

Belmont School Committee
Long-term Financial Planning Subcommittee Meeting
July 7, 2011
Chenery Small Community Room

Minutes

Attendees: Kevin Cunningham, Laurie Slap

1. Call to Order:

The meeting was called to order at 7:34 pm

2. Election of Chair:

K. Cunningham and L. Slap agreed to serve as co-Chairs of the Subcommittee for the summer given their sequential vacation times during July and August. They will reconsider this decision in the fall.

L. Slap agreed to take primary responsibility for drafting minutes of the Subcommittee meetings.

3. Discussion of charge to the subcommittee:

The Subcommittee reviewed the proposal presented at the June 21 School Committee meeting which outlined 3 key efforts of this Subcommittee:

1. Make recommendations to improve the current yearly budgeting process.
2. Make a recommendation as to whether/how the SC should form a Finance Subcommittee
3. Analyze and document the Belmont Public Schools as a complex financial system.

4. Goals to accomplish in July-August (timelines, deliverables)

re Goal 1: Make recommendations to improve the current yearly budgeting process.

The Subcommittee discussed how best to gather input on last year's budget process and ideas for improvement; and developed a potential list of key players to interview – eg:

- BPS Finance Director,
- members of BPS Leadership Council,
- Warrant Committee Chair and members of WC Ed Subcommittee,
- Board of Selectmen
- Town Administrator
- Rep. Brownsberger
- etc.

and a list of potential interview questions -- eg: .

- What occurred?
- Were there problems?
- What should have happened?
- How would you do it differently?

The Subcommittee decided to start to line up meetings for July and August. L. Slap agreed to draft an email invitation.

K. Cunningham agreed to draft a timeline outlining last year's budget development process that might be useful for upcoming interviews.

Re Goal 2: Make a recommendation as to whether/how the SC should form a Finance Subcommittee

K. Cunningham agreed to contact the MASC and L. Slap agreed to contact EDCO to investigate other School Committees' experiences with Finance Subcommittees

Re Goal 3: Analyze and document the Belmont Public Schools as a complex financial system.

K. Cunningham agreed to start drafting an initial map of the system, again to serve as a starting point for future interviews.

5. Set dates for summer Subcommittee meetings

The Subcommittee agreed to set the next meeting for the week of July 11.

6. Adjournment

The meeting adjourned at 8:45 pm.

Respectfully submitted by


Laurie Slap, Co-Secretary