



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

June 9, 2015

Dear Members of the School Committee:

Attached please find the June 2015 monthly tracking reports, which consist of:

Monthly Summary Report
Budget Tracking Report as of June 4, 2015
Grant Expenditure Report as of June 4, 2015
Revolving Expenditure Report as of June 4, 2015
Revolving Revenues as of June 4, 2015
Budget Transfer Summary Results as of June 8, 2015

As reported in the prior months, unexpected enrollment growth led us to hire more positions than originally budgeted. Additionally, both the Kindergarten and the METCO grants have been reduced for FY15 by the state. These reports now reflect the impact of both reductions.

At present, out of district Special Education tuition is still running below budget. As you see, I am projecting to leave the \$211,386 positive balance to fall to free cash, so that it can be moved with the help of the Finance Committee to the Special Education Stabilization account at next year's Town Meeting.

Line 81302 – Snow and Ice Removal is now \$10,739 below budget. There was a contractual bonus payout to those who attended repeated snowstorm cleanup activities beyond regular work hours. Given the extensive snow removal spending that the Town accumulated, in part



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directly due to work done on behalf of the Schools, I would recommend that these funds be returned to the Town as free cash.

Lines 85103 – Instructional Materials and 85106 – Textbooks show the projected deficit amount that will be transferred to Foreign Visa. The current projected amount is \$340,639, but is subject to change as we close out the year.

The new report for this month is the Budget Transfer Summary Results. Here I have broken out the summer salary and other projections by Budget Transfer category, and included the impact of the revolving expenditures.

As you see, it is Elementary education that primarily experienced the budget overage, which is not surprising since the bulk of our efforts went to maintaining reasonable class sizes in the face of their enrollment growth, and adding additional staff to support the larger numbers of students.

The following questions were raised by School Committee Member Bill Hayner based on last month's reporting. I have answered them with more current data where appropriate.

Budget Tracking Report:

1)81203 – Day to Day Substitutes. “Will we be increasing the amount next year and by how much?”

81204 – Long Term Substitutes. “Will we be increasing the amount next year?”



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In both cases we have seen a very large increase in sub usage this year. Subs are used for coverage for professional development, IEP meetings, grade teacher cohort meetings and a variety of other purposes other than filling in for ill teachers and teaching assistants. There has not been a budgetary increase to subs for FY16. It is hoped that the new elementary schedule will ease the demand on substitute coverage. This is a situation that we will monitor next year, and recommend needed adjustments for FY17.

81318 – Teacher moving expenses. “How many moves and why?”

As our district grows in numbers of students, we are frequently required to shuffle around space to make things work as well as possible. During FY15, 45 teachers were relocated. This is a contractual obligation, and is paid to all AEA members, not just classroom based teachers.

83301 – Transportation to and from school. “Is this the result of unexpected IEP and when did it occur?”

Transportation expenses exceeded budget this year, which is not entirely uncommon. Placements change regularly throughout the routing of the collaborative. Sometimes additional vehicles are needed due to specific student considerations. Our participation in the LABBB/EDCO transportation collaborative has reduced our out of district costs significantly, but cannot completely mitigate the volatility of transportation needs.

85102 – Testing materials. “We know what tests are given, why the overage?”

Actually, the bulk of these testing materials are for Special Education evaluations. We are constantly testing and re-testing students with educational difficulties. What is different in



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this year is that the new Special Education administration has elected to stock up on our testing supplies to carry us forward.

2) *“Are we looking at a 300K deficit? “*
The present projection is \$340,639, as discussed above.

Revolving Expense Report

3) a *“How many foreign students do we have?” We presently have 20 confirmed for FY16 at the usual rate, and one additional student from our sister city in Japan for \$13,500.*

3) b *“How much do we charge?” \$15,936 for full year, \$7,968 for half year.*

3) c *“What do we plan on spending the \$169,604 on? (I know that \$60,000 will be for the Hardy playground.)” The balance will go to offset the deficit for this year. The remaining part of the deficit will come from prior year reserve balance.*

4) *“What is Instructional Equipment Line # 85110? Why didn’t we budget for this when we will expend \$59,043?” The bulk of these expenses were for the Old Hall renovation and new furniture. In all of our revolving accounts we budget the funds in one line item, since there is too much variety to reasonably predict our needs far in advance.*

5) *“Your last two column totals are not accurate with the numbers presented.” We have verified our math and find no inconsistency. These reports are calculated using the pivot table feature in Excel.*



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6) *“Is it fair to assume that when the numbers are corrected this extra money will go toward the deficit?” Yes.*

Grants Report

7) *“Are you predicting \$71,734 still in the METCO account at the end of the year?”*

No, the cut in the METCO grant had not yet been applied, which removes \$26,331 from that number, leaving \$45,403 to be spent, \$28,656 of that will be spent on the last two payrolls.

8) *“What other projects or will the extra money be used for?”*

The amount left over after payroll will be used for professional services, professional development and supplies.

As in prior years, I will give a report on the final outcome of FY15 at the first meeting in October, after the state End of Year Report is filed at the end of September.

Sincerely,

Diane Fisk Johnson