

CHAPLIN BOARD OF EDUCATION**CHAPLIN, CONNECTICUT****Chaplin Elementary School Library****November 8, 2023****Meeting Minutes**

1. **Call to Order** – Chair Jaclyn Chancey called the meeting to order at 6:39 PM.
 - a. **Members Present** – Chair Jaclyn Chancey, Vice Chair Eugene Boomer, Victor Boomer, Joseph Klar, and Laura Anderson. Also present, Principal Kevin Chavez, and Business Manager Jobina Miller.
 - b. **Not Present** – Heather Perry due to recount of votes.
2. **Audience for Citizens** – No one commented.
3. **Remembering Superintendent Kenneth Henrici**
 - a. All those present took time to remember Superintendent Kenneth Henrici and his many years of service as Superintendent of the Chaplin Elementary School and Parish Hill Middle/High School.
4. **Superintendent transition planning update**
 - a. Jaclyn Chancey stated the Central Office Committee will be meeting next week to potentially appoint an interim Superintendent.
 - b. **Update on Paraprofessional Negotiations**
 - i. Negotiations have been put on pause at least until the end of November due to Kenneth Henrici's passing.
5. **Approval of Minutes and Financial Statement**
 - a. *Approval of Minutes – September 13, 2023*
 - i. Eugene Boomer made motion to approve / Victor Boomer seconded. *Motion unanimously passed.*
 - b. *Approval of Financial Statement – May 2023*
 - i. Laura Anderson made motion to approve / Joseph Klar seconded.
 - ii. Jobina Miller discussed the General Fund, Cafeteria, Grants, and Pre-K Financial Statements with the Board. *Motion unanimously passed.*
- Jaclyn Chancey entertained a motion to add to the agenda as the next item “*Discussion and Possible Action regarding authorized signers on the Chaplin Elementary School Bank Accounts*”, William Hooper moved / Joseph Klar seconded. *Motion unanimously passed.*
6. **Discussion and Possible Action regarding authorized signers on the Chaplin Elementary School Bank Accounts**
 - a. William Hooper made a motion to approve changes to the authorized signers as listed for the Chaplin Elementary School Bank Accounts: Chaplin Elementary School Grant Fund, Chaplin Elementary General Fund, Cafeteria Fund, and Chaplin BOE at Chaplin Elementary. The changes being from the above accounts: removing Kenneth Henrici and adding Jaclyn Chancey and Jobina Miller. The new

list being Diane Alvarez, Jaclyn Chancey, and for those above accounts. Victor Boomer seconded. *Motion unanimously passed.*

7. Administrative Reports

- a. *Monthly Report* – The monthly report was given to the Board and discussed what most recent events have taken place.
- b. *Principal's Report* – Kevin Chavez gave his report which addressed the following:
 - i. Data Report
 - ii. Pre – K Update
 - iii. Reading Waiver
 - iv. STEM Update

8. Old Business/New Business

- a. *Updated Budget Forecast FY 22-23 – Jobina Miller*
 - i. Jobina Miller stated they are 33% through the school year but only 26% through the budget.
- b. *Enrollment Report – November 1, 2023*
 - i. Kevin Chavez stated the numbers have not changed.

9. Committee Reports

- a. *Policy Committee* – Not met.
- b. *Negotiations Committee* – Not met as negotiations are paused.
- c. *Central Office Committee* – Meeting next week.

10. Agenda Items for Next Meeting

- a. Board reorganization and next year's meeting dates.

11. Second Audience for Citizens

- a. Eugene Boomer made a statement about what is currently happening about the recount, the effects of it, and the potential outcomes.

12. Adjournment

- a. Eugene Boomer made a motion to adjourn at 7:42 PM / William Hooper seconded. *Motion unanimously passed.* Adjourned at 7:42 PM.

Respectfully submitted,

Cassie Haddad