

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

DATE: May 2, 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	Blaize Levitan, Chief Operating Officer	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 5:03 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. Teacher Evaluations Discussion
  - b. WIS Programming and Scheduling Updates
- 04** **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. WIS Fields Update
  - b. Zum Update
  - c. Future Topic – Excess Education Cost Share
- 05** **B. Policy Committee**  
Among the items discussed to be placed on the next Policy Committee meeting agenda were policies:
- a. 3500 Purchasing
  - b. 5700 High School Graduation Requirements
  - c. 5750 Policy to Improve Completion Rates of the FAFSA
  - d. 5825 Recess and Play-Based Learning (formerly titled Physical Activity, Undirected Play and Student Discipline)
  - e. 6725 Parental Access to Instructional Material
- 06** **D. Communication Committee**  
Among the items discussed to be placed on the next Communication Committee meeting agenda were:
- a. Outline of Annual Report

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**DISCUSSION ITEMS (Continued)**

**07 E. Full Board of Education (BOE) Meeting**

Among the items discussed to be placed on the next Full BOE meeting agenda were:

- a. Enrollment Study
- b. Building Plan

**ADJOURN**

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

**APPROVED UNANIMOUSLY**

Peter Berdon adjourned the meeting at 5:26 PM.

The next BOE Committee Chairs meeting will be July 6, 2024 at 5:00 PM.  
This meeting is held virtually.

Respectfully submitted,  
Meaghan DeLucia  
Secretary

Prepared by,  
Kerry Eyrich