

**Chaplin Board of Education
Board Policies Committee**

Meeting Minutes

**January 27, 2021
6:30 P.M.**

REMOTE MEETING VIA ZOOM

Recording link:

https://zoom.us/rec/share/X-kv1OaCkaAENp818SpCtaWqE7YmFF-bZW7uhWt603FMUiSRdp-Ka3AO6TTm_Hhd.7HBqIHILsHyaZHhF

Jaclyn Chancey, Dan Caron, William Hooper, Kevin Chavez in attendance

1. Meeting called to order at 6:36
2. Set committee meetings for 2021. All are at 6:30 and will be held via Zoom until further notice. February 24; March 24; April 28; May 26; June 23; September 22; October 27
3. Review and Discussion of Existing Board Policies and CABE Model Policies

Completed work on policies arising from the financial procedures manual, as requested by BOF.

- 3542 “Food Service” - *new policy*
- 3454 “Pre-School and Afterschool Funds” - *new policy*
- 3542.42 “Food Service: Finance” - *new policy*
- 3453 “Student Activity Funds” - *new policy*

Several administrative regulations are needed to fully incorporate the financial procedures manual. They should be adopted by administration and uploaded to the COPS site by the time these four policies receive final BOE approval (March), at which time the financial procedures manual will be removed from COPS.

Next meeting will begin with the “Live Animals in the Classroom” policy (6163.3) requested by Principal Chavez, then return to the CABE list of required BOE policies.

4. Meeting adjourned at 7:23