

**Warrant Committee Education Subcommittee**  
**March 24, 2022 7:30 PM**  
**Remote Meeting via Zoom**

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**BELMONT, MA**

DATE: June 21, 2022  
TIME: 9:12 AM

## **Meeting Minutes**

### **Members in Attendance**

Anne Helgen, Paul Rickter, Laurie Slap, Jack Weis

### **Call to Order**

The meeting was called to order at 7:32 PM.

### **Discussion of FY 23 School Department Budget**

The group resumed the discussion and walk-through of the School Department budget on a program-by-program basis. Topics discussed included:

- The absence of an increase in the Athletic Director 0.50 FTE even though the department indicates that the position is being restored to a full-time 1.0 FTE.
- The 0.25 FTE increase in the Student Activity Director position (which may be related to the previous question about the Athletic Director position), the 32% increase in the Student Activities budget from all sources (including revolving funds), and the shift of about \$50,000 in budgeted expenses in FY 23 from the revolving funds to the General Fund.
- The drop in the psychologist expense at Butler even though there is no associated drop in the FTE count.
- The General Fund budget for substitutes, which is down from the FY 22 budget, but still higher than FY 20 (pre-COVID) actual expenditures, plus the four substitutes being funded by ESSER funds.
- The slight increases in costs for buildings and grounds overtime and for transportation.
- The increases in various principals' salaries.
- The \$110,000 increase in the software contract budget.
- The \$425,000 increase in health insurance costs.
- Whether it is possible to allocate the budgeted one-time COVID-relief funds to the associated program accounts.

Jack will summarize the various questions and comments raised over the last two meetings and will send our questions to Tony DiCologero, John Phelan, and Mike Crowley by Tuesday, March 29<sup>th</sup>.

### **Warrant Committee Report**

The group then turned to a discussion of the Ed Subcommittee chapter of the Warrant Committee report. The agreed-upon sections of the chapter and the Ed Subcommittee member who will take the lead in drafting those sections were as follows:

- Enrollment Trends (long-term and short-term, and including voc tech) and Student Needs – Paul
- FY 23 Budget Overview and Analysis (including non-recurring COVID-relief funds) – Jack
- Staffing (including FY 23 budgeted increases and long-term trends) – Laurie
- Special Education – Anne
- Conclusions and Beyond FY 23 – Collectively

The group discussed and agreed upon the following general steps and timeframe in order to provide Geoff Lubien with an initial first draft of our chapter of the Warrant Committee report by (close to) the April 15<sup>th</sup> due date.

- April 7<sup>th</sup> – Each person will send an initial outline or bullet-point summary of the key points they want to make in their respective sections of the report.
- April 11<sup>th</sup> – Each person will send Jack their respective sections. Jack will compile the various sections and send them out to the full Subcommittee.
- April 14<sup>th</sup> – The subcommittee will meet to discuss the initial drafts of the various report sections.
- April 17<sup>th</sup> – Each person will send Jack a revised draft of their section of the report.
- April 18<sup>th</sup> – Jack will combine the various sections and will send Geoff Lubien a consolidated first draft report.

**Adjournment**

The meeting was adjourned at 9:50 PM.