

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**

**August 25, 2021**

**6:30 PM**

**CHAPLIN ELEMENTARY SCHOOL LIBRARY/MEDIA CENTER**

- 1. Call to Order** – Chairperson Jaclyn Chancey called the meeting to order at 6:37 pm. Board Members present were Eugene Boomer, Victor Boomer, William Hooper and Laura Anderson. Also in attendance 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. Comments may also be sent in advance to [ChaplinBOE@chaplin.org](mailto:ChaplinBOE@chaplin.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** – June 9, 2021 and July 14, 2021 – William Hooper moved to approve the June 9, 2021 and July 14, 2021 minutes. Victor Boomer seconded and the motion passed with the following vote:  
**Yes: Laura Anderson, Eugene Boomer, Victor Boomer, Jaclyn Chancey and William Hooper**
  - B. Approval of Financial Statements** – July 1, 2020 – June 30, 2021; July 2021 – Eugene Boomer moved to approve the General Fund, Cafeteria, Grant and Pre-K financial statements for July 1, 2020 – June 30, 2021 and July 2021. William Hooper seconded and the motion passed with the following vote:  
**Yes: Laura Anderson, Eugene Boomer, Victor Boomer, Jaclyn Chancey and William Hooper**
- 4. Administrative Reports**
  - A. Monthly Report** – Union President Nila Otilige has retired; the teachers are working on a report.
  - B. Principal’s Report** – Principal Kevin Chavez updated the Board on enrollment, completed Capital Improvement Projects, COVID, Summer Learning Academy, SBAC scores, Back-to-School Night, ESSER Grants and a new 4<sup>th</sup> Grade teacher.
  - C. Superintendent’s Report** – Superintendent Ken Henrici updated the Board on enrollment, a new teacher, staffing, 2 maintenance/custodian absences, the Governor’s Executive Order mandating vaccinations for all staff effective September 27<sup>th</sup>, the September 17<sup>th</sup> vaccination clinic, Food Service and the Summer Capital Improvement projects. He gave a shout out to Caleb Burelle for keeping up with the work load in spite of the custodial absences. He also spoke of the great job Andrew Barillari did on the floors in the school.
- 5. Old Business/New Business**
  - A. COVID-19 Related Updates and Discussion** – Previously covered.
  - B. Discussion of Governor Lamont’s Vaccination Mandate** – Previously covered.
  - C. Updated Budget Forecast - FY 20-21 Budget** – Previously covered.
  - D. Discussion of Possible movement of Chaplin Portion of Cafeteria Director’s Salary into General Fund** – Business Manager Jobina Miller spoke to the Board about her suggestion to move the Cafeteria Director’s salary from the Cafeteria Fund into the General Fund. Currently, there is a 60/40 split (Parish

Hill/Chaplin) of her salary. Although Chaplin's Cafeteria Fund is in the black, Parish Hill's has a significant deficit and she sees no other way to resolve the deficit than to make this request. After much discussion, Superintendent Henrici suggested that we should gather more data from other districts. Chairperson Chancey suggested that this also be placed on the agenda for the Central Office meeting next week for further discussion.

**E. Summer Capital Improvement Project Update** – Previously covered.

**F. Request to Revise 21-22 School Calendar** – There was a miscalculation regarding PD days, so the last day of school should be June 9<sup>th</sup>, not June 8<sup>th</sup>. **William Hooper moved to amend the 21-22 school calendar, moving the last day of school from June 8, 2022 to June 9, 2022. Eugene Boomer seconded and the motion passed with the following vote:**

**Yes: Laura Anderson, Eugene Boomer, Victor Boomer, Jaclyn Chancey and William Hooper**

**G. Letter of Resignation** – Nila Ottilige – **William Hooper moved to accept, with regret, the resignation of Nila Ottilige. Victor Boomer seconded and the motion passed with the following vote:**

**Yes: Laura Anderson, Eugene Boomer, Victor Boomer, Jaclyn Chancey and William Hooper**

**H. Appointment of Grade 4 Teacher** – Jessica Carito – **Victor Boomer moved to approve the appointment of Grade 4 teacher Jessica Carito. Eugene Boomer seconded and the motion passed with the following vote:**

**Yes: Laura Anderson, Eugene Boomer, Victor Boomer, Jaclyn Chancey and William Hooper**

**I. Tentative Approval of Board Policies:**

- a. 6159 – Individualized Education Program/Special Education Program – *revised policy*
- b. 6171 – Special Education – *revised policy*
- c. 6162.51 – Surveys of Students – *new policy*

**Eugene Boomer moved for tentative approval of Board Policy 6159 – Individualized Education Program/Special Education Program – *revised policy*, 6171 – Special Education – *revised policy* and 6162.51 – Surveys of Students – *new policy*. William Hooper seconded and the motion passed with the following vote:**

**Yes: Laura Anderson, Eugene Boomer, Victor Boomer, Jaclyn Chancey and William Hooper**

**J. Final Approval of Board Policies:**

- d. 6141.323 – Internet Acceptable Use: Filtering
- b. 6154 – Revised - Homework

**William Hooper moved for final approval of Board Policy 6141.323 - Internet Acceptable Use: Filtering and Board Policy 6154 – Revised – Homework. Eugene Boomer seconded and the motion passed with the following vote:**

**Yes: Laura Anderson, Eugene Boomer, Victor Boomer, Jaclyn Chancey and William Hooper**

## **6. Committee Reports**

**A. Policy Committee** – Chairperson Jaclyn Chancey said the committee will be meeting in the coming months. Principal Chavez wanted to let the committee know that the students are really enjoying the classroom pets!

**B. Negotiations Committee** – The para contract was agreed upon this summer. There are no negotiations scheduled for the coming year.

**C. Central Office Committee** – Their meeting is scheduled for next week.

**7. Agenda items for Next Meeting** – Cafeteria Director's Salary Movement, updates on the Governor's vaccination mandate, enrollment and final approval of Board Policies 6159, 6171 and 6162.51

8. **Second Audience for Citizens – None**
9. **Adjournment – William Hooper moved to adjourn at 8:20 pm. Eugene Boomer seconded and the motion passed with the following vote:**
  - Yes: Laura Anderson, Eugene Boomer, Victor Boomer, Jaclyn Chancey and William Hooper**

Respectfully Submitted,  
Diane Ritchotte  
Recording Secretary