

**COMMITTEE FOR SHARED SERVICES**

**January 24, 2022**

**Held Remotely Via Google Meet**

**5:00 P.M.**

**MINUTES**

**PRESENT:** Barkhamsted                      Caprice Shaw  
Colebrook                                      Michael Morus, Treasurer  
Hartland                                        Michelle Ferrari, Vice-Chairperson/Secretary  
Regional #7                                    Theresa Kenneson, Chairperson  
Shared Services                              Quentin H. Rueckert, Executive Director  
Superintendents' Council                Judith Palmer, Sup't-Regional #7

**ABSENT:** Norfolk                              Janet Byrne

**1. MEETING CALL TO ORDER:**

Chairperson Kenneson called the meeting to order at 5:09 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 November 15, 2021, meeting:**

**MOTION** by Michael Morus, seconded by Michelle Ferrari, to accept the minutes as presented.

In favor: Theresa Kenneson, Michael Morus, and Michelle Ferrari

Opposed: None

Abstained: Caprice Shaw

**4. DIRECTOR'S REPORT:**

Quentin Rueckert reported that staffing has remained fairly stable the last two months. Shared Services has had to hire two new employees, one in HTA and one in Barkhamsted. Quentin has met with all the member district superintendents regarding their special education budgets and staffing needs for next year. They will continue to communicate on an ongoing basis.

COVID continues to be the number one concern and time consumer among district administrators. The Shared Services office has been affected intermittently. The special programs that Shared Services manages are running as smoothly as can be expected with intermittent staff absences.

Quentin reported that the audit is finalized and Shared Services is in good standing financially. We will review the audit at a future meeting.

**5. SUPERINTENDENTS' COUNCIL REPORT:**

Judy Palmer reported that the superintendents continue to meet and communicate regularly. The topics of discussion are focused on COVID, staffing, school calendars and budgets. All are hoping for an end to COVID.

**6. CORRESPONDENCE:**

None

**7. OLD BUSINESS:**

- a. Michael Morus was nominated and approved as the new CSS Treasurer at the November meeting.

**8. NEW BUSINESS:**

- a. Presentation of the check register to the CSS treasurer: The check register was provided electronically to Michael Morus.

9. OTHER:

None

10. PUBLIC QUESTIONS OR COMMENTS ON AGENDA ITEMS:

None

**MOTION** at 5:20 p.m. by Michael Morus, seconded by Caprice Shaw, to adjourn the meeting.

In favor: Theresa Kenneson, Michael Morus, Michelle Ferrari and Caprice Shaw

Opposed: None

Abstain: None

Respectfully submitted,

Quentin H. Rueckert

Approved: 3-21-22