

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

DATE: February 14, 2024

LOCATION: Walsh Intermediate School Cafeteria
185 Damascus Road, Branford, CT

SUBJECT: Personnel & Finance Committee Meeting

ATTENDANCE

HERE	ATTENDEE	AFFILIATION
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
Y	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	Michael Lopes, Finance Manager	Central Office

Others present:

CALL

- 01** The meeting was called to order at 7:20 PM by Meaghan DeLucia.

PUBLIC COMMENT

Gregg Jerolman, Branford resident, spoke about the budget, what the superintendent put forth and seven possibilities, his recent attendance at a retail show where the topic of technology and AI were heavily discussed.

APPROVE MINUTES

- 02** A. MOTION (Greenberg/Michaels) to approve the minutes from the January 10, 2024 Personnel & Finance Committee Meeting.
APPROVED UNANIMOUSLY

DISCUSSION/ACTION ITEMS

- 03** A. 2023/2024 Monthly Expenditures
Michael Lopes stated that the consolidated budget is 90.1% committed, general operations is 93.5% committed and pupil services is 76.5% committed. Mr. Lopes also stated that right now we are looking like we did in previous years and in regards to facilities things are starting to settle out.
- 04** B. 2023/2024 Special Education Tuition & Transportation Monthly Expenditures
Mr. Cicarella reported that we saw a slight increase in tuitions attributed directly to a placement modification. That increase is projected to be about \$27,400, that was offset by some transportation adjustments of approximately \$15,000, for a total projected increase of \$12,400. Going into the end of the year we are looking at overages of about \$395,000. Mr. Cicarella concluded his report by saying that he keeps Dr. Tranberg and Mr. Lopes informed of this and given where we are fiscally in the budget, we are well positioned to help cover this deficit. We don't foresee any major issues going into June 30th.
- 05** C. Personnel Report
Mr. Lopes reported that there wasn't anything in particular to speak on this evening.

Continued...

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DISCUSSION/ACTION ITEMS (Continued)

06 E. ESSER Report

Mr. Lopes stated that ESSER II has been fully expended, regarding ARP ESSER (expires September 30, 2024) we have currently expended 1869,040, we have a balance of \$1,572,253 and as far as encumbrances and what we are using the ARP funds for we have just about \$260,000 left over that is not encumbered and that is specifically tailored for the summer programs. Mr. Lopes concluded by saying everything has a plan for it currently and you will see in the next quarterly reports that these expenditures will increase (pending salary related items, staffing program costs).

07 F. Further Discussion and if Applicable, Recommend FY 25 Operating & Capital Budget to Full Board for Approval

MOTION (Barron/Greenberg) to send the FY 25 Operating & Capital Budget to the Full Board for approval.

APPROVED UNANIMOUSLY

ADJOURN

08 MOTION (Michaels/Barron) to adjourn.

APPROVED UNANIMOUSLY

Ms. DeLucia adjourned the meeting at 8:10 PM.

**The next Personnel & Finance Committee Meeting will be
March 13, 2024, at 6:30 PM at Walsh Intermediate School Cafeteria.**

Respectfully submitted,
Meaghan DeLucia
Secretary

Prepared by,
Kerry Eyrich