

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
November 8, 2016

One Source Security – We secured a three year agreement for the FRES Kitchen refrigeration systems. The alarm system will assist us in maintaining temperature control. This agreement will also include monthly monitoring to ensure all is working well. After initial installation, this will cost \$300 per year. A similar agreement is in force with the WLC Kitchen refrigeration system.

Granite State Plumbing and Heating (GS) – We secured a one year agreement that automatically renews but can be terminated upon a 30 day written notice after the first year. This is for HVAC and Refrigeration Mechanical Systems maintenance. These systems include our roof top units, boilers, water heaters, pumps and compressor evaporator fans for the refrigeration units. We will work with GS on Preventive Maintenance to achieve maximum efficiencies. The total cost for the district (LCS, FRES and WLC) is \$10,486 per year.

As you are aware, the week of October 10th was National School Lunch Week. This event was sponsored by the School Nutrition Association. Lise visited WLC on Wednesday and FRES on Thursday. This experience of serving and cleaning assisted in understanding the complexities of the Food Service Program.

Lise attended the October NH Association of Business Officials (ASBO) Meeting. The agenda included the new Fair Labor Standards Act (FLSA) Overtime Rule Change, using School Dude for Preventive Maintenance and Work Order Statistics and the Business of Food Service.

Both Buddy and Lise attended a Webinar on “A Whole Systems Approach to Healthy, Sustainable Schools”. This was sponsored by School Planning and Management. It focused on environmental stewardship and economic opportunities. For example, student clubs on recycling efforts, net zero energy operations where you have 56 KW PV Arrays on the roof, and landscaping projects that include small vegetable gardens.

On Saturday, October 22, Lise attended the School Nutrition Association Fall Conference. We focused on Customer Service, Meal Components Review and Employee Recruiting, Hiring and Performance. All District food service personnel attended as all are required to put in professional development hours.