

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

WEDNESDAY 7:00 PM October 11, 2023	Walsh Intermediate School Cafeteria 185 Damascus Road Branford, CT 06405
---	---

[Chair: Meaghan DeLucia; Ellen Michaels, Dr. Tim Raynor and Laura Troidle]

To locate agendas and to access/view meetings please go to www.branfordschools.org

Branford Public Schools Mission and Vision Statement

Nurturing students and citizens who develop a deep commitment to learning today and leading tomorrow is the central goal of Branford Public Schools.

A G E N D A

- I. Call to Order
- II. Public Comment
- III. Approval of Minutes
- IV. Discussion/Update Items
 - A. 2023/2024 Monthly Expenditures
 - B. 2023/2024 Special Education Tuition & Transportation Monthly Expenditures
 - C. Personnel Report
 - D. Use of Facilities
- V. Adjourn

TO PARTICIPATE IN PUBLIC COMMENTS REMOTELY PLEASE CALL:

(646) 558-8656

Meeting ID: 815 6405 4671 Passcode: 812124

*When participating by telephone please mute your phone when joining the meeting and unmute your phone when you are ready to speak. This can be done by pressing *6 on your phone's keypad.*

Rules Governing Public Comments:

- Three minutes will be allotted to each speaker. The Board may modify this limitation at the beginning of a meeting if the number of persons wishing to speak makes it advisable to do so. (Board Bylaw 9325)
- Conduct intended primarily to be disruptive or verbally abusive shall not be permitted at the Board of Education meeting. Any speaker who engages in such conduct will be warned and allowed to correct such conduct. If the speaker continues to engage in the disruptive conduct as such will be grounds for termination of the speaker's privilege to participate in public comment and may be deemed grounds for removal from the meeting site.
- All speakers must identify themselves by name and address.

CONSOLIDATED BUDGET - 2023-2024

FOR 2024 99								
	ORIGINAL APPROP	TRANFRS/ADJSTMNTS	REVISED BUDGET	YTD EXPENDED	ENC/REQ	AVAILABLE BUDGET	PCT USED	
10 SALARIES - CERTIFIED	27,592,489	0	27,592,489	3,681,392.25	22,857,190.58	1,053,906.64	96.2%	
11 SALARIES-NONCERTIFID	9,041,194	0	9,041,194	1,385,052.53	6,328,726.22	1,327,414.94	85.3%	
20 EMPLOYEE BENEFITS	11,894,914	0	11,894,914	3,791,329.36	5,645,062.29	2,458,522.72	79.3%	
21 WORKERS COMPENSATION	239,316	0	239,316	239,316.00	.00	.00	100.0%	
30 SITE LICENSE	589,545	0	589,545	355,708.42	165,014.09	68,822.69	88.3%	
31 PURCH SVCS	991,050	-1,780	989,270	49,389.42	735,034.85	204,845.23	79.3%	
32 PURCH SVCS PROF/TECH	934,276	-23,000	911,276	29,031.16	203,232.74	679,011.90	25.5%	
40 UTILITIES-WATER GAS	1,454,910	0	1,454,910	353,399.71	1,018,797.29	82,713.00	94.3%	
41 TRASH/SNOW REMOVAL	75,000	0	75,000	10,387.03	30,843.68	33,769.29	55.0%	
42 PURCH SVCS REPAIR	897,326	700	898,026	80,810.80	400,091.97	417,123.23	53.6%	
43 RENTALS	50,250	0	50,250	2,503.72	24,571.28	23,175.00	53.9%	
50 TRANSPORTATION	3,516,211	600	3,516,811	109,206.45	2,009,222.55	1,398,382.45	60.2%	
52 LIABILITY	580,750	0	580,750	539,112.00	23,676.00	12,581.05	96.9%	
53 COMMUNICATIONS	273,287	0	273,287	74,299.24	176,270.12	22,717.24	91.7%	
54 ADVERT/PRINTING/BIND	17,628	0	17,628	3,683.60	1,362.85	12,581.05	28.6%	
55 TUITIONS	3,452,565	20,000	3,472,565	538,997.32	74,424.00	2,859,143.68	17.7%	
56 TRAVEL	18,941	0	18,941	658.49	3,693.20	14,589.23	23.0%	
57 OTHER PURCH SVCS	54,557	0	54,557	13,877.31	4,823.90	35,855.79	34.3%	
60 INSTRUCTIONAL SUPPLI	521,172	-4,647	516,525	187,898.09	88,353.80	240,273.37	53.5%	
61 COMPUTER SUPPLIES	28,185	6,350	34,535	2,342.04	555.92	31,636.54	8.4%	
62 BUILD MAIN SUPPLIES	188,200	0	188,200	56,408.60	47,955.28	83,836.12	55.5%	
63 AUDIO VISUAL SUPPLIE	12,000	0	12,000	97.90	.00	11,902.10	.8%	
64 SUPPLIES/EQUIPMENT	28,687	847	29,534	4,842.62	154.93	24,536.44	16.9%	
65 MEETING SUPPLIES	29,120	0	29,120	13,347.19	389.00	15,383.81	47.2%	
67 TEXTS-BOOKS/DIGITAL	93,323	3,823	97,146	14,402.76	15,491.17	67,252.07	30.8%	
68 LIBRARY BOOKS	56,405	0	56,405	16,525.55	6,283.26	33,596.19	40.4%	
69 PERIODICALS	7,232	0	7,232	3,424.43	444.94	3,362.63	53.5%	
6A OFFICE SUPPLIES	48,450	1,000	49,450	11,458.42	6,266.30	31,725.28	35.8%	
6B OTHER SUPPLIES	67,406	0	67,406	6,058.44	2,748.68	58,599.13	13.1%	
70 REPLACEMENT EQUIP	47,522	-1,650	45,873	17,819.07	2,285.00	25,768.43	43.8%	
71 NEW EQUIPMENT	21,535	-2,700	18,835	6,268.67	11,005.94	1,560.39	91.7%	
80 DUES AND FEES	88,198	457	88,655	36,437.74	6,382.00	45,835.26	48.3%	
81 SUBSIDY	0	0	0	.00	22,000.00	-22,000.00	100.0%	
GRAND TOTAL	62,911,644	0	62,911,644	11,635,486.33	39,912,353.83	11,363,803.84	81.9%	

** END OF REPORT - Generated by Michael Lopes **

GENERAL OPERATIONS - 2023-2024

FOR 2024 99

	ORIGINAL APPROP	TRANFRS/ ADJSTMTS	REVISED BUDGET	YTD EXPENDED	ENC/REQ	AVAILABLE BUDGET	PCT USED
10 SALARIES - CERTIFIED	23,349,430	0	23,349,430	3,083,449.46	19,453,338.41	812,642.60	96.5%
11 SALARIES-NONCERTIFID	6,434,730	0	6,434,730	1,213,532.01	4,623,240.10	597,957.97	90.7%
20 EMPLOYEE BENEFITS	11,049,244	0	11,049,244	3,742,210.23	5,625,096.20	1,681,937.63	84.8%
21 WORKERS COMPENSATION	239,316	0	239,316	239,316.00	.00	.00	100.0%
30 SITE LICENSE	558,498	0	558,498	352,573.90	161,728.15	44,195.65	92.1%
31 PURCH SVCS	757,070	-1,780	755,290	42,019.37	511,924.90	201,345.23	73.3%
32 PURCH SVCS PROF/TECH	516,101	-1,000	515,101	13,426.35	33,490.06	468,184.39	9.1%
40 UTILITIES-WATER GAS	1,454,910	0	1,454,910	353,399.71	1,018,797.29	82,713.00	94.3%
41 TRASH/SNOW REMOVAL	75,000	0	75,000	10,387.03	30,843.68	33,769.29	55.0%
42 PURCH SVCS REPAIR	897,326	700	898,026	80,810.80	400,091.97	417,123.23	53.6%
43 RENTALS	50,250	0	50,250	2,503.72	24,571.28	23,175.00	53.9%
50 TRANSPORTATION	2,670,499	600	2,671,099	7,523.42	2,009,222.55	654,353.48	75.5%
52 LIABILITY	580,750	0	580,750	539,112.00	23,676.00	17,962.00	96.9%
53 COMMUNICATIONS	268,287	0	268,287	73,659.01	174,623.30	20,004.29	92.5%
54 ADVERT/PRINTING/BIND	17,329	0	17,329	3,525.00	1,362.85	12,440.65	28.2%
55 TUITIONS	379,657	0	379,657	.00	74,424.00	305,233.00	19.6%
56 TRAVEL	14,551	0	14,551	629.15	3,122.54	10,799.23	25.8%
57 OTHER PURCH SVCS	51,325	0	51,325	5,462.86	3,833.90	42,028.24	18.1%
60 INSTRUCTIONAL SUPPLI	498,572	-4,647	493,925	185,534.37	86,203.66	222,187.23	55.0%
61 COMPUTER SUPPLIES	27,685	0	27,685	2,342.04	555.92	24,787.04	10.5%
62 BUILD MAIN SUPPLIES	188,200	0	188,200	56,408.60	47,955.28	83,836.12	55.5%
63 AUDIO VISUAL SUPPLIE	12,000	0	12,000	97.90	.00	11,902.10	.8%
64 SUPPLIES/EQUIPMENT	28,687	847	29,534	4,842.62	154.93	24,536.44	16.9%
65 MEETING SUPPLIES	29,120	0	29,120	13,347.19	389.00	15,383.81	47.2%
67 TEXTS-BOOKS/DIGITAL	93,323	3,823	97,146	14,402.76	15,491.17	67,252.07	30.8%
68 LIBRARY BOOKS	56,405	0	56,405	16,525.55	6,283.26	33,596.19	40.4%
69 PERIODICALS	7,232	0	7,232	3,424.43	444.94	3,362.63	53.5%
6A OFFICE SUPPLIES	47,950	1,000	48,950	11,435.44	6,266.30	31,248.26	36.2%
6B OTHER SUPPLIES	57,006	0	57,006	6,058.44	2,748.68	48,199.13	15.4%
70 REPLACEMENT EQUIP	44,022	0	44,022	17,819.07	2,285.00	23,917.93	45.7%
71 NEW EQUIPMENT	16,835	0	16,835	6,268.67	11,005.94	-439.61	102.6%
80 DUES AND FEES	87,698	457	88,155	36,187.74	6,382.00	45,585.26	48.3%
81 SUBSIDY	0	0	0	.00	22,000.00	-22,000.00	100.0%

GRAND TOTAL 50,559,008 0 50,559,008 10,138,234.84 34,381,553.26 6,039,219.48 88.1%

** END OF REPORT - Generated by Michael Lopes **

PUPIL SERVICES - 2023-2024

FOR 2024 99								
	ORIGINAL APPROP	TRANFRS/ ADJSTMTS	REVISED BUDGET	YTD EXPENDED	ENC/REQ	AVAILABLE BUDGET	PCT USED	
10 SALARIES - CERTIFIED	4,243,059	0	4,243,059	597,942.79	3,403,852.17	241,264.04	94.3%	
11 SALARIES-NONCERTIFID	2,606,464	0	2,606,464	171,520.52	1,705,486.12	729,456.97	72.0%	
20 EMPLOYEE BENEFITS	845,670	0	845,670	49,119.13	19,966.09	776,585.09	8.2%	
30 SITE LICENSE	31,048	0	31,048	3,134.52	3,285.94	24,627.04	20.7%	
31 PURCH SVCS	233,980	0	233,980	7,370.05	223,109.95	3,500.00	98.5%	
32 PURCH SVCS PROF/TECH	418,175	-22,000	396,175	15,604.81	169,742.68	210,827.51	46.8%	
50 TRANSPORTATION	845,712	0	845,712	101,683.03	.00	744,028.97	12.0%	
53 COMMUNICATIONS	5,000	0	5,000	640.23	1,646.82	2,712.95	45.7%	
54 ADVERT/PRINTING/BIND	299	0	299	158.60	.00	140.40	53.0%	
55 TUITIONS	3,072,908	20,000	3,092,908	538,997.32	.00	2,553,910.68	17.4%	
56 TRAVEL	4,390	0	4,390	29.34	570.66	3,790.00	13.7%	
57 OTHER PURCH SVCS	3,232	0	3,232	8,414.45	990.00	-6,172.45	291.0%	
60 INSTRUCTIONAL SUPPLI	22,600	0	22,600	2,363.72	2,150.14	18,086.14	20.0%	
61 COMPUTER SUPPLIES	500	6,350	6,850	.00	.00	6,849.50	.0%	
6A OFFICE SUPPLIES	500	0	500	22.98	.00	477.02	4.6%	
6B OTHER SUPPLIES	10,400	0	10,400	.00	.00	10,400.00	.0%	
70 REPLACEMENT EQUIP	3,500	-1,650	1,851	.00	.00	1,850.50	.0%	
71 NEW EQUIPMENT	4,700	-2,700	2,000	.00	.00	2,000.00	.0%	
80 DUES AND FEES	500	0	500	250.00	.00	250.00	50.0%	
GRAND TOTAL	12,352,636	0	12,352,636	1,497,251.49	5,530,800.57	5,324,584.36	56.9%	

** END OF REPORT - Generated by Michael Lopes **

Tuition and Transportation Expense Report		BRANFORD PUBLIC SCHOOLS										Fiscal Year Ending June 30, 2024		
Line	FISCAL YEAR 2024 DATA	<===== Tuition and Transportation Expense Month =====>												
TUITION DATA		8/1/23	9/1/23	10/1/23	11/1/23	12/1/23	1/1/24	2/1/24	3/1/24	4/1/24	5/1/24	6/1/24	FINAL 2024	
1	Tuition Budget	3,072,908	3,092,908	3,092,908									3,092,908	
2	School Year Expenses	3,016,559	3,213,081	3,274,391									3,274,391	
3	Extended Year or Day Expenses	171,918	184,123	194,748									194,748	
4	Total Expenses	3,188,477	3,397,203	3,469,138									3,469,138	
5	Projected Balance on 6/30/2024	-115,569	-304,295	-376,230									-376,230	
TRANSPORTATION DATA														
6	Transportation Budget	845,712	845,712	845,712									845,712	
7	School Year Expenses	676,075	720,415	710,600									710,600	
8	Extended Year or Day Expenses	101,576	61,124	61,124									61,124	
9	Total Expenses	777,650	781,539	771,724									771,724	
10	Projected Balance on 6/30/2024	68,062	64,173	73,988									73,988	
CONSOLIDATED DATA														
11	Combined Budget	3,918,620	3,938,620	3,938,620									3,938,620	
12	Combined Expenses	3,966,128	4,178,742	4,240,862									4,240,862	
13	Projected Balance on 6/30/2024	-47,508	-240,122	-302,242									-302,242	



**BRANFORD PUBLIC SCHOOLS
MONTHLY PERSONNEL REPORT 2023-2024
October 1, 2023**

<u>NAME</u>	<u>LOC</u>	<u>YRS OF SVC</u>	<u>ASSIGNMENT</u>	<u>EFFECTIVE DATE</u>	<u>EXPECTED RETURN</u>	<u>REASON</u>
<u>CERTIFIED STAFF YEAR-TO-DATE</u>						
<u>APPOINTMENTS</u>						
Sean Kennedy	CO		Acting Athletic Director	8/28/2023		
Allison Moran	CO		Assistant Superintendent	10/1/2023		
Katie Wagner	CO		Acting Curriculum Coordinator	9/1/2023		
Brittany Sullivan	JBS		Special Education Teacher	8/25/2023		
Jonathan Corbett	BHS		Teacher - Physics	8/25/2023		
Daria Ague	BHS		Teacher - Chemistry	8/25/2023		
Shannon Carey	BHS		Teacher - Math	8/25/2023		
Jessica Cyr	BHS		Special Education Teacher	8/25/2023		
Anthony Ruglio	WIS		Teacher - PE/Health	8/25/2023		
Ashley Marinaro	WIS		Assistant Principal	8/1/2023		
Christine Bjork	SAE		Director	7/1/2023		
Magdalena Fin	BHS		Teacher - Art	8/25/2023		
Amanda Anderson	BHS		School Psychologist	8/25/2023		
Bridget Grenier	BHS		Teacher - Social Studies	8/25/2023		
Mia Bissonnette	BHS		Teacher - Math	8/25/2023		
Christopher Tranberg	CO		Superintendent	7/1/2023		
Imani Jones	MTM		Principal	7/1/2023		
<u>RETIREMENTS</u>						
Ellen Greenberg	JBS	38	Special Education Teacher	8/4/2023		
Rachel Sexton	CO	5	Assistant Superintendent	9/30/2023		
<u>RESIGNATIONS</u>						
Sean Kennedy	WIS	11	PE/Health Teacher	8/27/2023		
Ashley Marinaro	BHS	10	Curriculum Coordinator	7/31/2023		
Thomas Ermini	BHS	11	Athletic Director	9/1/2023		
Nick Farrell	BHS	2	Physics Teacher	7/28/2023		
Kayla Evans	BHS	5	Special Education Teacher	7/14/2023		
<u>TERMINATIONS/NON-RENEWALS</u>						
<u>LEAVES OF ABSENCE</u>						
Michelle Ryan-Muniz	BHS		Guidance Counselor	12/4/2023	1/2/2024	
Nancy Norko	WIS		Teacher - Math	9/25/2023	10/10/2023	
Amy Bateson	MRT		Teacher - Grade 3	9/25/2023	INTERMITTENT	
Lisa Salzano	JBS		Teacher - Behavior Interventionist	9/21/2023	INTERMITTENT	
Robin Axtell	WIS		Teacher - Grade 5	9/7/2023	INTERMITTENT	
Rebecca Aforismo	MTM		Teacher - Grade 2	10/19/2023	02/05/2024	
Karen Greco	BHS		Teacher - English	9/6/2023	INTERMITTENT	
Lee Panagoulis	BHS		Principal	7/5/2023	INTERMITTENT	
Laura Kaiser	WIS		Teacher - Art	5/2/2023	INTERMITTENT	
Catherine Delucia	WIS		School Psychologist	5/28/2023	10/23/2023	
Nancy Hobbs	JBS		Teacher - First Grade	4/5/2023	INTERMITTENT	
Elise Weisenbach	BHS		Teacher - World Language	2/27/2023	INTERMITTENT	
Belinha DeAbreu	BHS		Teacher - Media	2/4/2023	INTERMITTENT	
Heidi Earle	MRT		Teacher - Special Education	1/4/2023	INTERMITTENT	
Heather Grattan	WIS		School Counselor	1/9/2023	INTERMITTENT	
Maria Fazzino	WIS		Teacher - Grade 5	12/10/2022	INTERMITTENT	



**BRANFORD PUBLIC SCHOOLS
MONTHLY PERSONNEL REPORT 2023-2024
October 1, 2023**

<u>NAME</u>	<u>LOC</u>	<u>YRS OF SVC</u>	<u>ASSIGNMENT</u>	<u>EFFECTIVE DATE</u>	<u>EXPECTED RETURN</u>	<u>REASON</u>
Lee Fitzgibbons	MRT		Teacher - Kindergarten	11/8/2022	INTERMITTENT	
Catherine Hatch	WIS		Teacher - Sixth Grade	10/3/2022	INTERMITTENT	
<u>PENDING DEGREE CHANGES</u>						
Savannah Beecher	WIS		Special Education Teacher	5/1/2024		SYC
Katherine Matheson	BHS		Special Education Teacher	5/1/2024		SYC
Sarah Bertolini	INS		School Psychologist	5/1/2024		SYC
Rachel Tyrrel	JBS		Special Education Teacher	5/1/2027		Ed.D
Erica O'Brien	BHS		Science Teacher	6/1/2024		SYC
Caitlyn Raffone	MTM		Teacher - Grade 4	7/1/2023		SYC
Monica Pustari	JBS		Teacher - Kindergarten	05/2024		SYC
Elizabeth Tate	JBS		Teacher - Special Education	05/2024		SYC
Christine Glazewski	JBS		Instructional Math Coach	05/2024		SYC
Christina Natale	MTM		Teacher - Grade 1	5/1/2024		MA
Jenny Denicola	MRT		Art Teacher	12/1/2024		SYC
<u>NON-CERTIFIED STAFF YEAR-TO-DATE</u>						
<u>APPOINTMENTS</u>						
Genevieve O'Connell	DIS		Substitute Nurse	10/6/2023		
Brooke St. Pierre	INS		ABA Paraprofessional	9/28/2023		
Chelsie Worthly	MTM		Secretary - 10 months	9/27/2023		
Maria Hoyt	MTM		Kindergarten Aide Paraprofessional	9/20/2023		
Lauren Toussa	SAE		ESOL Teacher	9/19/2023		
Michael Beckquist	BHS		Assistant Football Coach	9/11/2023		
Taylor Brown	BHS		Assistant Girl's Soccer Coach	9/7/2023		
Danielle Ardizzone	FRC		Secretary - 10 months	9/11/2023		
Bernardine Kane	MTM		Special Educational Paraprofessional	9/6/2023		
Frank Berretta	SAE		Security Guard	9/5/2023		
Gerling Daniels	INS		Registered Behavior Technician	8/30/2023		
Abigail Robinson	JBS		Special Educational Paraprofessional	8/29/2023		
Christina Pagliarulo	MTM		Special Educational Paraprofessional	8/29/2023		
Dakota Miller	INS		Special Educational Paraprofessional	8/28/2023		
Taylor Moore	BHS		Assistant Girl's Soccer Coach	8/24/2023		
Simona Nerney	BHS		Receptionist	8/23/2023		
Mayra Martinez	MRT		Special Educational Paraprofessional	8/28/2023		
Maureen Shields	BHS		Athletic Event Worker	8/28/2023		
Ethan Boileau	MRT		Special Educational Paraprofessional	8/28/2023		
Suzanne DeLuca	SAE		Lead Program Assistant	8/21/2023		
Ashley Bussey	MRT		Paraprofessional	8/28/2023		
Ashley Pantaleo	BHS		Special Educational Paraprofessional	8/28/2023		
Jason Joseph	BHS		Assistant Football Coach	8/14/2023		
Lisa Finnegan	SAE		ESOL Teacher	8/14/2023		
Shannon Rosario	CO		Payroll & Benefits Specialist	8/7/2023		
Jessica Pantani	BHS		Dance Team Assistant Coach	7/19/2023		
Ethan Lopez	JBS		Summer Custodian	7/10/2023		
Brendan Lopez	JBS		Summer Custodian	7/10/2023		
Michael Latham	MRT		Part Time Custodian	7/5/2023		
Lyndsay O'Neill	INS		Secretary 12mth	7/6/2023		
Tenisha Biggs	CO		HR Specialist	7/1/2023		
Bianca Whitaker	SAE		Summer - Child Educator	6/19/2023		



**BRANFORD PUBLIC SCHOOLS
MONTHLY PERSONNEL REPORT 2023-2024
October 1, 2023**

<u>NAME</u>	<u>LOC</u>	<u>YRS OF SVC</u>	<u>ASSIGNMENT</u>	<u>EFFECTIVE DATE</u>	<u>EXPECTED RETURN</u>	<u>REASON</u>
Catherine Bosco	SAE		Summer - ESOL Teacher	6/19/2023		
Carmel Natelli	DIS		Substitute Nurse	6/9/2023		
Marie Compton	WIS		Book Keeper	6/24/2023		
<u>RETIREMENTS</u>						
Thomas Valette	WIS	23	First Shift Custodian/Groundskeeper	9/25/2023		
Laura Tressel Carbone	JBS	12	Secretary (10 month)	8/7/2023		
Paul Montelius	BHS	12	Full Time Custodian	6/30/2023		
Joanne Montelius	INS	24	Special Education Paraprofessional	8/1/2023		
<u>RESIGNATIONS</u>						
Coire Parmentier	MRT		Literacy/Instructional Aide Paraprofessional	9/13/2023		
Liam Cotter	MTM		Special Education Paraprofessional	9/22/2023		
Blair Donahue	JBS		Computer Coordinator	9/8/2023		
Gerling Daniels	INS		Special Education ABA Paraprofessional	8/29/2023		
Lisette Perrotti	MTM		Special Education Paraprofessional	8/28/2023		
Shannon Chambers	MTM		Literacy/Instructional Aide Paraprofessional	8/21/2023		
Sara Diiorio	MTM		Kindergarten Aide	8/21/2023		
Austin Vitelli	JBS		Special Education Paraprofessional	8/15/2023		
Ivelys Abrams	WIS		Special Education Paraprofessional	8/14/2023		
Linda Sisson	MTM		Literacy/Instructional Aide Paraprofessional	8/7/2023		
Stephanie Dudack	MTM		Literacy/Instructional Aide Paraprofessional	8/4/2023		
Mason Traca	JBS		Part Time Custodian	8/4/2023		
Sarah Lin	INS		ABA Special Education Paraprofessional	8/2/2023		
Laura Fennell	MTM		Paraprofessional	8/1/2023		
Cristina Finucane	MRT		Paraprofessional	8/1/2023		
Melanie Spisto	JBS		Paraprofessional	7/28/2023		
Laura Lynch	SAE		Program Assistant	7/13/2023		
Scott Krebs	MRT		Paraprofessional	7/13/2023		
Maria Cifarelli	JBS		Paraprofessional	6/30/2023		
Kent Jackson	BHS		Track & Field Head Coach	6/28/2023		
Karen Landry Albert	INS		Job Coach	6/20/2023		
Madeline Nazario	MRT		Special Education Paraprofessional	6/14/2023		
Ronald Lecointe	BHS		Assistant Football Coach	6/14/2023		
Brendan Cassidy	SAE		Part Time Security Guard	6/14/2023		
Chelsea Dacey	WIS		Spring Drama Choreographer	6/9/2023		
Juan Leon Munoz	BHS		Assistant Girls Soccer Coach	6/7/2023		
Rebecca Vitale	BHS		Assistant Girls Soccer Coach	6/4/2023		
<u>TERMINATIONS/NON-RENEWALS</u>						
<u>LEAVES OF ABSENCE</u>						
Karen Palluzzi	JBS		Pre-K Aide Paraprofessional	10/4/2023	INTERMITTENT	
Julieta Carugo	JBS		ELL Paraprofessional	9/15/2023	11/20/2023	
Margaret Taylor	BHS		Secretary	8/23/2023	INTERMITTENT	
Anne Leblanc-Frohlich	MRT		Paraprofessional	4/17/2023	8/21/2023	
Pamela VanWinkle	MTM		Paraprofessional	1/11/2023	INTERMITTENT	



Community/Board Operation

1800 P

USE OF SCHOOL FACILITIES

In accordance with Conn. Gen. Stat. § 10-239, the Branford Board of Education (the “Board”) may permit the use of any school facility for nonprofit educational or community purposes whether or not school is in session. The Board may also grant the temporary use of any school facility for public, educational or other purposes, including the holding of political discussion, at such time the facility is not in use for school purposes. In addition, the Board shall grant such use for any purpose of voting under the provisions of Title 9 of the Connecticut General Statutes whether or not school is in session. In accordance with 20 U.S.C. § 7905, the Board shall not deny equal access to or a fair opportunity to meet, or otherwise discriminate, against any group officially affiliated with the Boy Scouts of America (or any other youth group listed as a patriotic society in Title 36 of the United States Code) that wishes to conduct a meeting using school facilities pursuant to this policy. Such uses shall be governed by the following rules and procedures, and shall be subject to such restrictions as the Superintendent or his/her designee considers expedient.

Consistent with this policy, the Superintendent shall develop and promulgate Administrative Regulations and associated forms governing use of school buildings and facilities by community and other groups. Since the primary purpose of school facilities is for educational activities, such activities will have priority over all other requested uses.

A. Application Procedures

Applications for use of facilities shall be submitted in accordance with the Administrative Regulations.

Groups requesting use of school buildings and facilities must identify the specific facilities desired, and approval will be for those specific facilities only. All school equipment on the premises shall remain in the charge and control of the building principal or responsible administrator, and shall not be used without the express written permission of the administrator.

Approval of school facilities by the principal or other responsible party may be revoked at any time by the Superintendent or his/her designee.

B. Eligible Organizations and Priority of Use

Requests for use of school district facilities will be made according to the following guidelines regarding priority of usage of such facilities:

Order of priority:

1. School-sponsored programs and activities.
2. Activities of school-related organizations (*e.g.*, PTA, Booster Clubs, After Graduation Committees and similar organizations).
3. Town department or agency activities.
4. Activities of non-profit organizations operating within the Town, other than school-related organizations covered by category #2 above.
5. Activities of for-profit organizations operating within the Town.
6. Out-of-town organizations.

C. Restrictions on Use of School Facilities

The following restrictions shall apply to the use of school facilities:

1. Illegal activities will not be tolerated.
2. Use or possession of tobacco, vapor products, alcoholic beverages or unauthorized controlled substances shall not be permitted on school property.
3. Refreshments may not be prepared, served or consumed without the prior approval of the responsible administrator. Notwithstanding, only those beverages permitted by state law may be sold during the school day. The responsible administrator may permit other beverages to be sold at the location of events occurring after the end of the regular school day or on the weekend as long as they are not sold from a vending machine or at a school store. Upon approval by the administrator, refreshments may be prepared, served and consumed only in areas designated by the responsible administrator.
4. Obscene advertising, decorations or materials shall not be permitted on school property.
5. Advertising, decorations or other materials that promote the use of illegal drugs, tobacco products, vapor products, or alcoholic beverages shall not be permitted.

6. Activities that are disruptive of the school environment are not permitted.

Any violation of this Policy or any applicable Administrative Regulations may result in permanent revocation of the privilege to use school facilities against the organization and/or individuals involved.

D. Fees and Other Costs

Users of school facilities shall be responsible for the fees and costs set out in a fee schedule established by the Superintendent. The following guidelines shall be incorporated into such fee schedule:

<u>Category</u>	<u>Fee</u>
1. School-sponsored programs and activities.	No rental fee or associated costs.
2. Activities of school-related organizations (e.g., PTO, Booster Clubs, After Graduation Committees and similar organizations).	No rental fee or associated costs.
3. Town department or agency activities.	Associated costs.
4. Activities of non-profit organizations operating within the Town, other than school-related organizations covered by category #2 above.	Associated costs.
5. Activities of for-profit organizations operating within the Town.	Rental fee and associated costs.
6. Out-of-town organizations.	Rental fee and associated costs.

“Associated costs” shall include, but shall not be limited to, fees for the services of any custodial personnel, food service personnel, security personnel or other personnel deemed by the responsible administrator to be necessary in connection with the use of a school district facility. Such costs shall be at the rates set forth in the fee schedule. Rental fees and/or associated costs otherwise applicable may be waived by the Superintendent or his/her designee if such waiver is deemed by the Superintendent or his/her designee to be in the best interest of the school system and/or the Town.

E. Responsibility for Damage to Property or Loss of Property

In order to use school district facilities, any organization or individual requesting such use must agree to assume responsibility for any damage to and/or theft or loss of any school district property arising out of the use of the facilities.

F. Health and Safety Protocols

In order to use school district facilities, any organization or individual requesting such use must agree to abide by all health and safety protocols in place by the school district at the time of use, including but not limited to protocols relating to cleaning of the facilities, signage, and health screenings of individuals requesting access to the facilities.

Legal References:

Conn. Gen. Stat. § 10-239
Conn. Gen. Stat. § 10-215f
Conn. Gen. Stat. § 10-221q
Conn. Gen. Stat. Title 9

Boy Scouts of America Equal Access Act, 20 U.S.C. § 7905
Patriotic and National Organizations, 36 U.S.C. § 1010 et seq.

ADOPTED: 10-19-2022

REVISED:

7/5/202

**ADMINISTRATIVE REGULATIONS REGARDING
USE OF SCHOOL FACILITIES**

Application for Building Use

The Branford Public Schools Application for Building Use may be found on the district website by following the link for Buildings, Grounds, and Facilities under Departments (<https://www.branfordschools.org/page/information-bgf>).

Use of School Facilities

The priority list for allocating use of school facilities shall be as follows:

1. School-sponsored programs and activities.
2. Activities of school-related organizations (*e.g.*, PTA, Booster Clubs, After Graduation Committees and similar organizations).
3. Town department or agency activities.
4. Activities of non-profit organizations operating within the Town, other than school-related organizations covered by category #2 above.
5. Activities of for-profit organizations operating within the Town.
6. Out-of-town organizations.

Last Version: October 19, 2022

8/3/16



INDEMNIFICATION AND RELEASE

This form is valid for a period of one calendar year from the date signed for each application of usage which is made.

In consideration of the permission granted to it by the Branford Board of Education (the "Board") to use the school building, grounds, facilities, and/or equipment, the undersigned does hereby indemnify and hold harmless the Board and the Town of Branford, their employees, agents, contractors and assigns against any and all loss or expense, including attorneys' fees, court costs, damages, liability and any other amounts for any and all bodily injuries, including death, and/or for any and all property damage sustained accidentally or otherwise sustained by any person arising out of or connected with the undersigned's use of the school building, grounds, facilities, and/or equipment.

The undersigned further waives the right to initiate and/or pursue in any manner any and all lawsuits and any other claims in any forum against the Board or the Town of Branford, its individual Board members, officers, employees, agents, contractors and assigns for any injury or harm connected to the undersigned's use of the Board's facilities, including but not limited to claims for negligent acts or omissions and/or claims for death and/or serious bodily injury and/or claims for property damage.

The undersigned assumes responsibility for any damage to and/or theft or loss of any school district property arising out of the use of the buildings, grounds, facilities, and/or equipment.

The undersigned has read and agrees to abide by the terms of the Board policies pertaining to use of Board buildings, grounds, facilities, and/or equipment.

IN WITNESS WHEREOF, I hereunto set my hand this _____ day of _____, 20__.

Signatures:

11/17/12