

COMMITTEE FOR SHARED SERVICES
November 17, 2014
5:30 P.M.
MINUTES

PRESENT:	Barkhamsted Colebrook Norfolk Shared Services Shared Services	Vicki Preato, Barkhamsted Jeanne Jones, Chairperson Carolyn Childs, Vice-Chairperson Frank Samuelson, Interim Executive Director Quentin Rueckert, Incoming Executive Director
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ABSENT:	Hartland Regional No. 7 Superintendents' Council	Vacant Theresa Kenneson, Secretary/Treasurer Judith Palmer, Sup't-Regional No. 7
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1. MEETING CALL TO ORDER:

Chairperson Jones called the meeting to order at 5:36 p.m.

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 October 20, 2014, meeting:

Motion by Carolyn Childs, seconded by Vicki Preato, to accept the minutes as presented.

In favor: Jeanne Jones, Vicki Preato and Carolyn Childs
Opposed: None
Abstained: None

4. Director's Report:

- a) Frank Samuelson reviewed the tuition amounts being charged and will make a presentation of any revisions when they are ready.
- b) Frank presented information regarding the current wheelchair van transportation run. At present the wheelchair van run is sub-contracted out. Further investigation will be conducted as to whether or not it is appropriate for Shared Services to purchase a wheelchair van or if it would be better to stay with the current sub-contractor for this type of transportation.
- c) Along with personnel from Regional #7, files of students from nearby communities are being reviewed to determine if Regional #7 has a specialized program that would be appropriate for those students on a tuition basis. The process is ongoing and individualized.

5. SUPERINTENDENTS' COUNCIL REPORT:

No report. Superintendent Palmer was not in attendance.

6. CORRESPONDENCE:

None

7. OLD BUSINESS:

None

8. NEW BUSINESS:

a. Presentation of the check register to the CSS treasurer: Even though she was not present at the meeting, the check register was provided electronically to Theresa Kenneson.

b. Frank shared that Shared Services has entered into a contract with Compu-Claim. They are a third party provider who oversees and processes reimbursement claims for related services provided at school to Medicaid eligible students.

c. Frank discussed with the Committee the status of the 2014-2015 SEED Plan for evaluating certified staff. A draft has been developed with the SEED Committee and are awaiting approval from the State. After that has been received, the Committee will need to approve it as well.

d. There will need to be a change in the signatories on the checking account due to changes in the administration and per recommendation of the auditors. Official notification of the new signatories will be presented at the January meeting.

e. Frank informed the Committee that we have had an early in the year resignation of a school psychologist and are having trouble filling the position. We may need to contract these services out to a third party provider if no one can be found in the near future.

9. OTHER:

None

10. PUBLIC QUESTIONS OR COMMENTS ON AGENDA ITEMS:

None

MOTION at 6:05 p.m. by Vicki Preato, seconded by Carolyn Childs, to adjourn the meeting.

In favor: Jeanne Jones, Vicki Preato and Carolyn Childs

Opposed: None

Abstain: None

Respectfully submitted,

Frank Samuelson

Approved: _____ 2-23-15