

**COMMITTEE FOR SHARED SERVICES**

**December 16, 2019**

**5:00 P.M.**

**MINUTES**

**PRESENT:** Colebrook Amy Gardner  
Norfolk Carolyn Childs, Vice-Chairperson  
Regional #7 Theresa Kenneson, Chairperson  
Shared Services Quentin H. Rueckert, Executive Director  
Superintendents' Council Judith Palmer, Sup't-Regional #7

**ABSENT:** Barkhamsted Alternate Caprice Shaw  
Hartland Staci Hastey

**1. MEETING CALL TO ORDER:**

Chairperson Kenneson called the meeting to order at 5:00 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 21, 2019, meeting:**

**MOTION** by Amy Gardner, seconded by Theresa Kenneson, to accept the minutes as presented.

In favor: Theresa Kenneson and Amy Gardner  
Opposed: None  
Abstained: Carolyn Childs

**4. DIRECTOR'S REPORT:**

- a. Quentin Rueckert reported that we have had a very busy season with staff changes. We have hired new paraprofessionals for the FLEX and LINKS programs to replace outgoing staff members. We hired a new paraprofessional for the Bridges program to support a new student from Norfolk. There are now 5 students in Bridges. We are currently working on

hiring people for four leaves of absence, three are maternity leaves and one is an educational leave.

Shared Services' transportation department is going well. We just bought a new van to replace an old van.

Daniela is going well in her role. We will be looking at hiring a new vocational coordinator possibly this spring/summer for next year. We have been very busy with students having social emotional issues.

b. Quentin presented his Proposed Focused Goals.

**5. SUPERINTENDENTS' COUNCIL REPORT:**

Judy Palmer reviewed the recent superintendents council meeting. Topics discussed included professional development on October 11<sup>th</sup> and math which is a major issue. Work on a common math curriculum is going forward. Discussion continues on a regional curriculum coordinator. They also discussed the possibility of a regional security officer. There was also a discussion of regional calendars and insurance coverage.

**6. CORRESPONDENCE:**

None

**7. OLD BUSINESS:**

None

**8. NEW BUSINESS:**

a. Quentin asked for nominations for Chairperson. Carolyn Childs nominated Theresa Kenneson and all were in favor.

**MOTION** by Carolyn Childs, seconded by Amy Gardner to elect Theresa Kenneson as Chairperson.

In favor: Theresa Kenneson, Amy Gardner and Carolyn Childs

Opposed: None

Abstain: None

Theresa asked for nominations for Vice-Chairperson. Amy Gardner nominated Carolyn Childs and all were in favor.

**MOTION** by Amy Gardner, seconded by Theresa Kenneson to elect Carolyn Childs as Vice-Chairperson.

In favor: Theresa Kenneson, Amy Gardner and Carolyn Childs  
Opposed: None  
Abstain: None

Theresa asked for nominations for Secretary/Treasurer. Carolyn Childs nominated Amy Gardner and all were in favor.

**MOTION** by Carolyn Childs, seconded by Theresa Kenneson to elect Amy Gardner as Secretary/Treasurer.

b. Presentation of the check register to the CSS treasurer: A paper copy of the check register was given to the new treasurer, Amy Gardner.

9. **OTHER:**  
None

10. **PUBLIC QUESTIONS OR COMMENTS ON AGENDA ITEMS:**  
None

**MOTION** at 5:25 p.m. by Amy Gardner, seconded by Carolyn Childs, to adjourn the meeting.

In favor: Theresa Kenneson, Amy Gardner and Carolyn Childs  
Opposed: None  
Abstain: None

Respectfully submitted,

Quentin H. Rueckert

Approved: 1-27-2020