

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

DATE: March 13, 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 |
| N | Joanne Borrus | Board of Education |
| Y | Maria Ehrhardt | Board of Education |
| Y | Michael Krause, CIC (via telephone) | Board of Education |
| N | Ellen Michaels | Board of Education |
| Y | Dawn Perrotti | Board of Education |
| Y | John Prins | Board of Education |
| Y | Elizabeth Regan | Board of Education |
| N | 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 6:30 PM by the Chair, John O'Connor.

02 **APPROVE MINUTES**

Motion (Prins/O'Connor) to approve the minutes of the February 13, 2019 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. Mr. Hernandez stated that as we prepare to finish the last quarter of the fiscal year we are very well positioned. The General Fund is 82.8% expended, the General Budget is 84% expended and the Special Education Budget is 76.8% expended. Superintendent Hernandez concluded by saying that we are well positioned as we head into the last 3 months of the school year.

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

Charles Cicarella, Student Services Director, stated that previous patterns are maintaining themselves. Looking at tuition expenses on June 30th is expected to be 2.28 million dollars, which is a light decrease from last month of about \$9,800. This is slightly offset by transportation costs which is one of our more volatile costs and are approximately \$642,000 going into June 30th. This represents a \$5,368 increase for a combined total of 2.9 million dollars against a 3.1 million dollar budget. Leaving us with residuals of approximately \$158,000 going into June 30th. Mr. Cicarella finished his report by stating that we are in excellent share and he "cannot see any situations that would bring us anywhere close to negative."

Continued...

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05 **Personnel Report**

Superintendent Hernandez presented the March Personnel Report. Mr. Hernandez stated that all of the bolded items in the report that was provided to the Board are new this month. Marybeth Schwartz, a teacher at Walsh Intermediate School with 20 years of service announced her retirement effective June 30th. Superintendent Hernandez thanked Ms. Schwartz for her years of service to the students of Branford Public Schools. He continued the Personnel Report by stated that there are two new leaves of absences for maternity leave. There were new appointments of non-certified staff members (Paraprofessionals). He stated that this position continues to experience a level transiency. He concluded his report by saying that paraprofessional negotiations will soon commence.

PUBLIC COMMENT

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

ADJOURN

06 MOTION (Ehrhardt/Regan) to adjourn. Mr. O'Connor adjourned the meeting at 6:35 PM.

**The next Personnel & Finance Committee Meeting will be
April 10, 2019 at 6:30 PM at Branford High School Lower Media Center.**

Respectfully submitted,
Elizabeth Regan
Secretary

Prepared by,
Kerry Eyrich