

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

**DATE: January 11, 2017**

**LOCATION: Branford High School Lower Media Center  
Branford, CT**

**SUBJECT: Personnel & Finance Committee Meeting**

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**ATTENDANCE**

<b>HERE</b>	<b>ATTENDEE</b>	<b>AFFILIATION</b>
Y	Judith Hotz, Chair	Board of Education
Y	Michael Krause, CIC	Board of Education
Y	Joanne Borrus	Board of Education
N	Maria Ehrhardt	Board of Education
N	Dr. Kate Marsland	Board of Education
Y	John O'Connor	Board of Education
Y	John Prins	Board of Education
Y	Elizabeth Regan	Board of Education
N	Shannen Sharkey	Board of Education
Y	Hamlet M. Hernandez, Superintendent	Central Office
Y	Dr. Anthony Buono, Assistant Superintendent	Central Office
N	Nicole D'Angelo, Central Office	Central Office
Y	Charles Cicarella, Jr., Student Services Director	Central Office
Y	Donald Neel, Chief Operating Officer	Central Office

Others present:

**BUSINESS ITEMS**

**ITEM DESCRIPTION**

**CALL**

**01** Meeting was called to order at 6:30 P.M. by Judith Hotz, Committee Chair.

**APPROVAL OF MINUTES**

**02** MOTION (O'Connor/Borrus) to approve minutes from the December 14, 2016 Personnel & Finance Committee Meeting.  
APPROVED UNANIMOUSLY

**DISCUSSION/CONSENT ITEMS**

**03** **2016/2017 Monthly Expenditures**

Donald Neel, presented the monthly expenses. Mr. Neel noted that the regular budget is 91.6% committed and special ed tuition and transportation budget is 75.4% committed, thus the entire budget is 88.9% committed for the year. He added that the Town received unwelcome news of a reduction in the Educational Cost Sharing grant of \$203,000. However, the Town Finance Director had predicted such a reduction and had adequately budgeted for it. Superintendent Hernandez reported that a position paper on the ECS cuts is being prepared and sent to the Governor from several professional organizations, including the CT Association of Boards of Ed and the CT Association of Public School Superintendents.

**04** **2016/2017 Special Education Tuition & Transportation**

Charles Cicarella presented the Special Education Tuition & Transportation budget. Mr. Cicarella stated that the combined special education tuition and transportation costs increased by approximately \$20,000 over the last month. Using a 75% projection of the Excess Cost Reimbursement established in December, it still leaves a cushion of over \$167,000.

**05** **Personnel Report**

Dr. Anthony Buono, provided an update on personnel. He reported that new biometric time clocks are set to go live on Jan. 17. The new system will interface directly, and therefore, add efficiency to the finance system. A retirement workshop is scheduled for Jan. 19 in which certified staff can learn more about potential retirement benefits, medicare, etc. He also noted that the District is beginning negotiations with the custodians' union.

Continued...

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**ADJOURN**

**06**     The meeting was adjourned at 6:44 P.M. by Chair, Hotz.

**The next Personnel & Finance Committee Meeting will be  
Wednesday, February 15, 2017 at 6:30 PM at Branford High School, Lower Media Center.**

**Respectfully submitted,  
Elizabeth Regan  
Secretary**