

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

**DATE:** September 21, 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
N	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 6:33 PM by Tim Raynor..

**AGENDA CHANGES**

**02** MOTION ( Troidle/Raynor) to add an item to the agenda.  
APPROVED UNANIMOUSLY

**03** MOTION (Raynor/Troidle) to add the future enrollment study for Sliney School.  
APPROVED - MOTION TABLED

**04** MOTION (Raynor/Troidle) to audit 2019-2020 budget review.  
APPROVED UNANIMOUSLY

**05** MOTION (Ranor/Troidle) to add a line item budget for full detail for 2023 budget.  
APPROVED (Michaels abstained)

**APPROVE MINUTES**

**06** A. MOTION (Michaels/Troidle) to approve the minutes from the June 15, 2022 Personnel & Finance Committee meeting.  
APPROVED UNANIMOUSLY

**DISCUSSION/ACTION ITEMS**

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

Don Neel reported that the special education budget is 38% committed, the general operations budget is 55.4% committed for a consolidated general fund commitment of 52.1%. Mr. Neel concluded by stating that we are currently in a good place.

Continued...

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**DISCUSSION/CONSENT ITEMS (Continued)**

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

Mr. Cicarella stated that we have seen an overall decrease projection going into the end of the year due to a census change directly related a student of about \$200,000, project tuition expense of about 2.61 million for the end of the year, we are looking at approximately \$810,000 in transportation expenses, combined about 3.4 million in expenses against a 3.78-million-dollar budget, showing residuals of about \$366,000. Mr. Cicarella concluded by saying we are well positioned in that number but things could happen.

**09 C. Personnel Report**

Mr. Neel stated that he was happy to report that all of our current certified openings have been filled, we are still looking for a few paras (some are starting in the next few days). Mr. Neel also reported that we are in a much better place than we would have been by the wage adjustment that we made in mid-term bargaining.

**10 D. Org. Chart**

MOTION (Michaels/Troidle) to send the org. chart to the Full Board for approval.  
APPROVED UNANIMOUSLY

**11 E. Capital Funds and Re-Designation**

MOTION (Troidle/Raynor) to send the capital funds and redesignation request to the Full Board for Approval.  
APPROVED UNANIMOUSLY

**PUBLIC COMMENT ON DISCUSSION/ACTION ITEMS**

Leah Moriarty, Branford resident, spoke about school safety, her experience of growing up in Branford, and empowering black and brown students.

Gregg Jerolman, Branford resident, thanked the committee for asking questions. Mr. Jerolman also spoke about attending budget sessions, line items expenses, the personnel report, and District openings.

**ADJOURN**

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

Meaghan DeLucia adjourned the meeting at 7:30 PM.

**The next Personnel & Finance Committee Meeting will be  
October 12, 2022, at 7:00 PM at Walsh Intermediate School Cafeteria.**

Respectfully submitted,  
Meredith Gaffney  
Secretary

Prepared by,  
Kerry Eyrich