

**Belmont School Committee Work Session Minutes**  
**Finance Subcommittee**  
**December 4, 2018**  
**Conference Room of the School Administration Building**

**SC Members Present:** Ms. Susan Burgess-Cox  
Ms. Kate Bowen  
Ms. Jill Norton  
Ms. Andrea Prestwich  
Mr. John Phelan, Superintendent

**1. Call to Order**

The meeting was called to order at 8:03 AM.

**2. FY20 Budget Process**

Superintendent Phelan noted that the administration has started to engage in zero-based budget meetings with school principals and department administrators. Meetings will occur over the coming weeks with the intent of presenting a proposed budget to the School Committee in the beginning of the new calendar year to begin discussions on overall budgetary proposals.

The Superintendent expects to meet with the Town Administrator to discuss the town and school budget in the coming weeks. The group discussed the budget process and how the school budget relates to the town budget. The School Committee, Board of Selectmen and Warrant Committee will likely have a joint meeting in February or March 2019 for an initial budget presentation for the town and schools. The School Committee will then vote on the School Budget before it is presented to Town Meeting in June 2019.

**3. Belmont High School Building Committee and District Configuration**

Superintendent Phelan presented information on discussions that the administration is continuing with staff and the Leadership Council on the new 7-12 school and future district configuration. Staff are engaging in vibrant discussions on education models and future district goals. Superintendent Phelan will continue to update the School Committee and residents as these discussions move forward.

**4. Approval of Minutes**

Time did not allow for the review and approval of minutes.

**5. Adjourn**

The meeting adjourned at 9:33 AM.

Respectfully submitted by

A handwritten signature in black ink, appearing to read 'S. Burgess-Cox', written over a horizontal line.

Susan Burgess-Cox