

**DRAFT**  
**CHAPLIN BOARD OF EDUCATION**  
**CHAPLIN, CONNECTICUT**  
**MEETING NOTICE**  
**May 13, 2020 6:30 P.M.**

**NOTE: DUE TO COVID-19, THIS MEETING WILL BE CONDUCTED REMOTELY**

To join, click this link:

<https://meetingsamer10.webex.com/meetingsamer10/j.php?MTID=m3e29c163a89e583aca77f38cf219a053>

or go to <https://www.webex.com>, click JOIN, and enter the following meeting information:

Meeting number: 628 750 077

Password: ChaplinCTSchool (24275462 from phones)

To join by phone, dial 1-408-418-9388 and enter the meeting number (628 750 077) as the access code.

1. Call to Order
2. Audience for Citizens

*Members of the public may address the Board regarding items on the agenda. If you wish to speak, please raise your hand and wait to be recognized by the Board Chair. Comments may also be sent in advance to [ChaplinBOE@chaplinct.org](mailto:ChaplinBOE@chaplinct.org); please clearly indicate if you wish for them to be read aloud. Individual speaker—2 minutes; Public participation—15 minutes*

3. Approval of Minutes and Financial Statement
  - A. Approval of Minutes – March 11, 2020; April 8, 2020
  - B. Approval of Financial Statement – March 2020; April 2020
    - a. General Fund
    - b. Pre-K
    - c. Cafeteria
    - d. Grant
4. Administrative Reports
  - A. Monthly Report
  - B. Principal's Report
  - C. Superintendent's Report
5. Old Business/New Business
  - A. RETIREMENT
  - B. Updated Budget Forecast—FY 19-20
  - C. SCHOOL CALENDAR
  - D. Discussion of 20-21 school re-entry
  - E. Discussion of 19-20 EastConn Bus Contract
  - F. Tentative Approval of Board Policies

- a. 3313 – Relations with Vendors
  - b. 3320 - Purchasing Procedures
  - c. 3323 – Soliciting Prices/Bidding Requirements
  - d. 3324 – Ordering Goods and Services – Purchase Orders and Contracts
  - e. 3320.1 – Purchasing Procedure
  - f. 3326 – Paying for Goods and Services
  - g. 3326.2 – Paying for Goods and Services – Cash Disbursement
- G. Final Approval of Board Policies
  - a. 3001 – General Statement of Accounting Policies and Procedures
  - b. 3110 – Budget Planning
  - c. 3150 – Budget Adoption
  - d. 3201 – Accounts Receivable Collection
  - e. 3432 – Budget & Expense Report/Annual Financial Statement
  - f. 3435 – Accounts
  - g. 3451 – Cash Management
  - h. 3452 – Petty Cash
- 6. Committee Reports
  - A. Policy Committee
  - B. Negotiations Committee
  - C. Central Office Committee
- 7. Agenda Items for Next Meeting
- 8. Second Audience for Citizens
- 9. Adjournment