



**REGIONAL SCHOOL DISTRICT NO. 17
BOARD OF EDUCATION
REGULAR MEETING-REVISED AGENDA**

DATE: Tuesday, July 15, 2025
LOCATION: HKHS Community Room
TIME: 6:30 PM

- 1. Call to Order/Opening of Meeting**
- 2. Monthly Summary and Updates SOP #1,2,3**
 - A. Superintendent's Report
- 3. Public Comment - Any in-person attendee wishing to make a public comment must sign in before the start of the meeting. The Board Chair will provide the instructions at the start of the meeting for public comment, which may be modified depending on the number of speakers and topics.**
- 4. Discussion Item**
 - A. Capital Projects Update
 - B. Summer Projects Update
- 5. Action Items**
 - A. High School Diving Blocks Update and Possible Board Action
 - B. Proposal for Additional Supplemental Services-Owner's Representative
 - C. Custodial Contract Discussion and Possible Board Action (Discussion Proposed for Executive Session)
 - D. Consent Agenda
 - a. Enrollment Report-Estimated
 - b. Personnel Report
 - c. Sick Bank Activation Notification Memo-Item of Information
 - d. Approval of Minutes from the June 17, 2025, Board of Education Meeting
 - e. Approval of Minutes from the June 19, 2025, Board of Education Special Meeting (Budget Workshop)
 - f. Approval of Minutes from the June 23, 2025, Board of Education Special Meeting (Annual Hearing)
 - g. Approval of Minutes from the June 23, 2025, Board of Education Special Meeting
 - h. Approval of Minutes from the July 7, 2025, Board of Education Special Meeting (Annual Meeting)

6. Committee Reports

- A. Personnel & Evaluations Subcommittee

7. Board Member Reports, Announcements & Comments

- A. Liaison Reports

- a. LEARN
- b. HK Youth and Family Services
- c. Haddam Killingworth Recreation Department
- d. Haddam Board of Selectmen
- e. Killingworth Board of Selectmen

- B. Announcements & Comments

8. Adjournment



An informational update from the Superintendent to the RSD 17 Board.

July 2025

Superintendent's Report, Paul Smith, Interim Superintendent of Schools



Message from the Superintendent

Having passed the budget, the school district can now move forward with important summer work, including planning for the Board summer workshop (July 26), the Administrators' summer workshop (August 12-13), the New Teacher Orientation (August 20-21), and the many back-to-school events that mark the beginning of another school year.

Information has come to the attention of the school district through the State Department of Education that grant funding in the amount of \$53,561,846 has been withheld from Connecticut School Districts by the current administration in Washington, DC. For Region 17, the impact is a loss of \$37,589. The two grants impacted are the Title II grant (\$27,589) supporting teacher training to improve instruction and the Title IV grant (\$10,000) supporting student improvement initiatives. At this point, IDEA funds (special education) and Title I funds (support for low-income students) are not being withheld.

Ensuring that our Interim Director of Finance & Operations, Interim Middle School Administration, and Interim Technology Director (not hired as of yet) are successful this summer is certainly a goal of the Central Office. In addition, I remain focused on the Superintendent's Draft Goals of communication, safety, and transparency.

Department Updates

Finance

- Interim Director of Finance & Operations, Karen Asetta, is actively collaborating with Director Pierce to support a smooth transition of responsibilities.
- RSD17 received reimbursement funds totaling \$17,479.11 from Anthem to support the district's Wellness Program.

Operations

- All thirty-six (36) Capital Projects scheduled for FY25 were completed successfully and delivered below budget.
- Year 1 of the four-year KES & BES FF&E (Furniture, Fixtures, & Equipment) Project is underway. The first phase of items is scheduled for delivery and installation during the December 2025 Holiday Break.

Student Services

- Extended School Year (ESY) has begun and is off to a successful start.



An informational update from the Superintendent to the RSD 17 Board.

- The department has been looking at legislative updates to ensure protocols are in place when the school year begins for the law changes.

Food Services

- Over the summer, Director Shettleworth actively ensures the food service program is well-prepared and fully operational for the start of the school year. Key responsibilities during this time include program review and improvement, menu planning and food procurement, administrative compliance and state reporting, hiring, staff development, and conducting annual training.

Talent, Accountability, & Human Resources

- We are busy planning and hiring for the 25/26 school year. Many teacher openings have been filled, and we are optimistic that we will begin the school year fully staffed for certified positions.
- New Teacher Orientation invitations have been sent to new staff, and the event will be held on August 20 and 21. We look forward to a positive first experience with the district, where attendees will become familiar with our systems and structures.
- The Professional Development and Evaluation Committee met this month to continue their work and prepare for the new evaluation cycle.
- With the completion of Open Enrollment in June, new rates and coverage selections have been uploaded to Infinite Visions for payroll.
- The Absence Management system was rolled over to the new fiscal year, employee benefit time was reconciled, and new contractual time was added.
- Custodial negotiations are continuing this month.
- The All-Employee Handbook is being updated with new policies and language, so employee acknowledgement and sign-off can occur at the start of the new school year.

Curriculum Office

- Coordinators are meeting with teacher teams to write and revise the curriculum.
- Curriculum Coordinators, along with the Assistant Superintendent, are planning New Teacher Orientation.

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Follow us on Twitter: [@RSD17Schools](#)

MEMO TO THE BOARD OF EDUCATION

To: The RSD17 Board of Education

Date: 7/15/25

Submitted for Board meeting dated: 7/15/25

Re: *FY25 Capital Improvements*

Purpose of the memo: *No Action Required by BOE*

Executive Summary: This review provides a summary of the FY25 Capital Projects, highlighting key facility improvements, infrastructure upgrades, and safety investments across the district. The attached document outlines each project, including the original budgeted amounts and actual expenditures to date.

The FY25 Capital Projects were developed in alignment with district priorities, including safety, operational efficiency, long-term sustainability, and support for instructional excellence. Projects span a range of areas, including building maintenance, technology upgrades, site improvements, and compliance with health and safety regulations.

FY25 Capital Projects reflect the district's ongoing commitment to maintaining safe, modern, and efficient school facilities while maintaining fiscal responsibility.

Board Action: *None*

Next Steps: *None*

Enclosures:

Attached Document

FY25 GF Capital Improvements

School	Type	Project	Budget	Actual
HKHS	Facilities	Sewage Pit Controls/Enclosure	\$12,000.00	\$11,900.00
HKHS	Facilities	Window Replacement	\$40,000.00	\$24,440.58
HKHS	Facilities	Window Hardware	\$11,000.00	\$9,472.00
HKHS	Facilities	Concrete Ramp Installation	\$12,000.00	\$12,000.00
HKHS	Facilities	Parking Lot Line Painting	\$4,200.00	\$4,200.00
HKHS	Facilities	Painting	\$19,005.00	\$23,331.60
HKHS	Facilities	Blinds	\$19,450.00	\$12,263.68
HKHS	Facilities	Ballistic Window Film	\$6,400.00	\$6,366.00
HKHS	Technology	Viewboards Replacements	\$16,875.00	\$17,225.00
HKHS	Technology	Airtame Upgrade	\$575.00	\$415.00
HKHS	Technology	Computer Upgrade Auditorium	\$1,100.00	\$923.60
HKHS	Technology	Athletic WiFi Upgrade	\$8,000.00	\$9,872.45
HKIMS	Facilities	Water Bottle Fillers	\$3,000.00	\$3,059.98
HKIMS	Facilities	Painting	\$8,763.00	\$9,172.90
HKIMS	Facilities	Girls Locker Room/Bath Tile Repair	\$15,400.00	\$10,400.00
HKIMS	Facilities	Ballistic Window Film	\$3,500.00	\$3,418.00
HKIMS	Technology	Security Cameras	\$40,000.00	\$71,376.98
HKIMS	Technology	Viewboards Replacements	\$19,875.00	\$19,875.00
HKIMS	Technology	Airtame Upgrade	\$575.00	\$415.00
KES	Facilities	Chimney Repointing	\$12,710.00	\$12,710.00
KES	Facilities	Painting	\$9,436.00	\$9,435.75
KES	Facilities	Blinds	\$21,000.00	\$21,950.56
KES	Facilities	Flooring	\$12,018.00	\$12,118.23
KES	Technology	Security Cameras	\$40,000.00	\$40,967.31
KES	Technology	Viewboards Replacements	\$19,875.00	\$19,875.00
BES	Facilities	B-Ball Court Crack Sealing & Painting	\$4,000.00	\$4,000.00
BES	Facilities	Painting	\$5,000.00	\$4,977.00
BES	Facilities	Blinds	\$8,575.00	\$8,574.67
BES	Facilities	Ballistic Window Film	\$5,000.00	\$6,150.00
BES	Facilities	Carpet Replacement	\$24,536.00	\$32,358.32
BES	Technology	Security Cameras	\$40,000.00	\$31,957.08
BES	Technology	Viewboards Replacements	\$19,875.00	\$19,875.00
BES	Technology	Phone System Replacement	\$29,750.00	\$5,463.85
District	Facilities	60" Mower	\$14,240.00	\$13,319.18
District	Facilities	Battery Powered Vacuums	\$5,975.00	\$5,952.95
District	Facilities	Gas Backpack Blower	\$550.00	\$519.99
			\$514,258.00	\$500,332.66

RSD17 CAPITAL IMPROVEMENTS			FY26	
School / Location	Project Name	~ Approximate Total Cost	IN PROGRESS	COMPLETED
	BES CAPITAL PROJECTS			
BES	Flooring	\$75,000.00	X	
BES	Acoustical Ceiling Grid Replacement	\$100,000.00		
BES	Boiler Replacement	\$100,000.00		
BES	Gym Floor Refinish	\$35,000.00		
BES	HVAC Replacement	\$1,500,000.00		
BES	Viewboards	\$8,100.00	X	
BES	Technology Related Hardware, Security, BES	\$2,600.00	X	
BES	Modular Replacement	\$3,000,000.00		
BES	FF&E - Year 1 of 4	\$100,000.00	X	
BES	FF&E - Year 2 of 4	\$100,000.00		
BES	FF&E - Year 3 of 4	\$100,000.00		
BES	FF&E - Year 4 of 4	\$100,000.00		
	BES TOTAL	\$4,820,700.00		
	DISTRICT CAPITAL PROJECTS			
DISTRICT	Minivan/Cargo Van -Food Services	\$25,000.00		X
DISTRICT	MInivan/Cargo Van - Courier	\$25,000.00		
DISTRICT	Chromebooks-Direct Purchase - Year 1 of 4	\$200,000.00		X
DISTRICT	Chromebooks-Direct Purchase - Year 2 of 4	\$200,000.00		
DISTRICT	Chromebooks-Direct Purchase - Year 3 of 4	\$200,000.00		
DISTRICT	Chromebooks-Direct Purchase - Year 4 of 4	\$200,000.00		
DISTRICT	District Alarm System Replacement	\$150,000.00		
	DISTRICT TOTAL	\$1,000,000.00		
	FACILITIES & MAINTENANCE CAPTIAL PROJECTS			
FACILITIES & MAINTENANCE	Dump Truck	\$125,000.00		
FACILITIES & MAINTENANCE	Pickup Truck	\$85,000.00		
FACILITIES & MAINTENANCE	Ventrax Tractor	\$46,000.00	X	
FACILITIES & MAINTENANCE	96" Mower	\$50,000.00		
FACILITIES & MAINTENANCE	Gantry & Hoist (Loading assist for sand)	\$3,500.00		
FACILITIES & MAINTENANCE	24" Smart Vacuum Sweeper	\$3,000.00		
FACILITIES & MAINTENANCE	(2) Edic Restroom Floor Cleaners/Scrubber	\$8,200.00		
FACILITIES & MAINTENANCE	Payloader	\$100,000.00		
FACILITIES & MAINTENANCE	Snow Plow (plow and set up)	\$20,000.00		
	FACILITIES & MAINTENANCE TOTAL	\$440,700.00		
	HKHS CAPITAL PROJECTS			
HKHS	HVAC and Building Automation System	\$40,000,000.00		
HKHS	Underground Storage Tank Replacement (Expires 2027)	\$1,000,000.00		
HKHS	Cameras - HKHS Outdoor / Indoor	\$110,000.00		
HKHS	Softball Fields Irrigation	\$30,000.00		
HKHS	Tree removal and fenceline clearing	\$50,000.00		
HKHS	New Equipment, Athletics, HKHS	\$129,169.00		X
HKHS	Technology Related Hardware, Security, HKHS	\$100,000.00		
HKHS	Technology Related Hardware, HKHS (32 Viewboards)	\$41,600.00		
	HKHS TOTAL	\$41,460,769.00		
	HKIMS CAPITAL PROJECTS			
HKIMS	HVAC Replacement	\$25,000,000.00		
HKIMS	Fire Alarm System - Full Replacement	\$300,000.00		
HKIMS	Painting (by sections)	\$125,000.00		
HKIMS	Waste Water Treatment Area Sitework	\$30,000.00		
HKIMS	Tree removal and fenceline clearing	\$50,000.00		
HKIMS	Technology Related Hardware, HKIS	\$14,300.00		
HKIMS	Gym Acoustic Panels	\$5,000.00		

RSD17 CAPITAL IMPROVEMENTS			FY26	
School / Location	Project Name	~ Approximate Total Cost	IN PROGRESS	COMPLETED
HKIMS	Cafe Bulletin Board Wall Replacement	\$31,000.00		
HKIMS	Technology Related Hardware, HKMS	\$20,800.00		
	HKIMS TOTAL	\$25,576,100.00		
	KES CAPITAL PROJECTS			
KES	Carpeting (by sections)	\$100,000.00	X	
KES	Carpeting (Main Entrance through SpEd wing)	\$75,000.00		
KES	Viewboards	\$8,100.00	X	
KES	Phone System Replacement	\$25,000.00		
KES	Security Blinds	\$14,000.00		
KES	Painting (by sections)	\$125,000.00	X	
KES	Parking Lot/Driveway - Full Replacement - Safety Issue	\$600,000.00		
KES	Tree removal and fenceline clearing	\$50,000.00		
KES	Gym Floor Refinish	\$75,000.00		
KES	Ballistic Window Film	\$23,000.00	X	
KES	HVAC Replacement	\$2,000,000.00		
KES	FF&E - Year 1 of 4	\$100,000.00	X	
KES	FF&E - Year 2 of 4	\$100,000.00		
KES	FF&E - Year 3 of 4	\$100,000.00		
KES	FF&E - Year 4 of 4	\$100,000.00		
	KES TOTAL	\$3,195,100.00		
	GRAND TOTAL	\$76,493,369.00		

BES			
Project	Location	Install Date	Completed
Flooring - Carpet	Library	TBD - Carpet arriving around 7/16/25	
Flooring - Vinyl VCT	Staff Lounge	7/2/2025	Yes
Painting	Psych Office	Week of 6/30/2025	Yes
Painting	Library	Week of 6/30/2025	Yes
Painting	3rd Grade Classrooms	Week of 6/23/2025	Yes
Painting	3rd Grade Hallway	Week of 6/23/2025	Yes
KES			
Project	Location	Install Date	Completed
Flooring - Carpet	Room 5	TBD - Carpet arriving around 7/16/25	
Flooring - Carpet	Room 6	TBD - Carpet arriving around 7/16/26	
Flooring - Carpet	Room 7	TBD - Carpet arriving around 7/16/27	
Flooring - Carpet	Room 8	TBD - Carpet arriving around 7/16/28	
Flooring - Carpet	Room 9	TBD - Carpet arriving around 7/16/29	
Flooring - Carpet	Room 10	TBD - Carpet arriving around 7/16/30	
Flooring - Carpet	Room Library	TBD - Carpet arriving around 7/16/31	
Flooring - Carpet	Room 19	TBD - Carpet arriving around 7/16/32	
Flooring - Carpet	Room 20	TBD - Carpet arriving around 7/16/33	
Flooring - Carpet	Room 21	TBD - Carpet arriving around 7/16/34	

Flooring - Carpet	Room22	TBD - Carpet arriving around 7/16/35	
Flooring - Carpet	63 Wing Hallway	TBD - Carpet arriving around 7/16/36	
Painting	Classroom 5	Beginning week of 7/7/2025	Yes
Painting	Upper '89 Wing	Beginning week of 7/7/2026	Yes
Painting	Classroom 16	Beginning week of 7/7/2027	Yes
Painting	Classroom 17	Beginning week of 7/7/2028	Yes
Painting	Classroom 19	Beginning week of 7/7/2029	Yes
Painting	Classroom 20	Beginning week of 7/7/2030	Yes
Painting	Classroom 21	Beginning week of 7/7/2031	Yes
Painting	Classroom 22	Beginning week of 7/7/2032	Yes
Painting	Classroom 23	Beginning week of 7/7/2033	Yes
Painting	Classroom 24	Beginning week of 7/7/2034	Yes
Painting	Classroom 25	Beginning week of 7/7/2035	Yes
Painting	Classroom 18	Beginning week of 7/7/2036	Yes
Painting	Boys & Girls Bathrooms	Beginning week of 7/7/2037	Yes
Ballistic Window Film	Library	TBD	
Ballistic Window Film	Classroom 6	TBD	
Ballistic Window Film	Classroom 10	TBD	
Ballistic Window Film	Classroom 11	TBD	
Ballistic Window Film	Classroom 12	TBD	
Ballistic Window Film	Classroom 13	TBD	
Ballistic Window Film	63 Wing Hallway	TBD	

To: The RSD17 Board of Education

Date: *July 9, 2025*

Submitted for Board meeting dated: *July 15, 2025*

Re: *HKHS Diving Blocks*

Purpose of memo: *Potential Board Action*

Executive Summary: *After reviewing all options, diving blocks for the swimming pool need to be replaced.*

Board Action: *The motion is to replace diving blocks and provide the necessary grounding utilizing funds from: (to be determined).*

The Diving Blocks came to the Superintendent's attention through several email communications regarding possible repair and/or replacement.

After investigation, it is apparent that the blocks must be replaced. In addition, current blocks are not properly grounded.

At this time, the blocks are not to be used by students or members of the public.

Two quotes are included for review for replacement. After consultation with the AD, the Superintendent recommends Aquatic Pool & Spa services as they regularly provide service to the HKHS pool. Blocks should arrive in 6-8 weeks.

It is also necessary to hire an electrician to ensure that the blocks are appropriately grounded. Efforts are being made to secure a quote for electrician services.

Next Steps: *Action is recommended immediately to provide services to be completed for fall swim team activities. (Practices begin on August 18.)*

Enclosures:

- (1) Estimate from Aquatic Pool and Spa Services, Inc*
- (2) Estimate from CT Custom Aquatics, LLC*

AQUATIC POOL & SPA SERVICE, INC.
1437 Middletown Avenue
NORTHFORD, CONNECTICUT 06472

Northford (203) 239-SWIM (7946)
Guilford (203) 458-7378

Submitted
To: HADDAM KILLINGWORTH HIGH SHOOOL

PROPOSAL

Job Name/No: JCONVERSE@RSD17.ORG

Job Location:

Work Phone: 860-227-1025

Home Phone: Date: 7/7/25

Starting Date: CONTINGENT ON RECEIPT OF
SIGNED DOCUMENTS AND DEPOSIT, PRODUCT AVAILIBLTY,
WEATHER AND OUR SCHEDULE
Completion Date:

Corporate Registration Number: 533-880

We hereby submit specifications and estimates for: REPLACEMENT STARTING PLATFORMS FOR POOL

- REMOVE (6) EXISTING STARTING PLATFORMS AND ANCHORS
- CHECK FOR PROPER ELECTRICAL BONDNG
- SUPPLY AND INSTALL (6) NEW SR SMITH VELOCITY STARTING PLATFORMS WITH ANCHORS
- REPAIR TILE AROUND OLD ANCHOR LOCATIONS (COLOR AND SIZE WILL NOT MATCH)

\$ 53,000.00

NOT INCLUDED; SHIPPING (TBD), BONDING MODIFICATIONS IF NEEDED

**DUE TO AGE AND CONDITION OF THE EXISTING STARTING PLATFORMS WE ARE RECCOMENDING
REPLACEMENT RATHER THAN REPAIR**

Aquatic Pool and Spa is not responsible for pointing out any non-compliances in regards to whether your existing pool meets current codes and laws. Nor are we accepting any liability for any issues or accidents that may arise from any such noncompliance or otherwise.

All pricing is subject to change based on supply cost increases by individual manufacturers.

Payments: Payments can be made by cash, check or with the following cards: Visa, Mastercard & Discover. Please note that we DO NOT accept American Express & that all payments made via card will be subject to a 3 % processing fee.

All labor and workmanship is guaranteed for a period of one year from date of completion unless stated otherwise. Individual products are covered by their respective manufacturers' warranties and under no circumstance shall cover the labor cost to replace said products should they fail or the cost to replace any water if deemed applicable. Warranty work or repairs will not be initiated/performed unless the balance of the original proposal has been paid in full

We propose hereby to furnish material and labor- complete in accordance with above specifications, for the sum of:
FIFTY THREE THOUSAND AND 00/100 (\$53,000.00)

Payment to be made as follows:

50% DUE WITH PROPOSAL SIGNING. BALANCE DUE UPON COMPLETION

All material is guaranteed to be as specified. All work to be completed in a workmanlike manner according to standard practices. Any alteration or deviation from above specifications involving extra costs will be executed only upon written orders, and will become an extra charge over and above the estimate. All agreements contingent upon strikes, accidents or delays beyond our control.

NOTICE: You, the buyer, may cancel this transaction at any time prior to midnight of the third of the third business day after the date of this transaction. See attached notice of cancellation for an explanation of this right. (Saturday is a legal business day in the state of Connecticut.)

Authorized

Signature: Thomas A Laudano

Note: This proposal may be withdrawn by us if not accepted within 30 days.

Acceptance of Proposal - The above prices, specifications and conditions are satisfactory and are hereby accepted. You are authorized to do the work as specified. Payment will be made as outlined above.

Signature _____ Date _____ Signature _____ Date _____

CT Custom Aquatics LLC
8 Massimo Drive
North Haven CT 06473
Ph 203-985-0223 Fax 203-691-1066 AA/EOE



Estimate

Date	Estimate #
5/14/25	3413

Name / Address
Regional School District #17 Central Office 57 Little City Road Higgium CT 06441

Ship To
Haddam Killingworth H.S 95 Little City Road Higganum, CT 06441

Terms	FOB	Project
Net 30	ORIGIN	

Item	Description	Qty	Price	Total
100	<p>STARTING BLOCKS (EXISTING BLOCKS ARE EXTREMELY DANGEROUS AND SHOULD NOT BE USED):</p> <ul style="list-style-type: none"> - Removal and disposal of existing starting blocks and anchors - Qt 6 Spectrum Growler single post quickset starting blocks with side step -Qt 6 Spectrum quickset anchor - Core out existing block anchors - Saw cut a 1/4" wide trench for the bonding wire - Locate rebar for bonding in deck withing 5 FT of starting blocks - Set anchors in anchoring cement - Assemble and Install new blocks into anchors <p>LEAD TIME FROM SIGNED SUBMITALS 7-8 weeks *** PLUS FREIGHT ***</p> <p>LABOR RATES: COST \$150.00 per man hour portal to portal plus materials *** Proposal contents are exactly as shown above. Any additions / or deletions to project will be subject to associated charges and/or credits. Due to volitile market conditions pricing can change up until order is placed</p> <p>*** Owners Electrician is responsible for any bonding connections needed</p>	1	40,552.15	40,552.15

			Subtotal	\$40,552.15
			Sales Tax (6.35%)	\$0.00
			Total	\$40,552.15

Arcadis U.S., Inc.
213 Court Street
Suite 700
Middletown
Connecticut 06457
Direct Phone: 860 503 1510
John.butkus@arcadis.com
www.arcadis.com

July 14, 2025

Paul Smith
Interim Superintendent of Schools
Regional School District #17
57 Little City Road
Higganum, CT 06441

Subject:

Regional School District #17
Owner's Representative Services
Supplemental Services Proposal

Dear Alison:

Arcadis is pleased to present our additional services proposal for the Pre-Referendum Communications Phase of the upcoming high school/central administration project. As outlined in our August 15, 2024, proposal, the referendum was anticipated to have occurred in March of 2025, but the projects were not approved until May of 2025. While the necessary grant applications have been submitted to the state within the effort supported by the August 2024 fee proposal, the extended timeline to approval has placed the pre-referendum communications phase outside the scope of that proposal. Such communications efforts necessary to gain approval of the referendum, which has been scheduled for October 7, 2025, will include:

1. Collaboration with the RSD#17 Board and their architects
2. Assistance with developing public-facing documents such as fact sheets, timelines and
3. Participation in community conversations

PROJECT FEE TOTAL

Arcadis' total lump sum fee for this project, as described, is TEN THOUSAND SEVEN HUNDRED DOLLARS (\$10.700.00).

Our fees include all regularly anticipated expenses for this project, such as copies, computer and cell phone usage, mileage to and from the project site and general overhead. Not included are out-of-state travel in

connection with the project, printing costs for construction documents or additional consultants hired by Arcadis at the client's request.

Should further additional services be required, or if this assignment extends beyond October 7, 2025, an agreed upon lump sum proposal or hourly services at the following billing rates will be presented for your consideration:

Senior Program Manager	\$195/Hr.
Senior Project Manager	\$185/Hr.
Financial Controls Manager	\$160/Hr.
Financial Controls Assistant	\$130/Hr.
Subconsultants hired by Arcadis	Arcadis Cost plus 10 percent

Arcadis looks forward to continuing our successful collaboration with your team on this project.

Sincerely,

Arcadis U.S., Inc.



John J. Butkus, AIA
Senior Program Manager

[illegible]

[illegible]

SY 2025-2026 Personnel Report

BOE Reported Month	Employee Name	Action	Position	Location	Effective Month
July 2025	Gero Liquori	New Hire	Custodian	HK High School	June 2025
July 2025	Karen Asetta	New Hire	Interim Director of Finance and Operations	District	July 2025
July 2025	Paul Smith	New Hire	Interim Superintendent	District	July 2025
July 2025	Ava Galdenzi	New Hire	Paraeducator	Killingworth Elementary School	August 2025
July 2025	Kailey Hill	New Hire	Paraeducator	HK Middle School	August 2025
July 2025	Brianna Cardillo	New Hire	Math Teacher	HK High School	August 2025
July 2025	Rachel Verinis	New Hire	Social Worker	HK Middle School	August 2025
July 2025	Erinn Tefel	New Hire	Math Interventionist	HK High School	August 2025
July 2025	Katherine McCollum	New Hire	Library Media Specialist	Burr Elementary School	August 2025
July 2025	Alexandra Hughes	New Hire	Speech and Language Pathologist	Burr Elementary School	August 2025
July 2025	Ashly Skiffington	New Hire	Math Interventionist	Burr Elementary School	August 2025
July 2025	Nichole Brigger	New Hire	English Teacher	HK High School	August 2025
July 2025	Jameson Corey	New Hire	Long-Term Sub Guidance Counselor	HK High School	August 2025
July 2025	Molly Freeman	New Hire	World Language Teacher	HK High School	August 2025
July 2025	Christina Coppola	New Hire	Library Media Specialist	HK High School	August 2025
July 2025	Kimberly Ainsley	New Hire	Special Education Teacher	HK Intermediate Middle School	August 2025
July 2025	Catania McGinley	New Hire	World Language Teacher	HK Intermediate Middle School	August 2025
July 2025	Amy Dow	New Hire	Special Education Teacher	HK Middle School	August 2025
July 2025	Emma VanSteenbergen	New Hire	School Psychologist	HK Middle School	August 2025
July 2025	Diana Mckenzie	New Hire	Kindergarten Teacher	Killingworth Elementary School	August 2025
July 2025	Royse Isleib	Resignation	Kindergarten Teacher	Killingworth Elementary School	June 2025
July 2025	Victoria Tiedemann	Resignation	HK Cubs Staff	Cubs	June 2025
July 2025	Dorothy Ventura	Resignation	Principal	HK Middle School	June 2025
July 2025	Emily Thompson	Resignation	HK Cubs Staff	Cubs	July 2025
July 2025	Alison Pierce	Resignation	Director of Finance and Operations	Central Office	July 2025
July 2025	Denis Recchia	Resignation	District IT & Data Manager	Central Office	July 2025
July 2025	Heather Persson	Transfer	Interim HKMS Principal	HK Middle School	July 2025



TO: RSD17 Board of Education
DATE: July 2025
RE: Sick Bank Activation

Per the **SSA** and the **HKEA** collective bargaining agreements, “The Superintendent shall notify the Board if the sick leave bank has been activated, including information regarding the number of days that have been allocated from the bank.”

This memo serves as notification of the following allocations.

- The Office of the Superintendent received a request to activate the Support Services Association Sick Bank. The criteria outlined in the collective bargaining agreement were utilized to determine eligibility. Up to twenty-two (22) days were granted.
- The Office of the Superintendent has received a request to activate the HKEA Sick Bank. The criteria outlined in the collective bargaining agreement were utilized to determine eligibility. Up to fourteen (14) days were granted.



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



REGIONAL SCHOOL DISTRICT NO. 17
BOARD OF EDUCATION
MEETING MINUTES
Date: June 19, 2025

The Regional School District No. 17 Board of Education meeting was in the Haddam-Killingworth Community Room on June 19, 2025.

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		Jennifer Voegtli	X	
Jennifer Favalora (remote 6:07 pm)	X		Dr. Kathleen Zandi	X	
Shawna Goldfarb (remote)	X		Suzanne Sack	X	
Heather Pach	X				

Also Present: Assistant Superintendent Jennifer Miller, Interim Superintendent Paul Smith, Director of Finance and Operations Alison Pierce, Director of Student Services Dr. Aaron Puzarne, and Board Administrator Sarah Kaiser

Visitors: 5

Call to Order/Opening of Meeting

Board Chair Suzanne Sack called the meeting to order at 6:04 PM.

Discussion of the Regional School District 17 2025-2026 Annual Budget

Interim Superintendent Smith reviewed a list of possible budget reductions with the Board, outlining the rationale for each item as presented by the Administration. The reductions were discussed, with Board members and the Administrative team engaging in a thorough discussion of their potential impact on programs, staffing, and services. Additional possible reductions within specific account lines were also considered during the conversation. Each of the

recommendations were evaluated to determine whether they should remain part of the revised proposed budget. Following the discussion, the Board reached a consensus on a revised proposed budget amount that will be presented to the public at the Annual Budget Hearing scheduled for June 23rd.

Adjournment

Board Chair Sack adjourned the meeting at 7:48 PM.

Respectfully submitted,

Sarah Kaiser

Administrative Assistant to the Board of Education

Approval: _____ Date: _____

Dr. Kathleen Zandi, Board Secretary



**REGIONAL SCHOOL DISTRICT NO. 17
BOARD OF EDUCATION
MEETING MINUTES
ANNUAL HEARING
June 23, 2025**

A meeting of the Regional School District No. 17 Board of Education was held on June 23, 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	X	
Lisa Connelly	X		Suzanne Sack	X	
Jennifer Favalora		X	Jennifer Voegtli	X	
Shawna Goldfarb	X		Dr. Kathleen Zandi (remote)	X	
Heather Pach	X				

Also Present: Assistant Superintendent Jennifer Miller, Director of Finance and Operations Alison Pierce (remote), and Board Administrator Sarah Kaiser

Visitors: 16

Call to Order/Opening of Meeting

Board Chair Suzanne Sack called the meeting to order at 6:31 PM.

The Pledge of Allegiance was recited.

Presentation of the Board of Education Annual Budget and Third Referendum Budget

Board Chair Sack presented the Board of Education Annual Budget for the Regional School District No. 17 for the 2025-2026 Fiscal Year.

Community Input Regarding the Proposed 2025-2026 Board of Education Annual Budget

Eileen Unger of Killingworth addressed the Board regarding the budget. She thanked the Board for their service and the work put forward through the budget process. She spoke on the need for public input, emphasizing concerns on communication, trust, and fiscal responsibility.

Amy Roberts Perry of Killingworth addressed the Board regarding the budget. She requested clarification from the Board on staffing budget items. She expressed concern about the growth in administrative staff and urged the Board to prioritize student services. She noted the financial challenges faced by Killingworth's older population.

Elias Lowrey of Haddam addressed the Board regarding the budget. He noted that the budget challenges may stem more from public perception and low voter turnout rather than the budget itself. He suggested increased outreach efforts, particularly to younger adults who may have children in the future, to positively impact future budget votes.

Arthur Collins Jr. of Haddam addressed the Board regarding the budget. He expressed his long-standing support for the district, emphasizing that quality education is vital for the country's future and requires proper funding. He voiced concern over low voter turnout and urged the community to stay informed, engaged, and supportive of the budget. He thanked the Board for its efforts.

Jeff Sturges of Haddam addressed the Board regarding the budget. He spoke on the proposed budget, noting it is responsible, aligns with inflation, and compares reasonably to other districts. He emphasized the importance of broad voter participation and encouraged future discussions on specific line items at appropriate meetings. He referenced the budgeting for taxpayers based on enrollment. He also noted that shifts in the student population vary the assessment increases among towns within the regional district.

Cathy Iino of Killingworth addressed the Board regarding the budget. She expressed appreciation for the district's fiscal responsibility, noting that the annual return of unspent funds to the towns demonstrates careful budget management. She thanked the Board for their focused attention and emphasized the importance of being responsible after the budget is approved.

Adjournment

Board Chair Sack adjourned the meeting at 7:34 PM.

Respectfully submitted,

Sarah Kaiser
Administrative Assistant to the Board of Education

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



REGIONAL SCHOOL DISTRICT NO. 17
BOARD OF EDUCATION
SPECIAL MEETING MINUTES
June 23, 2025

A special meeting of the Regional School District No. 17 Board of Education was held on June 23, 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	X	
Lisa Connelly	X		Suzanne Sack	X	
Jennifer Favalora		X	Jennifer Voegtli	X	
Shawna Goldfarb	X		Dr. Kathleen Zandi	X	
Heather Pach	X				

Also Present: Assistant Superintendent Jennifer Miller, Director of Finance and Operations Alison Pierce (remote), and Board Administrator Sarah Kaiser

Visitors: 6

Call to Order/Opening of Meeting

Board Chair Suzanne Sack called the meeting to order at 7:35 PM.

The Pledge of Allegiance was recited at the previous meeting.

Review of the Input from the Annual Hearing and Possible Budget Modification

A letter from Lynn Gallant, a parent from Killingworth, was read regarding the budget that was not read in the previous meeting. The letter highlighted the family's long-standing involvement with the district and emphasized the importance of moving forward with the current budget to maintain funding levels necessary for educational programs and community development. She stated that further delays could create uncertainty and negatively impact the district's operations.

Board members discussed the previous meeting and the next steps, including communication items that can be implemented to enhance community awareness.

Board of Education Adopts the 2025-2026 Budget for the Annual Meeting

Jennifer Voegtli **MOVED** and Lisa Connelly **SECONDED** a motion to adopt a budget in the amount of \$ 51,348,789 for the 2025-2026 fiscal year beginning July 1, 2025, to be brought to the Annual Meeting on July 7, 2025.

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		

Approval of the Legal Call

Corey Roberts **MOVED** and Jennifer Voegtli **SECONDED** a motion to approve the Legal call for the July 7, 2025 Annual Meeting as follows:

A meeting of Regional School District No. 17 of the State of Connecticut, whose member towns are the towns of Haddam and Killingworth, will be held at Haddam-Killingworth High School in the Community Room, on July 7, 2025, at 6:30 PM for the following purposes:

1. To adopt a regional education gross budget of \$ 51,348.789 for the fiscal year beginning July 1, 2025.

The meeting will be adjourned to a yes/no vote on the budget, which will take place on the voting machines in each of the member towns on the day following the district meeting; therefore, the vote on voting machines will take place on July 8, 2025.

2. To set the voting hours of the referendum vote on the budget for the hours of 6:00 AM to 8:00 PM pursuant to Section 10-51 of the Connecticut General Statutes as amended by Public Act 94-245 and 7-7 of the Connecticut General Statutes.

A copy of the proposed budget recommended for adoption by the district Board of Education is on file and available for inspection and copies are available for distribution upon request at the office of the Superintendent of Schools at 57

Little City Road, Higganum, CT, posted on the RSD17 District Website and at the offices of the town clerks of Haddam and Killingworth.

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		

Adjournment

Board Chair Sack adjourned the meeting at 7:57 PM.

Respectfully submitted,

Sarah Kaiser
Administrative Assistant to the Board of Education

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



**REGIONAL SCHOOL DISTRICT NO. 17
BOARD OF EDUCATION
SPECIAL MEETING MINUTES
ANNUAL MEETING
July 7, 2025**

A meeting of the Regional School District No. 17 Board of Education was held on July 7, 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	X	
Lisa Connelly	X		Suzanne Sack	X	
Jennifer Favalora	X		Jennifer Voegtli	X	
Shawna Goldfarb	X		Dr. Kathleen Zandi (remote)	X	
Heather Pach	X				

Also present: Interim Superintendent Paul J. Smith, Assistant Superintendent Jennifer Miller, Director of Student Services Dr. Aaron Puzarne, and Board Administrator Sarah Kaiser

Visitors: 5

Call to Order/Opening of Meeting

Board Chair Suzanne Sack called the meeting to order at 6:31 PM.

The Pledge of Allegiance was recited at the previous meeting.

Nominations for Moderator

Robin Duffield of Killingworth **MOVED** and Arthur Collins, Jr. of Higganum **SECONDED** a motion to appoint Joanne Nesti as Moderator. The motion passed unanimously by a Voice Vote.

Legal Call Reading by Board Secretary

Moderator Joanne Nesti asked the Board Secretary, Shawna Goldfarb, Board Treasurer, who stood in as the secretary, to read the Legal Call. Shawna Goldfarb read the Legal Call into the record as follows:

A meeting of Regional School District No. 17 of the State of Connecticut, whose member towns are the towns of Haddam and Killingworth, will be held at Haddam-Killingworth High School in the Community Room, on July 07, 2025, at 6:30 PM for the following purposes:

1. To adopt a regional education gross budget of \$51,348,789 for the fiscal year beginning July 1, 2025.

The meeting will be adjourned to a yes/no vote on the budget, which will take place on the voting machines in each of the member towns on the day following the district meeting; therefore, the vote on voting machines will take place on July 08, 2025.

2. To set the voting hours of the referendum vote on the budget for the hours of 6:00 AM to 8:00 PM pursuant to Section 10-51 of the Connecticut General Statutes as amended by Public Act 94-245 and 7-7 of the Connecticut General Statutes.

A copy of the proposed budget recommended for adoption by the district Board of Education is on file and available for inspection and copies are available for distribution upon request at the office of the Superintendent of Schools at 57 Little City Road, Higganum, CT, posted on the RSD17 District Website and at the offices of the town clerks of Haddam and Killingworth.

Moderator Joanne Nesti of Haddam **MOVED** and Robin Duffield of Killingworth **SECONDED** a motion to accept the Legal Call as read. The motion passed unanimously by a Voice Vote.

Vote Regarding Regional Education Budget 2025-2026

Moderator Joanne Nesti of Haddam **MOVED** and Howard Burr of Higganum **SECONDED** a motion to adopt a Regional Education Budget in the amount of \$51,348,789 for the fiscal year 2025-2026 beginning July 1st.

Moderator Joanne Nesti stated that no vote will be taken at this meeting, and the meeting will adjourn to a referendum vote at the usual polling places on Tuesday, July 8, 2025.

Audience Questions

None

Set Voting Hours

Moderator Joanne Nesti of Haddam **MOVED** and Robin Duffield of Killingworth **SECONDED** a motion to set the voting hours of the referendum on the budget from 6:00 AM to 8:00 PM pursuant to Section 10-51 of the Connecticut General Statutes as amended by Public Act 94-245 and 7-7 of the Connecticut General Statutes. The motion passed unanimously by a Voice Vote.

Adjournment

Joanne Nesti of Haddam **MOVED** and Howard Burr of Higganum **SECONDED** a motion to adjourn to a referendum vote on Tuesday July 08, 2025. The motion passed unanimously by a Voice Vote.

Moderator Joanne Nesti resigned from her position as moderator.

Board Chair Suzanne Sack called for a motion to adjourn the Board of Education meeting.

Shawna Goldfarb **MOVED** and Jennifer Voegtli **SECONDED** a motion to adjourn. The motion passed unanimously by a voice vote.

Adjournment

Board Chair Sack adjourned the meeting at 6:38 PM.

Respectfully submitted,

Sarah Kaiser
Administrative Assistant to the Board of Education

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