

**BRANFORD BOARD OF EDUCATION  
PERSONNEL & FINANCE COMMITTEE MEETING MINUTES**

**DATE:** November 8, 2017

**LOCATION:** Branford High School Lower Media Center  
Branford, CT

**SUBJECT:** Personnel & Finance Committee Meeting

Page 1 of 2

**ATTENDANCE**

<b>HERE</b>	<b>ATTENDEE</b>	<b>AFFILIATION</b>
N	Judith Hotz, Chair	Board of Education
Y	Michael Krause, CIC	Board of Education
N	Joanne Borrus	Board of Education
Y	Maria Ehrhardt	Board of Education
Y	Dr. Kate Marsland	Board of Education
Y	John O'Connor	Board of Education
Y	John Prins	Board of Education
N	Elizabeth Regan	Board of Education
Y	Shannen Sharkey	Board of Education
N	Emily Borst	Student Representative
N	Madison Daniels	Student Representative
N	Jayleen Flores	Student Representative
N	GianCarlo Giannini	Student Representative
N	Lisa Kroeber	Student Representative
N	William Riggs	Student Representative
N	Daniel Shamas	Student Representative
Y	Hamlet M. Hernandez, Superintendent	Central Office
Y	Dr. Anthony Buono, Assistant Superintendent	Central Office
Y	Charles Cicarella, Jr., Student Services Director	Central Office
Y	Donald Neel, Chief Operating Officer	Central Office

Others present:

**BUSINESS ITEMS**

<b>ITEM</b>	<b>DESCRIPTION</b>
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**CALL**

**01** Meeting was called to order at 6:30 PM by Michael Krause, BOE Chair.

**APPROVAL OF MINUTES**

**02** No Quorum, moved to next month's meeting.

**DISCUSSION/CONSENT ITEMS**

**03** **2017/2018 Monthly Expenditures**  
Mr. Neel reported that the general operating budget is 77.5% committed and Pupil Services was 76% committed. He stated that over all the budget is 77.2% committed. There is no change in spending patterns and the District is on track with no unforeseeable issues.

**04** **2017/2018 Special Education Tuition & Transportation Monthly Expenditures**  
Mr. Cicarella reported that there is a \$54,000 reduction in tuition expenses this month as a result of a late October census change, having a student that we are no longer fiscally responsible for. Mr. Cicarella also stated that we are stable in our transport expenses; this is an odd occurrence as this changes from month to month and his feeling were that there may be invoices that have not been received yet. Mr. Cicarella reported that combined expenses were 2.9 million dollars with a \$67,000 residuals projection. He expected that due to recent changes in student needs, this projection will be reduced next month.

Continue...

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**Page 2 of 2**

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**05**    **Personnel Report**

Mr. Neel presented the November Personnel Report to the Board. He stated that October was a relatively stable month for staffing. There was a handful of non-certified resignations and new hires. The District has received the first teacher resignation notification.

**ADJOURN**

**06**    MOTION (O'Connor/Krause) to adjourn the meeting at 6:54 PM.

**The next Personnel & Finance Committee Meeting will be  
Wednesday, December 13, 2017 at 6:30 PM at Branford High School, Lower Media Center.**

Respectfully submitted,  
***Elizabeth Regan***  
Secretary

Prepared by  
***Kerry Eyrich***