

Note: Per C.G.S. 10 – 218, Board of Education meeting minutes are provided in a draft format within 48 hours of the date the meeting was held. With the exception of motions and votes recorded, these minutes are unofficial until they have been read and approved by a majority vote of the Board. Should edits be necessary, they will be made at the next regularly scheduled meeting, noted in the meeting minutes, and voted upon.

CHAPLIN BOARD OF EDUCATION
CHAPLIN, CONNECTICUT
MEETING MINUTES
May 11, 2022
6:30 PM
CHAPLIN ELEMENTARY SCHOOL LIBRARY/MEDIA CENTER

1. **Call to Order** – Chairperson Jaclyn Chancey called the meeting to order at 6:35 pm. Board Members present were Eugene Boomer, Victor Boomer, William Hooper and Joseph Klar. Also in attendance were Superintendent Kenneth Henrici and Principal Kevin Chavez.
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; please clearly indicate if you wish for them to be read aloud. Individual speaker—2 minutes; Public participation—15 minutes* – No one addressed the Board.
3. **Approval of Minutes and Financial Statement**
 - A. **Approval of Minutes – April 13, 2022 and April 25, 2022** – Victor Boomer moved to approve the April 13, 2022 and April 25, 2022 minutes. Eugene Boomer seconded and the motion passed with the following vote:
Yes: Eugene Boomer, Victor Boomer, Jaclyn Chancey, William Hooper and Joseph Klar.
 - B. **Approval of Financial Statement – April 2022** – Eugene Boomer moved to approve the General Fund, Cafeteria, Grant and Pre-K financial statement for April 2022. Joseph Klar seconded and the motion passed with the following vote:
Yes: Eugene Boomer, Victor Boomer, Jaclyn Chancey, William Hooper and Joseph Klar.
4. **Administrative Reports**
 - A. **Monthly Report** – Mrs. Rossi was unable to attend, but Principal Chavez announced that the plants originally started from seed were eaten by mice. Therefore, there will be no plant sale this year.
 - B. **Principal’s Report** – Principal Kevin Chavez updated the Board on enrollment, absences due to COVID, the PD Day scheduled for May 27th, completion of the fire alarm panel project, the major leak repair project in the front entry and the following end-of-year activities: the 6th Grade visit to Parish Hill High School on May 25th; the Band Performance on May 26th; Field Day on June 1st; the 6th Grade Lock-In on June 3rd; the 6th Grade Trip to Boston on June 6th; Class Night on June 9th; the Softball event (TBD) and planning for the Awards Ceremony.
 - C. **Superintendent’s Report** – Superintendent Ken Henrici spoke of the 0% increase to the FY22-23 Budget mandated by the Town of Chaplin Board of Finance, the status of the Excess Cost Grant Bill, which is now effectively “killed”, the Small District/Part Time Superintendent’s Meeting and the various topics discussed, the Town of Chaplin Annual Meeting, the CES Teacher Negotiations and the CT-SEDS, a new State IEP reporting system that will go into effect July 1st. Chaplin is in good shape and should have no issues submitting the required data.
5. **Old Business/New Business**
 - A. **Update on Food Service Department** – Food Service continues to be in good shape.
 - B. **Updated Budget Forecast FY21-22** – Business Manager Jobina Miller said the budget is at 72%. She noted a concern should we need to purchase additional heating oil. We have used our pre-buy supply and would need to buy at the current high prices should the need arise.

- C. **Discussion and Approval of Using \$45,000.00 from the Unexpended Education Funds Account to Purchase SmartBoards for Chaplin Elementary School** – Eugene Boomer moved to approve using \$45,000.00 from the Unexpended Education Funds Account to Purchase SmartBoards for Chaplin Elementary School. William Hooper seconded and the motion passed with the following vote:

Yes: Eugene Boomer, Victor Boomer, Jaclyn Chancey, William Hooper and Joseph Klar.

- D. **Discussion and Action on Revised 22-23 Budget due to Board of Finance Reduction to a 0% Increase** – Reductions were made to reflect actuals; reduced items were unrelated to student needs. Moving the SmartBoards purchase out of the General Fund also helped and some maintenance projects were pulled from the budget. **Victor Boomer moved to approve the Revised 22-23 Budget due to the Board of Finance’s Reduction to a 0% Increase, making the final FY22-23 Budget total \$3,906,805.00. William Hooper seconded and the motion passed with the following vote:**

Yes: Eugene Boomer, Victor Boomer, Jaclyn Chancey, William Hooper and Joseph Klar.

- E. **Tentative Approval of Board Policies:**

- a) **5131.911 – Bullying**
- b) **5141.21 – Administering Medications**

It was noted that there is a spacing issue on page 2 of the Bullying policy. It will be corrected.

Eugene Boomer moved to tentatively approve Board Policies 5131.911–Bullying and 5141.21- Administering Medications. Victor Boomer seconded and the motion passed with the following vote:

Yes: Eugene Boomer, Victor Boomer, Jaclyn Chancey, William Hooper and Joseph Klar.

6. Committee Reports

- A. **Policy Committee** – Covered above.

- B. **Negotiations Committee** – The Committee is hammering out dates for the Teacher negotiations and will ask the teachers what will work for their schedules. The Union Rep would like to start in Mid-August.

- C. **Central Office Committee** – The Committee will need to establish a date for a Special Meeting. Superintendent Ken Henrici would be invited into Executive Session with the Board where he would have the opportunity to present a self-assessment. A second meeting would follow approximately two weeks later with just the Board members in Executive Session. They would discuss what they want to see in the Superintendent’s evaluation. The Central Office Committee owns the evaluation process of the Superintendent. Each Board has the opportunity to give their input. It was decided that Superintendent Henrici will give his presentation at the June 8th Board of Education meeting during Executive Session. The second meeting is tentatively scheduled for June 15th; we need to ask Laura Anderson if this date is good for her schedule. If this date is not good, the next available date is June 22nd.

7. **Agenda items for Next Meeting** – Executive Session for the Superintendent’s Presentation; Final Approval of Board Policies 5131.911 – Bullying and 5141.21 – Administering Medications; Teacher Negotiations

8. **Second Audience for Citizens** – No one addressed the Board.

9. **Adjournment** – **William Hooper moved to adjourn at 7:52 pm. Victor Boomer seconded and the motion passed with the following vote:**

Yes: Eugene Boomer, Victor Boomer, Jaclyn Chancey, William Hooper and Joseph Klar.

Respectfully Submitted,
Diane Ritchotte
Recording Secretary