

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

**DATE:** August 17, 2022

**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	Meaghan DeLucia, Committee Chair	Board of Education
Y	Peter Berdon	Board of Education
Y	Cristina Cantu	Board of Education
N	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
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: Scott Pellman, Colliers International

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**CALL**

- 01** The meeting was called to order at 6:32 PM by Meaghan DeLucia.

**DISCUSSION/ACTION ITEMS**

**02** **A. Solar Project Update**

Scott Pellman from Colliers International provided an update on the District's solar project.

**03** **B. 2021-2022 Budget Status (unaudited)**

Don Neel discussed the status of the 2021-22 unaudited budget. A copy of this report was provided at this evening's meeting and is available for viewing.

**04** **A. 2021/2022 Monthly Expenditures**

Don Neel discussed the status of this month's monthly expenses. A copy of this report was provided at this evening's meeting and is available for viewing.

**05** **B. 2021/2022 Special Education Tuition & Transportation Monthly Expenditures**

Charles Cicarella discussed this month's Special Education tuition & transportation expenditures. A copy of this report was provided at this evening's meeting and is available for viewing.

**06** **C. Personnel Report**

Don Neel discussed this month's personnel report. Superintendent Hernandez discussed the process for identifying and hiring a principal. Superintendent Hernandez, Assistant Superintendent Sexton and Mr. Neel Discussed and answered questions from the Board regarding strategies for hiring staff for various disciplines, educational opportunities for paraprofessionals and other pathways to certification.

Continued...

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**DISCUSSION/CONSENT ITEMS (Continued)**

**07 D. School Lunch**

Among the items that Mr. Neel discussed were; significant financial developments since the end of last year, including the Keep Kids Fed Act which raises reimbursements rates that will be with us all year and a state level grant, Smart Funds, allocation (ease transition back into paid meal status) of a little over \$239,000, the importance of completing free or reduced lunch applications and when the Smart Funds will begin to run out.

**08 E. Elementary Air Conditioning – Next Steps**

Among the items that Mr. Neel discussed were; the professional estimate received per school, ESSER funds and next moves (re-engage firm previously used or engage another firm).

**09 G. Summer Projects**

Among the items that Superintendent Hernandez discussed were; oil tank removal (Tisko and Indian Neck), reconfiguring the foyer at BHS, carpeting and tile replacement at BHS, work done on the BHS weight room, extending the WIS outdoor patio, the Central Office move and the solar project.

**PUBLIC COMMENT ON DISCUSSION/ACTION ITEMS**

Gregg Jerolman, Branford resident, asked about the total number of openings within the District.

**ADJOURN**

- 10 MOTION (Troidle/Michaels) to adjourn.  
APPROVED UNANIMOUSLY**

Meaghan DeLucia adjourned the meeting at 7:32 PM.

**The next Personnel & Finance Committee Meeting will be  
September 21, 2022, at 6:30 PM at Walsh Intermediate School Cafeteria.**

Respectfully submitted,  
Meredith Gaffney  
Secretary

Prepared by,  
Kerry Eyrich