

CHAPLIN BOARD OF EDUCATION**CHAPLIN, CONNECTICUT****Chaplin Elementary School Library****January 10, 2024****Meeting Minutes**

1. **Call to Order** – Chair Jaclyn Chancey called the meeting to order at 6:33 PM.
 - a. **Members Present** – Jaclyn Chancey, Eugene Boomer, Victor Boomer, William Hooper, and Laura Anderson, Joseph Klar, and Therese Smith. Also present, Principal Kevin Chavez.
 - b. **Not Present** – None.
2. **Audience for Citizens** – No one commented.
3. **Approval of Minutes and Financial Statement**
 - a. *Approval of Minutes – December 13, 2023*
 - i. William Hooper made motion to approve / Victor Boomer seconded.
 - Joseph Klar and Therese Smith abstained. *Motion passed.*
 - b. *Approval of Financial Statement – December 2023*
 - i. Eugene Boomer made motion to approve / Victor Boomer seconded.
 - ii. The items General Fund, Cafeteria, Grants, and Pre-K of the Financial Statements were reviewed by the Board along with an email from Business Manager Jobina Miller as she was not present. *Motion unanimously passed.*
4. **Administrative Reports**
 - a. *Monthly Report* – The monthly report was given to the Board by school teacher, Mrs. Rossi, 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. CIP and facilities update
 - iii. Mid-Year assessments
 - iv. Field Trips
 - v. February Reading Events
 - c. *Superintendent's Report* – Superintendent's Report was given by Principal Kevin Chavez as Interim Superintendent James Connelly was not present.
5. **Old Business/New Business**
 - a. *Updated Budget Forecast FY 23-24 – Jobina Miller*
 - i. No Budget Forecast at this time as Jobina Miller was not present.
 - b. *Discussion and possible action on the addition of James Connelly to CES bank accounts*
 - i. Chair Jaclyn Chancey entertained a motion to approve changes to the authorized signers as listed for the Chaplin Elementary School Bank

Accounts. The bank accounts being the Chaplin Elementary School Grant Fund, Chaplin Elementary General Fund, Cafeteria Fund, and Chaplin BOE at Chaplin Elementary and the changes being from the above accounts, adding James Connelly / Victor Boomer moved / William Hooper seconded. *Motion unanimously passed.*

- c. *Update on Superintendent search*
 - i. Chair Jaclyn Chancey gave the Board an update on how the search for a permanent Superintendent is going according to recent Central Office Committee meetings.
- d. *Input from Public on Preliminary FY 24-25 Budget*
 - i. Chair of the Chaplin Board of Finance, Richard Weingart, discussed the Preliminary FY 24-25 Budget with the Board.

6. Committee Reports

- a. *Policy Committee* – Not met.
- b. *Negotiations Committee* – Beginning negotiations soon.
- c. *Central Office Committee* – Met, searching for permanent Superintendent.

7. Agenda Items for Next Meeting

- a. Preliminary Budget and FY 24-25 School Calendar.

8. Second Audience for Citizens

- a. No one commented.

9. Adjournment

- a. William Hooper made a motion to adjourn at 7:32 PM / Joseph Klar seconded. *Motion unanimously passed.* Adjourned at 7:32 PM.

Respectfully submitted,

Cassie Haddad