



***Arlington Public Schools***  
***Business Office***  
***869 Massachusetts Avenue***  
***Arlington, Massachusetts 02476***  
***Telephone 781-316-3511***

---

---

Diane Fisk Johnson, Chief Financial Officer  
djohanson@arlington.k12.ma.us

January 4, 2013

Dear Members of the School Committee:

Attached please find the January 4, 2013 monthly tracking reports, which consist of:

- Monthly Summary Report
- Budget Tracking Report as of December 21, 2012
- Grant Expenditure Report as of December 21, 2012
- Revolving Expenditure Report as of December 21, 2012
- Revolving Revenues as of December 21, 2012

The Position Control report will be delayed, since I am now maintaining our staffing changes in the new budgeting software, MBF. I need to do some work next week on developing a report out of that system that will replace Position Control. I hope to have the report to you by the meeting Thursday. I did not want to hold up these other reports from going out in the packet.

Since my last report we have made great progress in implementing MBF. Staffing is fully functional, and is providing a wonderful tool as we develop our plans for next year's budget. Work remains on other elements of the system, but I am confident that I will be producing the budget detail from MBF this year.

More work remains before MBF will replace the monthly reporting process. This month's reports were created by the previous process.

At this time, I am continuing to project our spending conservatively. We are at the mid point of the fiscal year, but the entire winter with its variable expenses are before us. Our fiscal picture will clarify as we move into the spring. However, barring major unanticipated expenses, we will end the year at or under budget.

Sincerely,

Diane Fisk Johnson