CHAPLIN BOARD OF EDUCATION CHAPLIN, CONNECTICUT

Chaplin Elementary School Library

August 21, 2024

Meeting Minutes

- 1. Call to Order Chair Jaclyn Chancey called the meeting to order at 6:37 PM.
 - **a. Members Present** Chair Jaclyn Chancey, William Hooper, Laura Andersen, and Therese Smith. Also present, Superintendent Andrew Skarzynski, Principal Kevin Chavez, and Business Manager Jobina Miller.
 - **b.** Not Present Joseph Klar, Eugene Boomer, and Victor Boomer.
- **2.** Audience for Citizens No one commented.
 - William Hooper made a motion to add to the agenda as item "5. A" "Discussion and Approval of Cooperative Agreement with Hampton Elementary School" / Laura Andersen seconded. Motion unanimously passed.

3. Approval of Minutes and Financial Statement

- a. Approval of Minutes June 12, 2024
 - i. Therese Smith made a motion to approve / William Hooper seconded. Motion unanimously passed.
- **b.** Approval of Financial Statements July 2024
 - i. William Hooper made motion to approve the financial statements / Therese Smith seconded. *Motion unanimously passed*.

4. Administrative Reports

- **a.** Monthly Report No report.
- **b.** *Principal's Report* Kevin Chavez gave his report which discussed the data report, Summer Learning Academy & ESY, Professional Development, Smarter Balanced Assessment, Chronic Absenteeism, and Back-to-School Night.
- **c.** Superintendent's Report Andrew Skarzynski gave his report which discussed upcoming events prior to the new school year beginning, shifts in staff's workload, and policies.

5. Old Business/New Business

- **a.** Discussion and Approval of Cooperative Agreement with Hampton Elementary School
 - i. Therese Smith made a motion to Execute the Cooperative Agreement with Hampton Elementary School / Laura Andersen seconded. *Motion unanimously passed*.
- **b.** Update: Budget for FY 25
 - i. Still waiting for an approved Budget for the school year.
- c. Chaplin Elementary School Teacher and Leader Evaluation and Support Plan

- William Hooper made a motion to approve the Chaplin Elementary School Teacher and Leader Evaluation and Support Plan / Therese Smith seconded.
- ii. After discussion, motion unanimously passed.
- **d.** Tentative Approval of Board Policies 1324: "Soliciting Funds from and by Students", 1330: "Use of School Facilities", and 1411: "Law Enforcement Officials"
 - Laura Andersen made a motion for tentative approval of Policies 1324, 1330, and 1411 / William Hooper seconded. After discussion, motion unanimously passed.
- **e.** Final Approval of Board Policies 1312: "Public Complaints", and 3453: "Student Activity Funds"
 - i. Therese Smith made a motion for tentative approval of Policies 1312 and 3453 / Laura Andersen seconded. After discussion, *motion unanimously passed*.

6. Committee Reports

- **a.** *Policy Committee* September meeting will be canceled.
- **b.** Negotiations Committee Meeting next week.
- **c.** *Central Office Committee* Met.

7. Agenda Items for Next Meeting

a. Update on budget, policies, and opening of school.

8. Second Audience for Citizens

a. No one commented.

9. Adjournment

a. William Hooper made a motion to adjourn at 7:54 PM / Therese Smith seconded. *Motion unanimously passed.* Adjourned at 7:54 PM.

Respectfully submitted,

Cassie Haddad