



Arlington Public Schools
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December 7, 2015

Dear Members of the School Committee:

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

- Monthly Summary Report
- Budget Tracking Report as of December 3, 2015
- Grant Expenditure Report as of December 3, 2015
- Revolving Expenditure Report as of December 3, 2015
- Revolving Revenues as of December 3, 2015

The Budget Tracking report is still projecting some overage, primarily in the area of facilities. The High School elevator repair is still not completed, due to more extensive drilling needed to bring the unit up to current code standards. Additional funds were encumbered for both drilling and repair, with an estimated total cost of \$151,734. Since the drilling phase is now complete, and took fewer days than originally estimated, it is hoped that the project will be less than the estimate. It is expected that the elevator will be operational sometime this month.

At this time of year, we encumber our estimates for the entire year where we can. We also do the majority of our repair and upgrade work during the summer months while school is out of session. Of course, supplies and instructional materials are also purchased heavily during the summer months in anticipation of the school year. At this point, we project each budget line as if it will be fully expended, which is contrary to our experience, but is the most conservative way to consider our expenditure patterns.

Sincerely,

Diane Fisk Johnson