



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

April 22, 2025

FACILITIES - In the absence of a Facilities Director, I have been working to reconcile the status of various projects underway and projects to be completed before the start of the 25/26 School Year. Our daytime custodians Ann Bird (WLC), Pete Stephenson (FRES), and Thiago Ferreira (LCS) have been instrumental in managing the day-to-day operations at their respective buildings. The District has received nearly a dozen applications for the Facilities Director position, and we intend to start interviews the week of May 5th.

Over April break, ENE will be at WLC to hopefully complete all final repairs from damages incurred during the deep freeze and ensuing heating issues at WLC from back in January. Looking forward to summer projects, we may have to defer the wear coat pavement project, phase 2 replacement of VCT tiles, and carpet replacement in the library and front office (all at WLC) until our new Facilities Director can obtain an appropriate number of quotes and get these projects scheduled. These projects are funded in the CIP so there is no expiration date on use of funds for these projects. The VCT tiles in the cafeteria at WLC will be replaced over the summer as they are part of an insurance claim from August 2024.

YEAR-TO-DATE FINANCIALS – Our mid-April financials show a *possible* spending deficit of roughly \$93,000. The spending deficit includes roughly \$30,000 in expenses for our January 2025 heating claim from WLC that will show a corresponding increase in revenues for reimbursements from insurance. As we come out of the heating season and start wrapping up the school year, we will be closing out encumbrances that currently total ~\$3,660,163 which will reduce what is currently shown as a deficit. As I have regularly reported to the Board, I will keep the Board updated on the status of the budget and will be in a position to discuss any need and/or recommendations for withdrawal from the Special Education Capital Reserve Fund for related expenses at the first meeting in June.

BUILDING & ROADWAY CAPITAL RESERVE FUND WITHDRAWAL – Back in August I had asked the Board for a motion for formal approval to withdraw funds from the Building & Roadway Capital Reserve Fund. In reviewing the totality of projects completed on the CIP and to clarify and clearly document the expenses incurred I am asking the Board to vote to approve the withdrawal of \$289,050.99 for the following:

- Replacement of VCT tiles at WLC (phase 1 of 3): \$48,861.89
- Prep work before pavement at WLC: \$5,700.00
- Paving the parking lot at WLC: \$167,390.00
- Stripe the parking lot at WLC after pavement: \$3,277.50
- Replace gym windows at WLC: \$61,000.00
- Architect design/layout of locker room at WLC: \$2,821.60