

COMMITTEE FOR SHARED SERVICES

March 27, 2023

Held Remotely Via Google Meet

5:00 P.M.

MINUTES

PRESENT: Barkhamsted Alternate Jennifer Grant
Colebrook Alison Jassen
Hartland Amy Levan
Regional #7 Theresa Kenneson, Chairperson
Shared Services Quentin H. Rueckert, Executive Director

ABSENT: Norfolk Janet Byrne
Superintendents' Council Judith Palmer, Sup't-Regional #7

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 February 27, 2023, meeting:

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

In favor: Theresa Kenneson, Jennifer Grant, Amy Levan, and Alison Jassen
Opposed: None
Abstained: None

4. DIRECTOR'S REPORT:

Quentin Rueckert reported that no major changes have occurred with staff or programs. We did have one paraprofessional resign from the LINKS program that we are in the process of replacing. Shared Services staff are working on the transition of the sixth graders to NWR #7 Middle School. Shared is also in the process of its annual IDEA 611 & 619 grant applications.

5. SUPERINTENDENTS' COUNCIL REPORT:

Judy Palmer was not present but Quentin reported that the Superintendents' Council has not met 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 Audited Financial Statements prepared by King & King. Electronic copies of the audit were provided to the CSS members prior to the meeting.
- c. Quentin presented a draft of the proposed Shared Services budget for 2023-2024. The CSS voted to approve the budget as presented.

MOTION by Alison Jassen, seconded by Jennifer Grant, to accept the draft budget as presented.

In favor: Theresa Kenneson, Jennifer Grant, Amy Levan, and Alison Jassen
Opposed: None
Abstained: None

d. The CSS voted to approve King and King as the auditor for the fiscal year ending June 2023.

MOTION by Alison Jassen, seconded by Jennifer Grant, to appoint King and King as the auditors to conduct the current year's audit.

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

Opposed: None

Abstained: None

9. OTHER:

None

10. PUBLIC QUESTIONS OR COMMENTS ON AGENDA ITEMS:

None

MOTION at 5:34 p.m. by Alison Jassen, seconded by Jennifer Grant, to adjourn the meeting.

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

Opposed: None

Abstain: None

Respectfully submitted,

Quentin H. Rueckert

Approved: 4-17-2023