

**Belmont School Committee Work Session Minutes  
Finance Subcommittee  
June 21, 2016  
Conference Room of the School Administration Building**

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

**Also Present:** Mr. Jim Gammil, Warrant Committee Member

**1. Call to Order**

The meeting was called to order at 7:33 a.m.

**2. Approval of Minutes**

No minutes were presented to review.

**3. Out of District Tuition Cost Trend Analysis**

Mr. DiCologero presented a spreadsheet showing tuition trends in Out of District placements from Fiscal Year 2013 to Fiscal Year 2016. It was noted that while the overall costs appear to increase significantly, the costs per pupil are not as significant. There was also a discussion on the costs associated with participation in the Lexington, Arlington, Bedford, Belmont, Burlington (LABBB) collaborative and the EDCO collaborative including membership fees.

**4. FY16 Closeout Update**

Mr. DiCologero reported that most of the purchasing ended in the middle of May 2016 and the end of the year appeared to settle out well. The facilities budget will be closed out this week with the Town Facilities Department and there is an expectation that funds will be returned to the School Budget as a result of the centralization of the facilities department.

**5. Enrollment**

There was a discussion on how the need for modular units at the Chenery Middle School reflects on enrollment projections that impact the building of a new high school. All of the data continues to reflect an expectation of enrollment increases over the coming years.

**5. Adjournment**

The meeting adjourned at 8:59 a.m.

Respectfully submitted by

  
Susan Burgess-Cox

**Belmont School Committee Work Session Minutes  
Finance Subcommittee  
September 13, 2016  
Conference Room of the School Administration Building**

**Present:** Ms. Susan Burgess-Cox  
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 a.m.

**2. Preliminary FY16 Closing**

Mr. DiCologero noted that the FY16 will be closing with approximately \$2,200 going back to the town. There were returns in several areas including salaries due to staff turnover, intra-year leaves of absence, and an increase in grant funds. Mr. DiCologero noted that there was approximately \$309,795 in Circuit Breaker funds that can be carried over into FY17.

**3. Full Day Kindergarten Update**

Mr. DiCologero reported that the town will lose approximately \$126,000 due to state budget cuts to Full Day Kindergarten. For FY17 Belmont will cover that cost from the revolving accounts. However, this will require further discussion going into the FY 18 budget. Mr. DiCologero agreed to do an analysis on tuition and funding for the program.

**4. Revolving Account Review**

The Subcommittee was provided with updates on funds in revolving accounts. There was a discussion on the use and accounting of these funds within the operating budget. Most accounts continue to have a positive balance.

**5. Discussion of 2016-2017 Agenda Items**

In the upcoming year, the administration would like to discuss on funding for athletics and music as well as rental revenue for FY18.

**5. Adjournment**

The meeting adjourned at 8:59 a.m.

Respectfully submitted by

  
Susan Burgess-Cox

**Belmont School Committee Work Session Minutes**  
**Finance Subcommittee**  
**October 11, 2016**  
**Conference Room of the School Administration Building**

**Present:** Ms. Susan Burgess-Cox  
Mr. Thomas Caputo  
Mr. Murat Bicer  
Ms. Elyse Schuster  
Ms. Andrea Prestwich (until 8:30 AM)  
Mr. John Phelan, Superintendent  
Mr. Anthony DiCologero, Director of Finance

**Guest(s):** Mr. Jim Gammill

**1. Call to Order**

The meeting was called to order at 7:32 a.m.

**2. Minuteman Withdrawal Plan**

Superintendent Phelan presented a memorandum and flow chart that outline steps that the Administration will take to ensure students have access to quality Chapter 74 programming should Town Meeting vote to leave the Minuteman District. The plan includes the formation of a task force to research, review and analyze programming options. After an extensive discussion, Committee members agreed to meet again prior to town meeting to make a recommendation regarding withdrawal from the Minuteman District.

**3. Enrollment**

Superintendent Phelan provided an overview of current projections noting that enrollment continues to grow and the Space Task Force will reconvene this fall to address enrollment related issues.

**4. ELL Enrollment**

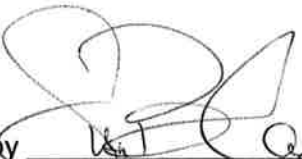
Superintendent Phelan noted an increase in ELL enrollment and the need for the Finance Subcommittee to discuss ELL Enrollment in the coming months.

**5. SPED**

Superintendent Phelan noted that Mr. DiCologero will be providing a quarterly report at the next FSC meeting which should lead to further discussion on SPED funding.

The meeting adjourned at 9:05 a.m.

Respectfully submitted by

  
Susan Burgess-Cox