

**CHAPLIN BOARD OF EDUCATION****CHAPLIN, CONNECTICUT****Chaplin Elementary School Library****December 13, 2023****Meeting Minutes**

1. **Call to Order** – Interim Superintendent James Connelly called the meeting to order at 6:31 PM.
  - a. **Members Present** – Jaclyn Chancey, Eugene Boomer, Victor Boomer, William Hooper, and Laura Anderson. Also present, Principal Kevin Chavez, and Business Manager Jobina Miller.
  - b. **Not Present** – Joseph Klar and Therese Smith.
2. **Board Reorganization**
  - a. *Election of Officers*
    - i. William Hooper made a motion to nominate Jaclyn Chancey for Chair / Eugene Boomer seconded. *Motion unanimously passed.*
    - ii. William Hooper made a motion to nominate Eugene Boomer for Vice Chair / Laura Anderson seconded. *Motion unanimously passed.*
    - iii. Eugene Boomer made a motion to nominate William Hooper for Secretary / Victor Boomer seconded. *Motion unanimously passed.*
  - b. *Committee Appointments*
    - i. Jaclyn Chancey listed the members from Chaplin for Central Office Committee as Eugene Boomer and Jaclyn Chancey, Negotiations Committee as William Hooper and Joseph Klar, and Policy Committee as Laura Anderson, Jaclyn Chancey, William Hooper, and Therese Smith.
      - Victor Boomer made a motion to endorse those members listed / Eugene Boomer seconded. *Motion unanimously passed.*
3. **Introduction of new Interim Superintendent – James Connelly**
  - a. Jaclyn Chancey introduced new Interim Superintendent James Connelly and he also introduced himself.
4. **CAPSS Student Leader Award – Grade 6 – Jahnvi Raj and Michael Barr**
  - a. Sixth grade students Jahnvi Raj and Michael Barr were presented their CAPSS Student Leader Award by Principal Kevin Chavez, the Board members, and Interim Superintendent James Connelly.
5. **Audience for Citizens** – No one commented.
6. **Approval of Minutes and Financial Statement**
  - a. *Approval of Minutes – November 8, 2023*
    - i. Eugene Boomer made motion to approve / Victor Boomer seconded.
      - Jaclyn Chancey made the note that item “1 B.” should say “None.”
      - *Motion unanimously passed with that change.*

**b. Approval of Financial Statement – November 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.*

**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. PJ Day
  - iii. Reading Waiver
  - iv. Kindergarten Legislation
  - v. New Report Cards
  - vi. New Teacher Evaluation
  - vii. Portrait of a “Graduate”
  - viii. Behavioral Health Pilot update
  - ix. Facilities

**8. Old Business/New Business**

- a. *Updated Budget Forecast FY 22-23 – Jobina Miller*
  - i. Jobina Miller stated they are 42% through the school year and only 36% through the budget.
- b. *Approval of 2024 Board of Education Meeting Schedule*
  - i. Jaclyn Chancey listed the potential meeting schedule for the Board of Education for 2024 as: January 10, February 14, March 13, April 10, May 8, June 12, August 21, September 11, October 9, November 13, and December 11.
    - William Hooper moved / Eugene Boomer seconded. *Motion unanimously passed.*
  - ii. Jaclyn Chancey listed the potential meeting schedule for the Policy Committee for 2024 as: January 24, February 28, March 27, April 24, May 22, June 26, August 28, September 25, and October 23.
    - Laura Anderson moved / Victor Boomer seconded. *Motion unanimously passed.*

**9. Committee Reports**

- a. *Policy Committee* – Not met.
- b. *Negotiations Committee* – Not met as negotiations are paused.
- c. *Central Office Committee* – Met and appointed James Connelly as Interim Superintendent.

**10. Agenda Items for Next Meeting**

- a. School Calendar, Input of Budget for next school year, and CIP.

**11. Second Audience for Citizens**

- a. Teacher, Ms. Rossi, gave her input about the schedule for next school year prior to it being made.

**12. Adjournment**

- a. Eugene Boomer made a motion to adjourn at 7:32 PM / Laura Anderson seconded. *Motion unanimously passed.* Adjourned at 7:32 PM.

Respectfully submitted,

Cassie Haddad