

**Belmont School Committee Work Session Minutes
Finance Subcommittee Meeting
November 28, 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 7:32 AM.

2. Full Day Kindergarten Funding

Time did not allow for discussion of this topic.

3. Developing Needs FY18 and FY19

The high school has a need for 0.2 FTE for Science, Math, Social Studies and English. Principal Richards was asked to develop a plan for meeting these needs. Recently the administration was presented with a need for a hallway monitor at the high school, but that need has been fulfilled with current staffing. Chenery requests include a 0.4 FTE for health and 0.6 FTE for physical education. The Chenery has funds available to fill these positions based on changes in support staff allocations. The Winn Brook budget for staff is currently in a position of net savings due to a decrease in professional aide allocations. The Butler reported a need for a 0.4 FTE for Special Education as well as a full-time professional aide. The administration provided a 1.0 FTE allocation for a professional aide. Both the Burbank and Wellington have sufficient staffing.

4. Alternate Space Study

Upon approval from the School Committee, the administration entered into a contract with SMMA to perform a study on building and space issues as they relate to high school configurations beyond a 7-12 option. It is likely that only a 7-12 configuration will resolve space issues at all grade levels.

5. FY19 Budget Update

Members of the Leadership Council have begun the zero-based budgeting process and the development of a 3-year financial plan for the district. The administration has continued to move forward with the initial 3-year financial plan resulting from the report of the town-wide Financial Task Force. That 3-year plan allowed for responsible planning and budgeting for

each year. Therefore, the administration is following a similar method for future planning.

6. Approval of Minutes

The group reviewed minutes for meetings held on September 12, 2017, September 26, 2017, October 10, 2017, October 17, 2017, October 24, 2017 and November 14, 2017.

Upon a motion by Murat Bicer, seconded by Tom Caputo, the subcommittee voted unanimously to approve minutes for September 12, 2017.

Upon a motion by Tom Caputo, seconded by Murat Bicer, the subcommittee voted unanimously to approve minutes for September 26, 2017.

No vote was taken on minutes from October 10, 2017 as the meeting did not have a quorum.

Upon a motion by Tom Caputo, seconded by Murat Bicer, the subcommittee voted unanimously to approve minutes for October 17, 2017.

Upon a motion by Murat Bicer, seconded by Tom Caputo, the subcommittee voted unanimously to approve minutes for October 24, 2017.

Upon a motion by Murat Bicer, seconded by Tom Caputo, the subcommittee voted unanimously to approve minutes for November 14, 2017.

7. Adjourn

The meeting adjourned at 9:10 AM.

Respectfully submitted by



Susan Burgess-Cox