

Memo for Record

Date: June 2, 2026

To: Grantham School Board

From: Christine Downing, Superintendent

Re: June 2026 Report

Business Administrator Updates:

- **Budget vs Revenue Report**
 - **Revenue:** We remain on track to meet our revenue projections. We have one installment remaining from the town tax assessment funds; all Adequacy, School Building Aid, Special Education Aid, and Statewide Education Tax funds have been received. We no longer anticipate receiving any Medicaid funds this fiscal year due to a decline in student eligibility.
 - **Expenditures:** Overall expenditures remain aligned with our budget projections. Since last month's report, we have encumbered all funds for the Phase 1 Facilities Projects that the Board approved. The variance in the School Board/ SAU line item is due to the encumbrance of additional legal funds to ensure adequate coverage through the end of the fiscal year. Additionally, the overage in the Office of the Principal line item is attributed to increased staffing coverage requirements.
 - **Fund Balance:** We projected the unreserved fund balance to be \$350,000 at the Annual Meeting. After factoring in the warrant articles to replenish the GVS Building Maintenance ETF for \$50,000 and the GVS Special Education ETF for \$25,000– We are currently projecting we have an additional surplus of \$40,998.16. We will continue to monitor the budget for any unanticipated costs that may arise and review PO encumbrances regularly for potential release as the end of the fiscal year approaches. I anticipate that additional encumbered funds can eventually be released to fund balance to offset the FY 2026-2027 tax assessment; some moving pieces remain, so I am maintaining a conservative approach for now.
- **FY 25 Audit:** We received the draft audit report for FY 25. I have reviewed the documents and prepared the Management's Discussion and Analysis (MD&A), along with other related requirements. I am pleased to share that we had a clean audit with no findings. The auditors recommended that we continue having our

financial policies reaffirmed annually. Additionally, while no cybersecurity concerns were identified during the audit, they noted that given the evolving digital landscape, we should routinely review our cybersecurity policies and procedures to remain proactive, strengthen our defenses, and mitigate any potential risks. We should receive the final audit report before the June Board meeting and I will upload it to the board packet folder as soon as I receive it.

- FY 26 Audit: Our FY 26 audit is scheduled for August 26th - 28th.

Superintendent Updates:

Welcome to our new Director of Student Services - Ms. Jamie Malhoit!

- She will be joining us for our June meeting.
- She recently spent the full day on May 14, 2026, at GVS and the SAU meeting with case managers, related service providers, and administrators. We have started transition planning. More to come.

Grants

- REAP (Title V) grant has been submitted. Estimated allocation is \$20,896.00
- ESEA Consolidated Application for Title II Grant was submitted on May 6, 2026. Waiting for approval.
- Preliminary IDEA allocations were received on 5/28/26
 - IDEA = \$92480.84 (compared to \$90059.55 previous year)
 - IDEA PK = \$1756.88 (compared to \$1638.14 previous year)
 - Consolidated application for this grant has been submitted now that allocations have been received.

Handbooks

- Principal Reed will present the GVS Staff and Family Handbooks for approval to the board.

Capturing Kids Hearts - Talking Points

- Requesting \$10,000 from Fund Balance to support year 1 implementation of Capturing Kids Hearts at GVS for 2026-2027 school year.
- Please see additional information and reports in your board packet. We created a talking points document to help synthesize research and alignment with GVS needs.

Request for Proposals - Custodial & Cleaning Services

- A request for proposals has been issued to solicit bids on part-time custodial and cleaning services during the 2026-2027 school year.
- [Here is link to the posted RFP.](#)

Before School Program Guidelines

- Please see the draft document provided in your digital board packet.

AREA Conversation

- Meeting held on May 19th via Google Meet.
- Best Interest procedure to help define “joint agreement” among superintendents was discussed. This will become a procedure to policy JCA - Change in School Assignment. See policy notes below.
- Schedule set for AREA meetings during 26-27 school year.
- Updates on legislation related to EFAs, open enrollment, and tax cap.
- Discussions about special education services, impact of open enrollment on the agreement, and tuition costs for students to participate in programs at Hartford Area Career Technical Center

Summer Hiring Authority

- Requesting a motion to grant the Superintendent hiring authority through the summer.

Resignations:

- Catherine Gorman - Paraprofessional
- Kassie Dunkerton - 6th Grade Teacher

Nominations:

- Madeline Wolfe - Paraprofessional

Hiring Updates

- SLP Position - no applications to date. Moving forward with contracted services for this position.
- There are three open paraprofessional positions.
- Classroom teacher position has been posted. Internal transfers are being requested and considered.

Policies

- Policy JCA-R: Best Interest/Change of School Assignment - AREA Procedure
 - This policy is a collaborative effort of AREA Superintendents to provide consistent practices related to the requirement for “joint agreement” on best interest decisions for students serviced by the AREA agreement.
- Second Reading and Adoption of:
 - AB - NH Parental Bill of Policies - new and required by law
 - JF - Enrollment and Enrollment Capacities - Recommended - *NHSBA strongly recommends that school districts begin establishing school, program and class capacities annually as a means for districts and boards to respond to the rapidly changing landscape relative to enrollment options and requirements.*
 - EBBCA - Use and Location of Automated External Debrillators - new and required