

REGIONAL SCHOOL DISTRICT NO. 17
BOARD OF EDUCATION -
MEETING MINUTES
May 1, 2023

A meeting of the Regional School District No. 17 Board of Education was held on May 1, 2023, in the Haddam-Killingworth High School Community Room.

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	X	
Shawna Goldfarb		X	Suzanne Sack		X
Hamish MacPhail	X				

Also Present: Superintendent of Schools, Jeffrey Wihbey, Assistant Superintendent, Jennifer Miller, Director of Fiscal Operations, David Solin, Board Administrator, Sarah Kaiser, Director of Operations, John Mercier, Director of Food Services, Sharon Shettleworth, HKHS Asst. Principal Adam Apicella

Visitors: 5

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/1565?channel=1>

1. Call to Order/Opening of Meeting

Board of Education Vice Chair, Jennifer Favalora, called the meeting to order at 6:48 PM.

The Pledge of Allegiance was recited.

Prem Aithal **MOVED** and Dr. Nelson Rivera **SECONDED** a motion to move item 8.B. Superintendent's Review/Goals Discussion before 8.A. and also to move 5.C. Summer Facilities Projects after 6.A.b. **Motion passed unanimously by Voice Vote.**

2. Superintendent's Report

a. Cougar Pride

Not presented

b. Student Representative Report

Superintendent Wihbey and the Board recognized Student Representatives Madison Moriarty (present) and Callen Powers (absent) and thanked them for their hard work and service to the Board this year. The Board wished them the best.

Madison Moriarty provided her report to the Board. She spoke on events taking place which included the Spring Musical, Senior prom, the Band/Chorus concert, awards night, the Senior outing, Street Fest, Scholarship night and finals. She also noted graduation is scheduled for June 15th.

Madison Moriarty and Asst. Principal Apicella left the meeting at 6:55 PM.

c. Monthly Summary and Updates

Superintendent Wihbey reported on the following items:

- The textile donation bins were delivered to HKHS and HKMS. The HKHS bin is located in the White House lot and the HKMS bin is located in the lot near Route 81 and the soccer field.
- Edweek reporter, Elizabeth Heubeck, interviewed a group of seniors about our Senior Portfolio experience. This is the same program that was recently featured on News Channel 8: What's Right With Schools. We anticipate that the article will come out later this spring.
- This year's varsity captain and senior member of the Math Team, Alex Engler, was the 2nd highest scorer in the Greater Middlesex County Math League.
- April concluded with a cultural arts assembly entitled Dance China and The Boosterton Obstacle Course Fun Run. Students learned about Chinese culture through music, dance, and language in the morning and then in the afternoon completed 20 obstacle course laps to raise money for our PTO. It was a wonderful day!

- The KES kindergartners performed their first ever musical this month. They performed “Musical World Inside the Book”, which included numbers like “Mortimer”, “The Little Red Hen”, “The Little White Duck”, and “Hop Like a Bunny”. They did an amazing job!

3. Public Comment

None

4. Discussion Items

a. Subcommittee Goals

Vice Chair Favalora reported that the point will be moved to a later meeting to align the timing with the strategic plan over the summer. She requested that the subcommittees add this to their agendas for their May meetings.

b. Annual Audit Report

Michele Loso of Seward and Monde provided the Board with an overview of the conducted District audit and processes. Peter Sonski commented that he thanked Michele for her work throughout the process.

Michele Loso left the meeting at 7:08 PM.

Vice Chair Favalora requested that a motion be made to move another item on the agenda.

Hamish MacPhail **MOVED** and Lisa Connelly **SECONDED** a motion to move 5.B. Healthy Foods Certification before 4.C. **Motion passed unanimously by Voice Vote.**

c. Healthy Foods Certification

Director Shettleworth requested a vote for annual participation in the Healthy Food Certification. Director Shettleworth read the following to the Board:

Regional School District No 17 certifies that all food items offered for sale to students in the schools under its jurisdiction, and not exempted from the Connecticut Nutrition Standards published by the Connecticut State Department of Education, will comply with the Connecticut Nutrition Standards during the period of July 1, 2023, through June 30, 2024. This certification shall include all food offered for sale to students separately from reimbursable meals at all times and from all sources, including but not limited to school stores, vending machines, school cafeterias, culinary programs, and any fundraising activities on school premises sponsored by the school or non-school organizations and groups.

Prem Aithal **MOVED** and Hamish MacPhail **SECONDED** a motion to accept.

Motion unanimously passed from the following voice votes 8-0-0

Member	Vote	Member	Vote
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	<input type="checkbox"/> YES <input type="checkbox"/> NO X 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	<input type="checkbox"/> YES <input type="checkbox"/> NO X A	Suzanne Sack	<input type="checkbox"/> YES <input type="checkbox"/> NO X A
Hamish MacPhail	X YES <input type="checkbox"/> NO <input type="checkbox"/> A		

Director Shettleworth requested a vote for Food Exemptions. Director Shettleworth read the following to the Board:

The Regional School District No 17 will allow the sale to students of food items that do not meet the Connecticut Nutrition Standards provided that the following conditions are met: 1) the sale is in connection with an event occurring after the end of the regular school day or on the weekend; 2) the sale is at the location of the event; and 3) the food items are not sold from a vending machine or school store. An “event” is an occurrence that involves more than just a regularly scheduled practice, meeting, or extracurricular activity. For example, soccer games, school plays, and interscholastic debates are events but soccer practices, play rehearsals, and debate team meetings are not. The “regular school day” is the period from midnight before to 30 minutes after the end of the official school day. “Location” means where the event is being held and must be the same place as the food sales.

Prem Aithal **MOVED** and Hamish MacPhail **SECONDED** a motion to accept.

Motion unanimously passed from the following voice votes 8-0-0

Member	Vote	Member	Vote
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	<input type="checkbox"/> YES <input type="checkbox"/> NO X 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	<input type="checkbox"/> YES <input type="checkbox"/> NO X A	Suzanne Sack	<input type="checkbox"/> YES <input type="checkbox"/> NO X A
Hamish MacPhail	X YES <input type="checkbox"/> NO <input type="checkbox"/> A		

Director Shettleworth requested a vote for Beverage Exemptions. Director Shettleworth read the following to the Board:

Regional School District 17 will allow the sale to students of beverages not listed in Section 10-221q of the Connecticut General Statutes provided that the following conditions are met: 1) the sale is in connection with an event occurring after the end of the regular school day or on the weekend; 2) the sale is at the location of the event; and 3) the beverages are not sold from a vending machine or school store. An “event” is an occurrence that involves more than just a regularly scheduled practice, meeting, or extracurricular activity. The “school day” is the period from midnight before to 30 minutes after the end of the official school day. “Location” means where the event is being held and must be the same place as the beverage sales.

Prem Aithal **MOVED** and Hamish MacPhail **SECONDED** a motion to accept.

Motion unanimously passed from the following voice votes 8-0-0

Member	Vote	Member	Vote
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	<input type="checkbox"/> YES <input type="checkbox"/> NO X 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	<input type="checkbox"/> YES <input type="checkbox"/> NO X A	Suzanne Sack	<input type="checkbox"/> YES <input type="checkbox"/> NO X A
Hamish MacPhail	X YES <input type="checkbox"/> NO <input type="checkbox"/> A		

Director Shettleworth left the meeting at 7:18 PM.

d. Strategic Operating Plan

Prem Aithal provided the Board with an update on where they are in the strategic plan process. The goal is to complete the strategic operating plan for the June meeting. He noted that the priorities and objectives that the Board previously approved remain throughout the plan. The measures will be brought forward to the Board next month. There will also be a dashboard coming to the website showing the critical measures of success that will be available to the community. Mr. Aithal asked the Board to review all the desired outcomes presented and provide feedback. Additionally, he advised all Board members who would like to attend the next Special meeting of the subcommittee to please come.

e. ECHMC Board Selection

The Board discussed that as part of the membership into the health collaborative, RSD 17 will have two members to become part of the Board. The Board sent the topic to the Finance subcommittee to further discuss and recommend nominees. There will be additional research by the Superintendent and the Board prior to making the final decision. A vote will come before the Board at the June meeting. The recommendation is to revisit members on an annual basis.

f. 2023-2024 Capital Plan

No report.

g. Legal Services RFP

Superintendent Wihbey provided the Board with a brief process update that by Board By-laws every five years the District will send our legal services out for RFP. He advised that four firms have submitted in response to the RFP. There will be a lot of work to be done before bringing the matter back to the Board in June.

5. Action Items

a. Consent Agenda

Prem Aithal **MOVED** and Peter Sonski **SECONDED** a motion to accept the consent agenda.

Motion unanimously passed from the following voice votes 8-0-0

Member	Vote	Member	Vote
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	<input type="checkbox"/> YES <input type="checkbox"/> NO <input checked="" type="checkbox"/> A	Peter Sonski	<input checked="" type="checkbox"/> YES <input type="checkbox"/> NO <input type="checkbox"/> A
Jennifer Favalora	<input checked="" type="checkbox"/> YES <input type="checkbox"/> NO <input type="checkbox"/> A	Dr. Kathleen Zandi	<input checked="" type="checkbox"/> YES <input type="checkbox"/> NO <input type="checkbox"/> A
Shawna Goldfarb	<input type="checkbox"/> YES <input type="checkbox"/> NO <input checked="" type="checkbox"/> A	Suzanne Sack	<input type="checkbox"/> YES <input type="checkbox"/> NO <input checked="" type="checkbox"/> A
Hamish MacPhail	<input checked="" type="checkbox"/> YES <input type="checkbox"/> NO <input type="checkbox"/> A		

6. Committee Reports

A. Facilities-Finance Subcommittee

- a. Peter Sonski reported that the Facilities/Finance Subcommittee met on April 18th with Prem Aithal chairing the meeting. The meeting was centered a lot around the audit process and where the District stands. Superintendent Wihbey noted areas of overages to the budget such as fuel (oil), diesel, building improvements, and non-public tuition. The Superintendent talked on mitigation strategies. Prem Althal requested if the committee can receive a report on large disbursements over \$10,000. Mr. Sonski discussed the idea of a change to the committee structure of finance and facilities in the future to better facilitate the needs of the committees.
- b. The Master Plan was discussed. Tecton will administer the meeting scheduled on May 9th. Tecton will look at all options to present for all buildings to be discussed. The meeting will present this information to the community that the District has not decided on a path to currently proceed on. Information from the results of the community survey. This was incorporated into the Tecton analysis. There will be a second June presentation then September and a final recommendation to the two towns in November. The first meeting will be in person in the High School Auditorium at 6:00 PM as well as live streamed. Discussion was had on ways to communicate with the community.
- c. Summer Facilities Project

Mr. Sonski provided information to the Board on three projects that are vital for repairs. The collective total was \$155K for summer projects.

- The elevator in the High School
- Sewer pipe under the floor in the community room at KES
- The portable roof repairs at KES

Peter Sonski **MOVED** and Prem Aithal **SECONDED** a motion to approve the three projects for a total of \$155,000 for summer projects to be paid from the Capital Funds.

Motion unanimously passed from the following voice votes 8-0-0

Member	Vote	Member	Vote
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	<input type="checkbox"/> YES <input type="checkbox"/> NO X 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	<input type="checkbox"/> YES <input type="checkbox"/> NO X A	Suzanne Sack	<input type="checkbox"/> YES <input type="checkbox"/> NO X A
Hamish MacPhail	X YES <input type="checkbox"/> NO <input type="checkbox"/> A		

B. Communications/Strategic Planning Subcommittee

No additional update other than the Strategic Plan information reported on earlier and that they met on April 19th.

7. Board Member Reports, Announcements & Comments

A. Liaison Reports

a. HK Youth and Family Services

Jennifer Favalora reported the HKYFS is coordinating work around the safe prom and the safe summer program. Received positive feedback. The mentoring program is finishing another successful year.

b. LEARN

No report

c. Haddam Killingworth Recreation Department

No report but Corey Roberts passed on information on the vote tomorrow.

d. Haddam Board of Selectmen

Hamish MacPhail reported that he provided an update on the District. They were grateful. There were no questions.

e. Killingworth Board of Selectmen

Dr. Zandi reported that there is discussion on budget, PFAS, and the charter revision.

8. Executive Session

A. Superintendent's Review/Goal Discussion

Vice Chair Favalora discussed that it is the time to gather information regarding the Superintendent review feedback for the Personnel and Evaluation committee.

Prem Aithal **MOVED** and Hamish MacPhail **SECONDED** a motion to go into Executive Session to discuss personnel. **Motion passed unanimously by Voice Vote.**

Prem Aithal **AMENDED** the motion to include both the Superintendent and Assistant Superintendent in the Executive Session. Hamish MacPhail **SECONDED** the amended motion. **Motion passed unanimously by Voice Vote.**

Board Vice Chair Favalora adjourned the meeting to Executive Session at 8:19 PM.

The Board left the Executive session and adjourned the meeting at 9:18 PM.

Respectfully submitted,

Sarah Kaiser
Administrative Assistant to the Board of Education

Approval: _____ Date: _____
Joel D'Angelo, Secretary