991	\$296,814	\$28,226	\$81,273	\$1,939
Year to Date Net Income / (Loss):	(\$51,643)	\$29,180	\$5,399	\$36,981	(\$1,231)
BOE Year to Date Cost of Health Insurance	\$33,590				
	Café	Extended Day	Field Trips	Expendable Trust	Activity Fund
Assets:					
Cash	\$132,550	\$122,564	\$5,374	\$91,877	\$12,668
Prepaid Expenses					
Accounts Receivable	\$5,895	\$250	\$67	\$3,329	
Intergovernment Receivable	\$31,076				
Inventory	\$7,885				
Due From Other Funds		\$5,076	\$5,364	\$63,893	
Total Assets:	\$177,406	\$127,890	\$10,805	\$159,100	\$12,668
Liabilities:					
Amounts Held As Agent					
Accounts Payable	\$3,459				\$500
Deferred Revenue	\$22,613	\$6,537		\$61,790	
Wages Payable	\$23,480				
Due to Other Funds		\$81,267			
Total Liabilities:	\$49,551	\$87,804	\$0	\$61,790	\$500
Fund Balance:					
Prior Year Ending Fund Balance	179,498	10,905	5,405	60,329	13,399
Year to Date Income / (Loss)	(\$51,643)	\$29,180	\$5,399	\$36,981	(\$1,231)
Current Fund Balance	\$127,855	\$40,086	\$10,805	\$97,310	\$12,168
	-	-	-	-	-

Background For Copier Lease Proposal

Our current Xerox lease was signed in August 2021 and Staff was under the impression that the lease was up in July 2026. We recently learned that the 2021 machines were back ordered and the district did not take possession of them until April 2022 so our lease is not technically up until April 2027. Staff feels strongly that any copier change should take place over the summer. We propose entering into a new lease with Prism Office Solutions for a new 5 year lease, allowing Prism to buy out the remaining 11 months of the Xerox lease. We estimate that this will save the district approximately \$19,000, while also getting us one additional copier in the copy center. Additional copier tariffs will become a factor after July 1st.

July - May Xerox spend last year -	\$ 55,094.80
Same data with proposed Prism contract	\$ 39,448.40
Savings during lease buy out	\$ 15,646.40
annualized to 12 months	\$ 18,775.68

This lease would be utilizing the NASPO State Contract #188037 & #23PSX0022 CT addendum
Prism also won the Town copier bid last year.