

Chaplin Elementary School Board of Education
Chaplin Elementary School Music Room
Wednesday December 10th, 2025 6:30pm

MEETING MINUTES

1. Call to Order by Andrew Skarzynski at 6:30pm

Board Members in attendance: William Hooper, Jaclyn Chancey (chair), Gene Boomer, Victor Boomer, Hayley Albert, Diana Alvarez, Jeremiah Rufini

Also in attendance: Superintendent Andrew Skarzynski and Principal Kevin Chavez

2. Board Reorganization

a. Election Officers

Chair – move to approve Jaclyn Chancey by William Hooper, 2nd Hayley Albert, vote unanimous

Vice Chair – move to approve Gene Boomer by William Hooper, 2nd Victor Boomer, vote unanimous

Secretary – move to approve Hayley Albert by William Hooper, 2nd Diana Alvarez, vote unanimous

b. Committee Appointments

Policy Committee is as follows – Jaclyn Chancey, William Hooper, Hayley Albert

Negotiations Committee is as follows – William Hooper, Jeremiah Rufini

Central Office Committee – Jaclyn Chancey, Eugene Boomer

Curriculum Committee – Diana Alvarez, Jaclyn Chancey

Vote to approve unanimous.

3. Audience for Citizens

None

4. Executive Session: Discussion of Chaplin Education Association Professional Agreement Successor Contract

a. William Hooper made a motion for the BOE to enter into Executive Session at 6:39pm. 2nd by Diana Alvarez. Executive Session was entered for the following purposes:

(1) to discuss strategy and a potential settlement with the Chaplin Education Association regarding a successor collective bargaining agreement to that which expires on June 30th, 2026; and to review documents related to the same which are exempt from public disclosure pursuant to Connecticut General Statutes sections 1-200(6)(E) and 1-210(b)(9); and

(2) To review and discuss documents from the Board's legal counsel that are exempt from public disclosure

The Board further invites into executive session the following individuals; Andrew Skarzynski – Superintendent of Schools; Jobina Miller – Director of Finance; Attorney Stephen Sedor - the Board's Legal counsel.

b. The Board left executive session at 7:09pm.

c. William Hooper made a motion to approve and accept the agreement for a successor collective bargaining agreement with the Chaplin Education Association, with a three year duration; commencing on July 1st 2026 and ending on June 30th, 2029. 2nd by Gene Boomer. This approval is made with the following conditions and directions:

(1) The contract must be signed by the appropriate designated officers and/or members of the Chaplin Education Association; and

(2) The Board hereby delegates to the Chair the authority to sign the final contract document on behalf of the Board counsel to ensure the final contract documents sets forth the accurate agreement of the parties; and

(3) The Board hereby delegates to the Chair the authority to coordinate with Board counsel to file the fully-executed Contract with the Town Clerk's Office and to otherwise complete the process required by the Teacher's Negotiations Act.

Unanimous Approval.

5. Approval of Minutes and Financial Statements

a. Approval of Minutes – November 12, 2025

Move to approve Gene Boomer, 2nd by Diana Alvarez

William Hooper identified the need to remove Joseph Klar from the minutes.

Unanimous vote to approve, with correction

b. Approval of Financial Statements – November 2025- *Jobina Miller*

i. General Fund

ii. Cafeteria

iii. Grant

iv. Pre-K

Move to approve by Victor Boomer, 2nd by William Hooper

Vote unanimous

6. Administrative reports

a. Monthly report

No monthly report

b. Principal's report

Report by Principal Kevin Chavez

c. Superintendent's report

Report by Superintendent Andrew Skarzynski

7. Old Business/New Business

a. Discussion and Possible Action: Updated FY 25-26 Budget Line Items – Jobina Miller

b. Motion to accept with sincere regret the resignation of Lark Peck.

Motion by William Hooper, 2nd by William Hooper

c. Final approval of Policy: 3516.5 “Sexual Offenders on School Property”

Motion by Hayley Albert, 2nd by Gene Hooper

Vote to approve unanimous

d. Approval of 2025 Board of Education Meeting Dates

Victor Boomer made a motion for 2026 Board of Education Meetings to take place at 6:30pm in the Chaplin Elementary School Library the second Wednesday of every month, except July (skipped) and August to take place in the 3rd week to be closer to school starting. 2nd by Diana Alvarez. Vote to approve unanimous.

Dates are as follows: 1/14/2026, 2/11/2026, 3/11/2026, 4/8/2026, 5/13/2026, 6/10/2026, 8/19/2026, 9/9/2026, 10/14/2026, 11/11/2026, 12/9/2026

Victor Boomer made a motion for 2025 Policy Committee Meetings to take place the 4th Wednesday of every month at 6:30pm in the Chaplin Elementary School Library. 2nd by Hayley Albert. Vote to approve unanimous.

Dates are as follows: 1/28/2026, 2/25/2026, 3/25/26, 4/22/2026, 5/27/2026, 6/24/2026, 8/26/2026, 9/23/2026, 10/28/2026

e. Review and Possible Action on 2026-2027 SY Calendar

To be moved for approval next month.

8. Agenda Items for next meeting

a. Review and Possible Action on 2026-2027 SY Calendar

9. Board Member Training – Nick Caruso of CABE

11. Adjournment at 8:50pm

Motion to approve by William Hooper, 2nd by Hayley Albert. Vote to approve unanimous.

Respectfully submitted,

Hayley Tiller-Albert