

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

DATE: January 10, 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
N	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	Donald Neel, Chief Operating Officer (COO)	Central Office

Others present:

CALL

- 01** The meeting was called to order at 7:02 PM by Meaghan DeLucia.

PUBLIC COMMENT

Dave Falcigno - District parent, spoke about the electric buses that the Board is researching, having firsthand knowledge of electric buses, an incident with an electric transit bus in Hamden, the technology and what would happen in the event of a fire, student safety and his experience with First Student. He asked the Board to consider extending the contract.

APPROVE MINUTES

- 02** A. MOTION (Michaels/Greenberg) to approve the minutes from the December 13, 2023 Personnel & Finance Committee Meeting.
APPROVED UNANIMOUSLY

DISCUSSION/ACTION ITEMS

- 03** A. 2023/2024 Monthly Expenditures
Don Neel reported that the Pupil Services budget is 73.2% committed, the general operations budget is 93.5% committed, for a consolidated budget commitment of 89.6% committed. Mr. Neel stated that now that we are in the halfway point in the year we are in an extraordinarily healthy position. Mr. Neel continued by saying that he is confident with careful management the budget can land in the same range of residual funds as we have historically done. Mr. Neel mentioned a reduction in MERS rate contributions that is required. Mr. Neel concluded by stating that Mr. Finch indicated that there may be a non-lapsing funds up to 1% that can be put into a fund for future use.
- 04** B. 2023/2024 Special Education Tuition & Transportation Monthly Expenditures
Charles Cicarella reported that our projected expenses for tuition sits at about 3.5 million dollars going into June 30th, transportation at about \$821,000, combined expenses of about 4.3 million dollars against the budget of 3.95 million, we are looking at overages of about \$383,000 going into June 30th. Mr. Cicarella ended his report by stating that he will continue to work with the COO and Superintendent Tranberg around these balances and any additional expenses that might be incurred around student placements, but right now we are stable.

Continued...

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DISCUSSION/ACTION ITEMS (Continued)

05 C. Personnel Report

In his report this evening Mr. Neel stated that the Talent Services Department is always looking for ways to improve and modernize. Mr. Neel commended HR Manager, Connie Turkington, for her work developing parameters and processes for remote work. Mr. Neel also discussed snow days and piloting the possibility of working from home for twelve-month employees,

06 D. Transportation Contract

MOTION (Michaels/Greenberg) to recommend moving the discussion of the transportation contract award to Zūm for consideration to the full Board.

APPROVED UNANIMOUSLY

ADJOURN

07 MOTION (Greenberg/Michaels) to adjourn.

APPROVED UNANIMOUSLY

Ms. DeLucia adjourned the meeting at 8:01 PM.

**The next Personnel & Finance Committee Meeting will be
February 14, 2024, at 6:30 PM at Walsh Intermediate School Cafeteria.**

Respectfully submitted,
Meaghan DeLucia
Secretary

Prepared by,
Kerry Eyrich