

TO: School Committee

FROM: Don Sawyer, Business Manager

DATE: January 2, 2008

**RE: December 2007 – Business Manager's Report**

### **Finance**

- The YTD FY08 Budget Report is provided to the Committee under separate cover.

### **Plant Operations**

- Controls were added to the Uxbridge High School boilers. Boilers are now setup to alternate automatic with the installation of a clock timer so that run time will be equal on both boilers. The controls are set so the boilers are not constantly running like they have in the past. Boilers now come up to temperature than shut down. With this increased efficiency, the High School should realize savings on natural gas consumption.
- The Town / School Building Maintenance Group approved the funding to install a heated air curtain at the Taft School over the doors entering the daycare entrance. This has been a problem every winter due to the heavy use of these doors and the large amount of heat loss every time these doors are open. This should assist in the effort to keep the heat in the building.
- With action taken by the School Committee in their December 2007 meeting, all vehicle pictures, information, and vehicle title have been provided to the Town Finance Director for the disposal of the retired pick-up truck. At the request of the School Committee, the Town Finance Director is combining the retired Town Hall boiler with this vehicle to save costs in the disposal of both.

### **Food Service**

- Food Service Director, Janice Watt attended a Mass DOE training about menu production records in December.
- Food Service Director, Janice Watt, will be working collaboratively in the future with Family & Consumer Science teacher, Becky Plasse. Mrs. Plasse has been introduced to a new, natural, fat replacement called "Z Trim". This product was developed by the USDA and is regarded as safe by the FDA. More information to follow on this exciting project.
- The Taft Kitchen steamer has been purchased and installed in the kitchen.