

**BELMONT SCHOOL COMMITTEE FINANCE SUBCOMMITTEE JOINT MEETING
WITH SCHOOL COMMITTEE MINUTES**

**REMOTE MEETING
SEPTEMBER 28, 2021**

**RECEIVED
TOWN CLERK
BELMONT, MA**

DATE: October 13, 2021
TIME: 9:02 AM

Present: Ms. Amy Checkoway, Chair
Ms. Meghan Moriarty, Secretary
Mr. Michael Crowley, FSC Chair
Mr. Jamal Saeh (at 9:06 am)
Mr. John Phelan, Superintendent
Mr. Anthony DiCologero, Director of Finance, Business and Operations

1. Call to Order

The meeting was called to order at 8:09 am by Mike Crowley, Finance Subcommittee.

2. Fall Gate Fees (vote)

During the September 7th SC meeting, Superintendent Phelan asked the SC to consider waving gate fees for all fall sports on Harris Field due to control issues without putting up temporary fencing. The fencing was taken down as part of the MSHS construction project. He also expressed his desire to do something nice for the community who has helped support the building project. The SC voted to suspend gate fees until the FSC could meet and vote.

The FSC asked questions about the fencing. No 8-foot temporary fencing around Harris Field was ever in the plans and there would be an additional cost to putting it in place. The Superintendent will look into it if we decide to have one put up before the spring season. In response to questions about finances, the Superintendent estimated that gate fees bring in \$15-20K in revenue before paying the individuals to work the game, who would not be needed if fees are not collect.

On a motion by Mike Crowley and seconded by Meg Moriarty, the FSC voted to “wave gate fees for fall sports on Harris Field as a temporary measure because of access control issues provided the SC take a more comprehensive look at fees for sports and extracurriculars for winter and spring.”

Vote: Unanimous (2-0); Chair Checkoway expressed support for the motion

3. FY23 Budget

a. Topical Budget Sessions for Full School Committee Meetings

Mike Crowley met with Tony DiCologero and Superintendent Phelan to begin planning the FY23 budget process and meeting agenda items, including potential topics for discussion at full SC meetings beginning this Fall to help educate the community and have a more transparent budget process. Some of the topics include SPED funds, non-classroom technology support, revenue/funding sources in the

budget, administrative staffing, overview of the full budget structure. The Superintendent expressed his support for this plan and will send emails out to the school community about these discussions on the Fridays prior to the Tuesday meetings.

b. Discussion of Budget Process and Budget Documents

Going forward the FSC/SC aims to put together a more comprehensive explanation of the budget for Town Meeting, modeled on that done in 2015, and they will take into account the suggestions for organizing the budget reporting that were made by the Warrant Committee, Education Subcommittee last Spring.

After a brief discussion about mapping the budget to district goals, Mr. DiCologero will discuss the idea with Superintendent Phelan and bring ideas back to the FSC.

c. Town Budget Calendar

Finance Director DiCologero presented the Town budget calendar to the FSC calling attention to January 24, 2022 the date of a joint meeting. This is the date that the FSC/SC should use to work backwards from to plan the FY23 budget process and set deadlines. In the interim, a Public Forum is scheduled for January 5th. It needs to be confirmed whether the SC will participate in that forum with the Town.

Mr. DiCologero will draft a school budget calendar based on that of the Town and propose a pace for the work. Together, the School Department and the FSC/SC will decide what work should happen at the FSC level in order to move the work forward (details, proposals) during meetings with the whole SC. Approximately 6 SC meetings will take place during the budget process.

4. FY22 Finance Operations Updates

a. Payroll Employee Transition

Gina Hayes who has worked in the District for 19 years is retiring from payroll. Adrienne Elliman from the business office will transition into that position which will have an operational impact: during the transition, it will require the Finance Director's time and his closer attention to payroll. Chair Checkoway encouraged Mr. DiCologero to let the SC know if he needs additional support.

b. Allocation of Recovery Expenses among School and Town Grants

Mr. DiCologero is meeting with the Town to discuss the operations of using MUNIS to reallocate monies that were committed to the available ARPA funds. At this time, the reports do not accurately reflect the charges to the ARPA funds. After MUNIS is operationalized, they will be accurate.

c. Circuit Breaker & IDEA

DESE has not yet provided information about FY22 Circuit Breaker funds. The Student Opportunities Act may impact funding for SPED transportation and changes to IDEA grant spending. While the preliminary numbers should be known soon, the final numbers may not be available until May/June 2022.

d. Food Service

Participation in the free meal program is double what the district is used to and there is a staffing issue, which is putting strain on current staff. Dustin O'Brian is looking to add staff as one-year positions. We may need to keep these positions to accommodate the opening of the new 7-8 school, but these positions do not impact the general funds because they are paid from the food services fund.

Chair Checkoway called the SC to order at 9:06 am as SC Member Saeh joined the meeting.

5. LABBB Capital (vote)

The School Department requests a one-time vote to change the balance of the LABBB fund to \$4M. These funds will stay in the account until drawn down or added to. The funding source is coming from the LABBB profits, not the School Department.

On a motion offered by Member Moriarty and seconded by Mike Crowley, the School Committee voted unanimously (4-0) to “approve an increase in the LABBB capital plan by \$900,000 for a total of \$4M.”

2b. Mike Crowley suggests the School Committee vote on Gate Fees with the arrival of Mr. Saeh which provided a quorum of the SC.

After rereading the vote by the FSC, Ms. Moriarty motioned and Mike Crowley seconded the motion, to “wave gate fees for fall sports on Harris Field as a temporary measure because of access control issues provided the SC take a more comprehensive look at fees for sports and extracurriculars for winter and spring.” The School Committee motion passed on a unanimous vote (4-0)

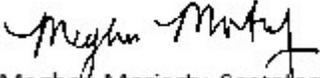
6. Financial Task Force (FTF) II

Mr. DiCologero updated the FSC/SC about plans for the FTFII that include looking at staffing over the next 3 years, what positions that were added in FY22 will be cut/added in FY23, and staffing for the new MS/HS building in FY24.

7. Adjourn

On a motion by Mike Crowley and seconded by Amy Checkoway the FSC and SC voted unanimously to adjourn the meeting at 9:24 am.

Respectfully Submitted by:


Meghan Moriarty, Secretary