

**Belmont School Committee Work Session Minutes**  
**Finance Subcommittee Meeting**  
**October 30, 2018**  
**Conference Room of the School Administration Building**

**Present:** Ms. Susan Burgess-Cox  
Ms. Kate Bowen (8:55 AM to 9:35 AM)  
Ms. Jill Norton  
Ms. Andrea Prestwich (until 9:15 AM)  
Mr. John Phelan, Superintendent  
Mr. Anthony DiCologero, Director of Finance

**1. Call to Order**

The meeting was called to order at 8:16 AM.

**2. Final FY18 Budget Report**

Mr. DiCologero reviewed the General Fund Budget and provided an update on revolving accounts and grants. Mr. DiCologero reported that the Belmont Public Schools returned \$653 to the Town of Belmont at the close of Fiscal Year 2018. The total balances for revolving accounts and grants remained positive and the Circuit Breaker account had a balance of approximately \$1.1 million.

**3. FY19 Q1 Budget Update**

Mr. DiCologero reported that the current budget shows a projected positive year-end balance of \$79,320. This positive balance is primarily due to turnover savings in the area of salaries for teachers and other staff. Mr. DiCologero reported that the revolving accounts had a balance of \$2.9 million as of September 30, 2018.

**4. Additional 0.4 FTE ELL Position Needed**

Due to growth in Belmont's English Learner population, changes in state requirements for reporting and other obligations, the English Department asked the administration to establish a position for a 0.4 ELL program coordinator. The Administration agreed to present this proposal to the School Committee.

Superintendent Phelan recommended the creation of a 0.4 FTE lead ELL teacher to assist with work on areas such as student intake, scheduling, data collection and testing. This position will allow the district to maintain the quality of ELL curriculum and instruction that students currently receive and improve the quality and timeliness of support for ELL and school-based logistics.

Due to the immediate need for support in this area and the potential impact of a new position on the budget, Superintendent Phelan asked SC members present to vote approval for the creation of this new position. A quorum was present at the meeting to allow for a vote on this proposal from the administration.

Upon a motion by Jill Norton, seconded by Andrea Prestwich, the School Committee voted unanimously to approve the creation of a position for an ELL lead teacher of at least 0.4 FTE.

**5. Approval of Minutes**

The group did not have the opportunity to review or approve of meeting minutes.

**6. Adjourn**

The meeting adjourned at 9:50 AM.

Respectfully submitted by

A handwritten signature in black ink, appearing to read 'S. Burgess-Cox', written over a horizontal line.

Susan Burgess-Cox