



REGIONAL SCHOOL DISTRICT NO. 17
BOARD OF EDUCATION
MEETING MINUTES
August 19, 2025

A meeting of the Regional School District No. 17 Board of Education was held on August 19, 2025, in the Central Office Board Room.

Board Member Attendance:

Board Member	Present	Absent	Board Member	Present	Absent
Joseph Centofanti	X		Corey Roberts		X
Sonja Charpentier	X		Suzanne Sack	X	
Lisa Connelly	X		Ben Sodergren	X	
Jennifer Favalora	X		Jennifer Voegtli	X	
Shawna Goldfarb		X	Dr. Kathleen Zandi	X	
Heather Pach	X				

Also Present- Interim Superintendent Paul K. Smith, Assistant Superintendent Jennifer Miller, Director of Finance and Operations Karen Asetta, Director of Student Services Dr. Aaron Puzarne, Board Administrator Sarah Kaiser

Visitors: 4

Call to Order/Opening of Meeting

Board Chair Suzanne Sack called the meeting to order at 6:30 PM.

The Pledge of Allegiance was recited.

Lisa Connelly **MOVED** and Jennifer Voegtli **SECONDED** a motion to add item 5.D. Referendum article to the agenda for approval.

The motion passed unanimously by a show of hands vote by all members present.

Board Chair Sack welcomed a new Board member, Ben Sodergren of Killingworth, to the Board. Ben heads the Killingworth Public Library and is an HK graduate. He is very interested in education and holds a degree in computer science and library science.

Superintendent's Report

Superintendent Smith reported that facilities staff are overseeing the summer building projects at the schools. In technology, the Chromebooks are ready, and the viewboards that were approved have been purchased and installed.

Superintendent Smith noted that the schools are ready for the students to be back in the buildings.

Public Comment

None

Summer Projects Update

Superintendent Smith provided the Board with an updated list of the building projects and the status of completion. The approved list of projects came from the capital project list.

Capital Projects Update

Superintendent Smith provided the Board with an update that the District is still waiting for the FF&E project material to arrive. The Chromebooks and Viewboards have been purchased and are ready, as budgeted.

High School Project Update

Superintendent Smith reported that he met with members of the Communications subcommittee and Jack Butkus from Arcadis to discuss communication strategy options for the High School project, leading to the referendum. Discussions included the article draft that will be discussed later in the meeting, website information, videos, a public forum, and other options. The messages need to be conveyed neutrally, and legal counsel must approve all items. Articles would need to be approved by the full Board.

Technology Updates

The Technology department, led by Chance Davis and Emily McLaughlin (CCS), has reviewed all aspects of district operations and identified the areas of most significant concern. The Superintendent advised that the District has outdated antivirus software that needs to be purchased. This was presented with a detailed proposed action plan. Information was given regarding the server update to be completed. Director Asetta is researching the opportunity to utilize E-rate funds to offset some of the costs.

Jennifer Voegtli **MOVED** and Heather Pach **SECONDED** a motion related to the purchase of antivirus software at the cost of \$21,606.00 and the server operations at the cost of \$648.00.

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

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

Policy/Regulations for Approval - 5131.911 R - Administrative Regulations Regarding Connecticut School Climate Policy

Heather Pach updated the Board on the regulation information provided to the committee. The recommendation was to move the process forward for the beginning of the school year.

Lisa Connelly **MOVED** and Jennifer Voegtli **SECONDED** a motion to approve the administrative regulation 5131.911 R associated with the same policy number.

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

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

Consent Agenda

- a. Enrollment Report
- b. Personnel Report

- c. Approval of Minutes from the July 15, 2025, Board of Education Meeting
- d. Approval of Minutes from the July 26, 2025, Board of Education Strategic Planning Workshop

Lisa Connelly **MOVED** and Dr. Kathy Zandi **SECONDED** a motion to accept the consent agenda as presented, less the handbooks 2025-26.

The motion passed unanimously by a show of hands by all members present.

Handbooks 2025-26

The Board discussed changes to the handbooks and the link to the new school climate policy. Superintendent Smith will provide a policy link and attachment to parents in his update, explaining that it is in the handbook that they are signing.

Dr. Kathy Zandi **MOVED** and Sonja Charpentier **SECONDED** a motion to approve item C.c. handbooks 2025-26.

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

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

Referendum Article

The Board discussed the proposed article to be distributed in relation to the High School Project Referendum. The discussion focused on the content that the Board can communicate during the time before the referendum. The Board discussed options that the Board uses to facilitate communication, which included website information, videos, articles, a public forum, and other options. The Board discussed being clear and transparent on the issues with each option. The Board reviewed the article content and proposed approval of the content.

Heather Pach **MOVED** and Ben Sodergren **SECONDED** a motion to approve the content in the article that was presented to the Board of Education with the following changes. That after the first paragraph, additional and statutorily approved information about the vote is added,

including who is qualified to vote, and the date, time, and location of polling places be included. The “N” be corrected and authorize the Superintendent and the group the flexibility to modify the order of the bullet points associated with the challenges that were presented to the board of education, and the elimination of the very last paragraph.

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

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

Policy Subcommittee

Heather Pach reported that the committee discussed the draft capital asset policy, which could become a Finance Department procedure. A discussion was held on the Reserve for Educational Expenditures Fund Regulation. Legal counsel will review the first draft, which will be revisited at the September meeting. An initial discussion took place on a Naming Policy.

Facilities Subcommittee

No report

Finance Subcommittee

Joe Centofanti reported that the committee reviewed several June 30th and July 31st reports, including daycare and cafeteria operations. There was a discussion on additional tasks that needed to be addressed for the budget. The committee discussed the technology topic that was discussed earlier in this meeting.

LEARN

No report

HK Youth and Family Services

Heather Pach reported on the following items and highlights of the last year:

- HKYFS held over 90 events

- Up 50 % increase in student participation
- The mentoring program increased from 18 to 25 matches
- New partnership with HK Youth Unplugged
- The HK school supply program supplied 61 students with backpacks and supplies
- 7th Annual Haircut Event
- HK teen events
- QPR and Narcan training

Haddam Killingworth Recreation Department

No report

Haddam Board of Selectmen

No report

Killingworth Board of Selectmen

No report

Announcements/Comments

Jen Favalora noted that the Board calendars are being drafted for 2026. The 2026 strategic plan goals are being generated and will be shared with the subcommittee chairs for the upcoming work plans.

Adjournment

Board Chair Sack adjourned the meeting at 8:17 pm.

Respectfully submitted,

Sarah Kaiser

Administrative Assistant to the Board of Education

Approval: _____ Date: _____

Dr. Kathleen Zandi, Board Secretary