

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

DATE: April 4, 2024

LOCATION: This meeting was held virtually

SUBJECT: BOE Committee Chairs Meeting

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**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	Ellen Michaels, Teaching & Learning Committee Chair	Board of Education
Y	Shawn Tiernan, Policy Committee Chair	Board of Education
Y	Laura Troidle, Communication Committee Chair	Board of Education
Y	Dr. Christopher Tranberg, Superintendent	Central Office
Y	Allison Moran, Assistant Superintendent	Central Office
Y	Michael Lopes, Finance Manager	Central Office

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**BUSINESS ITEMS**

**ITEM DESCRIPTION**

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**CALL**

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

**APPROVE MINUTES**

- 02** MOTION (Michaels/Tiernan) to approve minutes from the February 1, 2024 BOE Committee Chairs meeting.  
APPROVED UNANIMOUSLY

**DISCUSSION ITEMS**

- 03** **A. Teaching & Learning (T&L) Committee**  
Among the items discussed to be placed on the next T&L Committee meeting agenda were:  
a. Summer Programing
- 04** **B. Policy Committee**  
Among the items discussed to be placed on the next Policy Committee meeting agenda were policies:  
a. 2200 Retention of Electronic Records and Information  
b. 5550 Homeless Students  
c. 6100 Advanced Course or Program/Challenging Curriculum
- 05** **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 item will be discussed by the Committee:  
a. ESSER Report
- 06** **D. Communication Committee**  
Among the items discussed to be placed on the next Communication Committee meeting agenda were:  
a. The Communication Survey Results  
b. Developing the Annual Report
- 07** **E. Full Board of Education (BOE) Meeting**  
Among the items discussed to be placed on the next Full BOE meeting agenda were:  
a. Consent Agenda Items - Policies for first and second reading  
b. An anonymous donation for outstanding lunch debt.  
c. Discussion Items - getting ready for summer meetings & going forward with Board self-evaluation.

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**ADJOURN**

- 08** MOTION (DeLucia/Troidle) to adjourn.  
APPROVED UNANIMOUSLY

Peter Berdon adjourned the meeting at 5:24 PM.

The next BOE Committee Chairs meeting will be May 2, 2024 at 5:00 PM.  
This meeting is held virtually.

Respectfully submitted,  
Meaghan DeLucia  
Secretary

Prepared by,  
Kerry Eyrich