

Wilton-Lyndeborough Cooperative School District
School Administrative Unit #63

192 Forest Road,
Lyndeborough, NH 03082

Bryan K. Lane
Superintendent of Schools

Betty Moore, M.Ed.
Director of Student Support Services

Lise Tucker
Business Administrator

BUSINESS OFFICE REPORT
February 7, 2017

Lise has been working on the finance sections of the Annual Report. This includes the Capital Improvement Plan Activity Worksheet. The following three reports represented activity for 2015-16: the Actual Expenditures for Special Education Programs and Services, the Capital Reserve Fund Balances and the Financial Expenditures Report of the School Board. The Revenue Analysis Report and the Budget Comparison Report show numbers for the upcoming budget year, the current budget year and the previous year. This gives the reader a comparison and reflection on the educational services used. The General Fund Budget Proposal Report by Object Code summary is also included for the upcoming budget year of 2017-18 in this Annual Report.

Our audit for 2015-16 is now complete. You should have a copy in your packet. In the Independent Auditor's Report, you will find that we received an 'unmodified opinion' on our financial statements. This means that we had a 'clean' audit. The district has incorporated best practices to meet policy and governmental regulations accordingly. We have now incorporated the Management Discussion and Analysis Narrative into our audit. This was the last piece to satisfy the 'unmodified' opinion.

Lise and Elayne collaborated on the completion of the Certification of Federal Expenditures for Fiscal Year 2016. This report is reviewed by the DOE audit department to ensure we report our Federal Funds accurately. This is in accordance with OMB A-133.

Buddy and his custodial staff have been working hard to keep the lots clear and safe. Buddy has also been working with Granite State Plumbing and Control Technologies on various heating issues. Lyndeborough Central School had a fan coil that failed and needed a new temperature switch. WLC Middle/High School had a 'jason' part breakdown. This part allocates the resources to the heating units in the building. Buddy and Dan have replaced the custodial cleaning dispensers in the district. These eleven dispensers did not cost us any money since it was a manufacturer change. The dispensers we had were over 15 years old.

Pat has sent out the Form W-2s to employees so that they may file their federal and state taxes accordingly. Elayne has sent out the Form 1099s to vendors as well. Both are for the calendar year 2016.

Lise is working on the final budget documents to be submitted to the Dept. of Revenue. This includes the warrant articles and the MS-27 School Budget.