

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

DATE: October 12, 2022

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

SUBJECT: Personnel & Finance Committee Meeting

ATTENDANCE

HERE	ATTENDEE	AFFILIATION
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:

CALL

- 01** The meeting was called to order at 6:30 PM by Meaghan DeLucia.

PUBLIC COMMENT

Gregg Jerolman, Branford resident, commended the committee for delving into things and spoke about the org chart, District openings, temporary personnel and the BPS website.

APPROVE MINUTES

- 02** A. MOTION (Troidle/Michaels) to approve the minutes from the September 21, 2022 Personnel & Finance Committee meeting.
APPROVED UNANIMOUSLY

DISCUSSION/ACTION ITEMS

03 **A. 2022/2023 Monthly Expenditures**

Don Neel reported that the Pupil Services budget is 58.3% committed, the General Operations budget is 72.4% committed, yielding a consolidated General Fund commitment of 69.8%. Mr. Neel stated that we continue to be in a very comfortable position. In his report this evening, Mr. Neel also discussed fossil fuels, the RESC Alliance, fuel terms and commitment.

04 **B. 2022/2023 Special Education Tuition & Transportation Monthly Expenditures**

Mr. Cicarella stated that we saw a slight increase in our projections going into this month, there are approximately \$2.65 million in projected expenses which is approximately \$42,500 more than last month, there was a slight increase in our transportation expenses of about \$900, we are looking at combined expenses of approximately \$3.5 million against a budget of around \$3.79 million, leaving residuals of approximately \$323,000 going into the end of the year. Mr. Cicarella concluded his report by saying that “we are in a good spot for this time of the year for the end of the year with a layer of protection for our children.”

Continued...

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DISCUSSION/CONSENT ITEMS (Continued)

05 C. Personnel Report

Mr. Neel stated that there hasn't been a ton of movement since last month, we have hired five of the eight security guards. In answering Ms. Cantu's earlier question, Mr. Neel stated that as is the case with the rest of the country, we are having some difficulties filling positions requiring a specific background and experience. We have done a wage analysis and feel that our wages are competitive. Mr. Neel also answered questions regarding security guards, interns, exit interviews, wages, benefits and retention.

06 D. ESSER Funds Update

Among the items that Mr. Neel discussed were: we have committed approximately another \$600,000 since the last report, moving in the right direction, expenditures in staff and PD, hiring a number of literacy paras and a bi-lingual para, summer learning, the mid-term bargaining for paraprofessionals (\$1.10 an hour - \$236,000) and the ESSER II Grant (expires next September) is well on its way and should be nearly committed.

07 E. Solar Project Update

Mr. Neel stated that the Murphy project is a little bit ahead of Tisko, the original anticipation was that we would be able to flip the switch about Thanksgiving, but due to some electrical parts delay and some supply chain problems the new target date is in January, Greenbank will need to apply for an extension, the hope is both systems will be up in January.

08 E. John B. Sliney RFP

Mr. Neel stated that the contract was awarded to Silver Petrucci and the kick off meeting will be held next Wednesday.

ADJOURN

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

Meaghan DeLucia adjourned the meeting at 7:16 PM.

**The next Personnel & Finance Committee Meeting will be
November 16, 2022, at 7:00 PM at Walsh Intermediate School Cafeteria.**

Respectfully submitted,
Meredith Gaffney
Secretary

Prepared by,
Kerry Eyrich