



Wilton-Lyndeborough Cooperative School District
School Administrative Unit #63

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

Peter Weaver
Superintendent of Schools

Ned Pratt
Director of Student Support Services

Kristie LaPlante
Business Administrator

BUSINESS ADMINISTRATOR REPORT

September 24, 2024

There are two **FY24 year-end formalities** I would like the Board to act on this evening:

1. Voters approved Warrant Article 8 which authorized the School Board to appropriate up to \$100,000 from June 30, 2024, unassigned fund balance to transfer to the Building/Equipment & Roadway Capital Reserve Fund

I will be looking for a vote from the Board to designate the amount to transfer (the full \$100,000 authorized or another amount up to that value) and to approve the transfer from unassigned fund balance to the Capital Reserve Fund.

2. At the time of the Board's last meeting in June, it was still anticipated that the gym windows would be replaced at WLC. That project was not completed by June 30th but was completed in August.

By law, any unspent funds/unobligated appropriations for a fiscal year "lapse" on June 30th and may no longer be spent unless an amount has been encumbered by a legally enforceable obligation, created by contract or otherwise. In layman's terms, we can only carry forward FY24 funds for expenses incurred after July 1 if we have the authority to do so.

Although it is after June 30th, our auditors and the Department of Revenue will consider the circumstances of projects not complete and the intent of the Board when reviewing documentation of encumbered funds. I will be looking to the Board to vote to encumber \$64,500 to legally carry forward those funds to be spend for the WLC Gym Windows Replacement project in FY25.

ESSER III – At the September 10th joint School Board and Budget Committee meeting I provided an update of the status of our ESSER III funds. I am pleased to report that we were able to fund additional projects (Crisis Behavior training and Chromebook chargers); of the total \$684,010 grant, we were able to budget \$683,940 in projects, leaving an unbudgeted balance of just \$70.

Late last week we learned that the two remaining boilers at WLC will not be installed by the September 30, 2024, deadline for use of ESSER funds. Mr. Weaver met with our vendor and the goal is for the boilers to be completely replaced by November 15th. We are working with our NH Department of Education partners to complete the necessary paperwork to receive formal approval to use our ESSER funds for projects completed after September 30th.

Meal Costs – As part of the National School Lunch Program, the USDA sets a target weighted average price per meal to help Schools/Districts assess the accuracy of the prices they charge. This year, the USDA weight average price per meal is \$3.85. Using October 2023 data, the calculation tool recommends we increase our per meal charge from \$3.00 per meal to \$3.62 per meal.

The District is required to review the price per meal charged (\$3.00), review and discuss the per meal price calculated in the PLE Tool (\$3.62) and evaluate any per meal price adjustments. In an ideal world with no other variables, the District should consider increasing the price per meal to \$3.62. Increasing the price significantly, however, has a direct correlation with an increase in student meal debt. In speaking with our partners from the NH Department of Education Office of Nutrition Programs and Services, it is suggested we show minimum compliance with the Paid Lunch Equity tool and increase our price by less than 2%, from \$3.00 to \$3.05 per meal.