

**CHAPLIN BOARD OF EDUCATION****CHAPLIN, CONNECTICUT****Chaplin Elementary School Library****April 9, 2025****Meeting Minutes**

- 1. Call to Order** – Chair Jaclyn Chancey called the meeting to order at 6:35 PM.
  - a. Members Present** – Chair Jaclyn Chancey, Vice Chair Eugene Boomer, William Hooper, Victor Boomer, and Hayley Tiller-Albert. Also present, Superintendent Andrew Skarzynski, Principal Kevin Chavez, and Business Manager Jobina Miller.
  - b. Not Present** – Joseph Klar and Laura Anderson.
- 2. Audience for Citizens**
  - a. A couple audience members gave updates about money for field trips and the Chaplin library.
- 3. Approval of Minutes and Financial Statement**
  - a. *Approval of Minutes – March 12, 2025*
    - i. Hayley Tiller-Albert made a motion to approve the minutes / Victor Boomer seconded. *Motion unanimously passed.*
  - b. *Approval of Financial Statements – March 2025*
    - i. Victor Boomer made a motion to approve the financial statements / Eugene Boomer seconded. *Motion unanimously passed.*
- 4. Administrative Reports**
  - a. *Monthly Report* – The monthly report was given by a teacher of the school.
  - b. *Principal's Report* – Kevin Chavez gave his report which discussed the data report, Read Across America Week, One School, One Book, Family Art Event, Nature's Classroom, and Staff Update.
  - c. *Superintendent's Report* – Andrew Skarzynski gave his report which discussed resignation from School Secretary, Climate Improvement Plan, and Kids Running Club.

## 5. Old Business/New Business

### a. *Discussion and Possible Action: Updated FY 24-25 Budget Forecast and Line Items*

#### i. Business Manager Jobina Miller presented the changes of each line item

as:

- 1000810 Dues & Fees Regular Education move \$70.11 to 1000733 Non-Instructional Equipment
- 1210111 Non-Certified Special Ed move \$554.50 to 1210110 Substitutes – Special Ed
- 1210810 Dues & Fees – Special Ed move \$33.99 to 1210580 Travel – Special Ed
- 2130322 In Service Health Office move \$200 to 2130331 Physician Health Office
- 2130602 Profess. Supplies – Health Office move \$100 to 2130331 Physician Health Office
- 2130602 Profess. Supplies - Health Office move \$54.50 to 2130810 Dues & Fees
- 2150330 Consultation Services move \$2000 to 2150332 Psychological Service PPT
- 2150335 Speech & Hearing Serv PPT move \$16,000 to 2150336 Ot/Pt Services
- 2400441 Equip Rentals School Office move \$3185.67 to 2220733 Non Instruct Equip Library
- 2400810 Dues & Fees School Office move \$804 to 2310810 Dues & Fees Board of Ed
- 2330302 Legal Services General Admin move \$1571 to 2330520 Insurance General Admin
- 2600733 Non Instructional Equipment move \$218.37 to 2600110 Substitute Bldg & Ground

- ii. William Hooper made a motion to approve the changes as presented / Hayley Tiller-Albert seconded. *Motion unanimously passed.*

**b. Update: FY 2025-2025 Budget**

- i. Superintendent Andrew Skarzynski gave the update.

**c. Discussion and Possible Action: 2024-2025 School Calendar**

- i. The Board discussed the school calendar and did not make any changes; no motion was made.

**d. Tentative Approval of Board Policies 3152 and 3160**

- i. William Hooper made a motion to tentatively approve the Board Policies / Victor Boomer seconded. *Motion unanimously passed.*

**6. Committee Reports**

- a. *Policy Committee* – Met.
- b. *Negotiations Committee* – Met.
- c. *Central Office Committee* – Met.

**7. Agenda Items for Next Meeting**

- a. Budget and Board Policies.

**8. Second Audience for Citizens**

- a. An audience member about celebrating Arbor Day.

**9. Adjournment**

- a. Hayley Tiller-Albert made a motion to adjourn at 7:35 PM / William Hooper seconded. *Motion unanimously passed.* Adjourned at 7:35 PM.

Respectfully submitted,

Cassie Haddad.