

CHAPLIN BOARD OF EDUCATION**CHAPLIN, CONNECTICUT****Chaplin Elementary School Library****August 21, 2024****Meeting Minutes**

1. **Call to Order** – Chair Jaclyn Chancey called the meeting to order at 6:37 PM.
 - a. **Members Present** – Chair Jaclyn Chancey, William Hooper, Laura Andersen, and Therese Smith. Also present, Superintendent Andrew Skarzynski, Principal Kevin Chavez, and Business Manager Jobina Miller.
 - b. **Not Present** – Joseph Klar, Eugene Boomer, and Victor Boomer.
2. **Audience for Citizens** – No one commented.
 - William Hooper made a motion to add to the agenda as item “5. A” *“Discussion and Approval of Cooperative Agreement with Hampton Elementary School”* / Laura Andersen seconded. *Motion unanimously passed.*
3. **Approval of Minutes and Financial Statement**
 - a. *Approval of Minutes – June 12, 2024*
 - i. Therese Smith made a motion to approve / William Hooper seconded. *Motion unanimously passed.*
 - b. *Approval of Financial Statements – July 2024*
 - i. William Hooper made motion to approve the financial statements / Therese Smith seconded. *Motion unanimously passed.*
4. **Administrative Reports**
 - a. *Monthly Report* – No report.
 - b. *Principal’s Report* – Kevin Chavez gave his report which discussed the data report, Summer Learning Academy & ESY, Professional Development, Smarter Balanced Assessment, Chronic Absenteeism, and Back-to-School Night.
 - c. *Superintendent’s Report* – Andrew Skarzynski gave his report which discussed upcoming events prior to the new school year beginning, shifts in staff’s workload, and policies.
5. **Old Business/New Business**
 - a. *Discussion and Approval of Cooperative Agreement with Hampton Elementary School*
 - i. Therese Smith made a motion to Execute the Cooperative Agreement with Hampton Elementary School / Laura Andersen seconded. *Motion unanimously passed.*
 - b. *Update: Budget for FY 25*
 - i. Still waiting for an approved Budget for the school year.
 - c. *Chaplin Elementary School Teacher and Leader Evaluation and Support Plan*

