

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 08, 2019 6:30 P.M.**  
**CHAPLIN ELEMENTARY SCHOOL LIBRARY/MEDIA CENTER**

**Chairperson Jaclyn Chancey called the meeting to order at 6:36 PM. Members present were Eugene Boomer, William Hooper, Amy Ouimette and Dan Caron. Board Members not present Jean Lambert and Jamie Spaulding. Administrators present were Superintendent Ken 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. Individual speaker—2 minutes; Public participation—15 minutes* - William Hooper moved to add Healthy Food Certification to the agenda as 5A. Eugene Boomer seconded and it passed with the following vote:**

**Yes: Jaclyn Chancey, Eugene Boomer, William Hooper, Dan Caron and Amy Ouimette**

Leslie Richland spoke to the board about Chaplin’s Bicentennial in 2022 and the possibility of including this in the curriculum at the school. Richard Weingart as chair of the Board of Finance attended so that he could answer any questions the board had concerning modifications made to the 2019-2020 budget by the Board of Finance and he also spoke to the board about a possible partnership with the Bicentennial organization. Chairperson Jaclyn Chancey read an email from Amy Kramer about the concerns of the change to Pre-K from full time to part time. Chairperson Jaclyn Chancey also informed the board that multiple emails had been received concerning this but this was the only one that was requested to be read at the meeting.

- 3. Approval of Minutes and Financial Statement**

- A. Approval of Minutes – April 10, 2019 - Eugene Boomer moved to approve the April 10, 2019 minutes. William Hooper seconded and it passed with the following vote:**

**Yes: Jaclyn Chancey, Eugene Boomer, William Hooper, Dan Caron and Amy Ouimette**

- B. Approval of Financial Statement – April 2019 - William Hooper moved to approve the April 2019 Financial Statement. Eugene Boomer seconded and it passed with the following vote:**

**Yes: Jaclyn Chancey, Eugene Boomer, William Hooper, Dan Caron and Amy Ouimette**

- 4. Administrative Reports**

- A. Monthly Report - Linda Caron gave a report to the board.**

- B. Principal’s Report - Principal Kevin Chavez informed the board that Nature’s Classroom went well and that Smart Balance testing started at the school and it was kicked off by a drumline and mascot led parade.**

- C. Superintendent’s Report - Superintendent Ken Henrici spoke to the board concerning the regionalization meeting, update on ECS reductions, three Superintendents meeting, and vertical training meeting.**

- 5. Old Business/New Business**

- A. Healthy Food Certification Program -**
- a. William Hooper moved to participate in the Healthy Good Initiatives Program. Eugene Boomer seconded and the motion passed with the following vote:  
Yes: Jaclyn Chancey, Eugene Boomer, William Hooper, Dan Caron and Amy Ouimette.**
  - b. Dan Caron moved to exempt special events that meet the following conditions: 1) the sale is in connection with an event occurring after the end of the regular school day or on the weekend; 2) the sale is at the location of the event; and 3) the food items are not sold from vending machine or school store. Amy Ouimette seconded and it passed with the following vote:  
Yes: Jaclyn Chancey, Eugene Boomer, William Hooper, Dan Caron and Amy Ouimette.**
- B. Budget Forecast - FY 18-19 -** The 2018-2019 school budget is still looking at a \$25,000 to \$30,000 deficit, assuming that certain items remain as expected. The Board of Finance has voted to send a \$30,000 appropriation to public meeting.
- C. FY 19-20 Budget –Board of Finance Reduction -** The board reviewed the modifications to the 2019-2020 School budget that included special education costs being pulled out of the budget, health insurance premiums adjusted to better reflect actuals and an increase to diesel, electricity and transportation to better reflect actuals. The Board of Finance has assigned \$150,000 to the general fund for Chaplin Elementary School special education costs. To access this money the Board of Finance would recommend a request being sent to the town meeting and the vote could take place there. **Amy Ouimette moved to approve the modified budget of \$3,743,933.00. William Hopper seconded and the motion passed with the following vote:  
Yes: Jaclyn Chancey, Eugene Boomer, William Hooper, Dan Caron and Amy Ouimette.**
- D. SY 18-19 Calendar – Last Day of School -** The board discussed the last day of school for the 2018-2019 school year. **Dan Caron moved that Friday June 14, 2019 be the last day of school for the 2018-2019 school year. Amy Ouimette seconded and the motion passed with the following vote:  
Yes: Jaclyn Chancey, Eugene Boomer, William Hooper, Dan Caron and Amy Ouimette**
- E. Boards of Finance, Selectmen, Education and Superintendent Working Group on Financial Procedures - Update -** William Hooper informed the board that the group worked on the 2018-2019 Fiscal Year budget so that the audit process could start and that a draft copy of the Board of Education procedures manual was released.
- F. Special Education Report -** Special Education report including the realignment of staff, the building of capacity of staff, providing OT and PT services without going through a third party vendor, changing full day preschool to half day preschool, IDEA 611 and 619 Grants being submitted, interviews for School Psychologist position, and the lack of candidates for the Speech Pathologist position was reviewed by the board.
- G. Final Approval of Board Policy**
- a. 5141 – Student Health Services - William Hooper moved for final approval of board policy 5141 Student Health Services with minor typographical changes. Amy Ouimette seconded and the motion passed with the following vote:  
Yes: Jaclyn Chancey, Eugene Boomer, William Hooper, Dan Caron and Amy Ouimette.**

**6. Committee Reports**

- A. Policy Committee -** No meeting last month.

- B. Negotiations Committee** - No negotiations at this time.
- C. Central Office Committee** - Nothing new to report.
- 7. Agenda Items for Next Meeting**
  - A. Discussion of new hires**
- 8. Second Audience for Citizens** - A letter from Michelle Tang was shared concerning the move from full day pre-k to half day pre-k. Ricard Weingart asked that the board to add changing the Central Office cost assignments to the June Agenda
- 9. Adjournment - William Hooper moved to adjourn at 8:22 pm. Amy Ouimette seconded and it passed with the following vote:**
  - Yes: Jaclyn Chancey, Eugene Boomer, William Hooper, Dan Caron and Amy Ouimette.**

**Respectfully Submitted:**  
**William Hooper**  
**Board Secretary**