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**Town of Belmont**  
Warrant Committee  
Education Subcommittee

2013-14

Warrant Committee Education Subcommittee  
Meeting Minutes for November 6, 2013

Members Present: Robert Sarno, Raffi Manjikian, Patricia Brusch, Elizabeth Grob, and James Gammill

Warrant Committee Education Subcommittee Chair Robert Sarno called the meeting to order at 7:10pm.

The first order of business was to elect James Gammill as Subcommittee Secretary; for this meeting, Patricia Brusch took minutes.

The subcommittee discussed both the final FY13 financial report and the FY14 Q1 report just issued by the school department. This year the subcommittee will attempt to discuss these reports close to their release and follow the current year's status. It was noted that, as of this time, we do not yet have an accurate FTE count for the current year, which will be needed to understand FY14 resource allocation and expenditures more fully.

Briefly the subcommittee discussed the 4 recommendations still pending from our FY 13 report. We will continue to follow up on these with the school department.

The subcommittee then discussed 4 topics that might be candidates for a "Deep Dive" analysis. The topics included: (1) a comparative analysis with other towns of the school budgets, to include cost drivers, fees, and support capacity; (2) the use and management of Revolving Accounts; (3) Staff Turnover; and (4) Leave Utilization. It was agreed that individual subcommittee members would consider what research efforts, if any, they consider both important and achievable during the December-January timeframe prior to FY15 budget submissions and would contact the Chair with their thoughts.

The meeting adjourned at 9 pm

Submitted by Chair Robert Sarno  
Warrant Committee Education Subcommittee