

BRANFORD BOARD OF EDUCATION

SPECIAL PERSONNEL & FINANCE COMMITTEE MEETING MINUTES

DATE: November 15, 2023 **LOCATION:** Walsh Intermediate School Cafeteria
185 Damascus Road, Branford, CT

SUBJECT: Personnel & Finance Committee Meeting

HERE	ATTENDEE	ATTENDANCE	AFFILIATION
Y	Peter Berdon, Chair		Board of Education
Y	Ellen Michaels, Vice-Chair		Board of Education
Y	Meaghan DeLucia, Secretary		Board of Education
Y	Judith Barron		Board of Education (Incoming)
Y	Adam Greenberg		Board of Education (Incoming)
Y	Marie McNamara		Board of Education
Y	Dr. Tim Raynor		Board of Education
Y	Ram Shrestha		Board of Education (Incoming)
Y	Shawn Tiernan		Board of Education (Incloming)
Y	Dr. Christopher Tranberg, Superintendent		Central Office
Y	Allison Moran, Assistant Superintendent		Central Office
N	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 6:05 PM by Peter Berdon

PUBLIC COMMENT

Gregg Jerolman, Branford resident, spoke about how the district posts para positions, asked how many current openings for paraprofessionals and whose idea it was to portray the lower numbers of openings?

DISCUSSION/ACTION ITEMS

02 A. 2023/2024 Monthly Expenditures

Mr. Neel stated that the Pupil Services budget is 63.4% committed, the General Operations budget is 92.5% committed for a consolidated budget commitment of 86.8%. In his report this evening Mr. Neel also discussed; having half a year of transactions to go, how to read the report for new BOE members, how the budget numbers are encumbered, we are running approximately 6% ahead of last year in terms of committed funds (this should not be viewed as a trend), the Districts transition from being self-insured to now being insured by the State’s partnership plan, food surplus funds, free lunch for all students, student debt (should not be growing due to free meals) and trying to collect funds from families who owe money (some funds will have to be used toward that debt). Mr. Neel ended this report by saying overall we are in a strong budget position with nothing to be concerned about.

This evening Mr. Neel also discussed; the 2024-25 budget development has begun, the transportation RFP for proposal has gone out (including the transition to electric vehicles) and his recommendation to the Board next month, the State did an amazing job to convinced the USDA to use surplus funds to subsidize meals, the cost of fuel savings, and the solar panels (we are not yet operational, but we are close).

Continued...

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DISCUSSION/ACTION ITEMS (Continued)

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

In Mr. Cicarella's absence this evening, Mr. Neel reported that the tuition budget is \$3.1 million, total expenses projected for the year at this point are \$3.475 million with a projected deficit of \$369,680. For transportation the budget is \$845,712, the total expenses projected for the year are \$826,984, leaving a small balance of \$18,728 for a total projected deficit of \$359,052. Mr. Neel concluded by saying that we are certainly able to accommodate this type of deficit.

04 C. Personnel Report

In his report this evening Mr. Neel discussed the following; having a fair number of paraprofessional openings (changes day to day), his disappointment in the number of openings "because we have done a lot for our paras," including opening up the Paraprofessional contract to give additional money that was available to us through federal funds (27% raise over five years).

05 D. ESSER Report

In his update this evening Mr. Neel discussed the following; having three pots of money that came from the Feds in response to the COVID crisis, by the time this report came to fruition the Cares Act money was already spent, the two remaining grants ESSER II (has been completely expended) and the American Recovery, the funds needed to be expended by the end of September, there are other large anticipated expenditures to come, including the reading program, building subs and Effective School Solutions.

ADJOURN

**06 MOTION (DeLucia/Michaels) to adjourn.
APPROVED UNANIMOUSLY**

Mr. Berdon adjourned the meeting at 6:35 PM.

**The next Personnel & Finance Committee Meeting will be
December 13, 2023, at 7:00 PM at Walsh Intermediate School Cafeteria.**

Respectfully submitted,
Meghan DeLucia
Pro Tem Secretary

Prepared by,
Kerry Eyrich