

**Belmont School Committee Work Session Minutes**  
**School Committee Finance Subcommittee**  
**December 17, 2019**  
**Conference Room of the School Administration Building**

**SC Members Present:** Ms. Susan Burgess-Cox, Chair  
Ms. Catherine Bowen  
Ms. Amy Checkoway  
Mr. Michael Crowley  
Mr. Anthony DiCologero, Director of Finance  
Mr. John Phelan, School Superintendent

**WC Members:** Mr. Jack Weis, Ms. Anne Helgen, Mr. Paul Rickter, Ms. Christine Doyle

**1. Call to Order**

The meeting was called to order at 8:11 AM.

**2. FY20 Budget Update**

Mr. DiCologero presented FY20 First Quarter Budget Projections noting that at this time the administration is projecting a total general fund year-end positive balance of approximately \$81,000.

Areas of projected savings include teacher and administrative salaries and special education expenses. The administration is projecting a year-end deficit in special education transportation as well as support salaries. Other areas noted in the memorandum presented by Mr. DiCologero were projected to break-even.

**3. FY21 Budget Discussion**

The group reviewed discussions from a joint meeting of the School Committee, Select Board, Warrant Committee and Capital Budget Committee regarding projections for the FY21 budget based on work of the Financial Task Force. The group discussed the upcoming calendar for the budget and the working of the School Committee and Warrant Committee Education Subcommittee in moving forward with FY21 Budget Discussions.

**4. Central Office Support Staff Position Review**

The Superintendent presented a memorandum from Mr. DiCologero regarding a review of central office support staff positions noting a change in the positions as the

district has grown but the staff number has remained stagnant. Recommendations from the review include changes in job title, updating job descriptions, increases in total compensation and updates of employment letters. Estimates for potential increases in salaries were included in the FY20 budget.

Upon a motion by Mike Crowley, seconded by Susan Burgess-Cox, the Committee voted unanimously to approve the recommended changes to central office support staff positions.

**5. Adjourn**

The meeting adjourned at 9:50 AM.

Respectfully submitted by



Susan Burgess-Cox