REGIONAL SCHOOL DISTRICT NO. 17
BOARD OF EDUCATION
MEETING MINUTES
June 17, 2025

A meeting of the Regional School District No. 17 Board of Education was held on June 17, 2025, in the Haddam-Killingworth High School Community Room.

Board Member Attendance:

Board Member	Present	Absent	Board Member	Present	Absent
Joseph Centofanti	X		Dr. Nelson Rivera	X	
Sonja Charpentier	X		Corey Roberts (remote)	X	
Lisa Connelly	X		Suzanne Sack	X	
Jennifer Favalora		X	Jennifer Voegtli	X	
Shawna Goldfarb (remote)	X		Dr. Kathleen Zandi	X	
Heather Pach	X				

Also Present- Superintendent Jeffrey Wihbey, Assistant Superintendent Jennifer Miller, Director of Student Services Dr. Aaron Puzarne, Board Administrator Sarah Kaiser, Interim Superintendent Paul Smith, Director Alison Pierce(remote 6:56 pm), and Michael Ayles from Antinozzi Associates

Visitors: 3

Call to Order/Opening of Meeting

Board Chair Suzanne Sack called the meeting to order at 6:36 PM.

The Pledge of Allegiance was recited.

Superintendent's Report

Superintendent Wihbey reported to the Board that graduation was a wonderful event. For the last report, he thanked the community. The achievements accomplished by the community, the board, administrators, staff, families, and students together were fantastic, with notable examples including the Schools of Distinction, outstanding SAT scores, and an overall successful and growing organization.

Board Chair Sack thanked the Superintendent for his service on behalf of the Board of Education. She thanked him for bringing the strategic plan to life and putting the District on a path of academic growth.

Public Comment

None

Approval of Auditing Services RFP

The Board discussed the summary review process and selection recommendation for a new auditing service as brought forward from the Finance subcommittee.

Dr. Nelson Rivera **MOVED** and Heather Pach **SECONDED** a motion WHEREAS, Connecticut General Statutes require that the appointing authority of a municipality, audited agency, regional school district, and tourism district (hereinafter referred to as the auditee), notify the Secretary of the Office of Policy and Management of the independent auditor appointed to perform the audit. This is done by completing the required form. WHEREAS, the appointment must be completed annually by the Board of Education (appointing authority). WHEREAS, in May 2025, the District issued an RFP for audit services, which were reviewed by the Finance Committee, and the Committee has provided a recommendation for the appointment to the Board. Therefore, be it resolved that Clifton Larson Allen, LLP (CLA) be appointed as auditor for the District for the fiscal year ending June 30, 2025, for a fee of $59,750.

Motion passed from the following roll call votes 10-0-0

Member	**Vote**	**Member**	**Vote**
Joseph Centofanti	X YES ☐ NO ☐ A	Dr. Nelson Rivera	X YES ☐ NO ☐ A
Sonja Charpentier	X YES ☐ NO ☐ A	Corey Roberts	X YES ☐ NO ☐ A
Lisa Connelly	X YES ☐ NO ☐ A	Jennifer Voegtli	X YES ☐ NO ☐ A
Jennifer Favalora	ABSENT	Dr. Kathleen Zandi	X YES ☐ NO ☐ A
Shawna Goldfarb	X YES ☐ NO ☐ A	Suzanne Sack	X YES ☐ NO ☐ A
Heather Pach	X YES ☐ NO ☐ A		

Policies for Review-Second Read

Assistant Superintendent Miller provided an update stating that the policies were legislative updates reviewed by the Policy Committee and presented to the Board last month for first reading.

- 1250 P - Visitors and Observations in Schools

- 1440 P - School Security and Safety
- 5133 P - Restorative Practices

Items of Information:

- 1250 R - Administrative Regulations Regarding Visitors and Observations in Schools
- 1440 R - School Security and Safety Administrative Regulations

Dr. Kathy Zandi **MOVED** and Sonja Charpentier **SECONDED** a motion to approve the policies for a second read as presented.

Motion passed unanimously from the following roll call votes 10-0-0

Member	**Vote**	**Member**	**Vote**
Joseph Centofanti	X YES ☐ NO ☐ A	Dr. Nelson Rivera	X YES ☐ NO ☐ A
Sonja Charpentier	X YES ☐ NO ☐ A	Corey Roberts	X YES ☐ NO ☐ A
Lisa Connelly	X YES ☐ NO ☐ A	Jennifer Voegtli	X YES ☐ NO ☐ A
Jennifer Favalora	ABSENT	Dr. Kathleen Zandi	X YES ☐ NO ☐ A
Shawna Goldfarb	X YES ☐ NO ☐ A	Suzanne Sack	X YES ☐ NO ☐ A
Heather Pach	X YES ☐ NO ☐ A		

HKHS Project Referendum Date and Project Amount- Discussion and Potential Board Action

The Board discussed potential dates for the High School Project Referendum. The conversation focused on the pros and cons of each option, with a particular focus on the effectiveness of the turnout, conflicts, and timing. The Board evaluated why each date may present benefits or challenges to identify the most suitable option. Michael Ayles from Antinozzi spoke, providing background that the month of October is a common timeframe, as it is in between the suggested dates discussed. He noted that the option of Election Day as an example is rare, but it can be an option if the Board decided to proceed with that date.

Lisa Connelly **MOVED** and Heather Pach **SECONDED** a motion Whereas the Regional School District #17 Board of Education (RSD#17 BOE) has voted to proceed with concurrent construction projects that will (1) replace the current high school, and (2) accommodate the Central Office and preserve various existing building elements for continued use by all RSD#17 students, be it Resolved that a referendum to approve project funding in the combined value of One Hundred Sixty-Six Million Three Hundred Sixty Thousand Dollars ($166,360,000) will be

conducted on October 7, 2025, so that results of the referendum may be forwarded to the State of Connecticut Department of Administrative Services no later than November 15, 2025.

Motion passed from the following roll call votes 9-0-1

Member	Vote	Member	Vote
Joseph Centofanti	X YES ☐ NO ☐ A	Dr. Nelson Rivera	X YES ☐ NO ☐ A
Sonja Charpentier	X YES ☐ NO ☐ A	Corey Roberts	X YES ☐ NO ☐ A
Lisa Connelly	X YES ☐ NO ☐ A	Jennifer Voegtli	X YES ☐ NO ☐ A
Jennifer Favalora	ABSENT	Dr. Kathleen Zandi	☐ YES ☐ NO X A
Shawna Goldfarb	X YES ☐ NO ☐ A	Suzanne Sack	X YES ☐ NO ☐ A
Heather Pach	X YES ☐ NO ☐ A		

FY25 Budget Transfer Request 22-2025 Capital Priority List Year-End Purchases

The Board reviewed the presented transfer requests for capital projects to be completed at KES and BES. The projects will include viewboards, ballistic window film, painting, carpets, and a carpet cleaner at KES. The projects will include viewboards, painting, and carpets at BES. This will be the third item of the three transfers in the processing order.

Heather Pach **MOVED** and Lisa Connelly **SECONDED** a motion to approve the budget transfer 22-2025 for capital project list improvements for BES and KES as presented and contingent to be paid out of the year-end fund balance if possible and if not out of the reserve.

Motion passed from the following roll call votes 10-0-0

Member	Vote	Member	Vote
Joseph Centofanti	X YES ☐ NO ☐ A	Dr. Nelson Rivera	X YES ☐ NO ☐ A
Sonja Charpentier	X YES ☐ NO ☐ A	Corey Roberts	X YES ☐ NO ☐ A
Lisa Connelly	X YES ☐ NO ☐ A	Jennifer Voegtli	X YES ☐ NO ☐ A
Jennifer Favalora	ABSENT	Dr. Kathleen Zandi	X YES ☐ NO ☐ A
Shawna Goldfarb	X YES ☐ NO ☐ A	Suzanne Sack	X YES ☐ NO ☐ A
Heather Pach	X YES ☐ NO ☐ A		

FY25 Budget Transfer Request 21-2025 Technology

The Board discussed the purchase of new Chromebooks for the upcoming school year, new lab computers for the Graphics Lab, and new lab computers for the TV Studio Lab. The Board discussed the financial discussion of changing from a leasing option to a purchasing option to create financial savings. This will be the first of the three items in the processing order.

Shawna Goldfarb **MOVED** and Jennifer Voegtli **SECONDED** a motion to approve the budget transfer 21-2025 for the purchase of Chromebooks for the upcoming school year and for the computer labs at the high school to be contingent to be paid for out of the year-end fund balance, if available, and if not the reserve fund.

Motion passed unanimously from the following roll call votes 10-0-0

Member	**Vote**	**Member**	**Vote**
Joseph Centofanti	X YES ☐ NO ☐ A	Dr. Nelson Rivera	X YES ☐ NO ☐ A
Sonja Charpentier	X YES ☐ NO ☐ A	Corey Roberts	X YES ☐ NO ☐ A
Lisa Connelly	X YES ☐ NO ☐ A	Jennifer Voegtli	X YES ☐ NO ☐ A
Jennifer Favalora	ABSENT	Dr. Kathleen Zandi	X YES ☐ NO ☐ A
Shawna Goldfarb	X YES ☐ NO ☐ A	Suzanne Sack	X YES ☐ NO ☐ A
Heather Pach	X YES ☐ NO ☐ A		

FY25 Budget Transfer Request 20-2025 Operations

The Board discussed the purchase budget transfer request related to the purchase of a courier/food services vehicle. The current vehicles used by the departments are no longer operational. This will be the second item of the three items in the processing order.

Heather Pach **MOVED** and Dr. Zandi **SECONDED** a motion to approve the budget transfer request 20-2025 for the purchase of a new courier/food service vehicle not to exceed $25,000 and to be contingent to be paid out of the year-end fund balance if available, and if not, the reserve.

Motion passed from the following roll call votes 10-0-0

Member	**Vote**	**Member**	**Vote**
Joseph Centofanti	X YES ☐ NO ☐ A	Dr. Nelson Rivera	X YES ☐ NO ☐ A
Sonja Charpentier	X YES ☐ NO ☐ A	Corey Roberts	X YES ☐ NO ☐ A

Lisa Connelly	X YES ☐ NO ☐ A	Jennifer Voegtli	X YES ☐ NO ☐ A
Jennifer Favalora	ABSENT	Dr. Kathleen Zandi	X YES ☐ NO ☐ A
Shawna Goldfarb	X YES ☐ NO ☐ A	Suzanne Sack	X YES ☐ NO ☐ A
Heather Pach	X YES ☐ NO ☐ A		

Consent Agenda

a. Enrollment Report

b. Personnel Report

c. Authorization Signature change for the ED-099 Agreement for Child Nutrition Programs. The designated representative Signature line 1 changed to Paul Smith, Interim Superintendent from Jeffrey Wihbey. The designated representative Signature line 2 changed to Jennifer Miller, Assistant Superintendent from Alison Pierce.

d. Approval of Minutes from the May 19, 2025, Board of Education Special Meeting (Budget Workshop)

e. Approval of Minutes from the May 20, 2025, Board of Education Meeting

f. Approval of Minutes from the May 22, 2025, Board of Education Special Meeting (Annual Hearing)

g. Approval of Minutes from the May 22, 2025, Board of Education Special Meeting

h. Approval of the Minutes from the June 3, 2025, Board of Education Special Meeting (Awards)

i. Approval of Minutes from the June 5, 2025, Board of Education Special Meeting

Dr. Nelson Rivera **MOVED** and Heather Pach **SECONDED** a motion to approve the consent agenda as presented.

Motion passed from the following roll call votes 10-0-0

Member	**Vote**	**Member**	**Vote**
Joseph Centofanti	X YES ☐ NO ☐ A	Dr. Nelson Rivera	X YES ☐ NO ☐ A
Sonja Charpentier	X YES ☐ NO ☐ A	Corey Roberts	X YES ☐ NO ☐ A
Lisa Connelly	X YES ☐ NO ☐ A	Jennifer Voegtli	X YES ☐ NO ☐ A
Jennifer Favalora	ABSENT	Dr. Kathleen Zandi	X YES ☐ NO ☐ A

Shawna Goldfarb	X YES ☐ NO ☐ A	Suzanne Sack	X YES ☐ NO ☐ A
Heather Pach	X YES ☐ NO ☐ A		

Policy Subcommittee

Heather Pach reported that the committee met and Principal Hayward presented to the committee on the topic of the High School's Smart Device Policy. Principal Hayward outlined the development process and how it will be implemented. This will be included in the student handbooks for the fall. There will be a procedure for expectations.

Communications Subcommittee

Lisa Connelly reported that the committee met just before this meeting and discussed briefly the update on the communications for the Superintendent Search and that the survey option is available until the 19th to be completed. They discussed the communications for the budget referendum and reflected on past information. They discussed the HS Project communications and the formation of the PAC. Lastly, they also discussed the Board's upcoming development workshop.

Facilities Subcommittee

Shawna Goldfarb reported that the committee met on June 5th and discussed the High School project and that the application is in process. They discussed the Capital Plan Projects for FY25 and all 35 Projects have been completed. They also discussed the Year-End Fund projects approved earlier tonight. There was an update on an ADA-compliant playground that was already encumbered. There were emergency items discussed including the White Barns that are awaiting building assessments and the swimming pool blocks assessment. Committee Chair Goldfarb noted that the material for the FF&E projects has been delayed due to supply chain and tariff issues.

Finance Subcommittee

Joe Centofanti reported that the monthly financial reports were reviewed, including the Daycare and Cafe accounts. They reviewed the information regarding the budget projections. The committee discussed the RFP information for auditing services and selected a recommendation that was presented and approved earlier tonight. The committee talked about two policies which were regarding capital asset capitalization and the reserve for educational fund policy, that were recommended to be brought to the Policy subcommittee.

LEARN

No report

HK Youth and Family Services

Heather Pach reported on the following items and events:

- 18 events
- Formed 11 new partnerships with nonprofits and community groups
- 74 youths with 30 hours or more of direct in-school or after-school programming, including Empowered and Lifted Groups
- Youth At The Barn
- Two Clinicians are providing after-school therapy and services to 14 youth and their families
- The Mentor Program services 21 Students grades 3-8
- Several grants were secured
- Run A-Muck in June
- August Narcan Training
- Summer Solstice

Haddam Killingworth Recreation Department

No report

Haddam Board of Selectmen

No report

Killingworth Board of Selectmen

Suzanne Sack reported that Killingworth members of the Board of Education and the Board of Selectmen discussed the school budget and board members answered questions. There were no questions on the report summary given.

Announcements/Comments

None

The Board took a short recess at 7:59 pm. for a negotiation discussion.

Dr. Puzarne and the Board Administrator left the meeting.

The Board reconvened the meeting at 8:38 pm.

Heather Pach **MOVED** and Lisa Connelly **SECONDED** a motion to move into an executive session for a personnel matter to discuss the Superintendent's exit interview. The motion passed unanimously by a show of hands vote.

The Board entered into Executive Session.

The Board exited the Executive Session at 9:04 pm.

Superintendent Wihbey left the meeting.

Lisa Connelly **MOVED** and Jennifer Voegtli **SECONDED** a motion to adjourn the meeting. The motion passed unanimously by a show of hands vote.

Adjournment

Board Chair Sack adjourned the meeting at 9:04 pm.

Respectfully submitted,

Sarah Kaiser
Administrative Assistant to the Board of Education

Approval: _____Date:_____
Dr. Kathleen Zandi, Board Secretary