

## COMMITTEE FOR SHARED SERVICES

March 25, 2013

5:30 P.M.

### MINUTES

<b>PRESENT:</b>	Barkhamsted Colebrook Norfolk Regional No. 7 Superintendents' Council Shared Services	Dawn Bobinski Jeanne Jones, Chairperson Carolyn Childs, Vice-Chairperson Theresa Kenneson, Secretary/Treasurer Judith Palmer, Sup't-Regional No. 7 Paula Gladu-Morabito, Executive Director
<b>ABSENT:</b>	Hartland	Vacant

#### 1. MEETING CALL TO ORDER:

Chairperson Jones called the meeting to order at 5:31 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 FEBRUARY 25, 2013, meeting:

**Motion** by Theresa Kenneson, seconded by Carolyn Childs, to accept the minutes as presented.

In favor: Carolyn Childs, Jeanne Jones, and Theresa Kenneson  
Opposed: None  
Abstained: None

#### 4. Director's Report:

- a) Staff/program updates and changes: Director Gladu-Morabito shared the audited financial statements with each of the committee members. The audit went very well this year and there were no significant findings to report. Copies of the statements have also been sent to each town clerk by Shared Services staff.
- b) Director Gladu-Morabito updated the committee on the Winchester financial situation. As of today, Shared Services has received funds sufficient to bring the district up to date as of the end of February. March billing has been forwarded.

Director Gladu-Morabito stated that she is working with the Shared Services attorney to draft correspondence regarding the current year situation as well as develop a contract for the coming year.

- c) Director Gladu-Morabito stated that she has heard from the SDE regarding the audit of special education files. In the spring of 2012, Northwestern Region #7 was chosen to be audited. This year, Barkhamsted & Colebrook will be in the audit cycle and she will work with the staff in each building to provide the proper documentation to the state.
- d) Director Gladu-Morabito shared the new Medicaid billing requirements. The new requirements state that school districts must send annual notification of parental rights regarding billing Medicaid for eligible services. Additionally, districts must obtain a one-time consent regarding the intent to bill Medicaid for any eligible service. Director Gladu-Morabito will work closely with each member town to ensure compliance with the new Medicaid requirements.

**5. SUPERINTENDENTS' COUNCIL REPORT:** Superintendent Palmer indicated that the superintendents met on March 5 and discussed the following:

- a. There was a technology presentation by two Region 7 technology staff members. They discussed and demonstrated new hardware that is available (i.e. Netbooks vs. Chromebooks). This is an important discussion as districts prepare for the upcoming Smarter Balanced Assessment requirements. The superintendents from the elementary schools were very interested as they are attempting to assess the best use of their technology funds.
- b. Educational Reform. The superintendents discussed the new teacher evaluation (SEED) model including the new rubric being developed as the state shifts from the Teachscape model. Extensive discussion occurred around the calibration of administrators on the new rubric.
- c. Budget. The superintendents have been working on the potential of changing healthcare providers from Anthem to Connecticare. There have been several information meetings for staff and the hope is to reduce costs if approved by all unions and boards while still providing the same coverage.

**6. CORRESPONDENCE:**

None

**7. OLD BUSINESS:**

**Motion** by Theresa Kenneson, seconded by Dawn Bobinski to approve the proposed budget dated February 25, 2013.

In favor: Carolyn Childs, Jeanne Jones, Dawn Bobinski and Theresa Kenneson  
Opposed: None  
Abstained: None

**8. NEW BUSINESS:**

- a) Presentation of the check register to the CSS treasurer: The check register was handed to Theresa Kenneson.
- b) Appoint auditor to conduct current year's audit

**Motion** by Carolyn Childs, seconded by Theresa Kenneson to approve King, King & Associates as the auditor for the current year audit.

In favor: Carolyn Childs, Jeanne Jones, Dawn Bobinski and Theresa Kenneson  
Opposed: None  
Abstained: None

**9. OTHER:**

None

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

None

**MOTION** at 6:00 p.m. by Theresa Kenneson, seconded by Carolyn Childs to adjourn the meeting.

In favor: Carolyn Childs, Jeanne Jones, Dawn Bobinski and Theresa Kenneson  
Opposed: None  
Abstain: None

Respectfully submitted,

Paula Gladu-Morabito

Approved: \_\_\_\_\_