

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

DATE: April 7, 2021

LOCATION: Walsh Intermediate School Cafeteria
185 Damascus Road, Branford, CT

SUBJECT: Personnel & Finance Committee Meeting

ATTENDANCE

HERE	ATTENDEE	AFFILIATION
Y	Dawn Perrotti, Committee Chair	Board of Education
N	Joanne Borrus	Board of Education
Y	Peter Berdon	Board of Education
Y	Cristina Cantu	Board of Education
N	Chad Edgar	Board of Education
Y	Meredith Gaffney	Board of Education
Y	Ellen Michaels	Board of Education
Y	John Prins	Board of Education
Y	Dr. Tim Raynor	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
Y	Donald Neel, Chief Operating Officer (COO)	Central Office

Others present:

CALL

01 Meeting was called to order at 6:08 PM by the Committee Chair, Dawn Perrotti.

APPROVE MINUTES

02 MOTION (Michaels/Cantu) to approve minutes from the December 9, 2020 Personnel & Finance Committee meeting, the January 20, 2020 Special Personnel & Finance Committee meeting and the February 17, 2021 Special Personnel & Finance Committee meeting.
APPROVED UNANIMOUSLY

DISCUSSION/CONSENT ITEMS

03 **2020/2021 Monthly Expenditures**

Don Neel reported that the Pupil Services budget is 74.7% committed, the General Operations budget is 87.9% committed for a total consolidated commitment of 85.5%. Mr. Neel spoke about the amount of money that has been returned to the Town in past years. He stated that we definitely will be giving back money this year but not sure how much yet. However, he was confident that it will be significantly more than usual. Mr. Neel also explained the difference between the monthly reports that are provided to the Board.

04 **2020/2021 Special Education Tuition & Transportation Monthly Expenditures**

Charles Cicarella stated that we have experienced a change in our tuition census counts. There was an increase in projected tuition costs in June of 2.9 million dollars, also an increase in projected transportation costs of \$270,000, combined it's approximately a projection of 3.5 million dollars in total against a 3.7-million-dollar budget, leaving a residual in the \$200,000 to \$270,000 range. Mr. Cicarella concluded by saying that we are well positioned going into June 30th.

05 **Personnel Report**

Don Neel reported that there was little activity in March. There was one resignation that was effective last month. Mr. Neel stated that he wanted to remind everyone that we have negotiations coming up for the custodians, nurses and BASS. Mr. Neel stated that we have begun to work with District and union counsel to start to prepare. We have begun to collect data and a BOE representative is needed.

Continued...

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06 **Healthy Food Certification (HFC)**

Mr. Neel began by stating that he was proud of John Turenne for the “bang-up” job with the lunch program this year. Over 110,000 free meals have been provided. Also, thanks to an application made by Mr. Turenne, we were selected by the Department of Defense (DOD) to become part of their pilot for summer meals produce and food. The DOD will be providing us with additional resources without having to pay for it.

Mr. Neel also discussed the HFC program. Mr. Neel stated that this program was formerly known as the Healthy Dime. He continued by saying that we want our kids to eat good healthy food. To comply with a list of very specific brands and products that the state maintains, this needs to be approved at the BOE level and the wording for this approval needs to be done in a motion with very specific language that will be provided.

07 **ESSER II Requirements**

Superintendent Hernandez and Don Neel discussed the requirements for the ESSER II grant. Mr. Hernandez began by stating that ESSER means Elementary and Secondary Schools Emergency Relief. He reported that our allocation under this grant is 1.5 million dollars. Application to the State is due April 19th and the grant runs until 2023. It is hard to project exactly how we will spend the dollars. A revision is expected because we will gain better understanding once students are back to see what their needs are. Mr. Neel stated that the important concept is supplement not supplant. The grant has four priority goals. The most important goal is correcting learning loss, accelerating learning and a minimum of 20% of the grant budget is to be allocated to this leading category. Other categories are family and community connections, school safety including emotional well-being and a tech category that includes remote learning and staff development related to remote learning and tech assistance to families to decrease the digital divide.

PUBLIC COMMENT

There were no public comments made at this evening’s meeting.

ADJOURN

08 MOTION (Michaels/Cantu) to adjourn.
APPROVED UNANIMOUSLY

Ms. Perrotti adjourned the meeting at 6:34 PM.

**The next Personnel & Finance Committee Meeting will be
May 12, 2021 at 6:30 PM at Walsh Intermediate School Cafeteria.**

Respectfully submitted,
Meredith Gaffney
Secretary

Prepared by,
Kerry Eyrich