

**COMMITTEE FOR SHARED SERVICES**

**March 21, 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  
Norfolk Janet Byrne  
Regional #7 Theresa Kenneson, Chairperson  
Shared Services Quentin H. Rueckert, Executive Director  
Superintendents' Council Judith Palmer, Sup't-Regional #7

**ABSENT:**

**1. MEETING CALL TO ORDER:**

Chairperson Kenneson called the meeting to order at 5:04 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 January 24, 2022, meeting:**

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

In favor: Theresa Kenneson, Michael Morus, Caprice Shaw and Michelle Ferrari  
Opposed: None  
Abstained: Janet Byrne

**4. DIRECTOR'S REPORT:**

Quentin Rueckert reported that overall Shared Services staff is doing well and adjusting to the optional wearing of masks in a positive way.

The central office is running smoothly and is very busy processing and managing grants and with last quarter accounting. The staff is also getting prepared and being trained in the new CT-SEDS Special Education Data System.

Transportation is going full speed. We are working hard to find some new drivers to add to the pool. Now that we are back in the swing of things with in-person learning, we have lots of opportunity to provide transport and could use two or three new drivers.

We have a few staff changes. There is a teacher going out on maternity leave. That position is being covered by one of our Bridges paraprofessionals who is also a certified teacher. We are also losing our school psychologist at Botelle School in June. She will be going to work in Torrington.

All our other programs are doing well and are busy (Preschool, Bridges and HTA).

**5. SUPERINTENDENTS' COUNCIL REPORT:**

Judy Palmer reported that the superintendents continue to meet. It is budget season and that is the main topic. Every district is trying to keep costs down. They have also been discussing insurance renewals, which are at a 6% increase but will hopefully go down more. Sixth grade students from the elementary schools are coming to Regional #7 to visit to help with their transition to middle school. Mask wearing being optional in the schools is going very well.

**6. CORRESPONDENCE:**

None

**7. OLD BUSINESS:**

- a. Donna Beaudoin needs to be removed from the bank accounts and Michael Morus, the new Treasurer, needs to be added.

**MOTION** by Michelle Ferrari, seconded by Caprice Shaw, to remove Donna Beaudoin from the bank accounts and add Michael Morus.

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

Opposed: None

Abstained: None

**8. NEW BUSINESS:**

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

b. An auditor to conduct the current year's audit needs to be appointed.

**MOTION** by Michael Morus, seconded by Michelle Ferrari, to appoint King and King as the auditors to conduct the current year's audit.

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

Opposed: None

Abstained: None

c. Audited financial statements for the fiscal year ending June 30, 2021, were reviewed.

d. A draft of the 2022-2023 budget was presented.

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

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

Opposed: None

Abstained: None

9. OTHER:

None

10. PUBLIC QUESTIONS OR COMMENTS ON AGENDA ITEMS:

None

**MOTION** at 5:44 p.m. by Caprice Shaw, seconded by Michelle Ferrari, to adjourn the meeting.

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

Opposed: None

Abstain: None

Respectfully submitted,

*Quentin H. Rueckert*

Quentin H. Rueckert

Approved: 5-24-2022