

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

**DATE:** December 8, 2021      **LOCATION:** Walsh Intermediate School Cafeteria  
185 Damascus Road, Branford, CT  
**SUBJECT:** Personnel & Finance Committee Meeting

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**ATTENDANCE**

<b>HERE</b>	<b>ATTENDEE</b>	<b>AFFILIATION</b>
Y	Dawn Perrotti, Committee Chair	Board of Education
Y	Peter Berdon	Board of Education
N	Meaghan DeLucia	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	Laura Troidle	Board of Education
Y	Marie Watson	Board of Education
Y	Hamlet M. Hernandez, Superintendent	Central Office
N	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: John Turenne, Chartwells Director

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**CALL**

**01** The meeting was called to order at 7:47 PM by Dawn Perrotti.

**APPROVE MINUTES**

**02** MOTION (Raynor/Michaels) to approve the minutes from the November 10, 2021 Personnel & Finance Committee meeting.

APPROVED UNANIMOUSLY

**DISCUSSION/CONSENT ITEMS**

**03** **2021/2022 Monthly Expenditures**

Don Neel reported that the pupil services budget through November is 67.5% committed, the general operations budget is 79.8% committed for a consolidated general fund commitment of 77.4%. Mr. Neel stated that we have still not encumbered the wages of the BASS union staff. However, we are still running a little ahead of where we were last year.

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

Charles Cicarella, stated that we are in a good financial position going into the end of the year. There was a slight reduction of \$54,000 due to a census change, total tuition expenses are looking to come in at just under 3 million dollars for the fiscal year, there were slight increases in transportation of approximately \$47,400, total transportation expenses are looking at approximately \$836,000 for the year, combined tuition and transportation expenses are looking at approximately 3.83 million dollars going into June 30th, the budget is sitting at approximately 3.99 million dollars leaving unspent funds of approximately \$156,800 going into the end of the year.

**05** **Personnel Report**

Don Neel stated that we are still engaged in negotiations with BASS, we took a little hiatus for the holidays but we anticipate reengaging in fruitful discussions after the holidays.

Continued...

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**06      Food Service Program Update**

Don Neel and John Turenne provided an update on the Food Service Program. Among the items that they discussed were; a review of last year (hybrid mode, facing a deficit), obtaining free ingredients from the State, over 70,000 meals served last summer, the abbreviation and pivoting of services, September 2021 services and the demand for food (all meals at no cost, record numbers, persevering staff and supply chain challenges), adhering to criteria of food qualify for free meals (set menu – fruits, vegetables and grain), programmatically doing well, the District’s tremendous food service staff, comparative data (enrollment, breakfast counts and fiscal), a grant from the State and an expected surplus.

**07      Fiscal Year 2023 Budget Priorities**

Peter Berdon stated that all BOE members should submit their budget priorities and requests for data by Monday evening of next week.

**PUBLIC COMMENT**

Gregg Jerolman, Branford resident, spoke about BOE members addressing para wages, the Director of Technology position, para position openings, union administrators, district hiring, and being blocked on LinkedIn.

Celia Toche, District parent, spoke about the school food program, keeping the community tied together through donations and collaborations, summer camp and summer programs lunch collaboration and the mental health program series that are going on.

**ADJOURN**

**08      Dawn Perrotti adjourned the meeting at 8:27 PM.**

**The next Personnel & Finance Committee Meeting will be  
January 26, 2022, at 6:30 PM at Walsh Intermediate School Cafeteria.**

Respectfully submitted,  
Meredith Gaffney  
Secretary

Prepared by,  
Kerry Eyrich