

## **Milford Board of Education**

Meeting Minutes  
December 5, 2011

### **Board members present:**

Tracy Casey  
Suzanne DiBiase  
George Gensure  
Susan Glennon  
Dora Kubek  
James Maroney  
Beverley Pierson  
Christopher Saley  
Mark Stapleton  
Earl Whiskeyman

### **Administration present:**

Dr. Elizabeth Feser  
Mike Cummings  
Wendy Kopazna  
James Richetelli  
Sue Kelleher

Others present:  
Floyd Dugas, Esq.

## **I. CALL TO ORDER**

The Milford Board of Education held a board workshop meeting on Monday December 5, in the Learning Center in the Parsons Complex. Mrs. Casey called the meeting to order at 6:40 p.m.

## **II. BOARD LEGAL ORIENTATION**

Attorney Dugas reviewed guidelines outlined in the Connecticut General Statutes 10-220, 10-235 and 10-221. After briefing the board on the statutes, he explained the role of the board vs. the superintendent. The superintendent is responsible for the day to day responsibilities of the district while the board is responsible for setting policies. The board also serves as representation at contract bargaining and the budget for the school system.

Attorney Dugas then explained the boards' rights and the information protected by the Freedom of Information Act. He encouraged the members to be careful when communicating via email. It could be deemed a quorum of the board, therefore, making it an illegal meeting of the board.

Attorney Dugas reviewed the Policy Governance policies of the board. They are policies in which the board is governed. The Policy Governance has four sections: Ends, Board Staff Linkage, Executive Limitations and Governance Process. The Governance Process serves as the boards' laws.

## **III. ADJOURN**

Mr. Maroney made a motion to adjourn. Dr. Stapleton seconded the motion. The motion passed unanimously.

Unapproved

Meeting adjourned at 9:25 p.m.

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James Maroney  
Corresponding Secretary

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Pam Griffin  
Recording Secretary