

***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**

April 9, 2019

Buddy has been focusing on the upcoming deadline for the Lead Water Testing of July 2019. This pertains to the new regulation – SB247 Preventing Childhood Lead Poisoning from Paint and Water. He has been working closely with the NH Dept. of Environmental Services (NHDES). The Lyndeborough Central School testing is complete and passes the parameters. Buddy will be working to get samples for Florence Rideout Elementary this week. Wilton-Lyndeborough Middle/High samples are scheduled to be done by mid-April. It takes a couple of weeks after that to get the results from the analysts. They then submit their findings to the NHDES. We get copies of the report after that.

The voted budget documents (MS-22) have been submitted to the Dept. of Education and the Dept. of Revenue (DRA) via the portal. The Voted Appropriations for 19-20 were approved by the DRA on Friday, March 29<sup>th</sup>.

Mary Anne and Kristina will be working on the open enrollment packets this year. It is suggested that they go out by the end of this month. This gives the employees a month to get their changes to the Business Office by June 1<sup>st</sup>. All benefit vendors are expected to give their updates by the 15<sup>th</sup> of this month. At this point in time, we know our dental insurance rates will remain the same.

Mary Anne and Cindy, our District Treasurer, will be attending the annual NH Government Finance Officers conference. It is anticipated that they will focus on new government accounting regulations, the economy, state aid projections, and the review of treasurer operations and regulations.

Our next Facilities Subcommittee meeting is scheduled before this board meeting. A Capital Improvement Plan update/administrative meeting is planned for 5:30 pm at WLC in the staff/teacher workroom near the media center.

FYI:

Capital Reserve Trust Account Balances as of February 28, 2019.

Building/Equipment & Roadway Fund	\$109,910.37
Educationally Disabled Children Fund	\$218,794.40
Technology Advancement Fund	\$ 35,819.68