

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

**DATE:** November 10, 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>
N	Dawn Perrotti, Committee Chair	Board of Education
Y	Peter Berdon	Board of Education
Y	Meaghan DeLucia	Board of Education
Y	Meredith Gaffney	Board of Education
Y	Ellen Michaels	Board of Education
Y	John Prins	Board of Education
N	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
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:

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**CALL**

**01** The meeting was called to order at 7:10 PM by the BOE Chair, John Prins.

**APPROVE MINUTES**

**02** In the absence of a quorum, the approval of the meeting minutes will be deferred to the December 8, 2021 meeting.

**DISCUSSION/CONSENT ITEMS**

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

Don Neel reported that the Pupil Services Fund is 62.9% committed, the General Operations Fund is 78.3% committed for a consolidated General Fund commitment of 75.4%.

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

Charles Cicarella, stated that we experienced a slight decline in our tuition expenses, with a projection of about \$18,500, so the projection is 3,052,000 million dollars going into June 30<sup>th</sup>. There was a small reduction in transportation expenses compared to last month of about \$22,700, projected expenses for the year are \$788,285,000, for a combined expense of about 3.84 million dollars against a budget of 3.99 million dollars with residuals sitting at approximately \$150,000 going into June 30<sup>th</sup>.

**05** **Personnel Report**

Don Neel stated that there was not a tremendous amount of activity last month. Mr. Neel spoke about the extension of the time clock system. He stated that we implemented a smart phone based system which helps to reduce the traffic at the District's time clocks and the need for timesheets.

**PUBLIC COMMENT**

Gregg Jerolman, Branford resident, spoke about the Personnel Report, the number of openings in the District, open positions and the H.R. Manager's position.

Continued...

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**ADJOURN**

**06** Mr. Prins adjourned the meeting at 7:27 PM.

**The next Personnel & Finance Committee Meeting will be  
December 8, 2021, at 6:30 PM at Walsh Intermediate School Cafeteria.**

Respectfully submitted,  
Meredith Gaffney  
Secretary

Prepared by,  
Kerry Eyrich