

**PUTNAM CENTRAL SCHOOL DISTRICT**

**Putnam Station, NY 12861**

**2024-2025**

**Contingency  
Budget**

**Adopted by the  
Board of Education  
on May 24, 2024**

## 2024-2025 CONTINGENCY BUDGET

Administrative	2023-2024	2024-2025
Board of Education	\$4,520	\$4,520
District Clerk	\$7,226	\$7,526
District Meeting	\$500	\$500
Chief School Officer	\$167,608	\$216,426
Business Administration	\$172,126	\$206,351
BOCES Capital Charge	\$27,987	\$35,235
BOCES Administrative Charge	\$3,183	\$3,654
Unallocated Insurance	\$4,260	\$4,300
Auditing	\$9,000	\$13,500
Tax Collector	\$7,565	\$8,000
Legal	\$4,040	\$4,040
Personnel	\$3,560	\$3,500
School Association Dues	\$0	\$0
State Retirement	\$5,981	\$8,267
Teacher Retirement	\$19,337	\$22,787
Social Security	\$17,099	\$20,416
Workers Comp., Disability	\$3,622	\$4,320
Medical; Dental; Union Bent.	\$91,998	\$109,707
<b>Total Administrative</b>	<b>\$549,912</b>	<b>\$673,046</b>
<b>Instructional</b>		
Teaching Reg. School	\$1,194,638	\$1,059,375
Supervision	\$39,312	\$40,885
Research & Planning	\$0	\$0
Programs students with special needs	\$276,638	\$236,262
Library, AV, Computer Assisted inst.	\$3,249	\$5,757
Health Services reg. school	\$2,582	\$2,755
Co-curricular Activities	\$6,080	\$0
Interscholastic Athletics	\$2,600	\$0
District Transportation	\$176,612	\$245,000
State Retirement	\$18,164	\$20,111
Teacher Retirement	\$58,726	\$55,434
Social Security	\$51,928	\$49,666
Workers Comp; Disability	\$11,001	\$10,509
Medical; Dental Union Bent.	\$279,395	\$266,892
Transfer to School Lunch Fund	\$20,000	\$20,000
<b>Total Instructional</b>	<b>\$2,140,924</b>	<b>\$2,012,646</b>

## 2024-2025 CONTINGENCY BUDGET

<b>Capital</b>	<b>2023-2024</b>	<b>2024-2025</b>
Operations and Maintenance Plant	\$39,790	\$40,500
Maintenance Building	\$128,584	\$158,431
State Retirement	\$1,003	\$1,936
Teacher Retirement	\$3,242	\$5,336
Social Security	\$2,866	\$4,781
Workers Comp, Disability	\$608	\$1,012
Medical, Dental Union Benf.	\$15,423	\$25,692
<b>Total Capital</b>	<b>\$191,513</b>	<b>\$237,687</b>
<b>Total Budget</b>	<b>\$2,882,349</b>	<b>\$2,923,379</b>
Budget Increase (Percent)	4.7%	1.42%
<b>Revenue</b>		
Allocated from Fund Balance	\$248,348	\$306,249
Interest on Investment	\$0	\$0
Interest on Returned Taxes	\$0	\$0
Unclassified Revenue	\$0	\$0
Gross State Aid	\$361,752	\$342,786
State Aid BOCES	\$59,267	\$58,184
VLT Lottery	\$21,000	\$21,000
Textbook Aid	\$4,620	\$3,475
Transportation	\$11,008	\$13,758
Public Private Excess Cost Aid	\$43,328	\$44,901
High Tax Aid	\$140,955	\$140,955
<b>Tax Levy</b>	<b>\$1,992,071</b>	<b>\$1,992,071</b>
Tax Levy Increase (Percent)	0%	0%
<b>Total Revenue</b>	<b>\$2,882,349</b>	<b>\$2,923,379</b>

\*\*\*\*Please use Chrome or Firefox browsers when entering the Business Portal to complete the PTRC. Internet Explorer is NOT recommended.\*\*\*\*

Note: Some data elements of the Property Tax Report Card have been revised or renamed to more closely follow the Property Tax Cap calculations districts complete on the Office of the State Comptroller website. Please see the Help text above for definitions. Additional guidance on the Property Tax Levy Limit is available on the Office of Educational Management Services website:  
<http://www.p12.nysed.gov/mgtserv/propertytax/taxcap/>.

Please also submit an electronic version (PDF or Word) of your school district's 2024-25 Budget Notice to: emscmgts@nysed.gov. This will enable us to help correct any formula or data entry discrepancy quickly.

Notice: The Enacted Budget allows school districts to establish a reserve fund for NYS Teachers' Retirement System Contributions, effective immediately. This reserve, if applicable, should be reported in the Schedule of Reserves under 'Other Reserve' and with a description that says: "To fund employer retirement contributions to the New York State Teachers' Retirement System (TRS.)"

Form Due - April 29, 2024

Form Preparer Name:  
Preparer's Telephone Number:

JAMIE O'DELL  
518-335-9093

<u>Shaded Fields Will Calculate</u>	Budgeted 2023-24 (A)	Proposed Budget 2024-25 (B)	Percent Change (C)
Total Budgeted Amount, not including Separate Propositions	2,882,349	2,923,379	1.42 %
A. Proposed Tax Levy to Support the Total Budgeted Amount <sup>1</sup>	1,992,071	1,992,071	
B. Tax Levy to Support Library Debt, if Applicable	0	0	
C. Tax Levy for Non-Excludable Propositions, if Applicable <sup>2</sup>	0	0	
D. Total Tax Cap Reserve Amount Used to Reduce Current Year Levy, if Applicable	0	0	
E. Total Proposed School Year Tax Levy (A+B+C-D)	1,992,071	1,992,071	0.00 %
F. Permissible Exclusions to the School Tax Levy Limit	0	149	
G. School Tax Levy Limit, <u>Excluding</u> Levy for Permissible Exclusions <sup>3</sup>	2,069,200	2,062,950	
H. Total Proposed Tax Levy for School Purposes, <u>Excluding</u> Permissible Exclusions and Levy for Library Debt, Plus Prior Year Tax Cap Reserve (E-B-F+D)	1,992,071	1,991,922	
I. Difference: (G-H);(negative value requires 60.0% voter approval) <sup>2</sup>	77,129	71,028	
Public School Enrollment	61	61	0.00 %
Consumer Price Index			4.12 %

<sup>1</sup> Include any prior year reserve for excess tax levy, including interest.

<sup>2</sup> Tax levy associated with educational or transportation services propositions are not eligible for exclusion under the School Tax Levy Limit and may affect voter approval requirements.

<sup>3</sup> For 2024-25, includes any carryover from 2023-24 and excludes any tax levy for library debt or prior year reserve for

excess tax levy, including interest.

	Actual 2023-24 (D)	Estimated 2024-25 (E)
Adjusted Restricted Fund Balance	126,350	161,350
Assigned Appropriated Fund Balance	248,348	362,574
Adjusted Unrestricted Fund Balance	2,945,485	2,547,911
Adjusted Unrestricted Fund Balance as a Percent of the Total Budget	102.19 %	87.16 %

**Schedule of Reserve Funds**

Reserve Type	Reserve Name	Reserve Description *	3/31/24 Actual Balance	6/30/24 Estimated Ending Balance	Intended Use of the Reserve in the 2024-25 School Year (Limit 200 Characters)**
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**Note: Be sure to click on the Save button at the bottom after each additional Reserve you add under Capital, Property Loss, Liability, or Other Reserve.**

Capital	CAPITAL	For the cost of any object or purpose for which bonds may be issued.	1,101,327	1,301,464	Used to finance the construction of general improvements, reconstruction, renovations or additions to the districts buildings, including site work and the
Repair	REPAIR	For the cost of repairs to capital improvements or equipment.	50,198	50,204	May be used for repairs to capital improvements or equipment of a type that does not recur annually or at shorter intervals.
Workers Compensation		For self-insured Workers Compensation and benefits.			
Unemployment Insurance	UNEMPLOYMENT	For reimbursement to the State Unemployment Insurance Fund.	16,116	16,118	To pay for the cost of reimbursing the State Unemployment Insurance Fund for payments made to claimants when a school district elects the benefit reimbursement method.
Reserve for Tax Reduction		For the gradual use of the proceeds of the sale of school district real property.			

Mandatory Reserve for Debt Service		For proceeds from the sale of district capital assets or improvement, restricted to debt service.		
Insurance		For liability, casualty, and other types of uninsured losses.		
Property Loss + (add)		To cover property loss.		
Liability		To cover incurred liability claims.		
Tax Certiorari	TAX CERTIORARI	For tax certiorari settlements.	10,020	10,021
				To cover any judgements or claims arising out of tax certiorari proceedings.
Reserve for Insurance Recoveries		For unexpended proceeds of insurance recoveries at fiscal year end.		
Employee Benefit Accrued Liability	EBALR	For accrued 'employee benefits' due to employees upon termination of service.	15,005	50,007
				This reserve is for the cash payment of accrued and accumulated but unused sick leave, personal leave, holiday leave, vacation time, and other benefits earned by employees and payable upon
Retirement Contribution		For employer retirement contributions to the State and Local Employees' Retirement System.		
Reserve for Uncollected Taxes		For unpaid taxes due certain city school districts not reimbursed by their city/county until the following fiscal year.		
Single Other Reserve + (add)				

**\* NYSED Reserve Guidance:**

[http://www.p12.nysed.gov/mgtserv/accounting/docs/reserve\\_funds.pdf](http://www.p12.nysed.gov/mgtserv/accounting/docs/reserve_funds.pdf)

**OSC Reserve Guidance:** <http://osc.state.ny.us/localgov/pubs/listacctg.htm#reservefunds>

**\*\*Provide a brief, but specific, statement of the planned use and appropriation for the reserve in SY 2024-25. Mention any capital expenditures that will need to be voted upon in the upcoming Budget Vote.**

