

**COMMITTEE FOR SHARED SERVICES**

**April 17, 2023**

**Held Remotely Via Google Meet**

**5:00 P.M.**

**MINUTES**

**PRESENT:** Barkhamsted                      Caprice Shaw  
                  Colebrook                              Alison Jassen  
                  Hartland                                      Amy Levan  
                  Norfolk                                        Janet Byrne  
                  Regional #7                                Theresa Kenneson, Chairperson  
                  Shared Services                          Quentin H. Rueckert, Executive Director

**ABSENT:** Superintendents' Council    Judith Palmer, Sup't-Regional #7

**1. MEETING CALL TO ORDER:**

Chairperson Kenneson called the meeting to order at 5:01 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 27, 2023, meeting:**

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

In favor: Theresa Kenneson, Amy Levan, Janet Byrne, and Alison Jassen  
Opposed: None  
Abstained: Caprice Shaw

**4. DIRECTOR'S REPORT:**

Quentin Rueckert reported that not much has changed since the last Committee for Shared Services (CSS) meeting. Shared Services staff is busy with spring tasks and annual reviews. We have had to hire a para to replace a para who resigned, otherwise there have been no recent program or staff changes.

**5. SUPERINTENDENTS' COUNCIL REPORT:**

Judy Palmer was not in attendance and there has not been a Superintendents' Council meeting since the last CSS meeting.

**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. Quentin reviewed the limits of insurance we carry. Caprice Shaw asked for a copy of the insurances, which Quentin will send to her electronically.

**9. OTHER:**

None

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

None

**MOTION** at 5:12 p.m. by Caprice Shaw, seconded by Janet Byrne, to adjourn the meeting.

In favor: Theresa Kenneson, Caprice Shaw, Janet Byrne, Amy Levan, and  
Alison Jassen

Opposed: None

Abstain: None

Respectfully submitted,

Quentin H. Rueckert

Approved: 6-12-23