
FINANCE & OPERATIONS COMMITTEE MEETING
MONDAY, MAY 18, 2026
NHS NORTH BOARD ROOM

A meeting of the Finance and Operations Committee was held at NHS North on Monday, May 18, 2026. Ms. Lamphier called the meeting to order at 6:00 pm.

Present: Ms. Lamphier, Ms. Lewis, Mr. Salvi

Also Present: Dr. Andrade, Ms. De Gray, Mr. Smith, Mr. Miseirvitch

Also Present: Members of the Public, Channel 22 Videographer, John Forrest, Shawn Smith

Principal John Forrest of Broad Street Elementary and PTO president Jess Williams presented three projects to be completed with the donation of funds from the Broad Street PTO: a centralized audio-video system for the gym, a horizontal climbing wall for the gym, and an outdoor classroom.

A modern audio-video system to enhance presentations and lessons, and mentions the bids received and the chosen vendor, Pro AV. The climbing wall project aims to engage students in physical activities and is recommended by the gym teacher and approved by risk management. The outdoor classroom project involves replacing outdated preschool equipment with permanent furniture for outdoor learning, with coordination needed between the district and vendor O'Brien and Sons.

Ms. De Gray clarified the role of the board in accepting PTO donations and the financial impact on the district. Discussion and questions followed.

Ms. Lamphier moved, seconded by Mr. Salvi, to move the Broad St. PTO donation to the full board. Motion passes 3-0.

Mr. Smith presented energy efficiency projects at five locations. Projects will include LED lighting, energy-efficient outlets, fan regulators, and transformer replacements. Through the NHSaves program, Eversource will pay 50% with the other half being financed over a payback period. Once fully paid off, the district is expected to save approximately \$127,000 annually on electric. Mr. Smith answered questions.

Ms. Lamphier moved, seconded by Ms. Lewis to approve the energy efficiency projects at Charlotte Ave, Fairgrounds and Ledge Street Elementary Schools, the School Administration Building and Plant Operations, taking the shorter payback period. Funding will be via utility company rebates and finance payments via the monthly electrical bills. Motion passes 3-0.

Mr. Miseirvitch presented the need to purchase 800 Chromebooks for the incoming ninth grade class and answered questions. There was discussion on the benefits of Chromebooks for student engagement and critical thinking, with Dr. Andrade answering questions.

Ms. Lamphier moved, seconded by Ms. Lewis, to approve the purchase of 800 HP Fortis G1m chrome books from IT Insiders at a cost not to exceed \$250,000. Funds are available in line 91.1.992225.71228 – Computer Equipment for FY26. Motion passes 3-0.

Ms. De Gray presented two annual contracts involving the Nashua School District and the Adult Learning Center. The first contract is for Clearway HS for the 2026–2027 school year, totaling \$618,000 for 45 student placements and reflects an approximately 3% increase from the current year. She noted that the cost is included in the proposed FY27 budget. Dr. Andrade provided clarification on the contract and answered questions about student success and the difference between Clearway and the Brentwood program.

Ms. Lamphier moved, seconded by Ms. Lewis, to approve the contract between the Adult Learning Center through its program Clearway High School and the Nashua School District as presented for July 2026 thru June 2027 at the rate of \$618,000. Funding from FY27 budget.

The second annual contract presented by Ms. De Gray is for the before- and after-school program for which the ALC pays the district a rental fee of \$5 per school and school to use several elementary schools' facilities while provided the care. Ms. De Gray answered questions.

Ms. Lamphier moved, seconded by Ms. Lewis, to approve the contract between the Adult Learning Center, School Age Adventures and the Nashua School District as presented for the 2026-2027 school year. Motion passes 3-0.

Ms. De Gray presented the April budget transfer report. Ms. Lamphier questioned the increase in legal fees, noting she did not recall similar transfers into the legal line item in prior years and asked for additional information regarding the district's legal expenses. Ms. De Gray stated that the district likely underbudgets annual legal expenses given its size. She identified the district's regular legal counsel as Attorney Tom Closson and Attorney Steve Bennett and noted that additional legal costs may arise from personnel matters or student cases. Dr. Andrade added that he had spoken with Ms. Bishop earlier in the day and that the district would hold a legal update with Attorney Closson and potentially Attorney Bennett to review the number of current cases.

Ms. Lamphier moved, seconded by Mr. Salvi, to approve the FY26 March Transfer Reports. Motion passes 3-0.

Ms. De Gray then reviewed the district's monthly financial reports and year-end budget forecast. The district had spent approximately 76% of the total FY26 budget through April and reviewed several major budget categories. She stated that salary and wage accounts were expected to be nearly fully expended by year-end and explained the impact of biweekly and weekly payroll cycles, including the large June payroll associated with teachers on a 26-pay schedule. In response to a question from Ms. Lewis, Ms. De Gray stated that approximately 90% of teachers are on the 26-pay option.

Ms. De Gray projected approximately \$4.4 million would remain in benefits at year-end, noting that unused benefit funds roll back to the city. She also reviewed professional and technical services, including contract services and staffing services. She explained that despite transferring some special education contract service expenses to the trust fund earlier in the year, the district still anticipates being approximately \$2.1 to \$2.2 million over budget in special education contract services by year-end. She further noted that substitute staffing costs were also projected to exceed budgeted amounts.

Ms. Lamphier asked whether funds from other budget areas could be moved to offset the projected deficit in contract services. Ms. De Gray explained that once salary expenditures are finalized at the end of June, remaining salary funds may be transferred into contract services. She also clarified that earlier transfers moving salary funds into contract services had temporarily needed to be reversed to ensure wage accounts remained balanced.

A board member asked about a significant January increase in staffing services expenditures. Ms. De Gray explained that some invoices from prior months likely had not been received or processed until January, resulting in higher expenditures appearing in that month.

Ms. De Gray reviewed additional budget categories, including property services, transportation, out-of-district tuition, supplies, indirect costs, equipment, and software licensing. She noted that special education transportation costs had increased significantly and that out-of-district tuition expenditures were also projected to exceed budgeted levels. She explained that the district receives only partial reimbursement for special education costs through state and federal grants, with the majority of expenses funded locally through property taxes. Questions followed.

De Gray concluded by explaining that the district is working closely with the mayor's office and city finance officials regarding a supplemental appropriation to transfer additional special education costs from the operational budget to special revenue funds at the close of the fiscal year. She stated that the district and city meet weekly and are waiting until final expenditures are confirmed before determining the exact amount to transfer. She added that despite projected deficits in some special education accounts, remaining benefit funds would prevent the district from ending the year in an overall negative position.

Ms. Lamphier moved, seconded by Ms. Salvi, to adjourn at 7:22 pm. Motion passes 3-0.

Submitted by Gail Porter