

**BRANFORD BOARD OF EDUCATION**  
**BOE Committee Chairs Meeting Minutes**

DATE: October 5, 2023

LOCATION: This meeting was held virtually

SUBJECT: BOE Committee Chairs Meeting

---

**ATTENDANCE**

<b>HERE</b>	<b>ATTENDEE</b>	<b>AFFILIATION</b>
Y	Peter Berdon, BOE Chair	Board of Education
Y	Meaghan Delucia, Personnel & Finance Committee Chair	Board of Education
Y	Meredith Gaffney, Communication Committee Chair	Board of Education
Y	Ellen Michaels, Teaching & Learning Committee Chair	Board of Education
Y	Marie Watson, Policy Committee Chair	Board of Education
Y	Dr. Christopher Tranberg, Superintendent	Central Office
Y	Rachel Sexton, Assistant Superintendent	Central Office
Y	Don Neel, Chief Operating Officer	Central Office

---

**BUSINESS ITEMS**

**ITEM DESCRIPTION**

---

**CALL**

- 01** Meeting was called to order by Peter Berdon at 5:05 PM.

**DISCUSSION ITEMS**

**02 A. Teaching & Learning (T&L) Committee**

Among the items discussed to be placed on the next T&L Committee meeting agenda were:

- a. Overview of SBA and SAT Data
- b. Introduce New Data Screeners
- c. Overview of Strategic Coherence Plan
- d. Overview of Climate Survey from Last Spring
- e. Arts Education
- f. Possible Discussion – Five Year Strategic Plan (State Policy)
- g. Effectiveness of Summer School (November)

**03 B. Policy Committee**

Among the items discussed to be placed on the next Policy Committee meeting agenda were:

- a. 3500 Purchasing Policy
- b. 5450 Student Drug and Alcohol Use and Chemical Health

**04 C. Personnel & Finance (P&F) Committee**

In addition to the regular standing agenda items (Monthly Expenditures, Special Education Tuition & Transportation and the Personnel Report) the following items will be placed on the P&F Committee meeting agenda:

- a. ESSER (December)
- b. Facilities Policy

**05 D. Communication Committee**

Among the items discussed to be placed on the next Communication Committee meeting agenda were:

- a. Community Update
- b. Social Media Update
- c. Superintendent's Reentry Plan Update
- d. New Board Member Orientation
- e. Communications Plan Review (December)

Continued...

**BRANFORD BOARD OF EDUCATION**  
**BOE Committee Chairs Meeting Minutes**

DATE: October 5, 2023

LOCATION: This meeting was held virtually

SUBJECT: BOE Committee Chairs Meeting

---

**DISCUSSION ITEMS (Continued)**

**06 E. Full Board of Education (BOE) Meeting**

Among the items discussed to be placed on the next Full BOE meeting agenda were:

- a. Possible Recognition – BOE Members
- b. JBS Project Update
- c. New Board Member Swearing Ceremony (November)

**ADJOURN**

**07 MOTION (Gaffney/DeLucia) to adjourn.**

**APPROVED UNANIMOUSLY**

Mr. Berdon adjourned the meeting at 5:27 PM.

The next BOE Committee Chairs meeting will be November 2, 2023 at 5:00 PM.  
This meeting is held virtually.

Respectfully submitted,  
Meredith Gaffney  
Secretary

Prepared by,  
Kerry Eyrich