



***Arlington Public Schools***  
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Diane Fisk Johnson, Chief Financial Officer  
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February 25, 2016

Dear Members of the School Committee:

Attached please find the February 2016 Budget Tracking report as of February 25, 2016. I apologize for the delay, and for the absence of the other usual reports. The unanticipated departure of the School Accountant as we were preparing the FY17 Budget placed a tremendous strain on our resources.

I am happy to report that we have selected a replacement candidate from within our organization, and with her shift in responsibilities I hope that we can get back to normal operations as soon as possible.

There is will be a full set of monthly reports for the March 10 meeting.

As you can see, we are projecting an overage in the General Fund budget at this time, primarily due to unexpected expenses in the Facilities area, including the lamented but not yet late High School elevator.

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.

This winter, so far, is proving to be warmer and less snowy than a typical year. While I am not yet projecting savings in energy or snow removal, if the winter continues as it has been I think we will be able to go a long way toward closing the budget gap in those areas. In any event, there are sufficient reserves to cover this possible shortfall.

Sincerely,

Diane Fisk Johnson