

**PUTNAM CENTRAL SCHOOL DISTRICT**

**PUTNAM STATION, NEW YORK**

**2012-2013**

**Proposed Budget**

**Budget Hearing: May 08, 2012 at 7:00 P.M.**

**VOTING ON:**

**1. PROPOSED BUDGET**

**2. ONE SEAT ON THE BOARD OF EDUCATION**

**VOTING WILL TAKE PLACE ON MAY 15, 2012**

**1:00 P. M. to 8:00 P.M.**

**Additional Information Available upon Request At  
Putnam Central School**

**Monday-Friday 8:00 A.M.- 2:00 P.M.**

## SECTION I: ADMINISTRATIVE BUDGET

**Board Of Education** The Board of Education is the governing body of the District with the responsibility to establish policies at the local level to fulfill the requirements set forth in the New York State Education Law and the Commissioner's regulations. The Board is the caretaker of all physical assets and is responsible for all contractual commitments of the District. The Board sets policy for the administration to carry out the day-to-day operation of the District.

Board of Education contractual expenses include expenses incurred by members of the Board to attend Board Meetings held by the Essex County School Board Association, as well as New York State School Board Association. This category also includes the cost of updating our policy handbook. Supplies include: letterhead, envelopes, minute books, and postage.

District Meeting expenses include the cost of Election Tellers and advertising for the Annual Meeting.

	APPROVED BUDGET 2011-2012	ESTIMATED EXPENSE 2011-2012	PROPOSED BUDGET 2012-2013
<hr/>			
<b>BOARD OF EDUCATION</b>			
Contractual Expense.....	2100	2100	2100
District Clerk Salary.....	4965	5064	5064
District Clerk Contractual	100	100	100
Materials and Supplies....	150	150	150
District Meeting.....	750	750	750

---

**Central Office Administration** Salaries include those of the Superintendent, Administrative Assistant, Secretary, Substitute Secretary, Treasurer, Tax Collector, and Account Clerk. Administrative Compensation: 2011-2012 Salary \$127,072 benefits \$30,522 other enumeration \$982.

Office equipment for the central office.

Contractual Expenses include membership dues, conferences, mileage, computer software updates, processing of the tax roll, maintenance and repairs of equipment.

An annual financial audit is mandated by New York State. An additional expense has been added for tracking inventory.

Materials and Supplies include postage, paper, envelopes, and general office supplies.

Under new state regulations, legal expenses must be budgeted under both the Administrative Budget and the Program Budget as appropriate.

	APPROVED BUDGET 2011-2012	ESTIMATED EXPENSE 2011-2012	PROPOSED BUDGET 2012-2013
<b>CENTRAL OFFICE ADMINISTRATION</b>			
Salaries.....	192399	194000	197715
Equipment.....	1500	1500	1500
Contractual Expense.....	7000	7000	8500
Audit Contractual Expense.....	5000	4900	5145
Materials and Supplies. ....	8500	4000	8500
Legal.....	3500	1000	3500
Employees' Retirement.....	9355	8952	11156
Teachers' Retirement.....	13308	14465	15963
Social Security.....	14961	15510	15804
Workers' Compensation.....	672	872	916
Employees Health Ins. . . . .	46633	40467	46220
Retiree Health Ins. . . . .	7443	6624	7816

**Special Items**

Unallocated Insurance includes Multi-Peril Insurance (fire & liability) Boiler Insurance, Errors and Omissions, and a Student Accident Policy.

School Association Dues enable the School District to belong to professional organizations including the New York School Boards Association, Essex County School Boards Association, and the Capitol Area School Development Association.

The B.O.C.E.S. Administration Charge represents the School District share of maintaining a District Superintendent's Office. The BOCES Capital Expense includes expenditures for rental of classroom and office space.

	<b>APPROVED BUDGET 2011-2012</b>	<b>ESTIMATED EXPENSE 2011-2012</b>	<b>PROPOSED BUDGET 2012-2013</b>
<b>SPECIAL ITEMS</b>			
Unallocated Insurance.....	9265	8183	9265
School Association Dues.....	2350	2310	2400
BOCES Administration Charge.....	11299	11299	12532
BOCES Capital Expense.....	4574	4574	1513
<b>TOTAL ADMINISTRATION</b>	<b>345824</b>	<b>333820</b>	<b>356609</b>

## SECTION II: PROGRAM BUDGET

### **Instruction**

Salaries PreK-6 include the salaries of classroom teachers, physical education/science teacher, a part time special education teacher. Other Instructional includes a teaching assistant, two teacher aids and substitute teaching salaries and an intramural sports program.

Equipment includes the costs for classroom supplies that can be used over an extensive time frame and costs in excess of \$200.

Contractual expense for the teaching staff includes staff development for teachers, 1/2 of the service contract for the copier, repairs to classroom equipment, and lease of musical instruments.

Basic classroom supplies are budgeted to maintain a quality educational program.

Tuition for 7-12 students attending Ticonderoga Central School is based on the Seneca Falls Formula. We estimate 40 students will be attending Ticonderoga for the 2012-2013. Tuition expense has been divided between regular education and special education. The estimated average tuition rate for regular education students for the 2012-2013 is \$15,801 per student. The special education estimated tuition rate is \$31,230 per student.

Textbooks (partially State Reimbursed) are being purchased to replace outdated books. New York State mandates we purchase textbooks for Putnam students attending St. Mary's.

B.O.C.E.S. Services (cost for most services are reimbursed at the rate of 36%) they provide us with a Speech Therapist, School Psychologist, Computer Technician, maintenance of high speed internet access lines, support for our accounting software and several other needed services.

B.O.C.E.S. Tuition and Handicapped Tuition are for special education services not available in our district.

Extra-curricular contractual expense is budgeted for educationally related services such as coordinating and publishing the yearbook, newsletter, Intrumural Sports and the services of the Title I coordinator. Expenses of printing and mailing the district newsletter are also included in this category.

Under state regulations, legal expenses must be budgeted under both the Administrative Budget and the Program Budget as appropriate.

Health Services includes a contract with the Hudson Headwater Health Network. Materials and Supplies include the cost of first aid supplies and supplies needed to conduct annual physicals for the district.

	APPROVED BUDGET	ESTIMATED EXPENSE	PROPOSED BUDGET
	2011-2012	2011-2012	2012-2013
<b>PROGRAM</b>			
<b>TEACHING - REGULAR SCHOOL</b>			
Classroom Teaching Salaries Pre-6	374596	348009	377812
Other Instructional.....	31697	15000	34197
Intramural Sports Program.....	3550	3550	3550
Equipment.....	11647	6500	11647
Contractual Expense.....	7250	7000	9500
Materials and Supplies.....	11190	7000	11190
Textbooks	9967	9967	10067
BOCES Services . . . . .	93049	86211	93049
Tuition	592626	458783	600450
Ticonderoga HC Tuition. . . .	60000	0	60000
HC Tuition.....	30000	0	30000
HC Contractual. . . . .	52000	8000	52000
Extra-curricula.....	2300	2300	2300
Legal.....	3500	0	3500
<b>SCHOOL LIBRARY AND AUDIO VISUAL</b>			
Materials and Supplies.....	1800	1800	1800
Library Equipment. . . . .	200	200	200
<b>HEALTH SERVICES</b>			
Contractual Expense.....	2300	1894	2300
Materials and Supplies.....	300	200	300
<b>EMPLOYEE BENEFITS</b>			
Employees' Retirement.....	2165	0	2489
Teachers' Retirement.....	45534	38254	45533
Social Security.....	32840	27488	32339
Workers' Compensation.....	1259	1309	1374
Hospital and Medical Insurance..	107219	96432	101502
Retiree Hospital and Medical Ins.	11164	19572	23242

**Interfund Transfers**

The Transfer to School Lunch expense provides milk for the students for lunches and breakfast.

<b>INTERFUND TRANSFER</b>	<b>APPROVED BUDGET 2011-2012</b>	<b>ESTIMATED EXPENSE 2011-2012</b>	<b>PROPOSED BUDGET 2012-2013</b>
<b>Transfer to School Lunch.....</b>	<b>5000</b>	<b>5000</b>	<b>5000</b>

**Pupil Transportation** Contract Transportation includes daily transportation of K- 12 students to and from Putnam Central School, Ticonderoga Central Schools and St. Mary's. Costs for contract transportation has been to decreased per the contractor's proposal.

	<b>APPROVED BUDGET 2011-2012</b>	<b>ESTIMATED EXPENSE 2011-2012</b>	<b>PROPOSED BUDGET 2012-2013</b>
<b>DISTRICT TRANSPORTATION</b>			
<b>Contract Transportation.....</b>	<b>153527</b>	<b>153527</b>	<b>157507</b>
<b>Automobile Insurance .. . . . .</b>	<b>1392</b>	<b>1392</b>	<b>1392</b>
<b>Occupational Ed. Students Attending Ticonderoga.....</b>	<b>3000</b>	<b>3000</b>	<b>3000</b>
<b>Bus Drivers.....</b>	<b>5800</b>	<b>5000</b>	<b>5800</b>
<b>Bus Maintenance.....</b>	<b>3800</b>	<b>3800</b>	<b>3800</b>
<b>TOTAL PROGRAM</b>	<b>1660672</b>	<b>1311188</b>	<b>1686840</b>

SECTION III: CAPITAL BUDGET

**Operation And Maintenance**

The cost of the operation and maintenance of the physical property of the School District is included in this category.

Equipment includes the cost of any needed equipment to maintain the building.

Salaries include maintenance personnel and substitute custodian. Contractual expenses include fuel oil, electricity, telephone, general repairs to the building, furnace repairs, maintenance agreement for the alarm system, fire inspection and summer cleaning. Supplies include cleaning materials, waxes, light bulbs, and paper products.

	APPROVED BUDGET	ESTIMATED EXPENSE	PROPOSED BUDGET
	2011-2012	2011-2012	2012-2013
<b>CAPITAL</b>			
<b>OPERATION AND MAINTENANCE</b>			
Salaries.....	40240	34000	41041
Equipment.....	1900	1900	1900
Contractual Expense.....	60000	60000	62000
Materials and Supplies.....	4800	4800	5600
Social Security.....	2925	2607	3140
Workers' Compensation.....	1037	1208	1202
Hospital and Medical Insurance...	16656	0	16656
Hospital/Medical Insurance Retiree.	12524	6624	12524
Employees Retirement.....	5736	2173	5736
<b>TOTAL CAPITAL</b>	<b>145818</b>	<b>113312</b>	<b>149799</b>



## SUMMARY OF GENERAL FUND APPROPRIATIONS

	APPROVED BUDGET 2010-2011	ESTIMATED EXPENSE 2011-2012	PROPOSED BUDGET 2012-2013
ADMINISTRATION	345824	333820	356609
PROGRAM	1660672	1311188	1686840
CAPITAL	145818	113312	149799
TOTAL	2152314	1758320	2193248

## SUMMARY OF ESTIMATED REVENUES

	APPROVED Budget	ESTIMATED REVENUE
	2011-2012	2012-2013
SURPLUS MONIES FROM PREVIOUS YEARS	180,000	193,385
INTEREST ON INVESTMENTS	5500	4200
INTEREST ON RETURNED TAXES	4000	4000
UNCLASSIFIED REVENUE	8500	8500
SUBTOTAL OTHER REVENUE	198,000	210,085
GROSS STATE AID	98,231	98,271
STATE AID BOCES	19,182	19,182
HIGH TAX AID	140,955	140,955
VLT LOTTERY GRANT	13,491	10,050
TEXTBOOK AID	5,498	4,947
PUBLIC & PRIVATE EXCESS COST AID	32,110	32,110
SUBTOTAL STATE AID	309,467	305,515
TOTAL ESTIMATED REVENUES OTHER THAN PROPERTY TAXES	507,467	515,600

**PROPERTY TAXES FOR SCHOOL YEAR**

	2011-2012	2012-2013
TOTAL GENERAL FUND APPROPRIATIONS	2,152,314	2,193,248
LESS TOTAL REVENUE OTHER OTHER THAN REAL PROPERTY TAX	<u>507,467</u>	<u>515,600</u>
	1,644,847	1,677,648

**For the 2012-2013, the total to be raised by local taxes is 77% of total general fund appropriations. It is estimated that the tax levy for the Town of Putnam residents will increase by 1.99%**