

Chaplin Elementary School Board of Education

April 12, 2023

Meeting Minutes

1. **Call to Order** – Chair Jaclyn Chancey called the meeting to order at 6:42 PM.
 - a. **Members Present** – Chair Jaclyn Chancey, Vice Chair Eugene Boomer, William Hooper, Victor Boomer, Heather Perry, Joseph Klar, and Laura Anderson.
 - b. **Also Present** - Superintendent Kenneth Henrici and Business Manager Jobina Miller.
 - c. **Not Present** – Principal Kevin Chavez.
2. **Audience for Citizens** – No one commented.
3. **Approval of Minutes and Financial Statement**
 - a. *Approval of Minutes – March 8, 2023*
 - i. William Hooper made motion to approve / Victor Boomer seconded.
 - ii. William Hooper and Eugene Boomer abstained. *Motion passed.*
 - b. *Approval of Financial Statement – March 2023*
 - i. Jobina Miller discussed the General Fund, Cafeteria, Grants, and Pre-K Financial Statements with the Board and stated they are doing very well in all functions.
 - ii. Heather Perry made motion to approve / Joseph Klar seconded. *Motion unanimously passed.*
4. **Administrative Reports**
 - a. *Monthly Report* – Kenneth Henrici presented the Monthly Cumulative Data Report.
 - b. *Principal's Report* – Kenneth Henrici presented Principal Kevin Chavez's report to the Board, as he was not present, which addressed the following:
 - i. Data Report
 - ii. Health Update
 - iii. Spring Testing
 - iv. Summer Learning Academy
 - v. ESSER III (ARP)
 - vi. Performance Profile
 - c. *Superintendent's Report* – Kenneth Henrici presented his report to the Board which addressed the following:
 - i. Legislative Bills
 - ii. Himself and Jobina Miller are going to meet with State Senator Jeff Gordon
 - iii. Upcoming events such as, Night of the Arts and Empty Bowl; both at Parish Hill Middle/High School
 - iv. Report by Connecticut State Department of Education

- v. Board of Finance reduced the budget

5. Old Business/New Business

a. Updated Budget Forecast FY 22-23 – Jobina Miller

- i. Jobina Miller updated the Board about specific line items and answered any questions the Board members had.

b. Approval of Healthy Food Certification – 2023-2024

- i. Jaclyn Chancey explained what this is and how it is beneficial to have.
- ii. William Hooper moved to Pursuant to C.G.S. Section 10-215f, the Board of Education of Chaplin Elementary School certifies that all food items offered for sale to students in the schools under its jurisdiction, and not exempted from the Connecticut Nutrition Standards published by the Connecticut State Department of Education, will comply with the Connecticut Nutrition Standards during the period of July 1, 2023, through June 30, 2024. This certification shall include all food offered for sale to students separately from reimbursable meals at all times and from all sources, including but not limited to school stores, vending machines, school cafeterias, culinary programs, and any fundraising activities on school premises sponsored by the school or non-school organizations and groups / Heather Perry seconded. *Motion unanimously passed.*
- iii. William Hooper moved that the Chaplin Elementary School Board of Education will allow the sale to students of food items that do not meet the Connecticut Nutrition Standards provided that the following conditions are met: 1) the sale is in connection with an event occurring after the end of the regular school day or on the weekend; 2) the sale is at the location of the event; and 3) the food items are not sold from a vending machine or school store. An “event” is an occurrence that involves more than just a regularly scheduled practice, meeting, or extracurricular activity. For example, soccer games, school plays, and interscholastic debates are events but soccer practices, play rehearsals, and debate team meetings are not. The “regular school day” is the period from midnight before to 30 minutes after the end of the official school day. “Location” means where the event is being held and must be the same place as the food sales / Heather Perry seconded. *Motion unanimously passed.*
- iv. William Hooper moved that The Chaplin Elementary School Board of Education will allow the sale to students of beverages not listed in Section 10-221q of the Connecticut General Statutes provided that the following conditions are met: 1) the sale is in connection with an event occurring after the end of the regular school day or on the weekend; 2) the sale is at the location of the event; and 3) the beverages are not sold from a vending machine or school store. An “event” is an occurrence that

involves more than just a regularly scheduled practice, meeting, or extracurricular activity. The “school day” is the period from midnight before to 30 minutes after the end of the official school day. “Location” means where the event is being held and must be the same place as the beverage sales / Heather Perry seconded. *Motion unanimously passed.*

- c. *Pupil Performance Report* – Already discussed in Principal’s Report.
- d. *2022-2027 Capital Improvement Plan*
 - i. Kenneth Henrici presented plan to the Board.
- e. *Tentative Approval of the Following Policies*
 - i. *6171.2 Pre-School Special Education – revised policy*
 - ii. *6172.1 Gifted and Talented Students Program – new policy*
 - Eugene Boomer made motion for tentative approval for both policies / Victor Boomer seconded.
 - Jaclyn Chancey called for a vote for all those in favor of the tentative approval of both policies. *Motion unanimously passed.*
- f. *Final Approval of the following Policies*
 - i. *4113.12, 6164.11, and 6141.51*
 - Victor Boomer made motion for final approval for all three policies / Heather Perry seconded. *Motion unanimously passed.*

6. Committee Reports

- a. *Policy Committee* – Met and discussed and finished the required policies. Can now go through recommended policies.
- b. *Negotiations Committee* – Not met.
- c. *Central Office Committee* – Not met. Nothing new since last meeting.

7. Agenda Items for Next Meeting

- a. Bus contracts with Eastconn and budget update.

8. Second Audience for Citizens – Laura Anderson asked the Board members a question about previous minutes.

9. Adjournment

- a. William Hooper made motion to adjourn at 7:52 PM / Heather Perry seconded. *Motion unanimously passed.* Adjourned at 7:52 PM.

Respectfully submitted,

Cassie Haddad