

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

DATE: January 9, 2019

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

SUBJECT: Personnel & Finance Committee Meeting

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ATTENDANCE

HERE	ATTENDEE	AFFILIATION
Y	John O'Connor, Committee Chair	Board of Education
Y	Joanne Borrus	Board of Education
N	Maria Ehrhardt	Board of Education
Y	Michael Krause, CIC	Board of Education
Y	Ellen Michaels	Board of Education
N	Dawn Perrotti	Board of Education
Y	John Prins	Board of Education
Y	Elizabeth Regan	Board of Education
Y	Shannen Sharkey	Board of Education
Y	Hamlet M. Hernandez, Superintendent	Central Office
Y	Rachel Sexton, Assistant Superintendent	Central Office
Y	Charles Cicarella, Jr., Student Services Director	Central Office
N	Donald Neel, Chief Operating Officer (COO)	Central Office

Others present:

CALL

01 Meeting was called to order at 6:41 PM by the Chair, John O'Connor.

02 **APPROVE MINUTES**

Motion (Sharkey/Krause) to approve the minutes of the December 9, 2018 Personnel & Finance Committee Meeting.

Approved Unanimously

DISCUSSION/CONSENT ITEMS

03 **2018/2019 Monthly Expenditures**

In the absence of Don Neel, Superintendent Hernandez presented the 2018/2019 Monthly Expenditure Report. Superintendent Hernandez stated that Special Education is 73.4% expended with no anticipated issues. Non-certified salaries were 101% committed with steps being taken to rectify this by moving people into the IDEA grant as this is something that we typically do. The Board will see the reconciliation next month. General Operations is 82.8% expended and we do not see any issues in the foreseeable future. The combined expended is 81.1%. The major encumbrances are salary and transportation. Mr. Hernandez finished by saying to quote Mr. Neel "we are in a very good position."

04 **2018/2019 Special Education Tuition & Transportation Monthly Expenditures**

Charles Cicarella, Student Services Director, stated that compared to December there is a reduction in expenses totaling \$6,472, with \$6,238 contributed to tuition reduction, leaving a reduction balance of \$234 attributed to transportation. Mr. Cicarella continued by saying that a total of 2.2 million dollars for tuition expenditures and \$750,840 in transportation expenditures. We are looking at 2.97 million dollars on June 30th in expenditures against a 3.1 million dollar budget.

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05 **Personnel Report**

In Mr. Neels absence, Superintendent Hernandez presented the January Personnel Report. Superintendent Hernandez started by saying that there is nothing significant to report this month. However, he wanted to circle back to a question that Mr. Prins asked regarding the average number of years and turn around for teachers. Superintendent Hernandez reported that we reached out to the State and they do not keep that level of data base so we were unsuccessful in getting an answer. He continued by saying that when he looks at the resignations of certified staff he knows that “people have taken other positions and as is the case of Mr. Cicarella’s Department, where people are moving from teacher rank into administrative positions. We have very talented staff, we train them well and they go off to do great things in other districts.”

06 **Transportation Contract**

Superintendent Hernandez stated that he wanted to add this item to the meeting agenda so that he could bring the Board Members up to speed on the transportation contract. He stated that this is the last year of the five (5) year contract with the vendor (First Student). We are preparing a bid document to go out to bid, but we are also speaking with First Student for a proposal. The District is also working with Mark Walsh, from Transportation Consultants. Superintendent Hernandez stated that Mr. Walsh’s name might sound familiar to the Board because five years ago he helped us to prepare the bid that changed the fleet composition from 10 years to 8 years, and it also changed the fuel handling to us, so that we now gain some efficiency in that regard. Superintendent Hernandez continued by saying that the consultant is now telling us that we can expect double digit increases from transportation companies. So we are preparing the bid but also following a parallel path to potentially see what we can do with the current vendor. Mr. Hernandez also stated that “we are optimistic that we will have a positive outcome, but right now it is premature and it is s a process that we are engaged in.”

Among the questions that Board members asked were; will the new contract include carbon neutral, what was the reason for double digits, was the fleet contract obligation met and are all buses snub nosed?

PUBLIC COMMENT

There were no public comments made at tonight’s meeting.

07

EXECUTIVE SESSION

MOTION (Prins/Krause) to adjourn into Executive Session at 6:54 PM.

Approved Unanimously

All BOE Members present at this evenings meeting including Superintendent Hernandez adjourned Executive Session to discuss negotiations.

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RETURN TO REGULAR SESSION/ADJOURN

- 08** The meeting returned from Executive Session at 7:16 PM with no action taken. Mr. O'Connor adjourned the meeting at 7:17 PM.

**The next Personnel & Finance Committee Meeting will be
February 13, 2019 at 7:00 PM at Branford High School, Lower Media Center.**

Respectfully submitted,
Elizabeth Regan
Secretary

Prepared by,
Kerry Eyrich