

**BRANFORD BOARD OF EDUCATION**  
**BOE Committee Chairs Meeting Minutes**

DATE: November 3, 2022  
SUBJECT: BOE Committee Chairs Meeting

LOCATION: This meeting was held virtually

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**ATTENDANCE**

<b>HERE</b>	<b>ATTENDEE</b>	<b>AFFILIATION</b>
Y	Peter Berdon, BOE Chair	Board of Education
Y	Meaghan Delucia, Personnel & Finance Committee Chair	Board of Education
Y	Meredith Gaffney, Communication Committee Chair	Board of Education
Y	Ellen Michaels, Teaching & Learning Committee Chair	Board of Education
Y	Marie Watson, Policy Committee Chair	Board of Education
Y	Hamlet M. Hernandez, Superintendent	Central Office
Y	Rachel Sexton, Assistant Superintendent	Central Office
Y	Don Neel, Chief Operating Officer	Central Office

Others present:

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**BUSINESS ITEMS**

**ITEM DESCRIPTION**

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**CALL**

- 01** Meeting was called to order by Ellen Michaels at 5:06 PM.

**COMMUNICATIONS**

Peter Berdon discussed the Personnel Search Committee, the location change for the November 9<sup>th</sup> Teaching & Learning Committee meeting, and changes to other upcoming meetings.

**APPROVAL OF MINUTES**

- 02** MOTION (DeLucia/Gaffney) to approve the minutes from the October 6, 2022 BOE Committee Chairs meeting.  
APPROVED UNANIMOUSLY

**DISCUSSION ITEMS**

- 03** **A. Teaching & Learning (T&L) Committee**  
Among the items discussed to be placed on the next T&L Committee meeting agenda were:  
a. Elementary Schools data as it relates to school improvement.
- 04** **B. Policy Committee**  
Among the items discussed to be placed on the next Policy Committee meeting agenda were:  
a. Consider suggested policies to revise and/or recommend for re-adoption.
- 05** **C. Communication Committee**  
Among the items discussed to be placed on the next Communication Committee meeting agenda were:  
a. Strategic Planning Committee Update  
b. McDowell Communications Group Update  
c. 2023 BOE Meeting Schedule  
d. Test Kit Mailing

Continued...

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**DISCUSSION ITEMS (Continued)**

**06 D. Personnel & Finance (P&F) Committee**

In addition to the regular standing agenda items (Monthly Expenditures, Special Education Tuition & Transportation and the Personnel Report) the following items will be placed on the P&F

Committee meeting agenda:

- a. Smart Funds Update
- b. HR Hiring Process
- c. Solar Project Update
- d. Sliney School Project Update
- e. ESSER Update

**07 E. Full BOE Meeting**

- a. The Full BOE meeting agenda was set earlier in the week.

**ADJOURN**

**08 MOTION (Michaels/DeLucia) to adjourn the meeting.**

Peter Berdon adjourned the meeting at 6:11 PM.

**The next BOE Committee Chairs meeting will be December 8, 2022 at 5:00 PM.  
This meeting will be held virtually.**

Respectfully submitted,  
Meredith Gaffney  
Secretary

Prepared by,  
Kerry Eyrich