

**Warrant Committee Education Subcommittee**  
**December 8, 2020 7:00 PM**  
**Remote Meeting via Zoom**

**RECEIVED**  
**TOWN CLERK**  
**BELMONT, MA**

DATE: January 11, 2021  
TIME: 2:21 PM

## **Meeting Minutes**

### **Members in Attendance**

Liz Goss, Geoff Lubien, Paul Rickter, Jack Weis

### **Call to Order**

The meeting was called to order at 7:05 PM.

### **Approval of Minutes**

The minutes for the meetings of October 27, 2020 and November 17, 2020 were approved.

### **Review of Proposed Tables to Include in School Department Budget**

The group reviewed the updated draft tables on staffing, compensation, and out-of-district tuitions. Specific comments about the draft tables included:

- For the staffing tables, the group agreed that these tables should just show staffing (FTEs), not compensation. For the current fiscal year, we agreed that we should add a column showing actuals as of Q2. The rows on both sets of tables look good.
- For the compensation tables, we agreed that the rows should match those in the staffing tables. Like with the staffing tables, we agreed that the table should show the current Q2 actual numbers annualized. For the table showing the drivers of the change in compensation, we agreed that the columns should show both the budget and actual amounts for prior years.
- There were no additional proposed changes to the out-of-district tuition tables.

### **Next Steps**

Paul and Geoff will revise their respective tables by December 6<sup>th</sup> and send them to Jack. Jack will work to standardize the format for all the tables and will redistribute to the group. We agreed that it would be helpful to also have a narrative document that addresses, among other things, our rationale for proposing these additional tables and the reason why we focused on the staffing, compensation, and out-of-district tuition areas. Liz volunteered to edit down Anne's initial memo so that it addresses the above points and is more easily digested by the School Committee and administration. She will get us her draft by December 31<sup>st</sup>. Once we are close to having a final product, Jack will reach out to John Phelan, Andrea Prestwich, and Mike Crowley to share with them what we have been working on, let them know that we are planning on presenting them something in writing, and suggesting that we discuss our thoughts and recommendations at a future joint meeting with the Finance Subcommittee.

**Next Meeting:** January 5, 2021 at 7:30 PM.

### **Adjournment**

The meeting was adjourned at 7:56 PM.