



Long Lake
CENTRAL SCHOOL DISTRICT

BOARD OF EDUCATION MEETING

Thursday, January 14, 2021

6:00 p.m. Regular Meeting, LLCS Gymnasium

Public Attendance via Google Meet Link Only:

Join by phone: Call in from a mobile device

+1 484-212-5602 PIN: 497 265 887#

Join from a video system or application: meet.google.com/vvv-fkfr-igz

- I. Call to Order – President of the Board
 - a. Pledge of Allegiance
 - b. *Minutes of the December 10, 2020, Regular Meeting
 - c. Next Regular Meeting Date February 11, 2021
- II. Public Participation
- III. Presentations
- IV. Superintendent's Update
- V. Business Affairs
 - a. *November 2020 Treasurer Reports
 - b. Comprehensive Budget and Revenue Status Reports
 - c. Warrants
- VI. Recommendations for Approval
 - a. *Policy 5670 Records Management
- VII. General Discussion
 - a. 2021-2022 Budget
- VIII. Policy Readings
 - a. 1st Reading #1640 Absentee Ballots and #6411 Use of Email in the District
- IX. 2nd Public Participation
 - I. Executive Session
 - a. To Discuss the Employment History of Five Particular Persons
 - b. To Discuss a Matter Relating to Personal and Financial Issues of a Particular Person and/or Which is Made Confidential by State or Federal Law

II. Adjourn

LONG LAKE CENTRAL SCHOOL DISTRICT DRAFT BOARD MEETING MINUTES

Date: December 10, 2020

Time: 6:00 p.m.

Type of Meeting: Regular Meeting

Place: Gymnasium (for Members) or Google Meet (for Public)
By Phone 1-346-707-0221, PIN: 124 595 229#
Or by Video System meet.google.com/fgf-nftj-nsc

Members Present: Michael Farrell
Alexandria Harris
Trisha Hosley
Joan Paula
Brian Penrose

Others Present: Noelle Short-Principal/Superintendent (via Google Meet), Victoria Snide-Clerk of the Board

Call to Order: The President called the meeting to order at 6:01 p.m.

Approved: On Motion by Alexandria Harris, seconded by Michael Farrell, with all in favor, to dispense with the Pledge of Allegiance.

Approved: On Motion by Trisha Hosley, seconded by Alexandria Harris, with all in favor, the minutes of the November 12, 2020 regular meeting.

The next meeting date is Thursday, January 14, 2021 at 6 p.m.

Public Participation: None.

Presentations: None.

Superintendent's Update: Noelle Short updated the Board on Remote Learning Details, our Positive Case Response Plan, and Red/Yellow/Orange Zone Designations.

Grades K-6 Teachers are exploring a new **math program**.

School Counselor Elisha Cohen and Spanish Teacher Molly Stewart are working with Jose Lamos to earn the **NYS Seal of Biliteracy**.

Student Council is selling wreaths and Grades 10 & 11 are **collecting food** for the Long Lake Food Pantry and for the Tri-Lakes Humane Society.

Our **social service dog** Reggie comes to school Monday's and Friday's.

Our child study team is working to bring people together allowing us to have a **Response to Intervention process**.

Grades 7-12 teachers are incorporating **extra support for students** into the school day.

A decision should be made by Governor Cuomo before January 4th on the playing of **high risk sports**.

Ms. Gannon, Mrs. Conboy and the Yearbook Staff took **school photos** of students for the yearbook.

Mr. Sass will release **holiday music videos of students** next week, with the last video to include a choir and a band selection with Indian Lake CSD students.

Business Affairs:

Approved: On Motion by Alexandria Harris, seconded by Trisha Hosley, with all in favor, the October 2020 **Treasurer Reports**.

Comprehensive **Budget and Revenue Status** Reports for the General and Lunch Funds, and Warrants #A-9, C-4, TA-4 and TA-5 were reviewed.

Recommendations for Approval

Approved: On Motion by Michael Farrell, seconded by Trisha Hosley, with all in favor, **Janet Loyka as a Substitute**.

Approved: On Motion by Michael Farrell, seconded by Alexandria Harris, with all in favor, the **resignation of Tina Pine as National Honor Society Advisor** effective November 20, 2020.

Approved: On Motion by Trisha Hosley, seconded by Brian Penrose, with all in favor, the June 30, 2020 **Audit Corrective Action Plan**.

Approved: On Motion by Michael Farrell, seconded by Alexandria Harris, with all in favor, **Policy #5676 Privacy and Security for Student Data and Teacher and Principal Data**.

Approved: On Motion by Alexandria Harris, seconded by Trisha Hosley, with all in favor, **Raymond G. Preusser as the External Auditor** for school year 2020-21, 2021-22, and 2022-23.

Approved: On Motion by Michael Farrell, seconded by Trisha Hosley, with all in favor, the **capital project bid awards** to: General Construction: LeChase Construction Services, LLC for \$1,112,400; Plumbing Construction: Pipeline Mechanical of Plattsburgh, LLC for \$530,700; Electrical Construction: S&L Electric, Inc. for \$339,000; Technology Construction: Comalli Group Inc. for \$196,600; and Network via State Contract: Convergeone for \$55,417.35.

Approved: On Motion by Trisha Hosley, seconded by Brian Penrose, with all in favor, a **Minecraft: Education Edition Club** with Joshua Tremblay as Advisor.

General Discussion

The Board reviewed **preliminary budget assumptions for the 2021-22 school year.**

Policy 1st Readings: A first reading on Policy #5670 Records Management took place.

2nd Public Participation: The Board discussed high risk sports and the Gore Ski Program.

Executive Session: On Motion by Alexandria Harris, seconded by Trisha Hosley, with all in favor, to enter Executive Session at 6:46 p.m. to discuss the employment history of two particular persons and to discuss a matter relating to personal and financial issues for a particular person and/or which is made confidential by state or federal law.

Approved: On Motion by Michael Farrell, seconded by Trisha Hosley, with all in favor, to come out of Executive Session at 7:05 p.m.

Adjournment: On Motion by Alexandria Harris, seconded by Trisha Hosley, with all in favor, the Board adjourned at 7:06p.m.

Clerk of the Board

Victoria J. Snide

TREASURER'S MONTHLY REPORT **FUND: EXTRACURRICULAR ACCT.**

For the Period from November 2, 2020 thru November 30, 2020

Total available balance as reported at the end of preceding period \$ 7,460.05

Receipts during the month: (with breakdown of source including full amount of all short-term loans)

<u>Date</u>	<u>Source</u>	
November	Deposits	\$ -
	Interest	\$ 0.06

Total Receipts \$ 0.06

Total receipts, including balance \$ 7,460.11

Disbursements made during the month:

By Check-From Check :#	\$ -
EFT Transfers	\$0.00
By Debit Charge	\$ -

Total amount of checks issued and debit charges \$ -

Cash balance as shown by records \$ 7,460.11

RECONCILIATION WITH BANK STATEMENT

Balance as given on bank statement, end of month \$ 7,460.11

Less outstanding checks See attached \$ -

Net balance in bank (Should agree with Cash Balance above unless

There are undeposited funds in treasurer's hands)

\$ 7,460.11

Amount of receipts undeposited (See attached schedules)

Total available balance (must agree with Cash Balance above if there is a true reconciliation) \$ 7,460.11

Received by the Board of Education and entered as a part of the minutes of the Board meeting held

_____, 20____

Clerk of the Board of Education

This is to certify that the above cash balance is in agreement with my bank statement, as reconciled.


 Treasurer of School District

Lisa Walker
Treasurer of School District

TREASURER'S MONTHLY REPORT**FUND: LUNCH FUND**

For the Period from November 2, 2020 thru November 30, 2020

Total available balance as reported at the end of preceding period \$ 18,300.17

Receipts during the month: (with breakdown of source including full amount of all short-term loans)

<u>Date</u>	<u>Source</u>	
November	Deposits	\$ 433.26
	Interest	<u>0.12</u>

Total Receipts \$ 433.38

Total receipts, including balance \$ 18,733.55

Disbursements made during the month:

By Check-From Check #2286-2295	\$ 4,187.32
EFT Transfers	<u>5,628.10</u>

Total amount of checks issued and debit charges \$ 9,815.42

Cash balance as shown by records \$ 8,918.13**RECONCILIATION WITH BANK STATEMENT**

Balance as given on bank statement, end of month \$ 9,506.81

Less outstanding checks see attached \$ 588.68Net balance in bank (Should agree with Cash Balance above unless
There are undeposited funds in treasurer's hands)

\$ 8,918.13

Amount of receipts undeposited

-Total available balance (must agree with Cash Balance above if there is a
true reconciliation)\$ 8,918.13Received by the Board of Education and entered
as a part of the minutes of the Board meeting held

_____, 20____

Clerk of the Board of Education

This is to certify that the
above cash balance is
in agreement with my
bank statement, as reconciled.Kisa Walker
Treasurer of School District

TREASURER'S MONTHLY REPORT**FUND: PAYROLL FUND**

For the Period from November 2, 2020 thru November 30, 2020

Total available balance as reported at the end of preceding period \$ 1,000.00

Receipts during the month: (with breakdown of source including full amount of all short-term loans)

<u>Date</u>	<u>Source</u>	
November	Deposits	100,835.48

Total Receipts \$ 100,835.48

Total receipts, including balance \$ 101,835.48

Disbursements made during the month:

By Check: #	\$ -
EFT Transfers/Direct Deposit 20396-20476	\$ 100,835.48
	<u>\$ -</u>

Total amount of checks issued and debit charges: \$ 100,835.48

Cash balance as shown by records \$ 1,000.00**RECONCILIATION WITH BANK STATEMENT**

Balance as given on bank statement, end of month \$ 1,000.00

Less Outstanding Checks - See Attached \$ -

\$ 1,000.00

Net balance in bank (Should agree with Cash Balance above unless

There are undeposited funds in treasurer's hands)

Amount of receipts undeposited-

Total available balance (must agree with Cash Balance above if there is a true reconciliation) \$ 1,000.00

Received by the Board of Education and entered as a part of the minutes of the Board meeting held

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Clerk of the Board of Education

This is to certify that the above cash balance is in agreement with my bank statement, as reconciled.

Hita Walker
Treasurer of School District

TREASURER'S MONTHLY REPORT**FUND: GENERAL FUND**

For Period from November 2, 2020 thru November 30, 2020

Total available balance as reported at the end of preceding period \$ 39,656.80

Receipts during the month: (with breakdown of source including full amount of all short-term loans)

<u>Date</u>	<u>Source</u>	
November	Deposits	\$ 463,000.00
	Interest	1.09

Total Receipts \$ 463,001.09

Total receipts, including balance \$ 502,657.89

Disbursements made during the month:

By Check-From Check #16455-16494	\$ 311,832.60
EFT Transfers	151,440.30
	\$ -

Total amount of checks issued and debit charges \$ 463,272.90

Cash balance as shown by records \$ 39,384.99

RECONCILIATION WITH BANK STATEMENT

Balance as given on bank statement, end of month \$ 200,701.97

Less outstanding checks see attached \$ 161,316.98

Net balance in bank (Should agree with Cash Balance above unless there are undeposited funds in treasurer's hands) \$ 39,384.99

Amount of receipts undeposited(See attached schedules) \$ -

Total available balance (must agree with Cash Balance above if there is a true reconciliation) \$ 39,384.99

Received by the Board of Education and entered as a part of the minutes of the Board meeting held

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Clerk of the Board of Education

This is to certify that the above cash balance is in agreement with my bank statement, as reconciled.


Treasurer of School District

TREASURER'S MONTHLY REPORT**FUND: SCHOLARSHIP FUND**

For the Period from November 2, 2020 thru November 30, 2020

Total available balance as reported at the end of preceding period \$ 2,449.68

Receipts during the month: (with breakdown of source including full amount of all short-term loans)

<u>Date</u>	<u>Source</u>	
November	Deposits	\$ -
	Interest	\$ 0.02

Total Receipts \$ 0.02

Total receipts, including balance \$ 2,449.70

Disbursements made during the month:

By Check-from Check #	\$ -
EFT Transfers	-
	-

Total amount of checks issued and debit charges \$ -

Cash balance as shown by records \$ 2,449.70

RECONCILIATION WITH BANK STATEMENT

Balance as given on bank statement, end of month \$ 2,449.70

less outstanding checks \$ -

see attached \$ -

Net balance in bank (Should agree with Cash Balance above unless

There are undeposited funds in treasurer's hands) \$ 2,449.70

Amount of receipts undeposited (See attached schedules)

-

Total available balance (must agree with Cash Balance above if there is a true reconciliation)

\$ 2,449.70

Received by the Board of Education and entered as a part of the minutes of the Board meeting held

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Clerk of the Board of Education

This is to certify that the above cash balance is in agreement with my bank statement, as reconciled.


Treasurer of School District

TREASURER'S MONTHLY REPORT**FUND: MONEY MARKET ACCOUNT**

For the Period from November 2, 2020 thru November 30, 2020

Total available balance as reported at the end of preceding period \$ 1,488,346.92

Receipts during the month: (with breakdown of source including full amount of all short-term loans)

<u>Date</u>	<u>Source</u>	
November	Deposits	\$ 1,533,693.42
	Interest	\$ 26.87
	Total Receipts	\$ 1,533,720.29
	Total receipts, including balance	\$ 3,022,067.21

Disbursements made during the month:

By Check:	
EFT Transfers	\$ 478,838.39
By Debit	\$ -

Total amount of checks issued and debit charges \$ 478,838.39

Cash balance as shown by records \$ 2,543,228.82

RECONCILIATION WITH BANK STATEMENT

Balance as given on bank statement, end of month \$ 2,543,228.82

Less outstanding checks

Net balance in bank (Should agree with Cash Balance above unless there are undeposited funds in treasurer's hands) \$ 2,543,228.82

Amount of receipts undeposited \$ -

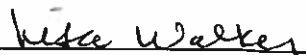
Total available balance (must agree with Cash Balance above if there is a true reconciliation) \$ 2,543,228.82

Received by the Board of Education and entered as a part of the minutes of the Board meeting held

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Clerk of the Board of Education

This is to certify that the above cash balance is in agreement with my bank statement, as reconciled.


Treasurer of School District

TREASURER'S MONTHLY REPORT**FUND: MONEY MARKET-NY CLASS**

For the Period from November 1, 2020 thru November 30, 2020

Total available balance as reported at the end of preceding period \$ 960,369.44

Receipts during the month: (with breakdown of source including full amount of all short-term loans)

<u>Date</u>	<u>Source</u>	
November	Deposits	\$ -
	Interest	\$ 74.67
	Total Receipts	\$ 74.67
	Total receipts, including balance	\$ 960,444.11

Disbursements made during the month:

By Check:	
EFT Transfers	\$ -
By Debit	\$ -

Total amount of checks issued and debit charges \$ -

Cash balance as shown by records \$ 960,444.11

RECONCILIATION WITH BANK STATEMENT

Balance as given on bank statement, end of month \$ 960,444.11

Less outstanding checks

Net balance in bank (Should agree with Cash Balance above unless there are undeposited funds in treasurer's hands) \$ 960,444.11

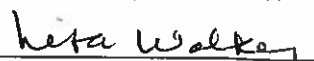
Amount of receipts undeposited \$ -

Total available balance (must agree with Cash Balance above if there is a true reconciliation) \$ 960,444.11

Received by the Board of Education and entered
as a part of the minutes of the Board meeting held

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Clerk of the Board of Education

This is to certify that the
above cash balance is
in agreement with my
bank statement, as reconciled.
Treasurer of School District

TREASURER'S MONTHLY REPORT**FUND: CAPITAL RESERVE-NY CLASS**

For the Period from November 1, 2020 thru November 30, 2020

Total available balance as reported at the end of preceding period \$ 39,254.92

Receipts during the month: (with breakdown of source including full amount of all short-term loans)

<u>Date</u>	<u>Source</u>
November	Deposits
	Interest

\$ 3.03

Total Receipts \$ 3.03

Total receipts, including balance \$ 39,257.95

Disbursements made during the month:

By Check-from check #	\$ -
EFT Transfers	-
By Debit Charge	-

Total amount of checks issued and debit charges \$ -

Cash balance as shown by records \$ 39,257.95

RECONCILIATION WITH BANK STATEMENT

Balance as given on bank statement, end of month \$ 39,257.95

less outstanding checks

see attached

\$ -

\$ -

Net balance in bank (Should agree with Cash Balance above unless There are undeposited funds in treasurer's hands)

\$ 39,257.95

Amount of receipts undeposited (See attached schedules)

Total available balance (must agree with Cash Balance above if there is a true reconciliation)

\$ 39,257.95

Received by the Board of Education and entered as a part of the minutes of the Board meeting held

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Clerk of the Board of Education

This is to certify that the above cash balance is in agreement with my bank statement, as reconciled.

Miss Walker

Treasurer of School District

TREASURER'S MONTHLY REPORT**FUND: REPAIR RESERVE-NY CLASS**

For the Period from November 1, 2020 thru November 30, 2020

Total available balance as reported at the end of preceding period \$ 53,552.49

Receipts during the month: (with breakdown of source including full amount of all short-term loans)

<u>Date</u>	<u>Source</u>	
November	Deposits	-
	Interest	\$ 4.18

Total Receipts \$ 4.18

Total receipts, including balance \$ 53,556.67

Disbursements made during the month:

By Check-from check #	\$ -
EFT Transfers	-
By Debit Charge	-

Total amount of checks issued and debit charges \$ -

Cash balance as shown by records \$ 53,556.67

RECONCILIATION WITH BANK STATEMENT

Balance as given on bank statement, end of month \$ 53,556.67

less outstanding checks

see attached	\$ -
	\$ -

Net balance in bank (Should agree with Cash Balance above unless There are undeposited funds in treasurer's hands)

\$ 53,556.67

Amount of receipts undeposited (See attached schedules)

Total available balance (must agree with Cash Balance above if there is a true reconciliation)

\$ 53,556.67

Received by the Board of Education and entered as a part of the minutes of the Board meeting held

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Clerk of the Board of Education

This is to certify that the above cash balance is in agreement with my bank statement, as reconciled.

Heidi Walker
Treasurer of School District

TREASURER'S MONTHLY REPORT**FUND: TAX RESERVE-NY CLASS**

For the Period from November 1, 2020 thru November 30, 2020

Total available balance as reported at the end of preceding period \$ 33,798.50

Receipts during the month: (with breakdown of source including full amount of all short-term loans)

<u>Date</u>	<u>Source</u>	
November	Deposits	-
	Interest	\$ 2.65

Total Receipts \$ 2.65

Total receipts, including balance \$ 33,801.15

Disbursements made during the month:

By Check-from check #	\$ -
EFT Transfers	-
By Debit Charge	-

Total amount of checks issued and debit charges \$ -

Cash balance as shown by records \$ 33,801.15

RECONCILIATION WITH BANK STATEMENT

Balance as given on bank statement, end of month \$ 33,801.15

less outstanding checks

see attached	\$ -
	\$ -

Net balance in bank (Should agree with Cash Balance above unless There are undeposited funds in treasurer's hands)

\$ 33,801.15

Amount of receipts undeposited (See attached schedules)

Total available balance (must agree with Cash Balance above if there is a true reconciliation)

\$ 33,801.15

Received by the Board of Education and entered as a part of the minutes of the Board meeting held

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Clerk of the Board of Education

This is to certify that the above cash balance is in agreement with my bank statement, as reconciled.


Treasurer of School District

TREASURER'S MONTHLY REPORT**FUND: SCHOLARSHIP FUND-NY CLASS**

For the Period from November 1, 2020 thru November 30, 2020

Total available balance as reported at the end of preceding period \$ 72,283.47

Receipts during the month: (with breakdown of source including full amount of all short-term loans)

<u>Date</u>	<u>Source</u>	
November	Deposits	\$ -
	Interest	\$ 5.64

Total Receipts \$ 5.64

Total receipts, including balance \$ 72,289.11

Disbursements made during the month:

By Check-from Check #	\$ -
EFT Transfers	-
	-

Total amount of checks issued and debit charges \$ -

Cash balance as shown by records \$ 72,289.11

RECONCILIATION WITH BANK STATEMENT

Balance as given on bank statement, end of month	\$ 72,289.11
less outstanding checks	\$ -
see attached	\$ -

Net balance in bank (Should agree with Cash Balance above unless

There are undeposited funds in treasurer's hands)

\$ 72,289.11

Amount of receipts undeposited (See attached schedules)

-

Total available balance (must agree with Cash Balance above if there is a true reconciliation)

\$ 72,289.11

Received by the Board of Education and entered as a part of the minutes of the Board meeting held

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Clerk of the Board of Education

This is to certify that the above cash balance is in agreement with my bank statement, as reconciled.


Treasurer of School District

TREASURER'S MONTHLY REPORT**FUND: TED ABER SCHOLARSHIP-NY CLASS**

For the Period from November 1, 2020 thru November 30, 2020

Total available balance as reported at the end of preceding period \$ 9,092.27

Receipts during the month: (with breakdown of source including full amount of all short-term loans)

<u>Date</u>	<u>Source</u>	
November	Deposits	\$ -
	Interest	\$ 0.66

Total Receipts \$ 0.66

Total receipts, including balance \$ 9,092.93

Disbursements made during the month:

By Check-from Check #	\$ -
EFT Transfers	-

Total amount of checks issued and debit charges \$ -

Cash balance as shown by records \$ 9,092.93

RECONCILIATION WITH BANK STATEMENT

Balance as given on bank statement, end of month	\$ 9,092.93
less outstanding checks	\$ -
see attached	\$ -

Net balance in bank (Should agree with Cash Balance above unless

There are undeposited funds in treasurer's hands)

\$ 9,092.93

Amount of receipts undeposited (See attached schedules)

-

Total available balance (must agree with Cash Balance above if there is a true reconciliation)

\$ 9,092.93

Received by the Board of Education and entered as a part of the minutes of the Board meeting held

This is to certify that the above cash balance is in agreement with my bank statement, as reconciled.

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Clerk of the Board of Education

Treasurer of School District

TREASURER'S MONTHLY REPORT**FUND: COURTNEY SCHOLARSHIP-NY CLASS**

For the Period from November 1, 2020 thru November 30, 2020

Total available balance as reported at the end of preceding period \$ 2,080.12

Receipts during the month: (with breakdown of source including full amount of all short-term loans)

<u>Date</u>	<u>Source</u>	
November	Deposits	\$ -
	Interest	\$ 0.23

Total Receipts \$ 0.23

Total receipts, including balance \$ 2,080.35

Disbursements made during the month:

By Check-from Check #	\$ -
EFT Transfers	-
	-

Total amount of checks issued and debit charges \$ -

Cash balance as shown by records \$ 2,080.35

RECONCILIATION WITH BANK STATEMENT

Balance as given on bank statement, end of month	\$ 2,080.35
less outstanding checks	\$ -
see attached	\$ -

Net balance in bank (Should agree with Cash Balance above unless

There are undeposited funds in treasurer's hands) \$ 2,080.35

Amount of receipts undeposited (See attached schedules)

-

Total available balance (must agree with Cash Balance above if there is a true reconciliation)

\$ 2,080.35

Received by the Board of Education and entered as a part of the minutes of the Board meeting held

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Clerk of the Board of Education

This is to certify that the above cash balance is in agreement with my bank statement, as reconciled.

Lisa Walker
Treasurer of School District

TREASURER'S MONTHLY REPORT**FUND: VARTULI SCHOLARSHIP-NY CLASS**

For the Period from November 1, 2020 thru November 30, 2020

Total available balance as reported at the end of preceding period \$ 6,772.60

Receipts during the month: (with breakdown of source including full amount of all short-term loans)

<u>Date</u>	<u>Source</u>	
November	Deposits	\$ -
	Interest	\$ 0.56

Total Receipts \$ 0.56

Total receipts, including balance \$ 6,773.16

Disbursements made during the month:

By Check-from Check #	\$ -
EFT Transfers	-

Total amount of checks issued and debit charges \$ -

Cash balance as shown by records \$ 6,773.16

RECONCILIATION WITH BANK STATEMENT

Balance as given on bank statement, end of month	\$ 6,773.16
less outstanding checks	\$ -
see attached	\$ -

Net balance in bank (Should agree with Cash Balance above unless

There are undeposited funds in treasurer's hands)

\$ 6,773.16

Amount of receipts undeposited (See attached schedules)

Total available balance (must agree with Cash Balance above if there is a true reconciliation)

\$ 6,773.16

Received by the Board of Education and entered as a part of the minutes of the Board meeting held

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Clerk of the Board of Education

This is to certify that the above cash balance is in agreement with my bank statement, as reconciled.

 Lisa Walker
Treasurer of School District

TREASURER'S MONTHLY REPORT**FUND: BUS RESERVE-NY CLASS**

For the Period from November 1, 2020 thru November 30, 2020

Total available balance as reported at the end of preceding period \$ 114,145.07

Receipts during the month: (with breakdown of source including full amount of all short-term loans)

<u>Date</u>	<u>Source</u>	
November	Deposits	-
	Interest	\$ 8.91

Total Receipts \$ 8.91

Total receipts, including balance \$ 114,153.98

Disbursements made during the month:

By Check-from check #	\$ -
EFT Transfers	-
By Debit Charge	-

Total amount of checks issued and debit charges \$ -

Cash balance as shown by records \$ 114,153.98

RECONCILIATION WITH BANK STATEMENT

Balance as given on bank statement, end of month \$ 114,153.98

less outstanding checks

see attached \$ -

Net balance in bank (Should agree with Cash Balance above unless There are undeposited funds in treasurer's hands)

\$ 114,153.98

Amount of receipts undeposited (See attached schedules)

Total available balance (must agree with Cash Balance above if there is a true reconciliation)

\$ 114,153.98

Received by the Board of Education and entered as a part of the minutes of the Board meeting held

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Clerk of the Board of Education

This is to certify that the above cash balance is in agreement with my bank statement, as reconciled.

Hita Walker
Treasurer of School District

LONG LAKE CSD

Revenue Status Report From 7/1/2020 To 6/30/2021



Account	Description	Budget	Adjustments	Revised Budget	Revenue Earned	Unearned Revenue
C 1440.B	Breakfast - Student Sale of Meals	2,500.00	0.00	2,500.00	754.78	1,745.22
C 1440.L	Lunch - Student Sale of Meals	9,500.00	0.00	9,500.00	1,848.95	7,651.05
C 1445.L	A La Carte Sales	1,000.00	0.00	1,000.00	122.43	877.57
C 2401	Interest and Earnings	0.00	0.00	0.00	0.59	-0.59
C 3190.FB	Breakfast - Federal Reimbursement	6,000.00	0.00	6,000.00	1,454.00	4,546.00
C 3190.FL	Lunch - Federal Reimbursement	13,000.00	0.00	13,000.00	3,176.00	9,824.00
C 3190.FS	Snack - Federal Reimbursement	550.00	0.00	550.00	0.00	550.00
C 3190.SB	Breakfast - State Reimbursement	250.00	0.00	250.00	-6.40	256.40
C 3190.SL	Lunch - State Reimbursement	500.00	0.00	500.00	-3.80	503.80
C 4190	USDA Surplus Food	2,000.00	0.00	2,000.00	0.00	2,000.00
C 5031	Interfund Transfer	108,701.00	0.00	108,701.00	25,000.00	83,701.00
C Totals:		144,001.00	0.00	144,001.00	32,346.55	111,654.45
Grand Totals:		144,001.00	0.00	144,001.00	32,346.55	111,654.45

LONG LAKE CSD

Appropriation Status Detail Report By Function From 7/1/2020 To 6/30/2021



Account	Description	Budget	Adjustments	Adj. Budget	Expensed	Encumbered	Available
C 2860.160-0000	Cafeteria Salaries	65,026.00	0.00	65,026.00	26,285.34	0.00	38,740.66
C 2860.400-0000	Cafeteria Contractual	3,000.00	0.00	3,000.00	694.50	0.00	2,305.50
C 2860.410-0000	Cafeteria Food	30,000.00	0.00	30,000.00	11,124.53	7,925.84	10,949.63
C 2860.450-0000	Cafeteria Materials & Supplies	2,500.00	0.00	2,500.00	1,311.00	1,163.55	25.45
2860	SCHOOL FOOD SERVICE	*	0.00	100,526.00	39,415.37	9,089.39	52,021.24
28		**	0.00	100,526.00	39,415.37	9,089.39	52,021.24
2		***	0.00	100,526.00	39,415.37	9,089.39	52,021.24
C 9010.800-0000	Cafeteria Employees Retirement	10,500.00	0.00	10,500.00	-2,500.00	0.00	13,000.00
9010	STATE RETIREMENT	*	0.00	10,500.00	-2,500.00	0.00	13,000.00
C 9030.800-0000	Cafeteria Social Security	4,975.00	0.00	4,975.00	0.00	0.00	4,975.00
9030	SOCIAL SECURITY	*	0.00	4,975.00	0.00	0.00	4,975.00
C 9060.800-0000	Cafeteria Health Insurance	28,000.00	0.00	28,000.00	0.00	0.00	28,000.00
9060	HOSPITAL, MEDICAL & DENTAL INSURANCE	*	0.00	28,000.00	0.00	0.00	28,000.00
90		**	0.00	43,475.00	-2,500.00	0.00	45,975.00
9		***	0.00	43,475.00	-2,500.00	0.00	45,975.00
Fund CTotals:		144,001.00	0.00	144,001.00	36,915.37	9,089.39	97,996.24
Grand Totals:		144,001.00	0.00	144,001.00	36,915.37	9,089.39	97,996.24

LONG LAKE CSD

Revenue Status Report From 7/1/2020 To 6/30/2021



Account	Description	Budget	Adjustments	Revised Budget	Revenue Earned	Unearned Revenue
A 1001	Real Property Taxes	3,058,711.89	0.00	3,058,711.89	3,058,711.89	0.00
A 1081	Other Payments in Lieu of Taxes	0.00	0.00	0.00	344.25	-344.25
A 1085	School Tax Relief Reimb (STAR)	30,288.11	0.00	30,288.11	30,288.11	0.00
A 1090	Penalty on Taxes	3,000.00	0.00	3,000.00	1,861.12	1,138.88
A 1310	Day School Tuition	4,600.00	0.00	4,600.00	4,600.00	0.00
A 1335	Other Student Fees/Charges	1,000.00	0.00	1,000.00	0.00	1,000.00
A 2401	Interest on Earnings	15,000.00	0.00	15,000.00	661.68	14,338.32
A 2701	Refunds of Prior Years Expenditures	0.00	0.00	0.00	3,223.87	-3,223.87
A 3101.A	General Aid	480,000.00	0.00	480,000.00	204,228.21	275,771.79
A 3101.B	Excess Cost Aid	0.00	0.00	0.00	10,577.61	-10,577.61
A 3102	VLT Lottery Aid	0.00	0.00	0.00	11,536.27	-11,536.27
A 3103	BOCES Aid	55,000.00	0.00	55,000.00	-6,255.60	61,255.60
A 3260	Textbook Aid	4,000.00	0.00	4,000.00	765.00	3,235.00
A 3265	Small Government Assistance	0.00	0.00	0.00	127,164.80	-127,164.80
A 4601	Medicaid Assistance, HRSS	4,000.00	0.00	4,000.00	3,559.96	440.04
A Totals:		3,655,600.00	0.00	3,655,600.00	3,451,267.17	204,332.83
Grand Totals:		3,655,600.00	0.00	3,655,600.00	3,451,267.17	204,332.83

LONG LAKE CSD

Appropriation Status Detail Report By Function From 7/1/2020 To 6/30/2021



Account	Description	Budget	Adjustments	Adj. Budget	Expensed	Encumbered	Available
A 1010.400-0000	BOE Contractual Expense	8,000.00	0.00	8,000.00	0.00	0.00	8,000.00
A 1010.450-0000	BOE Materials and Supplies	2,800.00	0.00	2,800.00	155.44	0.00	2,644.56
A 1010.490-0000	BOE BOCES Services	7,500.00	0.00	7,500.00	1,790.72	0.00	5,709.28
1010	BOARD OF EDUCATION	18,300.00	0.00	18,300.00	1,946.16	0.00	16,353.84
A 1040.160-0000	BOE District Clerk Salaries	2,353.00	0.00	2,353.00	1,223.56	0.00	1,129.44
A 1040.400-0000	BOE District Clerk Contractual	4,000.00	0.00	4,000.00	1,964.81	0.00	2,035.19
1040	DISTRICT CLERK	6,353.00	0.00	6,353.00	3,188.37	0.00	3,164.63
10		24,653.00	0.00	24,653.00	5,134.53	0.00	19,518.47
A 1240.160-0000	Support Staff Salaries	125,597.00	0.00	125,597.00	72,745.15	0.00	52,851.85
A 1240.200-0000	Central Admin Equipment	2,000.00	0.00	2,000.00	1,923.25	0.00	76.75
A 1240.400-0000	Central Admin Contractual	13,680.00	340.00	14,020.00	6,483.81	0.00	7,536.19
A 1240.450-0000	Central Admin Materials & Supplies	2,500.00	0.00	2,500.00	290.98	30.48	2,178.54
1240	CHIEF SCHOOL ADMINISTRATOR	143,777.00	340.00	144,117.00	81,443.19	30.48	62,643.33
12		143,777.00	340.00	144,117.00	81,443.19	30.48	62,643.33
A 1310.160-0000	Finance Business Admin Salaries	89,819.00	0.00	89,819.00	48,347.60	0.00	41,471.40
A 1310.490-0000	Finance BOCES Services	23,500.00	0.00	23,500.00	4,989.60	0.00	18,510.40
1310	BUSINESS ADMINISTRATION	113,319.00	0.00	113,319.00	53,337.20	0.00	59,981.80
A 1320.160-0000	Finance Auditing Salaries	550.00	0.00	550.00	109.98	0.00	440.02
A 1320.400-0000	Finance Auditor Contractual	9,000.00	0.00	9,000.00	8,900.00	0.00	100.00
1320	AUDITING	9,550.00	0.00	9,550.00	9,009.98	0.00	540.02
A 1325.160-0000	Finance District Treasurer	20,967.00	0.00	20,967.00	11,273.36	0.00	9,693.64
A 1325.450-0000	Finance District Treasurer Supplies	250.00	0.00	250.00	0.00	0.00	250.00
1325	TREASURER	21,217.00	0.00	21,217.00	11,273.36	0.00	9,943.64
A 1330.160-0000	Finance Tax Collector Salary	4,057.00	0.00	4,057.00	4,057.00	0.00	0.00
A 1330.400-0000	Finance Tax Collector Contractual	1,500.00	0.00	1,500.00	1,188.46	0.00	311.54
A 1330.450-0000	Finance Tax Collector Materials & Supplies	100.00	0.00	100.00	0.00	0.00	100.00
1330	TAX COLLECTOR	5,657.00	0.00	5,657.00	5,245.46	0.00	411.54
13		149,743.00	0.00	149,743.00	78,866.00	0.00	70,877.00
A 1420.400-0000	Legal Contractual	14,000.00	0.00	14,000.00	3,125.00	0.00	10,875.00
1420	LEGAL	14,000.00	0.00	14,000.00	3,125.00	0.00	10,875.00
A 1430.490-0000	Personnel - BOCES Services	1,950.00	0.00	1,950.00	378.94	0.00	1,571.06
1430	PERSONNEL	1,950.00	0.00	1,950.00	378.94	0.00	1,571.06
A 1480.400-0000	Public Info Contractual	250.00	0.00	250.00	0.00	0.00	250.00

LONG LAKE CSD

Appropriation Status Detail Report By Function From 7/1/2020 To 6/30/2021



Account	Description	Budget	Adjustments	Adj. Budget	Expensed	Encumbered	Available
<u>A 1480.450-0000</u>	Public Info/Printing Charges	1,000.00	0.00	1,000.00	0.00	0.00	1,000.00
1480	PUBLIC INFORMATION & SERVICES	1,250.00	0.00	1,250.00	0.00	0.00	1,250.00
14		17,200.00	0.00	17,200.00	3,503.94	0.00	13,696.06
<u>A 1620.160-0000</u>	Central Services Support Staff Salaries	100,712.00	0.00	100,712.00	50,564.55	0.00	50,147.45
<u>A 1620.200-0000</u>	Central Services Equipment	1,000.00	0.00	1,000.00	0.00	0.00	1,000.00
<u>A 1620.400-0000</u>	Central Services Contractual	65,250.00	0.00	65,250.00	39,608.26	5,730.26	19,911.48
<u>A 1620.410-0000</u>	Central Services Fuel Oil	85,000.00	0.00	85,000.00	7,811.88	77,188.12	0.00
<u>A 1620.420-0000</u>	Central Services Television	1,800.00	0.00	1,800.00	879.30	0.00	920.70
<u>A 1620.430-0000</u>	Central Services Electricity	27,000.00	0.00	27,000.00	11,637.36	0.00	15,362.64
<u>A 1620.440-0000</u>	Central Services Water Rent	1,000.00	0.00	1,000.00	1,000.00	0.00	0.00
<u>A 1620.450-0000</u>	Central Services Materials & Supplies	21,500.00	77.88	21,577.88	7,174.81	5,058.85	9,344.22
<u>A 1620.451-0000</u>	Custodial Supplies - COVID	0.00	0.00	0.00	11,431.48	285.00	-11,716.48
<u>A 1620.460-0000</u>	Central Services Telephone	9,000.00	0.00	9,000.00	3,903.56	0.00	5,096.44
<u>A 1620.480-0000</u>	Central Services LP Gas	100.00	0.00	100.00	17.15	0.00	82.85
<u>A 1620.490-0000</u>	Central Services BOCES	1,000.00	0.00	1,000.00	213.00	0.00	787.00
1620	OPERATION OF PLANT	313,362.00	77.88	313,439.88	134,241.35	88,262.23	90,936.30
<u>A 1621.160-0000</u>	Mainten Support Staff Salaries	15,451.00	0.00	15,451.00	7,862.96	0.00	7,588.04
<u>A 1621.400-0000</u>	Maintenance Contractual Exp	17,500.00	0.00	17,500.00	0.00	2,066.00	15,434.00
1621	MAINTENANCE OF PLANT	32,951.00	0.00	32,951.00	7,862.96	2,066.00	23,022.04
<u>A 1670.400-0000</u>	Contractual	825.00	0.00	825.00	811.80	0.00	13.20
<u>A 1670.450-0000</u>	Postage	3,200.00	0.00	3,200.00	1,000.00	0.00	2,200.00
<u>A 1670.490-0000</u>	Printing - BOCES Services	2,000.00	0.00	2,000.00	78.90	0.00	1,921.10
1670	CENTRAL PRINTING & MAILING	6,025.00	0.00	6,025.00	1,890.70	0.00	4,134.30
<u>A 1680.490-0000</u>	Central DP - BOCES Services	38,000.00	0.00	38,000.00	9,699.00	0.00	28,301.00
1680	CENTRAL DATA PROCESSING	38,000.00	0.00	38,000.00	9,699.00	0.00	28,301.00
16		390,338.00	77.88	390,415.88	153,694.01	90,328.23	146,393.64
<u>A 1910.400-0000</u>	Unallocated Insurance	1,000.00	0.00	1,000.00	735.66	0.00	264.34
1910	UNALLOCATED INSURANCE	1,000.00	0.00	1,000.00	735.66	0.00	264.34
<u>A 1920.400-0000</u>	School Association Dues	4,650.00	0.00	4,650.00	3,720.00	0.00	930.00
1920	SCHOOL ASSOCIATION DUES	4,650.00	0.00	4,650.00	3,720.00	0.00	930.00
<u>A 1981.490-0000</u>	BOCES Administrative Costs	17,000.00	0.00	17,000.00	5,091.90	0.00	11,908.10
1981	BOCES ADMINISTRATIVE COSTS	17,000.00	0.00	17,000.00	5,091.90	0.00	11,908.10
<u>A 1983.490-0000</u>	BOCES Capital Expenses	100.00	0.00	100.00	49,012.50	0.00	-48,912.50

LONG LAKE CSD

Appropriation Status Detail Report By Function From 7/1/2020 To 6/30/2021



Account	Description	Budget	Adjustments	Adj. Budget	Expensed	Encumbered	Available
1983	BOCES CAPITAL EXPENSE	100.00	0.00	100.00	49,012.50	0.00	-48,912.50
19		22,750.00	0.00	22,750.00	58,560.06	0.00	-35,810.06
1		748,461.00	417.88	748,878.88	381,201.73	90,358.71	277,318.44
A 2020.150-0000	Supervision Instructional	25,000.00	0.00	25,000.00	13,489.41	0.00	11,510.59
2020	SUPERVISION - REGULAR SCHOOL	25,000.00	0.00	25,000.00	13,489.41	0.00	11,510.59
A 2070.150-0000	Instructional Salaries	16,720.00	0.00	16,720.00	6,900.00	0.00	9,820.00
A 2070.490-0000	Inservices - BOCES Services	20,000.00	0.00	20,000.00	3,188.20	0.00	16,811.80
2070	INSERVICE TRAINING - INSTRUCTION	36,720.00	0.00	36,720.00	10,088.20	0.00	26,631.80
20		61,720.00	0.00	61,720.00	23,577.61	0.00	38,142.39
A 2110.120-0000	Teaching K-6 Salaries	487,932.00	0.00	487,932.00	171,033.00	0.00	316,899.00
A 2110.130-0000	Teaching 7-12 Salaries	468,162.00	0.00	468,162.00	171,922.51	0.00	296,239.49
A 2110.140-0000	Substitute Teachers	18,000.00	0.00	18,000.00	7,307.50	0.00	10,692.50
A 2110.160-0000	Support Staff Salaries	41,327.00	0.00	41,327.00	18,177.93	0.00	23,149.07
A 2110.170-0000	Payment in Lieu of Health Insurance	14,000.00	0.00	14,000.00	0.00	0.00	14,000.00
A 2110.180-0000	Leave Sellback	0.00	0.00	0.00	0.00	0.00	0.00
A 2110.200-0000	Teaching Equipment	7,000.00	-1,850.00	5,150.00	3,250.00	0.00	1,900.00
A 2110.400-0000	Teaching Contractual	16,726.00	0.00	16,726.00	6,016.41	0.00	10,709.59
A 2110.410-0000	Field Trips	21,000.00	0.00	21,000.00	-77.00	0.00	21,077.00
A 2110.411-0000	Conference Attendance	10,500.00	0.00	10,500.00	1,569.00	0.00	8,931.00
A 2110.412-0000	Mileage Reimbursement	2,500.00	0.00	2,500.00	0.00	0.00	2,500.00
A 2110.413-0000	Arts in Education	3,000.00	0.00	3,000.00	0.00	0.00	3,000.00
A 2110.450-0000	Teaching Materials & Supplies	9,000.00	0.00	9,000.00	3,232.01	51.28	5,716.71
A 2110.451-0000	Elementary - Grade 1	2,075.00	0.00	2,075.00	1,366.75	0.00	708.25
A 2110.451-1000	Summer School	90.00	0.00	90.00	0.00	0.00	90.00
A 2110.451-2000	Art Program	2,725.00	718.24	3,443.24	1,883.44	0.00	1,559.80
A 2110.451-4000	Teachers Assistant-Dukett	250.00	0.00	250.00	242.08	0.00	7.92
A 2110.451-5000	English	325.00	0.00	325.00	131.87	65.32	127.81
A 2110.451-6000	Spanish	0.00	60.00	60.00	58.98	0.00	1.02
A 2110.451-8000	Health Education	260.00	0.00	260.00	43.79	0.00	216.21
A 2110.451-9000	Math	800.00	0.00	800.00	65.29	291.94	442.77
A 2110.452-1000	Elementary - Gaffney/SPED	255.00	0.00	255.00	0.00	0.00	255.00
A 2110.452-2000	Music	1,000.00	0.00	1,000.00	0.00	0.00	1,000.00
A 2110.452-3000	Phys Ed	1,628.00	0.00	1,628.00	1,482.21	0.00	145.79

LONG LAKE CSD

Appropriation Status Detail Report By Function From 7/1/2020 To 6/30/2021



Account	Description	Budget	Adjustments	Adj. Budget	Expensed	Encumbered	Available
A 2110.452-4000	Science	1,195.00	0.00	1,195.00	573.30	0.00	621.70
A 2110.452-5000	Social Studies	300.00	0.00	300.00	0.00	0.00	300.00
A 2110.452-6000	Technology	1,700.00	0.00	1,700.00	90.48	0.00	1,609.52
A 2110.452-7000	Elementary - PreK/Teaching Assistant	900.00	0.00	900.00	543.26	0.00	356.74
A 2110.452-9000	Teachers Aide Supplies-Klipatrick	250.00	0.00	250.00	0.00	0.00	250.00
A 2110.453-0000	Elementary - Connell	405.00	0.00	405.00	38.98	0.00	366.02
A 2110.454-0000	Elementary - Grade 2	900.00	0.00	900.00	664.57	0.00	235.43
A 2110.455-0000	Elementary - Grade 3/4	1,250.00	0.00	1,250.00	191.86	0.00	1,058.14
A 2110.456-0000	Elementary - Grade 5/6	625.00	0.00	625.00	47.98	0.00	577.02
A 2110.458-0000	Elementary - Grade K	1,015.00	18.43	1,033.43	763.32	0.00	270.11
A 2110.459-1000	Ace Committee	1,500.00	0.00	1,500.00	0.00	0.00	1,500.00
A 2110.459-2000	STEM	1,000.00	0.00	1,000.00	119.98	0.00	880.02
A 2110.480-0000	Teaching Textbooks	11,500.00	-60.00	11,440.00	1,488.08	0.00	9,951.92
A 2110.490-0000	Teaching BOCES	10,000.00	0.00	10,000.00	4,814.34	0.00	5,185.66
2110	TEACHING - REGULAR SCHOOL	1,141,095.00	-1,113.33	1,139,981.67	397,041.92	408.54	742,531.21
21		1,141,095.00	-1,113.33	1,139,981.67	397,041.92	408.54	742,531.21
A 2250.150-0000	Instructional Salaries	90,540.00	0.00	90,540.00	31,575.33	0.00	58,964.67
A 2250.160-0000	Non Instructional Salaries	34,772.00	0.00	34,772.00	8,783.83	0.00	25,988.17
A 2250.400-0000	Students w/Disab Contractual	4,500.00	0.00	4,500.00	4,523.03	0.00	-23.03
A 2250.450-0000	Special Ed Materials & Supplies	675.00	0.00	675.00	0.00	0.00	675.00
A 2250.470-0000	Special Tuition	2,500.00	0.00	2,500.00	0.00	0.00	2,500.00
A 2250.490-0000	BOCES Services	91,000.00	0.00	91,000.00	6,975.89	0.00	84,024.11
2250	PROGRAM FOR STUDENTS W/DISABILITIES SCHOOL AGE - SCHOOL YEAR	223,987.00	0.00	223,987.00	51,858.08	0.00	172,128.92
A 2280.490-0000	BOCES Services	35,000.00	0.00	35,000.00	5,952.90	0.00	29,047.10
2280	OCCUPATIONAL EDUCATION (GRADES 9-12)	35,000.00	0.00	35,000.00	5,952.90	0.00	29,047.10
22		258,987.00	0.00	258,987.00	57,810.98	0.00	201,176.02
A 2330.150-0000	Adult Education Salary	11,350.00	0.00	11,350.00	141.60	0.00	11,208.40
A 2330.151-0000	Special Schools Salary	20,160.00	0.00	20,160.00	0.00	0.00	20,160.00
A 2330.400-0000	Special Schools Contractual	3,600.00	0.00	3,600.00	0.00	0.00	3,600.00
A 2330.450-0000	Special Schools Materials & Supplies	500.00	0.00	500.00	0.00	0.00	500.00
2330	TEACHING - SPECIAL SCHOOLS	35,610.00	0.00	35,610.00	141.60	0.00	35,468.40

LONG LAKE CSD



Appropriation Status Detail Report By Function From 7/1/2020 To 6/30/2021

Account	Description	Budget	Adjustments	Adj. Budget	Expensed	Encumbered	Available
23		35,610.00	0.00	35,610.00	141.60	0.00	35,468.40
A 2610.150-0000	Library Salaries	54,058.00	0.00	54,058.00	19,460.88	0.00	34,597.12
A 2610.450-0000	Library Materials & Supplies	1,235.00	-120.00	1,115.00	216.95	0.00	898.05
A 2610.460-0000	Library Collections	3,546.00	120.00	3,666.00	3,662.54	0.00	3.46
A 2610.490-0000	Library BOCES Services	8,750.00	0.00	8,750.00	2,508.60	0.00	6,241.40
2610	SCHOOL LIBRARY & AUDIOVISUAL	67,589.00	0.00	67,589.00	25,848.97	0.00	41,740.03
A 2630.220-0000	Computer Hardware	21,000.00	0.00	21,000.00	13,426.32	490.00	7,083.68
A 2630.450-0000	Computer Materials & Supplies	1,000.00	0.00	1,000.00	664.68	25.97	309.35
A 2630.460-0000	Computer Software	7,000.00	0.00	7,000.00	3,459.72	0.00	3,540.28
A 2630.490-0000	Computer BOCES	73,500.00	0.00	73,500.00	24,568.12	0.00	48,931.88
2630	COMPUTER ASSISTED INSTRUCTION	102,500.00	0.00	102,500.00	42,118.84	515.97	59,865.19
26		170,089.00	0.00	170,089.00	67,967.81	515.97	101,605.22
A 2805.160-0000	Attendance	4,500.00	0.00	4,500.00	1,928.52	0.00	2,571.48
2805	ATTENDANCE - REGULAR SCHOOL	4,500.00	0.00	4,500.00	1,928.52	0.00	2,571.48
A 2810.150-0000	Guidance Instructional Salaries	63,815.00	0.00	63,815.00	25,817.62	0.00	37,997.38
A 2810.450-0000	Guidance Materials & Supplies	925.00	0.00	925.00	234.25	0.00	690.75
A 2810.451-0000	Guidance Testing and Materials	950.00	0.00	950.00	0.00	803.00	147.00
2810	GUIDANCE - REGULAR SCHOOL	65,690.00	0.00	65,690.00	26,051.87	803.00	38,835.13
A 2815.160-0000	Support Staff Salaries	34,629.00	0.00	34,629.00	14,197.95	0.00	20,431.05
A 2815.400-0000	Health Contractual	6,500.00	0.00	6,500.00	3,000.00	0.00	3,500.00
A 2815.450-0000	Health Materials & Supplies	2,500.00	0.00	2,500.00	421.39	1,091.80	986.81
2815	HEALTH SERVICES - REGULAR SCHOOL	43,629.00	0.00	43,629.00	17,619.34	1,091.80	24,917.86
A 2820.400-0000	Psychologist Contractual	45,000.00	0.00	45,000.00	0.00	0.00	45,000.00
A 2820.450-0000	Psychologist Materials & Supplies	1,500.00	0.00	1,500.00	1,125.09	50.00	324.91
A 2820.490-0000	BOCES Psychologist	11,500.00	0.00	11,500.00	3,774.00	0.00	7,726.00
2820	PSYCHOLOGICAL SERVICES - REGULAR SCHOOL	58,000.00	0.00	58,000.00	4,899.09	50.00	53,050.91
A 2825.400-0000	Contractual	6,700.00	0.00	6,700.00	0.00	0.00	6,700.00
2825	SOCIAL WORK SERVICES - REGULAR SCHOOL	6,700.00	0.00	6,700.00	0.00	0.00	6,700.00
A 2850.150-0000	Co-curricular Salaries	30,090.00	0.00	30,090.00	437.00	0.00	29,653.00
A 2850.450-0000	Co-curricular Materials & Supplies	1,000.00	0.00	1,000.00	0.00	0.00	1,000.00
2850	CO-CURRICULAR ACTIVITIES - REGULAR SCHOOL	31,090.00	0.00	31,090.00	437.00	0.00	30,653.00

LONG LAKE CSD



Appropriation Status Detail Report By Function From 7/1/2020 To 6/30/2021

Account	Description	Budget	Adjustments	Adj. Budget	Expensed	Encumbered	Available
A 2855.150-0000	Interscholastic Salaries	10,000.00	0.00	10,000.00	0.00	0.00	10,000.00
A 2855.400-0000	Interscholastic Contractual	20,500.00	0.00	20,500.00	0.00	0.00	20,500.00
A 2855.450-0000	Interscholastic Materials & Supplies	2,500.00	640.00	3,140.00	1,097.50	0.00	2,042.50
A 2855.490-0000	BOCES Interscholastic	1,000.00	0.00	1,000.00	291.30	0.00	708.70
2855	INTERSCHOLASTIC ATHLETICS - REGULAR SCHOOL	34,000.00	640.00	34,640.00	1,388.80	0.00	33,251.20
28		243,609.00	640.00	244,249.00	52,324.62	1,944.80	189,979.58
2		1,911,110.00	-473.33	1,910,636.67	598,864.54	2,869.31	1,308,902.82
A 5510.160-0000	Transportation Salaries	86,064.00	0.00	86,064.00	39,342.61	0.00	46,721.39
A 5510.200-0000	Transportation Equipment	0.00	1,850.00	1,850.00	1,850.00	0.00	0.00
A 5510.210-0000	Purchase of Buses	0.00	0.00	0.00	0.00	0.00	0.00
A 5510.400-0000	Transportation Contractual	15,000.00	0.00	15,000.00	10,814.25	0.00	4,185.75
A 5510.450-0000	Transportation Materials & Supplies/Parts	500.00	0.00	500.00	126.78	0.00	373.22
A 5510.451-0000	Diesel/Gasoline	18,000.00	0.00	18,000.00	1,338.92	0.00	16,661.08
A 5510.452-0000	Tires	2,500.00	0.00	2,500.00	401.01	0.00	2,098.99
A 5510.453-0000	Parts	7,500.00	0.00	7,500.00	3,614.08	2,831.83	1,054.09
A 5510.454-0000	Labor	13,000.00	0.00	13,000.00	2,350.72	0.00	10,649.28
A 5510.490-0000	BOCES Contractual	1,300.00	0.00	1,300.00	271.50	0.00	1,028.50
5510	DISTRICT TRANSPORTATION SERVICES	143,864.00	1,850.00	145,714.00	60,109.87	2,831.83	82,772.30
55		143,864.00	1,850.00	145,714.00	60,109.87	2,831.83	82,772.30
5		143,864.00	1,850.00	145,714.00	60,109.87	2,831.83	82,772.30
A 9010.800-0000	NYS Retirement	67,500.00	0.00	67,500.00	47,191.00	0.00	20,309.00
9010	STATE RETIREMENT	67,500.00	0.00	67,500.00	47,191.00	0.00	20,309.00
A 9020.800-0000	Teacher Retirement	140,000.00	0.00	140,000.00	9,217.15	0.00	130,782.85
9020	TEACHERS' RETIREMENT	140,000.00	0.00	140,000.00	9,217.15	0.00	130,782.85
A 9030.800-0000	Social Security	143,103.00	0.00	143,103.00	49,952.21	0.00	93,150.79
9030	SOCIAL SECURITY	143,103.00	0.00	143,103.00	49,952.21	0.00	93,150.79
A 9040.800-0000	Worker Compensation	11,000.00	0.00	11,000.00	10,740.00	0.00	260.00
9040	WORKERS' COMPENSATION	11,000.00	0.00	11,000.00	10,740.00	0.00	260.00
A 9050.800-0000	Unemployment	20,000.00	0.00	20,000.00	4,996.92	0.00	15,003.08
9050	UNEMPLOYMENT INSURANCE	20,000.00	0.00	20,000.00	4,996.92	0.00	15,003.08
A 9055.800-0000	Disability Plan	4,000.00	0.00	4,000.00	1,545.48	0.00	2,454.52
9055	DISABILITY INSURANCE	4,000.00	0.00	4,000.00	1,545.48	0.00	2,454.52
A 9060.800-0000	Hospitalization	960,000.00	0.00	960,000.00	575,486.52	0.00	384,513.48

LONG LAKE CSD

Appropriation Status Detail Report By Function From 7/1/2020 To 6/30/2021



Account	Description	Budget	Adjustments	Adj. Budget	Expensed	Encumbered	Available
9060	HOSPITAL, MEDICAL & DENTAL INSURANCE	*	0.00	960,000.00	575,486.52	0.00	384,513.48
90		**		1,345,603.00	699,129.28	0.00	646,473.72
A 9731.600-0000	Bond Anticipation Notes - Principal		0.00	50,000.00	0.00	0.00	50,000.00
A 9731.700-0000	Bond Anticipation Notes - Interest		0.00	73,125.00	0.00	0.00	73,125.00
9731		*	0.00	123,125.00	0.00	0.00	123,125.00
97		**	0.00	123,125.00	0.00	0.00	123,125.00
A 9901.930-0000	Transfer to School Food Svc Fund		0.00	108,701.00	25,000.00	0.00	83,701.00
9901	TRANSFERS TO FUNDS	*	0.00	108,701.00	25,000.00	0.00	83,701.00
A 9950.900-0000	Transfer to Capital Fund		0.00	0.00	57,932.50	0.00	-57,932.50
9950	TRANSFER TO CAPITAL FUNDS	*	0.00	0.00	57,932.50	0.00	-57,932.50
99		**	0.00	108,701.00	82,932.50	0.00	25,768.50
9		***	0.00	1,577,429.00	782,061.78	0.00	795,367.22
	Fund ATotals:		1,794.55	4,382,658.55	1,822,237.92	96,059.85	2,464,360.78
	Grand Totals:		1,794.55	4,382,658.55	1,822,237.92	96,059.85	2,464,360.78

LONG LAKE CSD

Check Warrant Report For A - 11: Cash Disbursement - General Fund For Dates 12/1/2020 - 12/31/2020



Check #	Check Date	Vendor ID	Vendor Name	Check Description	PO Number	Check Amount
16495	12/08/2020	4748	ALPINE ENVIRONMENTAL SERVICES	ASBESTOS CONTRACTOR/SUPERVISOR CLASS		675.00
16496	12/08/2020	2060	LEONARD BUS SALES, INC.	BUS #31	210173	57,932.50
16497	12/08/2020	3259	FIRST UNUM LIFE INSURANCE CO.	DECEMBER DISABILITY INSURANCE		268.91
16498	12/08/2020	4605	XEROX FINANCIAL SERVICES	COPIER LEASES		435.50
16499	12/11/2020	4411	NYSMEC	ELECTRIC CONSORTIUM BILLING 4 OF 6		3,879.12
16500	12/11/2020	4653	BERNARD P. DONEGAN, INC.	FINANCIAL MGMT SERVICES-CAPITAL PROJECT		975.00
16501	12/11/2020	2819	MCCLARY MEDIA INC.	LEGAL AD-CAPITAL PROJECT		82.93
16502	12/11/2020	4736	BELLE SALES AND SUPPLY, LLC	CUSTODIAL SUPPLIES		162.85
16503	12/11/2020	1360	HAMILTON COUNTY TREASURER	OCTOBER GAS/DIESEL		586.57
16504	12/11/2020	3759	ATIS ELEVATOR INSPECTIONS LLC	ELEVATOR INSPECTIONS		460.00
16505	12/11/2020	3252	HARRY D. BUXTON	FIRE INSPECTION		400.00
16506	12/11/2020	4651	PETROLEUM TRADERS CORP	HEATING FUEL OIL	210169	7,811.88
16507	12/11/2020	2279	**CONTINUED** F-E-H BOCES TREASURER	Voided During Printing		0.00
16508	12/11/2020	2279	F-E-H BOCES TREASURER	NOVEMBER CONTRACT BILLING		22,153.11
16509	12/11/2020	3282	LEXISNEXIS MATTHEW BENDER	SCHOOL LAW BOOK	210170	131.00
16510	12/11/2020	2560	SCHOOL SPECIALTY	GRADE 1 SUPPLIES	210066	4.12
16511	12/11/2020	1869	NYS UNEMPLOYMENT INSURANCE	3RD QTR UNEMPLOYMENT		4,996.92
16512	12/11/2020	1523	HELMER'S FUEL & TRUCKING	PROPANE		17.15
16513	12/11/2020	4729	CHESTERTOWN TRUCK & AUTO SUPPLIES	BUS PARTS	210035	42.37
16514	12/11/2020	4199	NYS EMPLOYEES' HEALTH INSURANCE	JANUARY HEALTH INSURANCE		77,978.46
16515	12/11/2020	2695	CDW	CHROMEBOOK KEYBOARDS	210168	460.20
16516	12/11/2020	3217	FRONTIER	TELEPHONE CHARGES		403.69
16517	12/11/2020	3953	N.A.P.A. AUTO PARTS	CUSTODIAL SUPPLIES	210004	72.04
16518	12/11/2020	3962	NYS DEPT OF LABOR	ASBESTOS HANDLING LICENSE 1/31/21-1/31/22		300.00
16519	12/11/2020	1711	RUSSELL E. RIDER, MD	1/2 20-21 MEDICAL DIRECTOR FEE		3,000.00
16520	12/11/2020	4604	DOCUMENT SOLUTIONS OF THE NORTH COUNTRY	COPIER USAGE CHARGES		339.07
16521	12/11/2020	2004	FORTUNE'S HARDWARE	CUSTODIAL SUPPLIES	210009	137.49
16522	12/11/2020	4751	PINTO, MUCENSKI, HOOPER, VANHOUSE & CO.	ANNUAL AUDIT FEE		8,900.00

LONG LAKE CSD



Check Warrant Report For A - 11: Cash Disbursement - General Fund For Dates 12/1/2020 - 12/31/2020

Check #	Check Date	Vendor ID	Vendor Name	Check Description	PO Number	Check Amount
16523	12/23/2020	3825	AMAZON		210167	50.18
16524	12/23/2020	2285	JOSTENS	DIPLOMAS	210171	24.44
16525	12/23/2020	4525	SLIC NETWORK SOLUTIONS	CABLE TV		146.55
16526	12/23/2020	2695	CDW		210174	711.24
16527	12/23/2020	4749	BATTERY CLERK	BATTERIES FOR EMERGENCY LIGHTS	210178	327.56
16528	12/23/2020	3176	DELL MARKETING	3 LAPTOPS	210172	2,031.00
16529	12/23/2020	2938	VICTORIA SNIDE	REIMBURSE SPORTS AWARDS GIFT CERTIFICATES		60.00
16530	12/23/2020	3557	MERIDIAN IT	TELEPHONE MTNCE CONTRACT 1/1/21-3/31/21		414.00
16531	12/23/2020	4425	VERIZON	CELL PHONE		30.32
16532	12/23/2020	1305	AMERICAN EXPRESS	SOFTWARE		19.98
16533	12/23/2020	2988	GIRVIN & FERLAZZO, P.C.	NOVEMBER LEGAL RETAINER		625.00
16534	12/23/2020	2279	F-E-H BOCES TREASURER	1/2 WORKERS COMPENSATION		5,370.00

Number of Transactions: 40

Warrant Total: 202,416.15

Vendor Portion: 202,416.15

Certification of Warrant

To The District Treasurer: I hereby certify that I have verified the above claims, 40 in number, in the total amount of \$202,416.15. You are hereby authorized and directed to pay to the claimants certified above the amount of each claim allowed and charge each to the proper fund.

12/30/20 Noelle J. Short
Date Superintendent

Certification of Warrant

To The District Treasurer: I hereby certify that I have audited the above claims in the total amount of \$202,416.15. You are hereby authorized and directed to pay to the claimants certified above the amount of each claim allowed and charge each to the proper fund.

1/4/21 Jerome P. Flanagan
Date Claims Auditor

LONG LAKE CSD



Check Warrant Report For C - 5: Cash Disbursement - Lunch Fund For Dates 12/1/2020 - 12/31/2020

Check #	Check Date	Vendor ID	Vendor Name	Check Description	PO Number	Check Amount
2296	12/11/2020	4371	CAPITAL CANDY CO. INC.	CAFETERIA FOOD	210110	159.23
2297	12/11/2020	4204	BIMBO FOODS BAKERIES	CAFETERIA FOOD	210108	93.96
2298	12/11/2020	2496	SYSCO FOOD SERVICES	CAFETERIA FOOD	210160	1,044.91
2299	12/11/2020	4736	BELLE SALES AND SUPPLY, LLC	CAFETERIA SUPPLIES		130.81
2300	12/11/2020	4358	SHAHEEN'S MARKET	CAFETERIA FOOD	210159	34.85
2301	12/23/2020	4371	CAPITAL CANDY CO. INC.	CAFETERIA FOOD	210110	471.76

Number of Transactions: 6

Warrant Total: 1,935.52
Vendor Portion: 1,935.52

Certification of Warrant

To The District Treasurer: I hereby certify that I have verified the above claims, 6 in number, in the total amount of \$ 1,935.52. You are hereby authorized and directed to pay to the claimants certified above the amount of each claim allowed and charge each to the proper fund.

12/30/20 Noelle J. Short
Date Superintendent

Certification of Warrant

To The District Treasurer: I hereby certify that I have audited the above claims in the total amount of \$ 1,935.52. You are hereby authorized and directed to pay to the claimants certified above the amount of each claim allowed and charge each to the proper fund.

1/4/21 Daphne F. Flanagan
Date Claims Auditor

LONG LAKE CSD**Check Warrant Report For CM - 2: Cash Disbursement - Scholarship For Dates 12/1/2020 - 12/31/2020**

Check #	Check Date	Vendor ID	Vendor Name	Check Description	PO Number	Check Amount
1414	12/11/2020	4548	KARMEN HOWE	JOE LEBLANC SCHOLARSHIP		100.00

Number of Transactions: 1**Warrant Total: 100.00**
Vendor Portion: 100.00**Certification of Warrant**

To The District Treasurer: I hereby certify that I have verified the above claims, 1 in number, in the total amount of \$ 100.00. You are hereby authorized and directed to pay to the claimants certified above the amount of each claim allowed and charge each to the proper fund.

12/30/20 Victoria J. Snide
Date Business Manager

LONG LAKE CSD

Check Warrant Report For TA - 6: Cash Disbursement - Trust & Agency For Dates 12/1/2020 - 12/31/2020



Check #	Check Date	Vendor ID	Vendor Name	Check Description	PO Number	Check Amount
684	12/10/2020	3407	NYS INCOME TAX	Trust & Agency Payment		3,103.92
685	12/10/2020	3411	VOYA INSTITUTIONAL TRUST COMPANY	Trust & Agency Payment		2,350.00
686	12/10/2020	4340	LLCS GENERAL FUND	Trust & Agency Payment		50,321.60
687	12/10/2020	4375	EFTPS Enrollment Processing	Trust & Agency Payment		17,006.45
688	12/24/2020	3407	NYS INCOME TAX	Trust & Agency Payment		3,136.90
689	12/24/2020	3411	VOYA INSTITUTIONAL TRUST COMPANY	Trust & Agency Payment		2,350.00
690	12/24/2020	3413	NYS EMPLOYEES RETIREMENT SYSTEM	Trust & Agency Payment		471.09
691	12/24/2020	4340	LLCS GENERAL FUND	Trust & Agency Payment		52,244.66
692	12/24/2020	4375	EFTPS Enrollment Processing	Trust & Agency Payment		17,441.68
3116	12/10/2020	3406	C.S.E.A., INC.	Trust & Agency Payment - DUES-CSEA		134.87
3117	12/10/2020	3454	LLCS TEACHERS' ASSOCIATION	Trust & Agency Payment - DUES-TEACHER		1,085.80
3118	12/23/2020	3406	C.S.E.A., INC.	Trust & Agency Payment - DUES-CSEA		134.87
3119	12/23/2020	3408	C.S.E.A. EMPLOYEE BENEFIT FUND	Trust & Agency Payment - F-EBF		1,489.94
3120	12/23/2020	3454	LLCS TEACHERS' ASSOCIATION	Trust & Agency Payment - DUES-TEACHER		1,085.80

Automatic Pymt's

Number of Transactions: 14

Warrant Total: 152,357.58

Vendor Portion: 152,357.58

Certification of Warrant

To The District Treasurer: I hereby certify that I have verified the above claims, 14 in number, in the total amount of \$ 152,357.58 You are hereby authorized and directed to pay to the claimants certified above the amount of each claim allowed and charge each to the proper fund.

12/23/20 Noelle J. Short
Date Superintendent

SUBJECT: RECORDS MANAGEMENT

The Superintendent will designate a Records Management Officer, subject to Board approval, to develop and coordinate the District's orderly and efficient records management program. Among other aspects, this program includes the legal disposition or destruction of obsolete records and the storage and management of inactive records. The Records Management Officer will work with other District officials to develop and maintain this program.

The District may create a Records Advisory Board to assist in establishing and supporting the records management program. Members of this board may include the District's legal counsel, the fiscal officer, and the Superintendent or designee, among others.

Retention and Disposition of Records

~~The Superintendent~~ The District will retain records ~~for such a period~~ and dispose of them in the ~~manner described in~~ accordance with the Records Retention and Disposition Schedule ~~ED-4~~ for New York Local Government Records (LGS-1) or as otherwise approved by the Commissioner of Education. Further, if any law specifically provides a retention period longer than that established by this schedule, the retention period established by the law will govern.

Replacing Original Records with Microforms or Electronic Images

The District will follow procedures prescribed by the Commissioner of Education to ensure accessibility for the life of any microform or electronic records that replace paper originals or micrographic copies.

Retention and Preservation of Electronic Records

The District will ensure that records retention requirements are incorporated into any program, plan, or process for design, redesign, or substantial enhancement of an information system that stores electronic records. The District will also ensure that electronic records are not rendered unusable because of changing technology before their retention and preservation requirements expire.

Arts and Cultural Affairs Law §-57.19 Article 57-a
8 NYCRR Part 185

Adoption Date



Long Lake

CENTRAL SCHOOL DISTRICT

Long Lake Central School
20 School Lane
P.O. Box 217
Long Lake, New York 12847

P 518/624-2221

F 518/624-3896

W www.longlakecsd.org

TO: Board of Education Members

FROM: Vickie Snide

RE: 2021-2022 Budget Information

DATE: December 29, 2020

Board of Education

Brian Penrose

President

Michael Farrell

Vice President

Alexandria Harris

Trisha Hosley

Joan Paula

I have attached several budget documents for your review.

Superintendent/Principal

Noelle J. Short

nshort@longlakecsd.org

Business Manager

Victoria J. Snide

vsnide@longlakecsd.org

Treasurer

Lisa Walker

lwalker@longlakecsd.org

School Counselor

Elisha Cohen

ecohen@longlakecsd.org

1. Tax Levy Limit Calculation – This is **tentative**.
2. Budget Code Descriptions – This gives the Board an explanation of where I've budgeted certain expenses.
3. The 2021-2022 General Fund Appropriations (Expenditures) – **This is the first round of numbers only and will most definitely change.** As you review the budget, whenever there is a significant change from the 2020-2021 budget, you will see an explanation of the change in the left hand column. You should review these figures with the Budget Code Descriptions in hand.
4. The 2021-2022 General Fund Revenues – The Governor has not released his projected revenues yet so I am primarily using this year's projections. The Real Property Taxes and STAR lines are vacant. They will be populated once the final tax levy is established in August 2021.
5. The 2021-2022 Lunch Fund Appropriations and Revenues – The projected budget and revenues for the lunch fund should always balance. The Lunch Fund Revenue Code C5031 is the balancing figure. This is the amount (currently \$112,831) that is needed from the General Fund to make the Lunch Fund balance. You can see this expense in the General Fund under Appropriations Code A9901.93 (also \$112,831).
6. Budget Spreadsheet/Tax Rate Projection – This is **tentative**. The Budget Spreadsheet should be used to compare the budget in total and to compare the tax levy to the Tax Levy Limit Calculation. The final levy should be below the maximum allowable levy.

Some comments regarding the 2021-2022 Budget:

- a. I have continued to maintain a special education contingency in our BOCES budget lines.**
- b. An elementary math program is being researched and is not currently included in this budget.**
- c. There are more than usual unknowns in calculating what will be available in Fund Balance at the end of this fiscal year. I don't know if we will have a Senior trip (or any field trips), will we have sports, will the After School Program or the Fitness Center operate, will we get all of our State Aid. These unknowns make estimating Appropriated Fund Balance very difficult therefore you should expect that this number may have noticable fluctuations.**
- d. The savings from not have activities this school year to date and a savings on health insurance this year is helping to keep us under the tax cap next year.**

TAX LEVY LIMIT CALCULATION – TENTATIVE For 2021-2022 School Year
V. Snide, 1/4/21

Prior Year Tax Levy -2020-2021 school year tax levy	\$3,089,000
x 2021 Tax Base Growth Factor -Comes from Office of Real Property Tax Services	<u>x 1.0008</u> \$3,091,471
+ Prior year PILOT's -we currently do not have any of these	-0-
- Prior year exclusions	
-capital local & BOCES expenditures – example is principal and interest payments on debt, equipment expenses for transportation (bus purchases) (buses purchased through reserves does not apply) less aid	108,356
-court orders – we currently do not have any	<u>-0-</u>
Adjusted Prior Year Levy	\$2,983,115
x Allowable Growth Factor -Lesser of CPI (1.23%) or 2% Estimated	<u>x 1.23%</u> \$3,019,807
- PILOTS for coming year -we currently do not have any of these	-0-
+ Available Carryover	<u>\$ -0-</u>
TAX LEVY LIMIT - This must be reported to NYS March 1	\$3,019,807 (-\$69,193)
+ 2021-2022 Exclusions - Estimated	
-capital local & BOCES expenditures – example is principal and interest payments on debt (building and buses) less building aid, BOCES aid and transportation aid	\$217,682
-court orders – we currently do not have any	-0-
-Employees Retirement System costs above 2 percentage points increase, which is 0 for 2021-2022 as the ERS average contribution rate is not 2.0 percentage points higher than '20-'21	-0-
-Teachers Retirement System costs above 2 percentage points increase, which is 0 for 2021-2022 as the TRS rate is not 2.0 percentage points higher than '20-'21	<u>-0-</u>
MAXIMUM ALLOWABLE LEVY – To exceed this, need super majority vote	Estimated \$3,237,489 (\$148,489 or 4.807% higher than prior year levy)

NOTES OF INTEREST

- School Districts must submit the Tax Levy Limit (above) by March 1st to the NYS Comptroller.
- Districts are NOT required to have proposed budgets available by March 1st.
- If the budget proposal is not approved by the voters (2 votes allowed), the Board of Education must adopt a budget that levies a tax no greater than that of the prior year (0% increase in the tax levy).

ITEMS THAT MUST BE COMMUNICATED TO THE PUBLIC

- NYS has a property tax cap, not a "2% cap".
- The property tax cap limits the school district levy, not the individual tax bill of resident taxpayers.
- The actual allowable tax levy increase will vary by district.
- The formula allows for certain expenses to be exempt from the cap, therefore allowing the total tax levy increase to be greater or lesser than the "perceived" cap.
- Board of Education's can present a budget that overrides the cap, but will need 60% voter approval.
- Voters are still approving the budget, not the tax levy.

BUDGET SPREADSHEET

		Proposed	
	2019-2020	2020-2021	2021-2022
Budget Summary			
General Support	737,429	748,461	781,824
Instruction	1,863,442	1,911,110	1,908,512
Pupil Transportation	136,560	143,864	176,279
Undistributed	1,448,209	1,577,429	1,759,097
General Fund Budget Total	4,185,640	4,380,864	4,625,712
 Projected Revenues			
State Aid	484,000	484,000	479,000
BOCES	45,000	55,000	55,000
Interest on Deposits	15,000	15,000	1,500
Miscellaneous	11,600	12,600	18,600
Total External Revenues	555,600	566,600	554,100
Appropriated Fund Balance	712,040	725,264	834,612
 Total Revenues & Appropriated Fund Balance			
Appropriated Planned Balance	285,000	285,000	285,000
 Tax Levy Summary			
General Fund Appropriation	4,185,640	4,380,864	4,625,712
Less Projected Revenues & Approp. Fund Bal.	1,267,640	1,291,864	1,388,712
Tax Levy Summary	2,918,000	3,089,000	3,237,000
 Tax Rate Summary-Long Lake			
(Per \$1,000 A/V)	\$4.7963	\$5.1061	\$5.3507
Tentative, January 2021			

TAX RATE PROJECTION

SCHOOL YEAR 2021-2022

The tax rate is determined annually and is based on taxable assessed property values and the tax levy required to support the General Fund Budget. Our district has two geographic components: state lands in Arietta and taxable assessed property in the Town of Long Lake. The state establishes Arietta's assessed value and the Town of Long Lake's assessed values are established by the assessor. Both assessments are estimated at full market value (100%). The combination of these two property values equals the district's total value. The tax levy is then apportioned between Arietta and Long Lake based on their respective percentage of the district's total assessed value. The separate tax levies are then calculated by dividing the apportioned levy by the associated assessed value. The resulting figure is the tax rate per \$1,000 of assessed value. The tax levy calculations for school year 2021-2022 are estimated below.

	ARIETTA	LONG LAKE
Taxable assessed value:	\$27,161,937	\$577,803,297
Total district value:	\$604,965,234	
Proportion of district value:	4.4898%	95.5102%
School tax levy:	\$3,237,000	
Levy Apportioned by Municipality:	\$145,334.83	\$3,091,665.17
Tax rate per \$1,000 of assessed value 2021-2022:	\$ 5.3507	\$ 5.3507

Tax Rate Comparison:

2020-2021	\$5.106079	\$5.106079
2019-2020	4.796276	4.796276
2018-2019	4.673761	4.673761
2017-2018	4.572867	4.572867
2016-2017	4.486221	4.486221
2015-2016	4.471709	4.471709
2014-2015	4.304469	4.304469
2013-2014	4.159804	4.159804
2012-2013	3.75275	3.75275
2011-2012	3.65934	3.65934
2010-2011	3.46705	3.46398
2009-2010	3.94173	3.93757
2008-2009	4.66889	5.60146
2007-2008	5.74916	6.56517
2006-2007	6.4191	6.9555

(Tentative, January 2021)

LONG LAKE CENTRAL SCHOOL DISTRICT
GENERAL FUND BUDGET CODE DESCRIPTIONS
SCHOOL YEAR 2021-2022

Business Administration Salaries**A1310.16**

Snide, Vickie 80%

Walker, Lisa 50%

Trainees

Auditing Salaries**A1320.16**

Flanagan, Jerry

Finance Salaries**A1325.16**

Walker, Lisa 50%

Tax Collection Salaries**A1330.16**

Flanagan, Jerry

Central Services Salaries**A1620.16**

Hample, Eric 50%

Traynor, Dustin 80%

Parent, Joe 90%

Cook-Keller, Sheri 20%

Overtime, Substitutes

Central Services Contractual**A1620.40**

Pickup Repairs

Gym Floor Refinishing

Roof Inspections

Building Insurance Premiums

Heating Plant (TBS/Trojan)

Alarm & Clock Systems Recertification & Repairs

Sewage System Service

Annual Fire & Structural Inspection

Boiler Inspection

Electrical/Plumbing/General Building Maintenance

NYS Permits & Fees

Stage Curtains Recertification

Fuel Oil Tank Recertification-Cathodic/Tightness Tests

Elevator & Lift Maintenance Fees & Inspections

Fire Extinguisher Inspection

Asbestos Training/Conferences/Licenses

Fire Panel Inspection and Monitoring Service

Instructional Salaries – Elementary Salaries

A2110.12

Conboy, Allison	
Connell, Kathryn	
Delehanty, Kristin	
Gaffney, Mara	50%
Gannon, Michelle	30%
Klossner, Hannah	40%
Noonan, Elizabeth	
Pine, Tina	
Pooler, Carey	
Sass, Christopher	40%
Graduate Hours Estimate	
Long Term Substitute Contingency	
Tutoring	
Summer School	

Instructional Salaries – Secondary Salaries

A2110.13

Burns, Ethan	
Combs, Tamara	
Curtin, Nicole	
Curtin, Patrick	
Gannon, Michelle	70%
Klossner, Hannah	60%
O'Shell, Sean	
Sass, Christopher	60%
Stewart, Molly	
Graduate Hours Estimate	
Long Term Subs	
Tutoring	

Support Staff Salaries

A2110.16

Farr, Kami	
Kilpatrick Heather	50%

Teaching Contractual A2110.40

Copier Lease & Materials
Faculty Professional Support-Presenters, Superintendent Conf. Day
Instructional Equipment Service/Repair-Instruments, Microscopes,
Kiln, Fitness Center
Fingerprint Fees
CPR Certificates
Online Classes

Health Services Salaries**A2815.16**

Billings, Michelle (Partial)

Substitutes

Psychologist Contractual**A2820.40**

Shared Psychologist with Indian Lake CSD

Social Work Contractual**A2825.40**

Backpack Program

Home Run Program

Co-Curricular Salaries**A2850.15**

Athletic Coordinator

Arts-In-Education

Technology Coordinator

Musical/Play Director

Non-school day activities & overnight chaperones

Dance chaperone

Trip chaperones

Class/Club Advisors

Student Council Advisor

National Honor Society Advisor

Lead Teacher stipend

Science Olympiad Coaches

Yearbook Advisor

Trapshooting Advisor

Transportation Salaries**A5510.16**

Flanagan, Jerry

Snide, Vickie 20%

Hample, Eric 20%

Traynor, Dustin 20%

Parent, Joe 10%

Farr, Chip

Substitutes

Transportation Contractual**A5510.40**

Vehicle Insurance

Town of Long Lake Facility Fee

Bus repairs outside of Town of Long Lake

Transportation Materials & Supplies**A5510.45...**

Gas/Diesel

Bus Maintenance

Inservice Training/Instruction

A2070.49

School Improvement

BOCES Workshops/Conferences

Teaching Regular

A2110.49

My Learning Plan/OASYS

iReady

Special Education

A2250.49

Special Class Options

Occupational Therapy

Physical Therapy

Speech Impaired

Occupational Education

A2280.49

Career & Technical Education (5 year Average)

Library

A2610.49

Library Automation Services

Computer Assisted Instruction

A2630.49

Computer Technician

Instruction Support Services/Internet

Psychological Services

A2820.49

Northstar Mental Health Services

Sports

A2855.49

Interscholastic Sports Coordinator

Transportation

A5510.49

Bus Driver Training

Alcohol & Drug Testing

Account	Description	2021 - 22 Proposed Budget	2020 - 21 Budget
C 2860.160-0000	Cafeteria Salaries	67,980.00	65,026.00
C 2860.400-0000	Cafeteria Contractual	3,000.00	3,000.00
C 2860.410-0000	Cafeteria Food	30,000.00	30,000.00
C 2860.450-0000	Cafeteria Materials & Supplies	2,500.00	2,500.00
2860	SCHOOL FOOD SERVICE *	103,480.00	100,526.00
28	**	103,480.00	100,526.00
2	***	103,480.00	100,526.00
C 9010.800-0000	Cafeteria Employees Retirement	10,500.00	10,500.00
9010	STATE RETIREMENT *	10,500.00	10,500.00
C 9030.800-0000	Cafeteria Social Security	5,201.00	4,975.00
9030	SOCIAL SECURITY *	5,201.00	4,975.00
C 9060.800-0000	Cafeteria Health Insurance	30,000.00	28,000.00
9060	HOSPITAL, MEDICAL & DENTAL INSURANCE *	30,000.00	28,000.00
90	**	45,701.00	43,475.00
9	***	45,701.00	43,475.00
Grand Totals:		149,181.00	144,001.00



LONG LAKE CSD
Revenue Status Report For 2021-2022 LUNCH FUND REVENUE BUDGET

Account	Description	2021 - 22		2020 - 21	
		Proposed Budget	Budget	Proposed Budget	Budget
C 1440.B	Breakfast - Student Sale of Meals	2,500.00	2,500.00		
C 1440.L	Lunch - Student Sale of Meals	9,500.00	9,500.00		
C 1445.B	A La Carte Sales				
C 1445.L	A La Carte Sales	750.00	1,000.00		
C 2401	Interest and Earnings		0.00		
C 2665	Sale of Equipment				
C 2770	Misc. Revenues				
C 3190.FB	Breakfast - Federal Reimbursement	6,000.00	6,000.00		
C 3190.FL	Lunch - Federal Reimbursement	14,000.00	13,000.00		
C 3190.FS	Snack - Federal Reimbursement	550.00	550.00		
C 3190.SB	Breakfast - State Reimbursement	300.00	250.00		
C 3190.SL	Lunch - State Reimbursement	550.00	500.00		
C 3190.SS	Snack - State Reimbursement				
C 4190	USDA Surplus Food	2,200.00	2,000.00		
C 5031	Interfund Transfer	112,831.00	108,701.00		
Grand Totals:		149,181.00	144,001.00		

Account	Description	2021 - 22	2020 - 21
		Proposed Budget	Budget
A 1001	Real Property Taxes		3,058,711.89
A 1040	Appropriation of Planned Balance		
A 1080	Federal Payment in Lieu of Taxes		
A 1081	Other Payments in Lieu of Taxes		0.00
A 1085	School Tax Relief Reimb (STAR)		30,288.11
A 1090	Penalty on Taxes	3,000.00	3,000.00
A 1310	Day School Tuition	4,600.00	4,600.00
A 1315	CONTINUING EDUCATION		
A 1335	Other Student Fees/Charges	1,000.00	1,000.00
A 2350	Youth Services, Other Governments		
A 2401	Interest on Earnings	1,500.00	15,000.00
A 2650	Sale of Excess Materials		
A 2680	Insurance Recoveries		
A 2701	Refunds of Prior Years Expenditures		0.00
A 2770	Other Unclassified Revenues		
A 3040	State Aid Other - STAR Admin		
A 3101.A	General Aid	475,000.00	480,000.00
A 3101.B	Excess Cost Aid		0.00
A 3102	VLT Lottery Aid		0.00
A 3103	BOCES Aid	55,000.00	55,000.00
A 3106	Sound Basic Education Aid		
A 3260	Textbook Aid	4,000.00	4,000.00
A 3262	Computer Software Aid		
A 3263	Library Material Aid		
A 3265	Small Government Assistance		0.00
A 3289	Other State Aid		
A 4285	Deficit Reduction Assessment Rest		
A 4289	Other Federal Educational Aid		
A 4601	Medicaid Assistance, HRSS	10,000.00	4,000.00
A 5031	Interfund Transfer		

Account	Description	2021 - 22	2020 - 21
		<u>Proposed Budget</u>	<u>Budget</u>
Grand Totals:		554,100.00	3,655,600.00

LONG LAKE CSD

Budgeting Appropriation Status Report For 2021-2022 GENERAL FUND EXPENSES BUDGET (Detail)



Account	Description	2021 - 22 Proposed Budget	2020 - 21 Budget
A 1010.400-0000	BOE Contractual Expense	7,750.00	8,000.00
A 1010.450-0000	BOE Materials and Supplies	2,800.00	2,800.00
A 1010.490-0000	BOE BOCES Services	9,527.00	7,500.00
	Includes Triennial Asbestos Plan and Pinpoint Health Screener		
1010	BOARD OF EDUCATION *	20,077.00	18,300.00
A 1040.160-0000	BOE District Clerk Salaries	2,424.00	2,353.00
A 1040.400-0000	BOE District Clerk Contractual	4,500.00	4,000.00
1040	DISTRICT CLERK *	6,924.00	6,353.00
10	**	27,001.00	24,653.00
A 1240.160-0000	Support Staff Salaries	135,357.00	125,597.00
A 1240.200-0000	Central Admin Equipment	2,000.00	2,000.00
A 1240.400-0000	Central Admin Contractual	13,605.00	13,680.00
A 1240.450-0000	Central Admin Materials & Supplies	2,500.00	2,500.00
1240	CHIEF SCHOOL * ADMINISTRATOR	153,462.00	143,777.00
12	**	153,462.00	143,777.00
A 1310.160-0000	Finance Business Admin Salaries	103,330.00	89,819.00
	Bus. Mgr. training overlap		
A 1310.490-0000	Finance BOCES Services	28,479.00	23,500.00
1310	BUSINESS * ADMINISTRATION	131,809.00	113,319.00
A 1320.160-0000	Finance Auditing Salaries	566.00	550.00
A 1320.400-0000	Finance Auditor Contractual	8,000.00	9,000.00
1320	AUDITING *	8,566.00	9,550.00
A 1325.160-0000	Finance District Treasurer	21,580.00	20,967.00

LONG LAKE CSD

Budgeting Appropriation Status Report For 2021-2022 GENERAL FUND EXPENSES BUDGET (Detail)



Account	Description	2021 - 22 Proposed Budget	2020 - 21 Budget
A 1325.450-0000	Finance District Treasurer Supplies	250.00	250.00
1325	TREASURER *	21,830.00	21,217.00
A 1330.160-0000	Finance Tax Collector Salary	4,197.00	4,057.00
A 1330.400-0000	Finance Tax Collector Contractual	1,700.00	1,500.00
A 1330.450-0000	Finance Tax Collector Materials & Supplies	100.00	100.00
1330	TAX COLLECTOR *	5,997.00	5,657.00
13	**	168,202.00	149,743.00
A 1420.400-0000	Legal Contractual	14,000.00	14,000.00
1420	LEGAL *	14,000.00	14,000.00
A 1430.490-0000	Personnel - BOCES Services	1,950.00	1,950.00
1430	PERSONNEL *	1,950.00	1,950.00
A 1480.400-0000	Public Info Contractual	0.00	250.00
A 1480.450-0000	Public Info/Printing Charges	1,000.00	1,000.00
1480	PUBLIC INFORMATION & * SERVICES	1,000.00	1,250.00
14	**	16,950.00	17,200.00
A 1620.160-0000	Central Services Support Staff Salaries	97,283.00	100,712.00
A 1620.200-0000	Central Services Equipment	1,000.00	1,000.00
A 1620.400-0000	Central Services Contractual	69,450.00	65,250.00
	Increased Cyber Insurance Coverage		
A 1620.410-0000	Central Services Fuel Oil	85,000.00	85,000.00
A 1620.420-0000	Central Services Television	2,000.00	1,800.00
A 1620.430-0000	Central Services Electricity	25,000.00	27,000.00

LONG LAKE CSD

Budgeting Appropriation Status Report For 2021-2022 GENERAL FUND EXPENSES BUDGET (Detail)



Account	Description	2021 - 22 Proposed Budget	2020 - 21 Budget
A 1620.440-0000	Central Services Water Rent	1,000.00	1,000.00
A 1620.450-0000	Central Services Materials & Supplies	21,500.00	21,500.00
A 1620.460-0000	Central Services Telephone	9,000.00	9,000.00
A 1620.480-0000	Central Services LP Gas	100.00	100.00
A 1620.490-0000	Central Services BOCES	1,000.00	1,000.00
1620	OPERATION OF PLANT *	312,333.00	313,362.00
A 1621.160-0000	Mainten Support Staff Salaries	15,401.00	15,451.00
A 1621.400-0000	Maintenance Contractual Exp	20,000.00	17,500.00
	Includes Garage Roof Repair		
1621	MAINTENANCE OF PLANT *	35,401.00	32,951.00
A 1670.400-0000	Contractual	825.00	825.00
A 1670.450-0000	Postage	3,200.00	3,200.00
A 1670.490-0000	Printing - BOCES Services	2,000.00	2,000.00
1670	CENTRAL PRINTING & MAILING *	6,025.00	6,025.00
A 1680.490-0000	Central DP - BOCES Services	39,000.00	38,000.00
1680	CENTRAL DATA PROCESSING *	39,000.00	38,000.00
16	**	392,759.00	390,338.00
A 1910.400-0000	Unallocated Insurance	1,000.00	1,000.00
1910	UNALLOCATED INSURANCE *	1,000.00	1,000.00
A 1920.400-0000	School Association Dues	4,850.00	4,650.00
1920	SCHOOL ASSOCIATION DUES *	4,850.00	4,650.00

LONG LAKE CSD

Budgeting Appropriation Status Report For 2021-2022 GENERAL FUND EXPENSES BUDGET (Detail)



Account	Description	2021 - 22 Proposed Budget	2020 - 21 Budget
A 1981.490-0000	BOCES Administrative Costs	17,500.00	17,000.00
1981	BOCES ADMINISTRATIVE * COSTS	17,500.00	17,000.00
A 1983.490-0000	BOCES Capital Expenses	100.00	100.00
1983	BOCES CAPITAL * EXPENSE	100.00	100.00
19	**	23,450.00	22,750.00
1	***	781,824.00	748,461.00
A 2020.150-0000	Supervision Instructional	25,000.00	25,000.00
2020	SUPERVISION - * REGULAR SCHOOL	25,000.00	25,000.00
A 2070.150-0000	Instructional Salaries	17,404.00	16,720.00
A 2070.490-0000	Inservices - BOCES Services	20,000.00	20,000.00
2070	INSERVICE TRAINING - * INSTRUCTION	37,404.00	36,720.00
20	**	62,404.00	61,720.00
A 2110.120-0000	Teaching K-6 Salaries	488,646.00	487,932.00
A 2110.130-0000	Teaching 7-12 Salaries	468,345.00	468,162.00
A 2110.140-0000	Substitute Teachers	18,000.00	18,000.00
A 2110.160-0000	Support Staff Salaries	42,625.00	41,327.00
A 2110.170-0000	Payment in Lieu of Health Insurance	17,000.00	14,000.00
A 2110.200-0000	Teaching Equipment	3,600.00	7,000.00
3D Printer			
A 2110.400-0000	Teaching Contractual	16,726.00	16,726.00
A 2110.410-0000	Field Trips	21,000.00	21,000.00
A 2110.411-0000	Conference Attendance	10,500.00	10,500.00
A 2110.412-0000	Mileage Reimbursement	2,000.00	2,500.00

LONG LAKE CSD

Budgeting Appropriation Status Report For 2021-2022 GENERAL FUND EXPENSES BUDGET (Detail)



Account	Description	2021 - 22 Proposed Budget	2020 - 21 Budget
A 2110.413-0000	Arts in Education	3,000.00	3,000.00
A 2110.450-0000	Teaching Materials & Supplies	9,000.00	9,000.00
A 2110.451-0000	Elementary - Grade 1	2,075.00	2,075.00
A 2110.451-1000	Summer School	90.00	90.00
A 2110.451-2000	Art Program	2,725.00	2,725.00
A 2110.451-4000	Teachers Assistant-Dukett	250.00	250.00
A 2110.451-5000	English	325.00	325.00
A 2110.451-6000	Spanish	500.00	
A 2110.451-8000	Health Education	260.00	260.00
A 2110.451-9000	Math	800.00	800.00
A 2110.452-1000	Elementary - Gaffney/SPED	255.00	255.00
A 2110.452-2000	Music	1,000.00	1,000.00
A 2110.452-3000	Phys Ed	1,628.00	1,628.00
A 2110.452-4000	Science	1,195.00	1,195.00
A 2110.452-5000	Social Studies	300.00	300.00
A 2110.452-6000	Technology	1,700.00	1,700.00
A 2110.452-7000	Elementary - PreK/Teaching Assistant	900.00	900.00
A 2110.452-9000	Teachers Aide Supplies-Kilpatrick	250.00	250.00
A 2110.453-0000	Elementary - Connell	405.00	405.00
A 2110.454-0000	Elementary - Grade 2	900.00	900.00
A 2110.455-0000	Elementary - Grade 3/4	1,250.00	1,250.00
A 2110.456-0000	Elementary - Grade 5/6	625.00	625.00
A 2110.458-0000	Elementary - Grade K	1,015.00	1,015.00
A 2110.459-1000	Ace Committee	1,500.00	1,500.00
A 2110.459-2000	STEM	1,000.00	1,000.00
A 2110.480-0000	Teaching Textbooks	1,500.00	11,500.00
'20-'21 had \$10,000 to build Spanish program			
A 2110.490-0000	Teaching BOCES	10,000.00	10,000.00
2110	TEACHING - REGULAR SCHOOL	1,132,890.00	1,141,095.00

LONG LAKE CSD

Budgeting Appropriation Status Report For 2021-2022 GENERAL FUND EXPENSES BUDGET (Detail)



Account	Description	2021 - 22 Proposed Budget	2020 - 21 Budget
21	**	1,132,890.00	1,141,095.00
A 2250.150-0000	Instructional Salaries	79,883.00	90,540.00
A 2250.160-0000	Non Instructional Salaries	36,023.00	34,772.00
A 2250.400-0000	Students w/Disab Contractual	4,600.00	4,500.00
A 2250.450-0000	Special Ed Materials & Supplies	675.00	675.00
A 2250.470-0000	Special Tuition	2,500.00	2,500.00
A 2250.490-0000	BOCES Services	91,000.00	91,000.00
2250	PROGRAM FOR * STUDENTS W/DISABILITIES SCHOOL AGE - SCHOOL YEAR	214,681.00	223,987.00
A 2280.490-0000	BOCES Services	35,000.00	35,000.00
2280	OCCUPATIONAL * EDUCATION (GRADES 9 -12)	35,000.00	35,000.00
22	**	249,681.00	258,987.00
A 2330.150-0000	Adult Education Salary	11,350.00	11,350.00
A 2330.151-0000	Special Schools Salary	20,952.00	20,160.00
A 2330.400-0000	Special Schools Contractual	3,600.00	3,600.00
A 2330.450-0000	Special Schools Materials & Supplies	500.00	500.00
2330	TEACHING - SPECIAL * SCHOOLS	36,402.00	35,610.00
23	**	36,402.00	35,610.00
A 2610.150-0000	Library Salaries	55,680.00	54,058.00
A 2610.450-0000	Library Materials & Supplies	1,235.00	1,235.00
A 2610.460-0000	Library Collections	3,546.00	3,546.00
A 2610.490-0000	Library BOCES Services	8,750.00	8,750.00

LONG LAKE CSD **Budgeting Appropriation Status Report For 2021-2022 GENERAL FUND EXPENSES BUDGET (Detail)**

Account	Description	2021 - 22 Proposed Budget	2020 - 21 Budget
2610	SCHOOL LIBRARY & AUDIOVISUAL	69,211.00	67,589.00
A 2630.220-0000	Computer Hardware	25,000.00	21,000.00
A 2630.450-0000	Computer Materials & Supplies	1,000.00	1,000.00
A 2630.460-0000	Computer Software	8,000.00	7,000.00
A 2630.490-0000	Computer BOCES	74,500.00	73,500.00
	Includes Google GSuite		
2630	COMPUTER ASSISTED INSTRUCTION	108,500.00	102,500.00
26	**	177,711.00	170,089.00
A 2805.160-0000	Attendance	4,500.00	4,500.00
2805	ATTENDANCE - REGULAR SCHOOL	4,500.00	4,500.00
A 2810.150-0000	Guidance Instructional Salaries	65,730.00	63,815.00
A 2810.450-0000	Guidance Materials & Supplies	925.00	925.00
A 2810.451-0000	Guidance Testing and Materials	950.00	950.00
2810	GUIDANCE - REGULAR SCHOOL	67,605.00	65,690.00
A 2815.160-0000	Support Staff Salaries	36,660.00	34,629.00
A 2815.400-0000	Health Contractual	6,500.00	6,500.00
A 2815.450-0000	Health Materials & Supplies	2,500.00	2,500.00
2815	HEALTH SERVICES - REGULAR SCHOOL	45,660.00	43,629.00
A 2820.400-0000	Psychologist Contractual	45,000.00	45,000.00
A 2820.450-0000	Psychologist Materials & Supplies	1,500.00	1,500.00
A 2820.490-0000	BOCES Psychologist	12,000.00	11,500.00

LONG LAKE CSD **Budgeting Appropriation Status Report For 2021-2022 GENERAL FUND EXPENSES BUDGET (Detail)**

Account	Description	2021 - 22 Proposed Budget	2020 - 21 Budget
2820	PSYCHOLOGICAL SERVICES - REGULAR SCHOOL	58,500.00	58,000.00
A 2825.400-0000	Contractual		6,700.00
	Backpack Program Funded		
2825	SOCIAL WORK SERVICES - REGULAR SCHOOL	6,000.00	6,700.00
A 2850.150-0000	Co-curricular Salaries	32,159.00	30,090.00
A 2850.450-0000	Co-curricular Materials & Supplies	1,000.00	1,000.00
2850	CO-CURRICULAR ACTIVITIES - REGULAR SCHOOL	33,159.00	31,090.00
A 2855.150-0000	Interscholastic Salaries	10,000.00	10,000.00
A 2855.400-0000	Interscholastic Contractual	20,500.00	20,500.00
A 2855.450-0000	Interscholastic Materials & Supplies	2,500.00	2,500.00
A 2855.490-0000	BOCES Interscholastic	1,000.00	1,000.00
2855	INTERSCHOLASTIC ATHLETICS - REGULAR SCHOOL	34,000.00	34,000.00
28	**	249,424.00	243,609.00
2	***	1,908,512.00	1,911,110.00
A 5510.160-0000	Transportation Salaries	87,479.00	86,064.00
A 5510.200-0000	Transportation Equipment	1,000.00	
A 5510.210-0000	Purchase of Buses	30,000.00	
	New School Car/Van		
A 5510.400-0000	Transportation Contractual	15,000.00	15,000.00
A 5510.450-0000	Transportation Materials & Supplies/Parts	10,500.00	500.00
	Combined with Parts & Tires Budget		

LONG LAKE CSD

Budgeting Appropriation Status Report For 2021-2022 GENERAL FUND EXPENSES BUDGET (Detail)



Account	Description	2021 - 22 Proposed Budget	2020 - 21 Budget
A 5510.451-0000	Diesel/Gasoline	18,000.00	18,000.00
A 5510.452-0000	Tires		2,500.00
A 5510.453-0000	Parts		7,500.00
A 5510.454-0000	Labor	13,000.00	13,000.00
A 5510.490-0000	BOCES Contractual	1,300.00	1,300.00
5510	DISTRICT TRANSPORTATION SERVICES	176,279.00	143,864.00
55	**	176,279.00	143,864.00
5	***	176,279.00	143,864.00
A 9010.800-0000	NYS Retirement	65,000.00	67,500.00
9010	STATE RETIREMENT *	65,000.00	67,500.00
A 9020.800-0000	Teacher Retirement	145,000.00	140,000.00
9020	TEACHERS' RETIREMENT *	145,000.00	140,000.00
A 9030.800-0000	Social Security	145,116.00	143,103.00
9030	SOCIAL SECURITY *	145,116.00	143,103.00
A 9040.800-0000	Worker Compensation	12,000.00	11,000.00
9040	WORKERS' COMPENSATION *	12,000.00	11,000.00
A 9050.800-0000	Unemployment	20,000.00	20,000.00
9050	UNEMPLOYMENT INSURANCE *	20,000.00	20,000.00
A 9055.800-0000	Disability Plan	3,000.00	4,000.00
9055	DISABILITY INSURANCE *	3,000.00	4,000.00
A 9060.800-0000	Hospitalization	1,013,000.00	960,000.00

LONG LAKE CSD

Budgeting Appropriation Status Report For 2021-2022 GENERAL FUND EXPENSES BUDGET (Detail)



Account	Description	2021 - 22 Proposed Budget	2020 - 21 Budget
9060	HOSPITAL, MEDICAL & DENTAL INSURANCE	1,013,000.00	960,000.00
90		1,403,116.00	1,345,603.00
A 9711.600-0000	Serial Bonds - Principal	135,000.00	
A 9711.700-0000	Serial Bonds - Interest	108,150.00	
9711		243,150.00	0.00
A 9731.600-0000	Bond Anticipation Notes - Principal		50,000.00
A 9731.700-0000	Bond Anticipation Notes - Interest		73,125.00
9731		0.00	123,125.00
97		243,150.00	123,125.00
A 9901.930-0000	Transfer to School Food Svc Fund	112,831.00	108,701.00
9901	TRANSFERS TO FUNDS	112,831.00	108,701.00
99		112,831.00	108,701.00
9		1,759,097.00	1,577,429.00
	Grand Totals:	4,625,712.00	4,380,864.00

Proposed New Policy

Villa

2021

1640
1 of 24

Bylaws

SUBJECT: ABSENTEE BALLOTS

** Option 1 - If the District utilizes poll lists (i.e., does not provide for personal registration of voters), retain all language in option 1. Delete all language in option 2 which is for districts that provide for the personal registration of voters. Retain the section on military ballots.*

The Board authorizes the District Clerk~~X~~ or a Board designee ~~(the latter only if the District does not provide for the personal registration of voters)~~ to provide absentee ballots to qualified District voters. Absentee ballots will be used for the election of Board members, and District public library trustees, the adoption of the annual budget, and District public library budget and referenda.

A District voter must request in advance an application for an absentee ballot. The voter must complete the application and state the reason he or she will not be able to appear in person on the day of the District election/vote for which the absentee ballot is requested. The application must be received by the District Clerk~~X~~ or Board designee at least seven days before the election/vote if the ballot is to be mailed to the voter, or the day before the election/vote if the ballot is to be delivered personally to the voter.

An absentee ballot will also be mailed to every qualified District voter otherwise eligible for an absentee ballot who sends a signed letter requesting an absentee ballot which states the address of the voter to the District Clerk or Board designee. The signed letter must be received by the District Clerk or Board designee not earlier than the thirtieth day before the election/vote and at least seven days before the election/vote. Enclosed with the absentee ballot will be an application form for the absentee ballot. The absentee ballot will not be counted unless a valid application form is enclosed with the ballot.

~~In accordance with the provisions of Education Law,~~ a qualified District voter is eligible to vote by absentee ballot if he or she is unable to appear to vote in person on the day of the District election/vote because he or she:

- a) ~~He or she is~~ or will be a patient in a hospital, or is unable to appear personally at the polling place on the day of the election/vote because of illness or physical disability;
- b) ~~He or she has~~ Has duties, occupation or business responsibilities, or studies which require being outside of the county or city of residence on the day of the District election/vote;
- c) ~~He or she will~~ Will be on vacation outside of the county or city of residence on the day of the District election/vote;
- d) ~~He or she will~~ Will be absent from the voting residence due to detention in jail awaiting action by a grand jury or awaiting trial; or is confined in prison after conviction for an offense other than a felony; or
- e) ~~He or she will~~ Will be absent from the District on the day of the District election/vote by reason of accompanying spouse, parent, or child who is or would be, if he or she were a qualified voter, entitled to apply for the right to vote by absentee ballot.

~~*Customize to District — Retain phrase "or Board designee" only if District utilizes poll lists vs. personal registration of voters.~~

(Continued)

Bylaws

SUBJECT: ABSENTEE BALLOTS (Cont'd.)

Statements on the application for absentee ballot must be signed and dated by the voter.

A voter's absentee ballot must reach the Office of the District Clerk~~X~~ or Board designee not later than 5 p.m. on the day of the election/vote in order that his or her vote may be canvassed.

Qualified District voters who are unable to personally appear at the polling place because of a permanent illness or physical disability and whose registration record has been marked "permanently disabled" pursuant to law are entitled to receive an absentee ballot without application if they have previously applied for an absentee ballot.

A list of all persons to whom absentee ballots have been issued will be maintained in the Office of the District Clerk~~X~~ or Board designee and made available for public inspection during regular office hours until the day of the election/vote. Any qualified voter may, upon examination of this list, file a written challenge of the qualifications as a voter of any person whose name appears on this list, stating the reason for the challenge. The written challenge will be transmitted by the District Clerk~~X~~ or Board designee to the election inspectors on the day of the District election/vote. In addition, any qualified voter may challenge the acceptance of the absentee voter's ballot of any person on this list by making his or her reasons known to the election inspector before the close of the polls.

~~**Option 2 - If the District provides for the personal registration of voters, retain all language in option 2. Delete all language in option 1 which is for districts that utilize poll lists. Retain the section on military ballots.*~~

The Board authorizes the District Clerk to provide absentee ballots to qualified District voters. Absentee ballots will be used for the election of Board members and District public library trustees, the adoption of the annual budget, and District public library budget and referenda.

A District voter must request in advance an application for an absentee ballot. The voter must complete the application and state the reason he or she will not be able to appear in person on the day of the District election/vote for which the absentee ballot is requested. The application must be received by the District Clerk no earlier than the thirtieth day before the election/vote. The application must be received by the District Clerk at least seven days before the election/vote if the ballot is to be mailed to the voter or the day before the election/vote if the applicant or his or her agent delivers the application to the District Clerk in person.

A qualified District voter is eligible to vote by absentee ballot if he or she will be:

- a) Absent from the county of his or her residence;
- b) Unable to appear at the polling place because of illness or physical disability, or duties related to the primary care of one or more individuals who are ill or physically disabled, or because he or she will be or is a patient in a hospital;

**Customize to District*

(Continued)

Bylaws

SUBJECT: ABSENTEE BALLOTS (Cont'd.)

- c) An inmate or patient of a veteran's administration hospital; or
- d) Absent from his or her voting residence because he or she is detained in jail awaiting action by a grand jury or awaiting trial, or confined in jail or prison after a conviction for an offense other than a felony, provided that he or she is qualified to vote in the election district of his or her residence.

Statements on the application for absentee ballot must be signed and dated by the voter.

A voter's absentee ballot must reach the Office of the District Clerk not later than 5 p.m. on the day of the election/vote in order that his or her vote may be canvassed.

Qualified District voters who are unable to personally appear at the polling place because of a permanent illness or physical disability and whose registration record has been marked "permanently disabled" pursuant to law are entitled to receive an absentee ballot without application.

A list of all persons to whom absentee ballots have been issued will be maintained in the Office of the District Clerk and made available for public inspection during regular office hours until the day of the election/vote. Any qualified voter may, upon examination of this list, file a written challenge of the qualifications as a voter of any person whose name appears on this list, stating the reason for the challenge. The written challenge will be transmitted by the District Clerk to the election inspectors on the day of the District election/vote. In addition, any qualified voter may challenge the acceptance of the absentee voter's ballot of any person on this list by making his or her reasons known to the election inspector before the close of the polls.

Military Ballots

The Board authorizes the District Clerk~~*~~ or a Board Designee to provide military ballots to military voters to be used for the election of Board members and District public library trustees, the adoption of the annual budget, and District public library budget and referenda.

A military voter is:

- a) A qualified voter of New York State who:
 - 1. Is in actual military service and, by reason of that military service, is absent from the District on the day of registration or election; or
 - 2. Is discharged from that military service within thirty days of an election; or

~~*Customize to District -- Retain phrase "or Board designee" only if District utilizes poll lists vs. personal registration of voters.~~

(Continued)

Bylaws

SUBJECT: ABSENTEE BALLOTS (Cont'd.)

- b) A spouse, parent, child, or dependent of the previously described voter, accompanying or being with that voter, if a qualified voter of New York State and a resident of the District.

A military voter may designate a preference to receive a military ballot application or a military ballot by mail, fax, or email. This designation will remain in effect until revoked or changed by the military voter. If a military voter does not designate a preference, a military ballot application or a military ballot will be provided to the military voter by mail.

Military ballots will be distributed as soon as practicable, but no later than ~~25~~ 25 days before the election/vote.

Three days before the first day for distribution of military ballots, the names of all candidates duly nominated for public office and the amendments, referenda, propositions, and questions to be voted for on the ballots will be determined. If, at a later date, the nomination of any candidate named on a military ballot is found invalid, the ballot will still be valid, but no vote for the invalid candidate will be counted in the election/vote.

A voter's military ballot must be received by the Office of the District Clerk~~**~~ or Board designee not later than 5 p.m. on the day of the election/vote in order that his or her vote may be canvassed at which point the military ballot will be processed in the same manner as absentee ballots.

All military ballot applications and military ballots must be returned by mail or in person.

Education Law §§ ~~1501-e~~ 2014, 2018-a, 2018-b, 2018-d, and 2613
8 NYCRR Part 122

**Customize to District -- For small city school districts, military ballots need to be sent no later than 14 days before the election.*

***Customize to District -- Retain phrase "or Board designee" only if District utilizes poll lists vs. personal registration of voters.*

Adoption Date

SUBJECT: — USE OF EMAIL IN THE DISTRICT

Email is a valuable business communication tool, however, users must use this tool in a responsible and lawful manner. Every employee and authorized user has a responsibility to be knowledgeable about the inherent risks associated with email usage and to avoid placing the District at risk. The same laws and business records requirements apply to email as to other forms of written communication. District employees and authorized users will use the District's designated email system for all business-related email, including emails in which students or student issues are involved. Personal accounts and instant messaging will not be used to conduct official business.

Employee Acknowledgement

All employees and authorized users will be required to review a copy of the District's policies on staff use of computerized information resources and any regulations established in connection with those policies. Each user must annually acknowledge this employee and authorized user agreement before establishing an account or continuing in his or her use of email.

Classified and Confidential

District employees and authorized users may not:

- a) — Provide lists or information about District employees or students to others and/or classified information without approval. Questions regarding usage and requests for these lists or information should be directed to a principal or supervisor;
- b) — Forward emails with confidential, sensitive, or secure information without principal or supervisor authorization. Additional precautions, such as encryption, should be taken when sending documents of a confidential nature;
- c) — Use file names that may disclose confidential information. Confidential files should be password protected and encrypted. File protection passwords will not be transmitted via email correspondence;
- d) — Use email to transmit any individual's personal, private, and sensitive information (PPSI). PPSI includes social security number, driver's license number or non-driver ID number, account number, credit or debit card number and security code, or any access code or password that permits access to financial accounts or protected student records;
- e) — Send or forward emails with comments or statements about the District that may negatively impact it; or
- f) — Send or forward email that contains confidential information subject to Health Insurance Portability and Accountability Act (HIPAA), Family Educational Rights and Privacy Act (FERPA), and other applicable laws.

(Continued)

Personnel

SUBJECT: ~~USE OF EMAIL IN THE DISTRICT (Cont'd.)~~

Personal Use

~~— Employees and authorized users may use the District's email system for limited personal use. However, employees and authorized users should have no expectation of privacy in this email use. Personal use does not include chain letters, junk mail, and jokes. Employees and authorized users are not permitted to access any other email account or system (Yahoo, Hotmail, AOL, etc.) via the District's network or use the District's email programs to conduct job searches, post personal information to bulletin boards, blogs, chat groups, and list services, etc. without specific permission from the principal or supervisor. The District's email system also cannot be used for personal gain or profit.~~

Receiving Unacceptable Mail

~~— Employees and authorized users who receive offensive, unpleasant, harassing, or intimidating messages via District email or instant messaging should inform their principal or supervisor immediately.~~

Records Management and Retention

~~— Email will be maintained and archived in accordance with the NYS Records Retention and Disposition Schedule ED-1 and as outlined in the Records Management Policy. Email records may be deleted, purged, or destroyed after they have been retained for the requisite time period established in the ED-1 schedule.~~

Training

~~— Employees or authorized users should receive regular training on the following topics:~~

- ~~a) — The appropriate use of email with students, parents, and other staff to avoid issues regarding harassment and/or charges of fraternization;~~
- ~~b) — Confidentiality of emails;~~
- ~~c) — Permanence of email: email is never truly deleted, as the data can reside in many different places and in many different forms; and~~
- ~~d) — No expectation of privacy: email use on District property is not to be construed as private.~~

Sanctions

~~— The Computer Coordinator may report inappropriate use of email by an employee or authorized user to the employee or authorized user's principal or supervisor who may take appropriate disciplinary action. Violations may result in a loss of email use, access to the technology network, and/or other disciplinary action. When applicable, law enforcement agencies may be contacted.~~

(Continued)

Personnel

SUBJECT: ~~USE OF EMAIL IN THE DISTRICT (Cont'd.)~~

Confidentiality Notice

A standard confidentiality notice will automatically be added to each email as determined by the District.

NOTE: Refer also to Policies ~~#3320~~ Confidentiality of Computerized Information
~~#3420~~ Non-Discrimination and Anti-Harassment in the District
~~#5670~~ Records Management
~~#6410~~ Staff Acceptable Use Policy
~~#8271~~ Internet Safety/Internet Content Filtering

~~Adoption Date~~

Personnel

SUBJECT: USE OF EMAIL IN THE DISTRICT**Overview**

Email is a valuable tool that allows for quick and efficient communication. However, careless, unacceptable, or illegal use of email may place the District and members of its community at risk. Use of email in the District must be consistent with the District's educational goals and comply with federal and state laws and regulations, as well as all applicable District policies, regulations, procedures, collective bargaining agreements, and other related documents such as the District's *Code of Conduct*. This includes, but is not limited to, this policy and the District's policies on non-discrimination and anti-harassment, protecting the personal information of District employees and students, acceptable use, and record management.

District-related emails are most secure and best managed when District email services are used. Accordingly, the District's email services should be used for all district-related emails, including emails in which students or student issues are involved. Personal email accounts should not be used to conduct District-related business. Further, District email accounts should not be used as any individual's primary personal email address.

Scope and Application of Policy

This policy applies to all District employees and any individual assigned a District email address to conduct District-related business (authorized user).

Sending Emails with Personal, Private, and Sensitive Information

Personal, private, and sensitive information (PPSI) is any information to which unauthorized access, disclosure, modification, destruction, use, or disruption of access or use could have or cause a severe impact on critical District functions, employees, students, third parties, or other individuals or entities. For purposes of this policy, PPSI includes, but is not limited to:

- a) District assessment data;
- b) Protected student records;
- c) Information subject to laws protecting personal information such as Family Educational Rights and Privacy Act (FERPA), Individuals with Disabilities Act (IDEA), Health Insurance Portability and Accountability Act (HIPAA);
- d) Social security numbers;
- e) Driver's license or non-driver identification card numbers;
- f) Credit or debit card numbers;
- g) Account numbers;

(Continued)

Personnel

SUBJECT: USE OF EMAIL IN THE DISTRICT (Cont'd.)

- h) Passwords; and
- i) Access codes.

The failure to follow proper security protocols when emailing PPSI increases the risk that unauthorized individuals could access and misuse PPSI.

✕ District employees and authorized users may not send or forward emails that include:

- a) PPSI without building principal or supervisor authorization. Additional precautions, such as encrypting the email in a District-approved method, should be taken when sending any emails containing PPSI.
- b) Lists or information about District employees without building principal or supervisor authorization.
- c) Attachments with file names that may disclose PPSI. Files containing PPSI should be password protected and encrypted. File protection passwords should not be transmitted via email. District employees and authorized users will not use cloud-based storage services (such as Dropbox or OneDrive) to transmit files with PPSI without previous District approval or consulting with a building principal or supervisor.
- d) Comments or statements about the District that may negatively impact it.

Any questions regarding the District's protocols for sending emails with PPSI or what information may or may not be emailed should be directed to a supervisor.

Receiving Suspicious Emails

Social engineering attacks are prevalent in email. In a social engineering attack, an attacker uses human interaction (social skills) to obtain confidential or sensitive information.

Phishing attacks are a form of social engineering. Phishing attacks use fake email messages pretending to represent a legitimate person or entity to request information such as names, passwords, and account numbers. They may also deceive an individual into opening a malicious webpage or downloading a file attachment that leads to malware being installed.

Malware is malicious software that is designed to harm computer systems. Malware may be inadvertently installed after an individual opens an email attachment, downloads content from the Internet, or visits an infected website.

**Customize to District -- District should customize the information in this list to reflect its specific practices.*

(Continued)

SUBJECT: USE OF EMAIL IN THE DISTRICT (Cont'd.)

Before responding to any emails, clicking on any hyperlinks, or opening any attachments, District employees and authorized users should review emails for indicators of suspicious activity. These indicators include, but are not limited to:

- a) Attachments that were not expected or make no sense in relation to the email message;
- b) When the recipient hovers the mouse over a hyperlink that is displayed in the email, the link to the address is for a different website;
- c) Hyperlinks with misspellings of known websites;
- d) The sender is not someone with whom the recipient ordinarily communicates;
- e) The sender's email address is from a suspicious domain;
- f) Emails that are unexpected, unusual, or have bad grammar or spelling errors; and
- g) Emails asking the recipient to click on a link or open an attachment to avoid a negative consequence or to gain something of value.

X District employees and authorized users should forward suspicious emails to the District's information technology (IT) staff.

No Expectation of Privacy

District employees and authorized users should have no expectation of privacy for any email messages they create, receive, or maintain on their District email account. The District has the right to monitor, review, and audit each District employee's and authorized user's District email account.

Accessing District Email Services on Personal Devices

In the event a District employee or authorized user loses a personal device that has been used to access the District's email service, that District employee or authorized user should notify the District's IT staff so that measures can be taken to secure the email account.

Personal Use

The District's email services are intended for District-related business only. Incidental or limited personal use of the District's email services is allowed so long as the use does not interfere with job performance. However, District employees and authorized users should have no expectation of privacy in this email use.

**Customize to District -- District should customize this sentence to reflect its specific practices for handling suspicious emails.*

(Continued)

Personnel

SUBJECT: USE OF EMAIL IN THE DISTRICT (Cont'd.)

The District's email services should not be used to conduct job searches, post personal information to bulletin boards, blogs, chat groups, and list services, etc. without authorization from a building principal or supervisor.

It is prohibited to use the District's email services for:

- a) Illegal purposes;
- b) Transmitting threatening, obscene, discriminatory, or harassing materials or messages;
- c) Personal gain or profit;
- d) Promoting religious or political causes; and/or
- e) Sending spam, chain letters, or any other type of unauthorized widespread distribution of unsolicited mail.

Personal email accounts or services (Yahoo, Gmail, etc.) should not be accessed via the District Computer System (DCS) without authorization from a building principal or supervisor.

Confidentiality Notice

A standard confidentiality notice ^{may} ~~will~~ automatically be added to each email as determined by the District.

Training

District employees and authorized users will receive ongoing training related to the use of email in the District. This training may cover topics such as:

- a) What is expected of users, including the appropriate use of email with students, parents, and other individuals to avoid issues regarding harassment and/or charges of fraternization;
- b) How to identify suspicious emails, as well as what to do after receipt of a suspicious email;
- c) Emailing PPSI;
- d) How to reduce risk to the District;
- e) Cost of policy non-compliance;
- f) Permanence of email, including how email is never truly deleted, as the data can reside in many different places and in many different forms; and

(Continued)

SUBJECT: USE OF EMAIL IN THE DISTRICT (Cont'd.)

- g) How users should have no expectation of privacy when using the DCS or any District email service.

Notification

The District will provide annual notification of this policy and any corresponding regulations to all District employees and authorized users. The District will then require that all employees and authorized users acknowledge that they have read, understood, and will comply with the policy and regulations.

Records Management and Retention

The same laws and business records requirements apply to email as to other forms of written communication.

Email will be maintained and archived in accordance with Retention and Disposition Schedule for New York Local Government Records (LGS-1) and as outlined in any records management policies, regulations, and/or procedures.

Additionally, emails may be subject to disclosure under the Freedom of Information Law (FOIL), a court action, an audit, or as otherwise required or permitted by law or regulation.

Disciplinary Measures

Failure to comply with this policy and any corresponding regulations or procedures may subject a District employee and authorized user to discipline such as loss of email use, loss of access to the DCS, and/or other disciplinary action up to and including termination. When applicable, law enforcement agencies may be contacted.

The District's IT staff may report inappropriate use of email by a District employee or authorized user to the District employee or authorized user's building principal or supervisor who may take appropriate action which may include disciplinary measures.

NOTE: Refer also to Policies #3320 -- Confidentiality of Computerized Information
 #3420 -- Non-Discrimination and Anti-Harassment in the District
 #5670 -- Records Management
 #6410 -- Staff Acceptable Use Policy *Use of Computerized Information*
 #8271 -- Internet Safety/Internet Content Filtering *Resources*

Adoption Date