

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
March 7, 2017

Buddy facilitated the re-inspections for FRES and LCS for Asbestos Hazard Emergency Response Act (AHERA) compliance. This law established rules regarding Asbestos Containing Building Material (ACBM) in schools. We used Desmarais Environmental as our Industrial Hygienist to do the inspection. He is licensed with the State. Documentation includes an Operation and Maintenance Program, staff training, surveillance logs and three year re-inspection reports.

WLC Middle/High School three year re-inspection was done last May 2016. The state inspection required by the Environmental Protection Agency (EPA) was completed in September 2016. The NH Dept. of Environmental Services (NHDES) found us to be in compliance.

Attached you will find an updated Food Service Forecast for 2016-17. Our projected loss of \$10,437 is more of a deficit than we had hoped. We still have encumbrances of \$14,687 at this time. We will be reviewing these encumbrances as well as our inventory to ensure their validity. We are showing an increase in meal participation - Breakfasts are up 18.5% but lunches are down 6%. Our State and Federal Reimbursement funds are at the same level as last year.

Bob and Lise facilitated the Food Service quarterly review meeting. We discussed the status of the program. We talked about having food sampling tables to experiment with new recipes. We reviewed recent USDA policy memos on paid lunch equity and target 2 sodium requirements for next year. We also reviewed our Professional Development hours to ensure we are all in compliance by the end of the school year.

Pat has sent out the Form 1095s for ACA (Affordable Care Act) reporting. This task required time and diligence as our software company had programming issues maintaining the IRS requirements.

We have updated our General Fund forecast for this year, 2016-17. Our projection at this time is \$203,055 of Fund Balance available. We are hopeful that we will be able to release some encumbrances within the next couple of months. Please refer to the General Fund Revenue and Expenditure Reports as of 2/28/17.