

BRANFORD BOARD OF EDUCATION
SPECIAL PERSONNEL & FINANCE COMMITTEE MEETING MINUTES

DATE: January 10, 2018

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

SUBJECT: Personnel & Finance Committee Meeting

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ATTENDANCE

HERE	ATTENDEE	AFFILIATION
Y	Michael Krause, CIC, Interim Committee Chair	Board of Education
Y	Joanne Borrus	Board of Education
Y	Maria Ehrhardt	Board of Education
Y	Ellen Michaels	Board of Education
Y	John O'Connor	Board of Education
Y	John Prins	Board of Education
Y	Elizabeth Regan	Board of Education
Y	Shannen Sharkey	Board of Education
Y	Emily Borst	Student Representative
Y	Madison Daniels	Student Representative
Y	Jayleen Flores	Student Representative
N	GianCarlo Giannini	Student Representative
N	Lisa Kroeber	Student Representative
Y	William Riggs	Student Representative
Y	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

ITEM DESCRIPTION

CALL

- 01** Meeting was called to order at 6:42 PM by the Interim Chair, Michael Krause, with a remembrance of Judy Hotz, who passed away earlier this month.

APPROVAL OF MINUTES

- 02** Motion (O'Connor/Borrus) to approve the meeting minutes from the December 13, 2017 Personnel & Finance Committee meeting.
APPROVED UNANIMOUSLY

DISCUSSION/CONSENT ITEMS

03 **2017/2018 Monthly Expenditures**

Mr. Neel reported that the pupil services budget is 76.5% committed and the general operations budget is 84.8% committed for a combined 83.4%. He noted the increased cost in heating, but said it would be offset by the cooperative energy resources plan with the Town. Work is ongoing toward the 2018-19 budget, as well. Mr. Neel explained why special education costs are differentiated from the general operation budget. He also noted the line item for equipment is over budget, due to the purchase of new air handlers at WIS.

04 **2017/2018 Special Education Tuition & Transportation Monthly Expenditures**

Mr. Cicarella reported a slight reduction in special education costs this month. There was a slight

Continued...

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2017/2018 Special Education Tuition & Transportation Monthly Expenditures (Continued)

reduction (\$11,178) in tuition costs. The total projected for tuition expenses for June is approximately \$2,276,000. Transportation expenses increased by approximately \$695 this month, leaving a projected total of \$708,648. Combined, the expenses are projected at \$2,985,000, leaving anticipated residuals of \$21,461.

05 **Personnel Report**

Mr. Neel presented the December Personnel Report to the Board. The district has been notified of one teacher retirement at the end of this year. The teacher contract includes an incentive to notify the district of intended retirements by 1/31, so he anticipates additional retirements to be announced. The District is considering an early retirement incentive program, exploring the costs and benefits as part of the budget process.

ADJOURN

06 MOTION (Borris/O'Connor) to adjourn, Interim Committee Chair, Krause adjourned the meeting at 6:59 PM.

**The next Personnel & Finance Committee Meeting will be
Wednesday, February 21, 2018 at 6:30 PM at Branford High School, Lower Media Center.**

Respectfully submitted,
Elizabeth Regan
Secretary