

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

May 9, 2017

Pat and Lise attended the annual "School Care Benefit Administrator Workshop". The agenda included the Good For You Wellness Program, Employee Assistance Program Benefits, HIPPA Review (Health Insurance Portability and Accountability Act – provides medical data safeguards), the Orange Consumer Driven Health Plan and the Health Savings Account. We reviewed the 'MyCigna' online tools to assist employees with managing their health care.

On Saturday, April 8, Lise attended the School Nutrition Association Spring Conference. The key note spoke on how to market your program to make "School Meals that Rock". Chef Anthony from Performance Food Group talked about Food Cost and Food Waste – using the proper cutting technique. He also gave us a culinary demo that included recipes to try. Primex had a session on identifying hazards and ways to eliminate them. ie. Rubber mats in the kitchens to prevent slip and falls.

Lise attended the NH Association of Business Officials (ASBO) April meeting. We focused on GASB 45 and 75. GASB 75 replaces GASB 45. The liability reported under GASB 45 will increase under GASB 75 to account for the proportionate share of the NH Retirement System (NHRS) medical subsidy. Discount rates will be based on municipal bonds vs short term money markets. TD Bank gave a presentation on Fraud Trends and Enhanced Due Diligence. Best practices include Operational and Network controls, and Employee Education. The NHRS discussed school audits being done and what to expect. Hot topics included the funding of Title II and Rural Education Assistance Program (REAP) getting cut.

WLC had their three year School Fire and Life Safety Inspection. We have addressed a major part of the violations. Primarily the use of power strips and extension cords. Seven areas are addressed. They are being replaced with wall mounted plug strips. We are also adding two power poles and 20 amp circuits in the Library. The electrical work order amounts to \$13,819.00.

We have signed work orders with Granite State Plumbing and Heating. One for WLC to rebuild 12 toilet flushometers and one for FRES to replace two wall hung toilets with floor mount toilets. We discussed these repairs at our last Facilities Subcommittee meeting. The total for both work orders is \$7,425.00.

We have signed a work order with Champion Paving, LLC out of Milford to address some unpaved areas at WLC such as; the island path, front entrance patches, and catch basin and trench near the underground oil tank. The island path is being addressed for safety because the police dept. rearranged the drop off traffic. This work amounts to a total of \$3,100.00. We did get another estimate, and that came in at \$4,870.00.