

**COMMITTEE FOR SHARED SERVICES**

**May 24, 2022**

**Held Remotely Via Google Meet**

**5:00 P.M.**

**MINUTES**

**PRESENT:** Barkhamsted                      Caprice Shaw  
Colebrook                                      Michael Morus, Treasurer  
Norfolk                                         Janet Byrne  
Regional #7                                     Theresa Kenneson, Chairperson  
Shared Services                             Quentin H. Rueckert, Executive Director  
Superintendents' Council                 Judith Palmer, Sup't-Regional #7

**ABSENT:** Hartland                             Amy Levan

**1. MEETING CALL TO ORDER:**

Chairperson Kenneson called the meeting to order at 5:01 p.m. The meeting was held via teleconference due to the coronavirus.

**2. PUBLIC PORTION:**

- a. Special visitors or delegations  
None
- b. Opportunity for public to speak on agenda items  
None

**3. APPROVAL OF THE MINUTES OF March 21, 2022, meeting:**

**MOTION** by Michael Morus, seconded by Caprice Shaw, to accept the minutes as presented.

In favor: Theresa Kenneson, Michael Morus, Caprice Shaw and Janet Byrne  
Opposed: None  
Abstained: None

**4. DIRECTOR'S REPORT:**

Quentin Rueckert reported that Shared Services staff across the districts are busy with the end of year wind down. Each year it is a sprint to the finish with completion of IEPs and planning for the transition of students from one year to the next.

Quentin shared the change over to the state mandated system of IEP and data management called CT-SEDS is looming and on people's minds.

Quentin reported that Shared Services is losing three school psychologists this year. We have replaced one and are looking for two others. This will be a challenge as school psychologists are in high demand right now.

It has been an excellent but challenging year for Shared Services.

**5. SUPERINTENDENTS' COUNCIL REPORT:**

Judy Palmer reported that the superintendents continue to meet regularly. The topics of discussion of late include testing (SBA, NGSS, SAT), next year's professional development schedule, working on alignment of elementary to middle school across the district, and Covid. Districts continue to work together to collaborate and maintain district alignment.

**6. CORRESPONDENCE:**

None

**7. OLD BUSINESS:**

None

**8. NEW BUSINESS:**

- a. Presentation of the check register to the CSS treasurer: The check register was provided electronically to Michael Morus.
- b. Quentin reviewed the limits of insurance we carry and offered to share a copy with the CSS members. Janet Byrne would like to see this and Quentin will send her a copy.

c. The CSS discussed and approved next year's proposed meeting schedule.

**MOTION** by Janet Byrne, seconded by Michael Morus, to approve the proposed CSS meeting schedule for the 2022-2023 school year.

In favor: Theresa Kenneson, Michael Morus, Caprice Shaw and Janet Byrne

Opposed: None

Abstained: None

d. The CSS made a Motion to authorize the transfer of funds by Shared Services to cover expenses.

**MOTION** by Michael Morus, seconded by Caprice Shaw, to authorize the transfer of funds.

In favor: Theresa Kenneson, Michael Morus, Caprice Shaw and Janet Byrne

Opposed: None

Abstained: None

**9. OTHER:**

None

**10. PUBLIC QUESTIONS OR COMMENTS ON AGENDA ITEMS:**

None

**11. EXECUTIVE SESSION**

**MOTION** by Caprice Shaw, seconded by Michael Morus, to enter Executive Session and invite Judy Palmer to join to discuss the Executive Director's performance evaluation and compensation for next school year.

In favor: Theresa Kenneson, Michael Morus, Caprice Shaw and Janet Byrne

Opposed: None

Abstained: None

The Committee **ENTERED** into Executive Session at 5:15 p.m.

**EXITED** Executive Session at 5:27

**MOTION** by Michael Morus, seconded by Janet Byrne, to approve the Executive Director's incentive bonus of \$2,000 for 2021-2022.

In favor: Theresa Kenneson, Michael Morus, Caprice Shaw and Janet Byrne  
Opposed: None  
Abstain: None

**MOTION** by Michael Morus, seconded by Janet Byrne to approve a contract for the Executive Director for 2022-2023 as presented with a 3% increase in salary, a 1% increase to the TSA contribution, and a \$2,000 incentive bonus.

In favor: Theresa Kenneson, Michael Morus, Caprice Shaw and Janet Byrne  
Opposed: None  
Abstain: None

**MOTION** at 5:29 p.m. by Caprice Shaw, seconded by Michael Morus, to adjourn the meeting.

In favor: Theresa Kenneson, Michael Morus, Caprice Shaw and Janet Byrne  
Opposed: None  
Abstain: None

Respectfully submitted,

Quentin H. Rueckert

Approved: 9-20-2022