

CHAPLIN BOARD OF EDUCATION**CHAPLIN, CONNECTICUT****Chaplin Elementary School Library****September 10, 2025****Meeting Minutes**

- 1. Call to Order** – Chair Jaclyn Chancey called the meeting to order at 6:31 PM.
 - a. Members Present** – Chair Jaclyn Chancey, Vice Chair Eugene Boomer, Victor Boomer, William Hooper, 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. No one commented.
- 3. Approval of Minutes and Financial Statements**
 - a. Approval of Minutes – May 14, 2025*
 - i. William Hooper made a motion to approve the minutes / Victor Boomer seconded. *Motion unanimously passed.*
 - b. Approval of Financial Statements – June, July, & August 2025*
 - i. Victor Boomer made a motion to approve the financial statements / William Hooper seconded. *Motion unanimously passed.*
- 4. Administrative Reports**
 - a. Monthly Report* – The monthly report was given by teachers of the school.
 - b. Principal's Report* – Kevin Chavez gave his report which discussed a tuition update, professional development, and a data report.
 - c. Superintendent's Report* – Andrew Skarzynski gave his report which discussed staffing update, administrative retreat, CT Paid Leave Program and FMLA, and updates to laws.
- 5. Old Business/New Business**
 - a. Discussion and Possible Action: Updated FY 24-25 Budget Line Items*

- i. William Hooper made a motion to accept the line items as presented / Victor Boomer seconded. *Motion unanimously passed.* Line items being:

- From 1000110 \$2,274.46 to 1000111
- From 1000250 \$870.59 to 1000220
- From 1000250 \$450.00 to 1000312
- From 1000210 \$7,551.55 to 1000611
- From 1210210 \$12,916.80 to 1210515
- From 1210210 \$150.00 to 1210611
- From 1210210 \$15.89 to 1210731
- From 2110220 \$0.08 to 2110104
- From 2110322 \$100.00 to 2110210
- From 2110611 \$100.00 to 2110210
- From 2110220 \$49.08 to 2110210
- From 2130110 \$.13 to 2130116
- From 1210111 \$300.00 to 2150330
- From 1210111 \$618.50 to 2150332
- From 1210111 \$12,679.56 to 2150335
- From 2150315 \$1,000.00 to 2150335
- From 2150338 \$2,586.44 to 2150335
- From 1210111 \$5,972.73 to 2150336
- From 2220210 \$.08 to 2220104
- From 2220210 \$1.00 to 2220309
- From 2220210 \$2.87 to 2220601
- From 2220210 \$396.00 to 2220733
- From 1000210 \$1,897.90 to 2330302
- From 2400210 \$3,495.36 to 2400111
- From 2400210 \$84.81 to 2400540
- From 1000210 \$7,201.19 to 2600430
- From 1000210 \$11,489.57 to 2600434
- From 2600580 \$101.21 to 2600615
- From 2600111 \$1,787.59 to 2600624
- From 2600111 \$549.60 to 2600733
- From 1000210 \$5,814.99 to 2700510
- From 2700625 \$209.07 to 2700626

b. Possible Action: Transfer FY 24-25 funds to Capital Nonrecurring

- i. William Hooper made a motion to transfer \$81,594.26 from the FY 24-25 funds to the Capital Nonrecurring account / Hayley Tiller-Albert seconded. *Motion unanimously passed.*

c. Final Approval: FY 2025-2026 Budget

- i. William Hooper made a motion to accept the FY 2025-2026 budget of \$4,153,759 / Hayley Tiller-Albert seconded. *Motion unanimously passed.*
- d. *Receive resignation of Katherine Atwell*
 - i. Hayley Tiller-Albert made a motion to accept with regret the resignation / Eugene Boomer seconded. *Motion unanimously passed.*
- e. *New Hires – Kelly Carvalho – BCBA*
 - i. The Board acknowledged the new hire.
- f. *Tentative Approval of Board Policies 3171.1, 3240, 3260, and 3280*
 - i. William Hooper made a motion to tentatively approve Board Policies 3171.1, 3240, 3260, and 3280 / Victor Boomer seconded. *Motion unanimously passed.*

6. Committee Reports

- a. *Policy Committee – Met.*
- b. *Negotiations Committee – Not met, meeting tomorrow.*
- c. *Central Office Committee – Not met.*

7. Agenda Items for Next Meeting

- a. Updated line items.

8. Second Audience for Citizens

- a. No one commented.

9. Adjournment

- a. William Hooper made a motion to adjourn at 7:49 PM / Hayley Tiller-Alert seconded. *Motion unanimously passed.* Adjourned at 7:49 PM.

Respectfully submitted,

Cassie Haddad.