



***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

December 4, 2010

Dear Members of the School Committee:

Attached please find the December, FY11 monthly budget tracking reports. The Budget Tracking format is that suggested by the Budget Subcommittee and is the same as last month.

This month's report continues to reflect the fact that grants and revolving funds are not yet set up to receive direct expenses. During this set up interval, all expenses will hit to the Town Appropriation budget, causing it to track higher than one would expect.

Both the Payroll and the Business Offices have been working diligently to make all of the salary changes and journal entries necessary to have grant and revolving fund supported salaries moved out of the Town Appropriation. We presently expect to have this completed before the Christmas holiday, in time for the next monthly report to reflect more precise salary projections through the end of the fiscal year in the Town Appropriation. At that time, expense reports showing activity in the grant and revolving funds will be added to the monthly packet.

As you may recall, it has been the late movement of these grant and revolving fund related salaries which have made it difficult to estimate year end balances in prior years. With these moved by mid year, we will have six months before us to take any actions that may be necessary to keep our budget on target for FY11.

December's monthly Budget Tracking is now using the budget dated 11.23.10, which reflects the School Committee's application of the actions of Town Meeting on November 15, 2010.

The Position Control report of December 4, 2010 is the most recent. It reflects the shift of one clerk from the High School to the Athletics budget.

The Revolving Revenues report shows what has been collected and processed as of November 30, 2010. Kindergarten reflects many full payments made at the beginning of the year, rather than partial payments throughout the year. Athletic fees show payments to date.

Sincerely,

Diane Fisk Johnson  
Chief Financial Officer