REGIONAL SCHOOL DISTRICT NO. 17
BOARD OF EDUCATION
MEETING MINUTES
October 21, 2025

A meeting of the Regional School District No. 17 Board of Education was held on October 21, 2025, in the HKHS Community Room.

Board Member Attendance:

Board Member	Present	Absent	Board Member	Present	Absent
Joseph Centofanti	X		Corey Roberts (remote)	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, Director of Technology Chance Davis, Emily McLaughlin of CSS, Administrative Assistant to the Superintendent Sarah Kaiser, HKHS Principal Donna Hayward, HKIS Principal Eric Larson, HKIS Teachers Heather Barse and Kathleen Egan, and Jack Butkus of Arcadis US

Visitors: 2

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.

Cougar Pride

Principal Larson provided an introduction to the Marzano High Reliability Schools Certification program and achieving the Level 1 certification. He introduced Lead Teacher Heather Barse and 4th-grade teacher Kathleen Egan, who spoke about the work and accomplishments that led to

their completion of the Level 1 certification. They discussed the key accomplishments and provided examples of what had taken place. They also discussed the process for obtaining Level 2 certification and identified the areas they will be focusing on.

Heather Barse and Kathleen Egan left the meeting at 6:42 pm.

Student Representative Report

The Board welcomed back senior Emma Giaccone and new student representative Evan Berardino to the meeting.

Student representatives Emma Giaccone and Evan Berardino reported to the Board on the following items:

- The New Leadership Academy will begin next week
- The Drama Club will be presenting the fall play Arsenic and Old Lace on October 6th & 8th
- PSAT testing will be on October 22nd
- The A-Team will begin meeting with Principal Hayward to discuss topics such as college plan and prep, field trips, and recycling within the school
- Homecoming was a success, with about 80% student body in attendance

Superintendent's Report

Superintendent Smith attended a portion of the swim team's only home meet of the season and noted that they were adapting well to not having starting blocks at the moment.

The Superintendent recognized Director Chance Davis and CSS Consultant Emily McLaughlin for their outstanding contributions in resolving the issues that had impacted District Operations. He commended their efforts and the long hours they worked, alongside the Technology team, for successfully restoring the District to full operational status.

Public Comment

None

Technology Information Discussion

Director Chance Davis and CSS Consultant Emily McLaughlin, present the Board with a comprehensive four-year technology infrastructure budgeting plan. The presentation included a thorough analysis of the district's current technology, highlighting the existing challenges and limitations.

Director Davis provided detailed recommendations to address these issues, focusing on improvements to support both current and future demands across the district. Each recommendation was supported by estimated costs by fiscal year to help the Board understand the financial impact over time.

HKHS High School Project Update

Update discussion will be discussed as part of agenda item 6. A.

Principal Hayward and Principal Larson left the meeting at 7:14 pm.

ADM-Towns of Haddam and Killingworth

Superintendent Smith presented the Board with the ADM data for the Towns of Haddam and Killingworth as of October 1, 2025, that will be reported to the State Department of Education. The total number of students reported was 1674, with 1000 (59.74%) from Haddam and 674 (40.26%) from Killingworth.

Fiscal Quarterly Update

Director Asetta updated the Board on the District's financial situation. She covered topics including insurance, outplacement student and transportation, as well as paraeducator and staffing accounts.

Director Asetta shared that the district will soon issue a Request for Proposals (RFP) for transportation services to secure competitive bids.

Architectural Services and Owners' Rep Contract Proposals for the High School Project Discussion and Possible Board Action

The Board reviewed the proposal submitted by Arcadis U.S. for architectural services and the extension of Owner's Representative Services in connection with the High School project. Jack Butkus spoke to the Board and answered questions regarding the scope of the work, including the range of the services to be provided and the anticipated responsibilities throughout the project.

Board members the topic in detail, the scope and the work to be performed, and the next steps in the process.

Board members also provided updates on individual items and areas of work they have been engaged in related to ongoing district projects and initiatives.

Jennifer Voegtli **MOVED** and Sonja Charpentier **SECONDED** a motion to approve Item 6.A. the

Architectural Services and Owners' Rep Contract Proposals as presented during the Board meeting by the Owners' Rep for the amount of $94,350 to come out of the High School Capital Fund.

Motion passed from the following roll call votes: 11-0-0

Member	Vote	Member	Vote
Joseph Centofanti	X YES ☐ NO ☐ A	Corey Roberts	X YES ☐ NO ☐ A
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	X YES ☐ NO ☐ A	Suzanne Sack	X YES ☐ NO ☐ A
Heather Pach	X YES ☐ NO ☐ A		

Jack Butkus left the meeting at 7:49 pm.

Budget Transfers

Director Asetta presented the account balancing budget transfers for Fiscal Year 2025.

Jennifer Favalora **MOVED** and Lisa Connelly **SECONDED** a motion to approve budget transfer 25-99 related to Fiscal Year 2025 in accordance with Board Policy 3110 in the amount of $1,878,697.00.

Motion passed from the following roll call votes: 11-0-0

Member	Vote	Member	Vote
Joseph Centofanti	X YES ☐ NO ☐ A	Corey Roberts	X YES ☐ NO ☐ A
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	X YES ☐ NO ☐ A	Suzanne Sack	X YES ☐ NO ☐ A
Heather Pach	X YES ☐ NO ☐ A		

Consent Agenda

a. Enrollment Report

b. Personnel Report

d. 2026-2027 School Calendar First Read

e. Approval to accept a donation in the amount of $2,000.00 received from the HKIMS PTO to be deposited equally directly into the student activity fund to offset grade 4 and grade 5 field trips and student events.

f. Approval to accept a donation in the amount of $3,000.00 received from the HKIMS PTO to be deposited equally directly into the student activity fund to offset grades 6, 7, and 8 field trips and student events.

g. Approval to accept a HKIS donation in the amount of $100.00 received from the Haddam Women's Club to be deposited directly into the student activity fund and will be used towards student scholarships.

h. Approval to accept a HKMS donation in the amount of $100.00 received from the Haddam Women's Club to be deposited directly into the student activity fund and will be used towards student scholarships.

i. Approval of Minutes from the September 16, 2025, Board of Education Meeting

j. Approval of Minutes from the September 30, 2025, Board of Education Special Meeting Workshop

k. Approval of Minutes from the October 8, 2025, Board of Education Special Meeting #1

l. Approval of Minutes from the October 8, 2025, Board of Education Special Meeting #2

m. Approval of Minutes from the October 9, 2025, Board of Education Special Meeting Workshop

Shawna Goldfarb **MOVED** and Lisa Connelly **SECONDED** a motion to approve the Consent Agenda as presented, less item 6.C.c. 2026 with gratitude.

Motion passed unanimously from a show of hands vote: 11-0-0

The Board 2026 calendar will be further reviewed and brought back next month for a vote.

Communications Subcommittee

Lisa Connelly reported that the committee met and further reviewed the Board's handbook. It should be ready for early November. The committee discussed the High School project communications, CABE updates, and talked about District website updates.

Curriculum Subcommittee

Dr. Kathy Zandi reported that the committee met and reviewed the draft of the school calendar approved for first read at tonight's meeting.

Facilities Subcommittee

Shawna Goldfarb reported that the committee met and discussed the following items:

- High School Project
- New FY Capital Projects Status
- New Fire Door at HKIMS update
- BES Phone update
- White Barn status update
- Google related security topics

Finance Subcommittee

Joe Centofanti reported that the committee met reviewed and discussed the FY2025 reporting. The FY2026 projections will be revisited.

LEARN

Jenifer Favalora reported that Governor Lamont has started an endowment for early childhood. Families may qualify for free childcare under the program. There are grant waivers available.

HK Youth and Family Services

Heather Pach reported on the following events:

- The Fall Festival this past Saturday was successful with about 500 kids attending
- Drug Take Back Day October 25th
- Pumpkin Run October 26th
- Center for Online Safety Online Series-Slow Tech Parenting November 13th

HKYFS/REC updated the facility with new flooring and paint. Next month there will be a discussion about Voices Count.

Haddam Killingworth Recreation Department

None

Haddam Board of Selectmen

None

Killingworth Board of Selectmen

None

Adjournment

Board Chair Sack adjourned the meeting at 8:33 PM.

Respectfully submitted,

Sarah Kaiser
Administrative Assistant to the Superintendent

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