



MILTON, MASSACHUSETTS 02186

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To: Milton School Committee
From: Glenn Pavlicek, Assistant Superintendent for Business Affairs
Subject: Second Quarter FY 18 Report
Date: January 2, 2018

Attached please find the second quarter report for FY 18. Please note the following with respect to the All Funds Budget Summary:

1. Most instructional staff (Units A and B) have received 8 paychecks out of 26 as of 12/31/2017. We would expect to see approximately 69% remaining in those salary lines, which we do.
2. Similarly, instructional aides have received 8 paychecks out of 21, so those lines should see 62% remaining. In the all-funds report, you will see that regular education instructional aides are on target. Special Education aides are running above budget. We have had to hire several new aides to service Individualized Educational Programs (IEPs), so this number will need constant monitoring over the remainder of the fiscal year.
3. Salary lines for twelve month employees (administrators, administrative assistants, and custodians) should have 54% remaining at this point in the year, as they have received 12 of their 26 paychecks. These expenditures are also on target.
4. In the Instruction category, most texts, materials and supplies are bought at the beginning of the academic year. These accounts, in the aggregate, are approximately two thirds expended, which is not a concern.
5. In the Special Education Transportation line, we have encumbered expected costs for the year. Contracted Services (in the Curriculum Director Non-Salary line) appear to be on target. Out of District tuitions (Private and Collaborative Tuition lines) are currently under budget, but we have several new placements effective this month. We do expect, however, to come within budget in these lines. The concern lies in the Special Education transportation line, which we currently expect to be \$200,000 over budget. This will also require constant monitoring over the remainder of the fiscal year.
6. The Technology capital expenses were made over the summer, so that line is fully expended. Other non-salary expenses include annual contracts, which are also paid over the summer, so 90% of that budget is expended. There will be additional costs during the year for toner and some machine replacements, but this line should not be greatly over budget.

25 Gile Road, Milton, Massachusetts 02186

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7. We do not have enough data to project heating costs as of yet. Electricity, Telephones and Water & Sewer are all on budget.

Grants Received this Quarter

- Professional Development Frameworks and Standards -- \$20,000
- Special Education Transition -- \$4,206
- Early Childhood -- \$24,763

State Grants

- Early Grades Literacy -- \$14,800

Private Grants

- The Milton Substance Abuse Prevention Coalition has received a \$25,000 grant from the Blue Hill Community Health Alliance. Part of that grant is dedicated to a program at Milton High School.
- Milton Foundation for Education fall teacher grants -- \$16,811

Feel free to contact me with any questions.

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