

EAST LYME BOARD OF EDUCATION
East Lyme, Connecticut

Monday, January 13, 2014
Special Meeting: 6:00 p.m.
Room B100 -- East Lyme High School

FILED IN EAST LYME
CONNECTICUT
Jan 17, 2014 AT 8:00 AM/PM
Jessie A. Blais
EAST LYME TOWN CLERK

SPECIAL MEETING MINUTES

Board Members Present: Tim Hagen (Chair), Al Littlefield (Secretary), Joe Arcarese, Jill Carini, Candice Carlson, Rob Kupis, Pam Rowe, Jaime Barr Shelburn

Board Members Absent: Marlene Nickerson

Administrators Present: Brian Reas (Asst Supt), Don Meltabarger (Finance and Facilities Director)

I. CALL TO ORDER – 6:00 p.m. by Chair Tim Hagen.

II. DISCUSSION/ACTION ITEMS

1. Discussion/Workshop re: Roles, Responsibilities and Operating Procedures of the Board of Education

The Board's Attorney, Fred Dorsey presented a Board workshop with discussion of the roles, responsibilities and operating procedures as a part of the Board's own Professional Development.

- A. Major roles and responsibilities of Boards of Education
- B. Types of Board Meetings and the general conduct of each
 - a. Special Meetings – Agenda cannot be modified during the meeting.
 - b. Regular Meetings – Agenda can be modified by a two-thirds vote.
- C. Conduct of Board Discussions and Actions
- D. Board governance and meeting rules that dictate how meetings are to be conducted.
- E. Fiscal power of Boards of Education
 - a. Ability to move funding within the budget
 - b. No authority to over-spend the budget
 - c. Addition of new items to the budget as "Supplemental Items"
 - d. Submission of requests for supplemental funding increments
- F. Boards of Education Funding Basics/Rules (per State Statutes)
 - a. Minimum Budget Requirement – Not funded less than previous year
 - b. Minimum Expenditure Request – Equal education for all students
- G. Board's role as final arbiter to resolve problems/issues dictates non-involvement during the process
 - a. Evaluation of teachers and administrators
 - b. Enforcement tenure statutes and results of hearings
 - c. Infractions of Board policy

III. ADJOURNMENT

MOTION: Jaime Barr Shelburn moved to adjourn the meeting at 7:00 p.m.; Jill Carini seconded.

VOTE: UNANIMOUS

MOTION CARRIED

Respectfully Submitted,
Albert Littlefield
Secretary, East Lyme Board of Education