

Chaplin Elementary School Board of Education

Chaplin Elementary School Library

240 Palmer Rd, Chaplin CT

Wednesday, November 12th, 2025

6:30 PM

- 1) Call to Order by Jaclyn Chancey at 6:34pm

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

Also in attendance: Superintendent Skarzynski and Principal Chavez

- 2) CAPSS Student Awards

Kylie White – 6th Grade

Jack Clark – 6th Grade

- 3) Audience for Citizens

None

- 4) Approval of Minutes and Financial Statements

- a) Approval of Minutes – October 8th, 2025

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

*Approved by Hayley Albert, William Hooper, Eugene Boomer and Victor Boomer.
Diana Alvarez and Jeremiah Rufini abstain.*

- b) Approval of Financial Statements – November 2024 - *Jobina Miller*

- i. Fund
- ii. Cafeteria
- iii. Grant
- iv. Pre-K

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

Unanimous Approval

- 5) Administrative reports

- a) Monthly report

Report by Ann Kaufmann. Winter concert 12/11/25 at 6pm.

b) Principal's report

Report by Principal Kevin Chavez. Data Report, decrease in absences from previous 2 years. 2 new enrollments. Literacy Leadership Team. TNTP Monthly Meetings. Educator and Leader Evaluation Model and Professional Development. Pre-K NAEYC Re-Accreditation. Grant given for Improvement Support. CSDE Curriculum Leadership Fellowship. Helping Hands.

c) Superintendent's report

Report by Superintendent Andrew Skarzynski. CAFE Training and new Board Member Orientation 12/9/25 in Rocky Hill. There will be a BOE Training 12/10/25 after the regular meeting. Russel Blair of FOI Commission will be at RD11 Meeting next month. State has updated EDsite which offers a report card for the school. CES has gone up 4 points since last year due to improvements in academic growth and attendance.

6) Old Business/New Business

- a) Welcome New Board Members
- b) Discussion and Possible Action: Updated FY 25-26 Budget Line Items- Jobina Miller
- c) Tentative Approval of Board Policy: 3516.5 "Sexual Offenders on School Property"

Motion by Eugene Boomer, 2nd by William Hooper

Unanimously Approved

d) Final Approval of Board Policies

- i) 1312 – "Public Complaints"
- ii) 6161 – "Equipment, Books, Materials: Provision/Selection"
- iii) 1312.3/6161.12 – "Library Material Review and Reconsideration Policy"
- iv) 1312.4/6161.13 – "Library Collections Development and Maintenance Policy"
- v) 1312.5/6161.14 – "Library Display and Program Policy"

Motion by William Hooper, 2nd by Victor Boomer

Approved by Hayley Albert, William Hooper, Eugene Boomer and Victor Boomer. Diana Alvarez and Jeremiah Rufini abstain.

7) Committee Reports

- a. Policy Committee

Overview of purpose of committee for new board members regarding CAFE policy revisions and recommendations.

This past meeting surrounded the policy in tentative approval.

b. Negotiations Committee

Overview of purpose of committee provided for new board members. Meetings discuss contracts and contract proposals for paraprofessionals, teachers, etc.

Mediation took place this last Friday. A deal was reached with the Teachers Union. Was able to keep the increase to 1.75%. Once the Union ratifies the agreement, the contract will be brought before the BOE to ratify.

c. Central Office Committee

Overview of purpose of committee provided for new board members. The committee meets to discuss shared services between districts. Composition is determined by the compact between districts.

To be meeting more regularly to update the Superintendent Evaluation Process.

d. Curriculum Committee

New group developed due to a new state statute and will be involved in curriculum. For instance, a new course is developed.

8. Agenda Items for next meeting

- a. Board Reorganization – Officers and Committees
- b. Setting meeting dates for 2026
- c. Board Member Training as required by statute

9. Second Audience for Citizens

None

10. Adjournment at 7:52pm

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

Respectfully submitted,
Hayley Tiller- Albert