

**COMMITTEE FOR SHARED SERVICES**

**January 27, 2025**

**Held Remotely Via Google Meet**

**5:00 P.M.**

**MINUTES**

**PRESENT:** Barkhamsted Caprice Shaw  
Barkhamsted Alternate Jacklyn Dombrowski  
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 Janet Byrne

**1. MEETING CALL TO ORDER:**

Chairperson Kenneson called the meeting to order at 5:03 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 November 18, 2024, meeting:**

**MOTION** by Amy Levan, seconded by Jacklyn Dombrowski, to accept the minutes as presented.

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

Opposed: None

Abstained: Caprice Shaw

**4. DIRECTOR'S REPORT:**

Quentin Rueckert reported that he is working on getting upcoming medical and maternity leaves covered. We have a medical leave in the Highlander Transition Academy (HTA) coming up which is already covered. We are working on covering a medical leave at Regional District #7 and a maternity leave in Bridges.

Quentin reported that we had a paraprofessional resign at Regional District #7 to take care of family so we are working on replacing her position.

Quentin reported that he has gotten through all the budget meetings with the member superintendents and is currently working on the Shared Services budget.

Quentin reported that he is working on a plan to expand the preschool program for next year and beyond. We are working with the team at Barkhamsted on this.

Quentin reported that Missy Stary, our transportation coordinator, is resigning in May and we are working on an internal promotion to fill her position.

Quentin reported that the social worker position at Barkhamsted School has been filled and all is going well there.

**5. SUPERINTENDENTS' COUNCIL REPORT:**

Superintendent LePage reported that he has worked on getting the curriculum council back together and that it is going well so far. The superintendents have been discussing the paid sick leave law and how to manage that in our schools. The insurance increase of 12% has been an ongoing discussion point. The superintendents have been discussing bus contracts that are being negotiated. There are a few administrative positions that are open around the region, including two principal positions.

**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 the Treasurer.
- b. The Committee for Shared Services (CSS) discussed the Teacher and Leader Evaluation and Support Plan which Quentin explained has been approved by the state and needs to be voted on and approved by the CSS. The CSS members have not had an opportunity to review the plan thoroughly and thus it was decided that the vote to approve the plan would be postponed until the next CSS meeting. Quentin will send all CSS members an electronic copy of the plan to review.

**9. OTHER:**

None

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

None

**MOTION** at 5:38 p.m. by Alison Jassen, seconded by Amy Levan, to adjourn the meeting.

In favor: Theresa Kenneson, Amy Levan, Alison Jassen and Caprice Shaw  
Opposed: None  
Abstain: None

Respectfully submitted,

Quentin H. Rueckert

Approved: 2-24-25