

**REGIONAL SCHOOL DISTRICT NO. 17**  
**BOARD OF EDUCATION - MINUTES**  
**December 06, 2022**

A meeting of the Regional School District No. 17 Board of Education was held on December 06, 2022, in the Community Room of HK High School. Board of Education Chair, Suzanne Sack, called the meeting to order at 7:00 PM.

**Board Member Attendance:**

Board Member	Present	Absent	Board Member	Present	Absent
Prem Aithal	X		Dr. Nelson Rivera	X	
Lisa Connelly	X		Corey Roberts	X	
Dr. Joel D'Angelo	X		Peter Sonski	X	
Jennifer Favalora	X		Dr. Kathleen Zandi (7:10pm)	X	
Shawna Goldfarb		X	Suzanne Sack	X	
Hamish MacPhail (remote as of 7:06pm)	X				

**Also Present:** Superintendent of Schools, Jeffrey Wihbey, Assistant Superintendent, Jennifer Miller, and Director of Fiscal Operations, David Solin, and Board Administrator, Sarah Kaiser, Director of Operations, John Mercier, and Principals Donna Hayward, Brienne Whidden, and Assistant Principal Adam Apicella.

**Visitors:** Approximately 20 parents and students attended

**The Board meetings are videotaped and posted on the RSD17 Website under Board of Education, BOE Meeting Schedules & Minutes for public viewing.**

<http://reflect-hktv.cablecast.tv/CablecastPublicSite/show/1361?channel=1>

**1. Call to Order/Opening of Meeting**

Board of Education Chair, Suzanne Sack, called the meeting to order at 7:00 PM. The Pledge of Allegiance was recited.

Board Chair Sack discussed making the following changes to the agenda: Item 10.A. will be tabled, Item 6.C. will move to 10.B.1. after 10.B., and Item 6.F. will move to 10.D. (maintaining the right for executive session).

Peter Sonski **MOVED** and Dr. Joel D'Angelo **SECONDED** a motion to make the changes to the schedule as outlined.

The vote was unanimous by show of hands of all Board members present.

## **2. Cougar Pride**

Principal Whidden and selected third grade students shared about the PAWS for Mindfulness Day event. The students discussed what PAWS stands for, one station that represents the meaning, their favorite station and why the event was important. There was a photo presentation shown of the event.

Principal Whidden, the students and parents left the meeting at 7:10pm.

## **3. Report from the Student Representatives**

Student representative, Callen Powers, reported on the Names Can Really Hurt assembly and will continue to work on the action plans that were created during the day. Callen next reported on the status of the Senior portfolios. The chorus and the band will be holding concerts at the end of the week. The A team launched and held its first meeting of the year and discussed topics such as student life. Lastly, Callen reported on the upcoming Holiday show scheduled for December 23rd with all proceeds going to the Webster family.

## **4. Superintendent's Report**

### **Food Services**

Superintendent Wihbey reported that the Free Meals lunch program will be ending as of December 31, 2022.

### **Talent, Accountability, & Human Resources**

The PDEC Professional Learning Subcommittee met on 11/2. Teachers and administrators discussed the purpose of the committee and ways to gather teacher input on professional learning needs. A smaller subset of this committee will work together to create a survey and bring this back to the full group in December.

### **HKHS**

HKHS has received a federal Perkins grant in the amount of \$16,952.00 for the school year 2022-2023. The funds will be used for three purposes:

- Multimeters which is an instrument designed to measure electric current, voltage, and resistance.
- Snap-On toolbox for CTE classrooms
- 5 field trips to STEM and Manufacturing facilities such as Centerbrook Architects, Wepco Plastics, Pratt and Whitney, GKN Aerospace Services, and the Lee Company.

HKHS was thrilled to report that 29 choir members and 8 band students made the Southern Region Musical Festival. This was the first in person auditions since 2019 and 100% of the choir students were accepted and the band acceptance rate doubled.

### **Fiscal**

Meetings were held with Administrators in regard to budget preparations.

### **HKIS**

HKIS performed a musical, A Year with Frog and Toad.

### **HKMS**

HKMS brought back the tradition of the Turkey Trot which is a 1.3 mile walk/run.

### **BES**

The first and second graders were able to take their first field trip to attend the musical Frog and Toad at HKIS.

### **KES**

KES has implemented the Buddy System. All students are matched in an older/younger pairing with another student. This is a way for the younger students to build confidence and acceptance and the older students to take on a role of being mentors.

## **5. Public Comment**

None

## **6. New Business**

### **A. Grade 8 Trip to Washington DC**

Superintendent Wihbey discussed that the Middle School was presenting the traditional Washington DC trip for April 2023 to the Board for consideration.

Dr. Kathy Zandi **MOVED** and Lisa Connelly **SECONDED** a motion to approve the Washington DC trip.

**Motion unanimously passed from the following voice votes**

<b>Member</b>	<b>Vote</b>	<b>Member</b>	<b>Vote</b>
Prem Aithal	X YES <input type="checkbox"/> NO <input type="checkbox"/> A	Dr. Nelson Rivera	X YES <input type="checkbox"/> NO <input type="checkbox"/> A
Lisa Connelly	X YES <input type="checkbox"/> NO <input type="checkbox"/> A	Corey Roberts	X YES <input type="checkbox"/> NO <input type="checkbox"/> A
Dr. Joel D'Angelo	X YES <input type="checkbox"/> NO <input type="checkbox"/> A	Peter Sonski	X YES <input type="checkbox"/> NO <input type="checkbox"/> A
Jennifer Favalora	X YES <input type="checkbox"/> NO <input type="checkbox"/> A	Dr. Kathleen Zandi	X YES <input type="checkbox"/> NO <input type="checkbox"/> A
Shawna Goldfarb	Absent	Suzanne Sack	X YES <input type="checkbox"/> NO <input type="checkbox"/> A
Hamish MacPhail (remote)	X YES <input type="checkbox"/> NO <input type="checkbox"/> A		

**B. NEASC**

Principal Hayward and Assistant Principal Apicella presented a summary of the main parts of the report from the Decennial NEASC Visit April 2022.

- Foundational Element Ratings
- Progress in Priority Areas
- Reflection on Student Learning and Capacity for Continuous Growth as a Learning Organization
- Commendations and Recommendations

Next steps: HKHS will address all recommendations of the NEASC Decennial Report. The vast majority of those recommendations have been woven into the Continuous Improvement Plan, with the remaining ones slated to begin in the coming years. Mandatory follow-up reports are required by the Commission, with the first report due in October 2023.

**C. 2023 Subcommittee Meeting Schedule moved to 10.B.1.**

**D. Capital Funding Update**

Director Solin presented the current status of the Capital account balance starting from June 30, 2021 (audited) through November 30, 2022 based upon full contribution occurring this year.

**E. 2023-2024 School Calendar First Read**

Dr. Kathy Zandi presented the two draft options for the Board to review for the 2023-24 school year calendar. The calendar options included half day data team days for the teachers who teach similar subjects and analysis data collected to

make any necessary course corrections. The Board requested the Curriculum Subcommittee and the Superintendent do a re-evaluation of the data half day allocation and bring it back to the January meeting for approval.

**F. Superintendent Mid-Year Discussion\* moved to 10.D.**

**7. Board Committee Reports and Future Meetings**

**A. Facilities Subcommittee**

Board chair Sonski reported that there are three projects that are currently under discussion.

The first is the status of the boilers at Killingworth Elementary School. Two units are being secured to replace the older units under emergency situations. The action will be brought back before the Board in January to ratify.

The second project involved further reports from the vendor Tecton regarding demographics study and master plan. The Committee had a few questions to be followed up on and will be able to bring to the Board in the future.

The third project is the HVAC issue at the High School. The recommendation received from engineering consult would be to replace the units partially or in totality. The Committee based upon the expenditure will evaluate alternative options to resolve the situation.

**B. Curriculum Subcommittee**

Board Chair Dr. Zandi discussed that there were three text book proposals and five course proposals presented to the Committee on November 22nd.

Textbook Proposals

- HKMS-Geography
- HKHS-US History
- HKHS-AP French

New Course Proposals

- HKHS Music, Bach to Beatles
- HKHS Tech Ed, PLTW Computer Integrated Manufacturing
- HKHS World Language, Hispanic Culture through Film
- HKHS Wellness, UCONN ECE Contemporary Issues in Sport
- HKHS Education, UCONN ECE If You Love It, Teach It

Dr. Zandi will bring to the Board in January a motion to have the textbooks and the courses approved.

**C. Communications Subcommittee**

Jennifer Favalora reported that the first newsletter is almost ready to be distributed.

**D. Policy Subcommittee**

The Committee Chair Dr. Rivera reported that the Policy committee has not met since the last BOE meeting.

**E. Personnel & Evaluation Subcommittee**

The Personnel Co-Chair Sack reported that they have not met since the last BOE meeting and will be meeting later this month.

**8. Board Liaison Reports**

**A. Healthy Communities-Healthy Kids Council**

Jennifer Favalora reported that YFS was happy to provide the Names Can Really Hurt assembly for the High School. The Prevention Coordinator has been in the schools meeting with the clubs Ignite at the High School and Spark in the Middle School regarding prevention of underage drinking. Also their Counselor, Katie Clark who offered support to the Counseling staff at each of the schools. This weekend the peer advocates worked on a 30 second PSA about underage drinking that hopefully will be shared on HKTV as well as on the YFS Facebook page, instagram, TikTok, and their website. Additionally, there will be a Podcast with former sports athletes that will share their experiences.

**B. LEARN**

Jennifer Favalora reported that they were introduced to Tiana Hill who is LEARNs new Regional Trauma Coordinator. She is developing a framework for the Districts to offer services to implement trauma informed care to our Mental Health Specialists who will become trainers to train the teachers, Admins, and staff.

**C. Haddam Killingworth Recreation Department**

None

**D. Haddam Board of Selectmen**

Jennifer Favalora reported that the Town of Haddam purchased The Rossi property for \$2.5 million dollars which is next to HES through grants and budget funds. The Town voted to elect Prem Aithal to complete the term of Brenda

Buzzi. The Town also received a state grant of \$880,000 for the roof replacement at HES and a multi-generational playground built.

**Killingworth Board of Selectmen**

None

**9. Consent Agenda**

- A. Approval of Minutes from the November 15, 2022 Board of Education Meeting as amended**
- B. Enrollment Report**
- C. Personnel Report**

Dr. Joel D'Angelo **MOVED** and Peter Sonski **SECONDED** a motion to approve the Consent Agenda as presented.

**Motion unanimously passed from the following voice votes**

<b>Member</b>	<b>Vote</b>	<b>Member</b>	<b>Vote</b>
Prem Aithal	X YES <input type="checkbox"/> NO <input type="checkbox"/> A	Dr. Nelson Rivera	X YES <input type="checkbox"/> NO <input type="checkbox"/> A
Lisa Connelly	X YES <input type="checkbox"/> NO <input type="checkbox"/> A	Corey Roberts	X YES <input type="checkbox"/> NO <input type="checkbox"/> A
Dr. Joel D'Angelo	X YES <input type="checkbox"/> NO <input type="checkbox"/> A	Peter Sonski	X YES <input type="checkbox"/> NO <input type="checkbox"/> A
Jennifer Favalora	X YES <input type="checkbox"/> NO <input type="checkbox"/> A	Dr. Kathleen Zandi	X YES <input type="checkbox"/> NO <input type="checkbox"/> A
Shawna Goldfarb	Absent	Suzanne Sack	X YES <input type="checkbox"/> NO <input type="checkbox"/> A
Hamish MacPhail (remote)	X YES <input type="checkbox"/> NO <input type="checkbox"/> A		

**10. Old Business**

**A. Administrators Contract-Possible Board Approval\***

Agenda point tabled to January

**B. 2023 BOE Meeting Schedule**

The Board reviewed and approved the 2023 Board of Education Meeting Schedule.

Prem Aithal **MOVED** and Dr. Joel D'Angelo **SECONDED** a motion to approve the 2023 Board of Education meeting schedule as proposed with a 6:30pm start time.

**Motion unanimously passed from the following voice votes**

<b>Member</b>	<b>Vote</b>	<b>Member</b>	<b>Vote</b>
Prem Aithal	X YES <input type="checkbox"/> NO <input type="checkbox"/> A	Dr. Nelson Rivera	X YES <input type="checkbox"/> NO <input type="checkbox"/> A
Lisa Connelly	X YES <input type="checkbox"/> NO <input type="checkbox"/> A	Corey Roberts	X YES <input type="checkbox"/> NO <input type="checkbox"/> A
Dr. Joel D'Angelo	X YES <input type="checkbox"/> NO <input type="checkbox"/> A	Peter Sonski	X YES <input type="checkbox"/> NO <input type="checkbox"/> A
Jennifer Favalora	X YES <input type="checkbox"/> NO <input type="checkbox"/> A	Dr. Kathleen Zandi	X YES <input type="checkbox"/> NO <input type="checkbox"/> A
Shawna Goldfarb	Absent	Suzanne Sack	X YES <input type="checkbox"/> NO <input type="checkbox"/> A
Hamish MacPhail (remote)	X YES <input type="checkbox"/> NO <input type="checkbox"/> A		

**Subcommittee Schedule**

The Board reviewed and came to an agreement to implement the 2023 Subcommittee Meeting schedule.

**C. Second Read and Approval of Policies as follows:**

- a. 5158 Meal Charging
- b. 4115.1. Emergency Action Plan for Interscholastic and Intramural Athletic Events (Certified Staff)
- c. 4215.1 Emergency Action Plan for Interscholastic and Intramural Athletic Events (Non-Certified Staff)
- d. 4115.2 Exertional Heat Illness Awareness for Intramural and Interscholastic Athletics (Certified Staff)
- e. 4215.2. Exertional Heat Illness Awareness for Intramural and Interscholastic Athletics (Non-Certified Staff)

Dr. Joel D'Angelo **MOVED** and Corey Roberts **SECONDED** a motion to approve the policies as presented.

**Motion unanimously passed from the following voice votes**

<b>Member</b>	<b>Vote</b>	<b>Member</b>	<b>Vote</b>
Prem Aithal	X YES <input type="checkbox"/> NO <input type="checkbox"/> A	Dr. Nelson Rivera	X YES <input type="checkbox"/> NO <input type="checkbox"/> A
Lisa Connelly	X YES <input type="checkbox"/> NO <input type="checkbox"/> A	Corey Roberts	X YES <input type="checkbox"/> NO <input type="checkbox"/> A
Dr. Joel D'Angelo	X YES <input type="checkbox"/> NO <input type="checkbox"/> A	Peter Sonski	X YES <input type="checkbox"/> NO <input type="checkbox"/> A
Jennifer Favalora	X YES <input type="checkbox"/> NO <input type="checkbox"/> A	Dr. Kathleen Zandi	X YES <input type="checkbox"/> NO <input type="checkbox"/> A



Shawna Goldfarb	Absent	Suzanne Sack	X YES <input type="checkbox"/> NO <input type="checkbox"/> A
Hamish MacPhail (remote)	X YES <input type="checkbox"/> NO <input type="checkbox"/> A		

# **11. Board Discussion/News/Suggestions**

None

Dr. Kathy Zandi **MOVED** and Corey Roberts **SECONDED** a motion to approve to move into Executive Session for a Personnel matter to discuss the Superintendent's Mid-Year Review. The Board invited Superintendent Wihbey to attend.

**Motion unanimously passed by Show of Hands and Voice vote from Hamish MacPhail.**

The Board adjourned into Executive Session at 9:00pm.

Superintendent Wihbey left the Executive Session at 9:15pm. Dr. Joel D'Angelo left at 9:25pm.

The Executive Session adjourned at 9:45pm.

Respectfully submitted,

Sarah Kaiser  
Administrative Assistant to the Board of Education

Approval: \_\_\_\_\_ Date: \_\_\_\_\_  
Joel D'Angelo, Secretary