

**Belmont School Committee Work Session Minutes
Finance Subcommittee Meeting
December 12, 2017
Conference Room of the School Administration Building**

Present: Ms. Susan Burgess-Cox
Mr. Murat Bicer
Mr. Thomas Caputo
Mr. John Phelan, Superintendent
Mr. Anthony DiCologero, Director of Finance

1. Call to Order

The meeting was called to order at 7:35 AM.

2. Developing Needs – FY18

In developing a plan for staffing needs, Principal Richards determined that the high school could use 1.0 FTE in the English Department as well as approximately 0.4 FTE for a hallway monitor. Principal Richards could choose either position to fulfill in consideration of the district's priorities.

3. Special Education Budget Needs

Superintendent Phelan provided an overview of the current plan of special education funding. The group then discussed the possibility of the finance subcommittee developing guidance on the application of funding sources for special education costs.

4. FY19 Budget Update

Mr. DiCologero noted that the calendar and projections for FY19 are expected from the Town in the coming weeks. The School Department will ask for more than the 2 FTE positions allocated in the current plan for FY19 due to the growth in class size. The current 5th grade has an average class size of 27. The current 4th grade is larger than that class requiring additional staff as well as the need for an additional strand for 2nd and 3rd grade at the Burbank. A total of approximately 5-7 FTEs are necessary due to growing enrollment. Upcoming enrollment projections show an average class size of 360.

5. Three Year Financial Plan FY19-FY21

Superintendent Phelan noted the importance and benefit of a 3-year financial plan with the intention of working toward the creation of such a plan with town administrators.

6. Full Day Kindergarten Funding

Time did not allow for discussion of this topic.

7. Approval of Minutes

Time did not allow for the review or approval of minutes.

8. Adjourn

The meeting adjourned at 9:07 AM.

Respectfully submitted by



Susan Burgess-Cox