

Chaplin Elementary School Board of Education

February 8, 2023

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, Heather Perry, Joseph Klar, and Laura Anderson.
 - b. **Also Present** - Superintendent Kenneth Henrici, Principal Kevin Chavez, and Business Manager Jobina Miller.
2. **Audience for Citizens**
 - a. *Richard Weingart, Chair of Chaplin Board of Finance* – Requested the Board of Education be conservative with budget deliberations.
3. **Approval of Minutes and Financial Statement**
 - a. *Approval of Minutes – January 11, 2023*
 - i. William Hooper stated it should be amended in these minutes that the motion for adjournment was made by him, not Jaclyn Chancey.
 - ii. Eugene Boomer made motion to approve the minutes as amended / Heather Perry seconded. *Motion unanimously passed.*
 - b. *Approval of Financial Statement – January 2023*
 - i. Jobina Miller discussed all changes and updates with the Board on the General Fund, Cafeteria, Grants, and Pre-K Financial Statements.
 - ii. Heather Perry made motion to approve / Joseph Klar seconded. *Motion unanimously passed.*
4. **Administrative Reports**
 - a. *Monthly Report* - Lena Rossi presented the whole school's monthly report to the Board that addressed what each grade is currently working on in their classes.
 - b. *Principal's Report* - Kevin Chavez presented his report to the Board which addressed the following:
 - i. Data Report
 - ii. Health Update
 - iii. CSDE Mandates
 - iv. Professional Development
 - v. A look at SY 2023-2024
 - vi. Fire Alarm (positive findings)
 - c. *Superintendent's Report* – Kenneth Henrici presented his report to the Board which addressed the following:
 - i. Previous meeting with Chaplin PTO
 - ii. Small District Superintendents Meeting
 - iii. Pending Legislative Bills
 - iv. Excess Cost Grant

v. Chaplin/Parish Hill Partnerships

5. Old Business/New Business

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

i. Jobina Miller answered any questions the Board members had.

b. Preliminary FY 23-24 Budget

i. Kenneth Henrici and Jobina Miller reviewed the packet with the Board members.

ii. Richard Weingart expressed some of his general concerns with the budget and asked the Board that the budget they present to Board of Finance be summarized so it is easier to understand and follow along with. Chair Jaclyn Chancey stated they will make an effort to do so. Superintendent Henrici asked Richard Weingart for clarification and specificity on his concerns about the budget. Superintendent Henrici requested that Mr. Weingart send his concerns in writing to him and then Superintendent Henrici can respond in writing.

c. Approval of SY 23-24 Calendar

i. Kevin Chavez answered any questions the Board members had.

ii. William Hooper made motion to approve / Heather Perry seconded.
Motion unanimously passed.

d. Approval of Policy Committee 2023 Meeting Dates: February 22, March 22, April 26, May 24, June 28, September 27, October 25; 6:30 PM CES Library

i. Heather Perry made motion to approve / William Hooper seconded.
Motion unanimously passed.

6. Committee Reports

a. Policy Committee – Not met.

b. Negotiations Committee – Not met.

c. Central Office Committee – Jaclyn Chancey stated the committee met and reviewed the Central Office Handbook.

7. Agenda Items for Next Meeting

a. Budget

8. Second Audience for Citizens – No one commented.

9. Adjournment

a. William Hooper made motion to adjourn at 8:33 PM / Heather Perry seconded.
Motion unanimously passed. Adjourned at 8:33 PM.

Respectfully submitted,

Cassie Haddad