

***Wilton-Lyndeborough Cooperative School District***  
***School Administrative Unit #63***

192 Forest Road Lyndeborough, NH 03082  
603-732-9227

Bryan K. Lane  
Superintendent of Schools

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

Jennifer Burk  
Interim Business Administrator

**SUPERINTENDENTS REPORT**  
**June 11, 2019**

I have been working with Jen Burk and the building administration to close down the district financially for the school year. We currently have 214 purchase orders that are still open totaling approximately \$290,000 of expenses. The payroll that was submitted and distributed on June 6, included balloon payments for teaching staff choosing 26 pay periods. Final expenditures for utilities will be estimated and we can determine where, if anywhere, we are over or under encumbered. I have requested that all special education service providers submit their invoices to us by June 14. This will be the final determinant in determining our final fund balance.

The hiring process has proceeded as I had hoped for the most part. All position that we had knowledge of as of April 15 have been filled with the exception of the special education case manager at FRES. Interviews for this position will conclude on June 6. We did receive a resignation at the last board meeting for a middle school social studies teacher, there are 33 candidates for that position. The interviews for this position will occur on June 5. We have received information from two teachers who signed and returned their contracts who are under consideration for employment in other school districts. We anticipate that these teachers may choose to accept other employment and not honor the contracts they returned to our school district. We have advertised these positions as anticipated openings in an effort to find the best candidate pool possible. If they choose to stay, we will withdraw the posting.

The student debt for food service throughout the district is just under \$15,000 as of May 31. Building principals have been making phone calls over the months to remind parents of the financial responsibility to the school district. On June 4, a letter went home to each family that had a financial obligation for any student owing more than \$25.00. Of the 104 students that owe funds to the district, there are a good number of families with multiple children who are in arrears. Of the 104 students:

44 students owe between \$25 and \$50  
22 students owe between \$50 and \$100  
11 students owe between \$100 and \$150  
6 students owe between \$150 and \$200  
21 students owe more than \$200

In the letter I have asked that parents remit the amount owed by the end of school. For those parents who may not be able to settle the entire debt I have indicated that we can set up a payment plan and take care of the debt over time. I will continue to work with parents who need assistance and see if they can qualify for free and reduced lunch for the coming school year.

The committee interviewing food service director candidates met interviewing three candidates for the position. The committee included a school board member, volunteer parent, Mr. Bagley and myself. The committee authorized me to speak to Deb Roske, current kitchen manager and offer her the position of Food Service Director, she has accepted.

I was contacted by State Representative Michael Cahill, from Newfields/Newmarket, in regard to building aid. Representative Cahill is looking to introduce information and possible legislation to have building aid be available to school districts that chose to approve bonds for renovations/building during the time when building aid was not available. I provided him with the information he was seeking and will look to see if there is any movement in this direction. Newmarket is in the process of renovating their high school.