

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

DATE: December 13, 2023 **LOCATION:** Walsh Intermediate School Cafeteria
185 Damascus Road, Branford, CT
SUBJECT: Personnel & Finance Committee Meeting

<u>HERE</u>	<u>ATTENDEE</u>	<u>ATTENDANCE</u>	<u>AFFILIATION</u>
Y	Meaghan DeLucia, Committee Chair		Board of Education
Y	Peter Berdon		Board of Education
Y	Judith Barron		Board of Education
Y	Marie McNamara		Board of Education
Y	Ellen Michaels		Board of Education
N	Ram Shrestha		Board of Education
Y	Shawn Tiernan		Board of Education
Y	Laura Troidle		Board of Education
Y	Dr. Christopher Tranberg, Superintendent		Central Office
Y	Allison Moran, 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 7:15 PM by Meaghan DeLucia.

PUBLIC COMMENT

Gregg Jerolman, Branford resident, welcomed Ms. Troidle back, and spoke about last week’s special meeting and the appointment, the process, goings on and the disingenuous nature of it.

APPROVE MINUTES

02 A. MOTION (Michaels/Tiernan) to approve the minutes from the November 15, 2023 Special Personnel & Finance Committee Meeting.
APPROVED UNANIMOUSLY

DISCUSSION/ACTION ITEMS

03 A. 2023/2024 Monthly Expenditures
Mr. Neel reported that the pupil services budget is 70.1% committed, the general operations budget is 92.6% committed, for a consolidated general fund commitment of 88.2%. Mr. Neel stated that we continue to be in a very strong fiscal position, we have been able to absorb all unexpected expenditures that we have had and he doesn’t foresee any problems through the rest of the year.

Mr. Neel also discussed the following; since we are using excess funds from our food service account to provide no cost meals to all students and we have seen a 20% participation increase, an anonymous donation by a local resident of \$1,835 to our food service fund to be applied to outstanding lunch debt at WIS and BHS has cut the lunch debt in half, the solar panels (went on line yesterday), his written recommendation to the Board on the successor transportation contract that includes background information on the statutory requirements, the RFP process and scoring, the recommended company’s (Zūm) proposal highlights and costs.

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DISCUSSION/ACTION ITEMS (Continued)

04 B. 2023/2024 Special Education Tuition & Transportation Monthly Expenditures

Mr. Cicarella reported that the pattern has remained the same, our tuition expenses going into June 30th are about 3.5 million dollars, transportation expenses are looking at approximately \$821,000, for a combined expense of about 4.33 million dollars, we have a combined budget of about 3.59 million dollars, that's yielding cost overruns of about \$382,800 going into June 30th. Mr. Cicarella concluded his report by saying that he has kept Superintendent Tranberg and Mr. Neel apprised of this as they consult and collaborate on a regular basis, due to the strong and broader position of the District right now we expect to be able to absorb these costs, and he will keep everyone apprised month to month where we are.

05 C. Personnel Report

In his report this evening Mr. Neel discussed the following; the persistent level of paraprofessional vacancies of about 20 (it changes from day to day), this is in spite of significant wage increases over the past few years and the challenging budget year ahead (some positions may be compressed without an effect to current employees).

ADJOURN

- 06 MOTION (Barron/Tiernan) to adjourn.
APPROVED UNANIMOUSLY**

Ms. DeLucia adjourned the meeting at 7:57 PM.

**The next Personnel & Finance Committee Meeting will be
January 10, 2024, at 7:00 PM at Walsh Intermediate School Cafeteria.**

Respectfully submitted,
Meaghan DeLucia
Secretary

Prepared by,
Kerry Eyrich