


**CHAPLIN, AND REGIONAL DISTRICT #11  
CENTRAL OFFICE COMMITTEE  
Chaplin, Connecticut  
Special Meeting Minutes  
Wednesday, March 30, 2022  
6:00 PM**

**NOTE: THIS WAS AN IN PERSON MEETING**

- 1. Call to Order** - Dennis LaBelle called the meeting to order at 6:07 PM. Committee Members Present were Dennis LaBelle, Gene Boomer, and Jaclyn Chancey. Also present was Superintendent Ken Henrici and Business Manager Jobina Miller
- 2. Approval of Minutes: January 13, 2022** - Motion to approve the minutes of January 13, 2022 made by Gene Boomer, seconded by Jaclyn Chancey. Motion passed unanimously.
- 3. Request Approval of Financial Statement— February 2022** - Motion to approve made by Jaclyn Chancey, seconded by Gene Boomer. Motion passed unanimously
- 4. Discussion and Possible Action on Approval of FY 22-23 Budget** - Motion to approve the FY 22-23 Budget in the amount of \$836,724 was made by Jaclyn Chancey, seconded by Gene Boomer. There was a discussion related to clarification of the proportion of the different Functions to the Assessments and the addition of Function 2600 Building and Grounds as well as Function 2840 Information Technology. Motion passed unanimously.
- 5. Executive Session - Discussion of Evaluation Protocol and Evaluation of Superintendent** - Jaclyn Chancey moved to enter into executive session to include Superintendent Henrici at 6:52 PM, seconded by Gene Boomer. Motion passed unanimously. The Committee returned to public session at 7:37 PM
- 6. Discussion of Central Office Handbook** - The Central Office Handbook was reviewed by the Committee and it was determined that there were enough changes necessary to potentially redraft the document to address multiple concerns and to clarify benefits. 
- 7. Adjournment** - Jaclyn Chancey moved to adjourn at 8:06 PM, seconded by Gene Boomer. Motion passed unanimously.

Respectfully Submitted,  
Dennis LaBelle  
03/30/2022