

**COMMITTEE FOR SHARED SERVICES
SPECIAL MEETING**

June 8, 2026

Held Remotely Via Google Meet

5:00 P.M.

MINUTES

PRESENT:	Barkhamsted	Jaclyn Dombrowski
	Barkhamsted Alternate	Leigh Connole
	Colebrook	Alison Jassen
	Hartland	Amy Levan
	Regional #7	Theresa Kenneson, Chairperson
	Shared Services	Quentin H. Rueckert, Executive Director
	Superintendents' Council	Steven LePage, Sup't-Regional #7

ABSENT:	Norfolk	Jeremy Withnell
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1. MEETING CALL TO ORDER:

Chairperson Kenneson called the meeting to order at 5:00 p.m. The meeting was held via teleconference.

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 23, 2026, meeting:

MOTION by Alison Jassen, seconded by Amy Levan, to accept the minutes as presented.

In favor: Theresa Kenneson, Alison Jassen, Amy Levan, and Leigh Connole
Opposed: None
Abstained: None

MOTION by Alison Jassen, seconded by Leigh Connoles, to move Item 11 up on the Agenda.

In favor: Theresa Kenneson, Alison Jassen, Amy Levan, and Leigh Connoles
Opposed: None
Abstained: None

11. EXECUTIVE SESSION

MOTION by Alison Jassen, seconded by Amy Levan, to enter Executive Session and invite Steve LePage to join to discuss the Executive Director's performance evaluation and compensation for next school year.

In favor: Theresa Kenneson, Alison Jassen, Amy Levan and Leigh Connoles
Opposed: None
Abstain: None

The Committee ENTERED into Executive Session at 5:03.

EXITED Executive Session at 5:18.

MOTION by Alison Jassen, seconded by Amy Levan to approve a 2.5% increase in salary and a 1% increase in the TSA contribution for the Executive Director. There was no change to the \$2,000 performance incentive bonus.

In favor: Theresa Kenneson, Alison Jassen, Amy Levan and Leigh Connoles
Opposed: None
Abstain: None

MOTION by Amy Levan, seconded by Alison Jassen, to approve payment of the \$2,000 performance incentive bonus to the Executive Director for the 2025-2026 school year.

In favor: Theresa Kenneson, Alison Jassen, Amy Levan and Leigh Connoles
Opposed: None
Abstain: None

4. DIRECTOR'S REPORT:

Quentin Rueckert reported that the end of year is happening fast and furious. Shared Services staff is working hard to assist in the transition process from school to school, i.e. from Grade 6 to Grade 7, from Grade 8 to Grade 9, and from high school to the Highlander Transition Academy (HTA).

We are in good shape in terms of the HTA move. The moving company is hired and we are moving along with this process.

Once we get to the end of the year, we will have a good idea of the number of paraprofessionals and other staff we will need to hire. Quentin just finished the process of hiring a replacement for Francesca Daniele to run the STEP afterschool program and be the new Career Pathways Coordinator for Regional #7.

Overall, we are in good shape all things considered.

5. SUPERINTENDENTS' COUNCIL REPORT:

Superintendent Steve LePage reported that the superintendents have been looking for and have found a new weather service for the upcoming school year.

They have been working on understanding and dealing with this year's legislative updates.

The districts have received their DRIP funding and they have discussed excess costs. There has been some positive change to the funding to towns.

The superintendents continue to discuss curriculum alignment goals and will be meeting with boards on June 23rd for a breakfast to discuss this together.

6. CORRESPONDENCE:

None

7. OLD BUSINESS:

None

8. NEW BUSINESS:

- a. Presentation of the check register to the CSS treasurer. The Treasurer reported she received the check register electronically.
- b. Quentin reviewed the limits of insurance we carry.
- c. Quentin presented the proposed new yearly meeting schedule for 2026-2027.

MOTION by Leigh Connole, seconded by Alison Jassen, to accept/approve the new yearly meeting schedule as proposed.

In favor: Theresa Kenneson, Alison Jassen, Amy Levan and Leigh Connole
Opposed: None
Abstained: None

- d. Quentin explained that each year at this time we ask the Committee for authorization to transfer funds to cover end of year expenses.

MOTION by Amy Levan, seconded by Alison Jassen, to authorize the transfer of funds.

In favor: Theresa Kenneson, Alison Jassen, Amy Levan and Leigh Connole
Opposed: None
Abstained: None

- e. Quentin reported that the teacher evaluations were completed and all are in good standing.

9. OTHER:

None

10. PUBLIC QUESTIONS OR COMMENTS ON AGENDA ITEMS:

None

MOTION at 5:35 p.m. by Alison Jassen, seconded Amy Levan to adjourn the meeting.

In favor: Theresa Kenneson, Alison Jassen, Amy Levan, and Leigh Connoles

Opposed: None

Abstain: None

Respectfully submitted,

Quentin H. Rueckert

Approved: 9-21-26