

**SPECIAL BRANFORD BOARD OF EDUCATION MEETING MINUTES**

**DATE: June 5, 2024**

**LOCATION: Walsh Intermediate School Cafeteria**

**SUBJECT: Board of Education Meeting**

**185 Damascus Road, Branford, CT 06405**

**ATTENDANCE**

HERE	ATTENDEE	AFFILIATION
Y	Peter Berdon, Chair	Board of Education
Y	Ellen Michaels, Vice-Chair	Board of Education
Y	Meaghan DeLucia, Secretary	Board of Education
Y	Judith Barron	Board of Education
N	Adam Greenberg	Board of Education
Y	Marie McNamara	Board of Education
Y	Ram Shrestha	Board of Education
Y	Shawn Tiernan	Board of Education
Y	Clare Barnett	Student Representative
N	Kimberly Caracondo	Student Representative
N	Iva Sekerovic	Student Representative
Y	Conor Spaulding	Student Representative
Y	Dr. Christopher Tranberg	Central Office
Y	Allison Moran	Central Office
Y	Blaize Levitan	

Others present: Michael Martone, BHS Teacher, Lee Panagoulas, BHS Principal, Aimee Harkins, BHS Guidance and Mike Zuba, MP Planning Group

**BUSINESS ITEMS**

**ITEM DESCRIPTION**

**CALL TO ORDER**

- 01** Meeting was called to order at 6:31 PM by BOE Chair, Peter Berdon.

**COMMUNICATIONS**

Mr. Berdon stated that he received communication from a Branford resident regarding a former Branford High School teacher who just celebrated their 100<sup>th</sup> birthday.

**RECOGNITION**

Mr. Berdon and Superintendent Tranberg presented BHS students, Dylan Kealey and Epifany Meeks, with the CABA Student Leadership Award.

**DISCUSSION/ACTION ITEM**

- 02** **If appropriate, vote to approve the appointment of the District’s new Director of Early Childhood Education**  
MOTION (McNamara/Michaels) to appoint Lauren Skultety the District’s new Director of Early Childhood Education  
APPROVED UNANIMOUSLY

**PUBLIC COMMENT**

Gregg Jerolman, Branford resident, spoke about robust appointments, the next possible Superintendent, the flipside of concerns through the years, putting spotlight on the BOE, qualified leadership, direction and support for the Superintendent, putting time and effort into the Retreat, no positives to hyper-politics, the budget process and the recent election (things being done on the political side).

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### **PRESENTATIONS**

#### **A. BHS Music Field Trip**

Among the items that he discussed were; the agenda, Strategic Alignment, what students gain, about Encore Tours, travel overview, tour cost, fundraising opportunities, safety and insurance, flight information and daily itinerary.

**03 MOTION** (Troidle/DeLucia) to approve the BHS Music Field Trip request.

APPROVED UNANIMOUSLY

#### **B. BHS Senior Plans**

Among the items discussed this evening were; the purpose for this summary report, exploration and understanding over four years, extracurricular activities and accomplishments for the Class of 2024 (athletics and community services), senior exit interviews, Class of 2024 BHS internship locations (35 seniors or 16% participating), unique factors or trends impacting the Class of 2024 planning (FAFSA), dual enrollment opportunities (UCONN and Gateway Community College) and Advanced Placement courses, Class of 2024 post-secondary plans (204 members of the Class of 2024), The Common Application, 10 most applied to schools (UCONN, SCSU, Quinnipiac University, Sacred Heart University, University of Rhode Island, UMASS Amherst, Penn State, Northeastern University and University of Delaware), most attended schools (UCONN, CT Community College System, SCSU, University of Delaware, Sacred Heart University, Providence, University of New Haven and Quinnipiac University), Class of 2024: where are they going?, most popular majors (business, nursing, engineering, trades, computer science and education), career pathways choices and future BHS graduation class reports (student voices and parent and community involvement).

#### **C. Demography Study**

Among the items discussed this evening were; Enrollment Drivers (Branford's population, births, unemployment, housing market, home sale "hotspot", housing trends, approved, under construction and newly built housing, proposed housing and Branford's housing pipeline), BPS Enrollment Trends & Analysis (2023-24 elementary enrollment and attendance zones, student in-migration analysis, net migration, housing market and student migration - home sales and new to district students, historic enrollment including composition, elementary enrollment trends, Intermediate and High School trends), Enrollment Projections (projections primer, kindergarten assumptions, persistency ratios, district-wide projections, elementary individual school projections, projection takeaways and updated 10-Year Enrollment Projections (district-wide projections low, medium and high and individual ES projections).

### **BOE STUDENT REPRESENTATIVES REPORT**

This evening the Student Representatives discussed; senior final moments, the senior trip to Holiday Hill (a beautiful day with the various fun things included), the senior breakfast provided by the cooking classes, yearbooks, BHS Award Night), senior scholarship night (tomorrow night), last day for senior interns (this Friday), Salpalooza, graduation next Wednesday on the Green. The Student Representatives concluded by thanking the Board for giving them this experience.

Mr. Berdon and Superintendent Tranberg awarded the Representatives with a Certificate of Appreciation and thanked them for their service.

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### **SUPERINTENDENT'S REPORT**

Superintendent Tranberg began by thanking the Board for their support during his first year and also to the teachers, paras and staff. In his report this evening Dr. Tranberg discussed; graduation at 6:00 PM on Wednesday the Green (receiving constant weather updates), being in a good spot for filling vacations, will be posting the position vacated by Lauren Skultety tomorrow morning, nurse negotiations continue (meeting on Monday), District Leaders attended the Whole School, Whole Community, Whole Child event sponsored by UCONN last week, a Special BOE meeting on the 17<sup>th</sup> (Superintendent's Evaluation), meeting with Zum regularly for launch, parents should have received an invitation for Parents Square, last week was the staff retiree reception and encouragement to continue to monitor the events calendar.

### **STANDING COMMITTEE REPORTS**

#### **A. Teaching & Learning Committee (Chair, Ellen Michaels)**

Ms. Michaels stated that her committee did not meet this month so there wasn't anything new to report.

#### **B. Personnel & Finance Committee (Chair, Meaghan DeLucia)**

Ms. DeLucia stated that her committee did not meet this month so there wasn't anything new to report.

#### **C. Policy Committee (Chair, Shawn Tiernan)**

Mr. Tiernan stated that because the Committee hasn't met there wasn't anything new to report, but we do have four items on this evening's consent agenda.

#### **D. Communication Committee (Chair, Laura Troidle)**

Ms. Troidle stated that her committee did not meet this month so there wasn't anything new to report.

### **CONSENT AGENDA ITEMS**

#### **04 A. To consider and if appropriate, vote to approve the Second Reading of Policies (P&G):**

MOTION (Tiernan/Troidle) to approve the following policies:

- a. 6725 Parental Access to Instructional Material
- b. 5700 Graduation Requirements
- c. 5750 FAFSA Completion Rates
- d. 5825 Recess and Play Based Learning

APPROVED UNANIMOUSLY

### **DISCUSSION/ACTION ITEMS**

#### **05 B. Roof Update**

In their update tonight, Superintendent Tranberg and Blaize Levitan, spoke about the High School roof and the need for a triage plan to buy us a little more time, we went for bid waiver request for the company to do the work to keep water from running into the building, having firms come in to do a deeper dive to see what is going on, the scope of the project, building out a budget plan, energy efficiency upgrades and doing an A&E study and the need for an interim funding request.

#### **06 C. Personnel & Finance Reports**

Mr. Levitan discussed the following; we are in the homestretch of closing out the fiscal year, he thanked Michael Lopes and the whole team for their hard work, we have an available budget of approximately 1.6 million dollars with a few payrolls to go, tuition and transportation settlements, the non-lapsing

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account, for comparisons we had 5 million dollars at the end of the last school year, working with Grant Managers for the June deadlines, having a few more resignations and retirements, all positions have been identified. Superintendent Tranberg noted that Michael Lopes handed in his resignation because he accepted a position with South Windsor Public Schools, thanked him for his incredible efforts and spoke about making a few adjustments to Central Office.

**07 D. Non-Lapsing Account Approval**

MOTION (DeLucia/Tiernan) to approve the request to establish a Non-Lapsing Account and to authorize entering into a MOU with the Board of Finance.

APPROVED UNANIMOUSLY

**BOARD REPORTS**

**A. ACES** – Ms. Michaels stated that she did not have anything to report because the meeting is tomorrow.

**B. CAFE** – Mr. Tiernan stated that they are starting to receive information on the CAFE convention in November and item mentioned about showcasing your student’s talent, there is a summer new Board Leadership Conference on August 8<sup>th</sup>.

**PTA REPORT**

**WIS** – Ms. DeLucia stated that WIS is accepting new positions, there have been several Coffee Talks with Mrs. Reynolds and it was a nice way to get parents perspectives.

**ADJOURN**

**08** MOTION (Troidle/DeLucia) to adjourn.

APPROVED UNANIMOUSLY

Mr. Berdon adjourned the meeting at 9:03 PM.

Meaghan DeLucia  
Secretary

Prepared by,  
Kerry Eyrich

**UPCOMING BOE MEETINGS**

(All meetings will take place in the WIS Cafeteria unless otherwise specified)

Full <u>Special</u> Board Meeting	June 17, 2024 at 6:30 PM
BOE Retreat Meeting	July 23, 2024 at 5:30 PM
BOE Retreat Meeting (Part II)	August 20, 2024 at 5:30 PM
BOE Committee Chairs Meeting (Virtual)	August 1, 2024 at 5:00 PM
Teaching & Learning Committee Meeting	August 7, 2024 at 6:00 PM
Personnel & Finance Committee Meeting	August 7, 2024 at 7:00 PM
Policy Committee Meeting	August 7, 2024 at 7:30 PM
Communication Committee Meeting	August 14, 2024 at 6:00 PM
Full Regular Board Meeting	August 14, 2024 at 6:30 PM