

Business Office

Salaries – The business office staff includes the business manager (75%), 1 accounts payable clerk, 2 payroll clerks, and a senior stenographer.

Contractual – Co-op bidding fees, equipment, maintenance agreements, professional dues and publications, legal library updates, postage meter rental and equipment repairs, copier rental, staff training and travel.

Supplies – Various supplies for the business office and copy paper.

BOCES – Co-op bidding, workers comp consultant, health insurance consultant, E-rate consultant and grant writer.

Auditing

Contractual – Annual independent audit fees.

Claims Auditor – Fee to have all invoices reviewed and approved by the claims auditor.

Internal Auditor – Fee for the internal auditor.

Treasurer

Salary – Salary of the treasurer. (25% business manager salary) (Fulltime Treasurer moved to Fulltime Tax Collector)

Contractual – Costs associated with professional dues and publications, staff training and travel.

Supplies – The miscellaneous supplies for the treasurer.

Tax Collector

Salaries – Salary of the full-time and part-time tax collector.

Contractual – Postage and printing of the school tax bills.

Supplies – Tax bill forms, envelopes and other supplies.

Purchasing

Contractual – Printing of purchase order forms and purchase requisitions.

Supplies – Miscellaneous office supplies

BOCES – Co-op with other districts to purchase items.

Administrative Component

| FINANCE | Budget 2007-2008 | Adjusted Budget 2007-2008 | Projected 2007-2008 | Budget 2008-2009 |
|------------------------|-----------------------------|--|--------------------------------|-----------------------------|
| Business Office | | | | |
| Salaries | 252,079 | 265,575 | 265,210 | 282,524 |
| Contractual | 53,500 | 52,000 | 52,000 | 52,000 |
| Supplies | 5,740 | 5,500 | 5,500 | 5,500 |
| BOCES | 17,794 | 15,792 | 15,792 | 21,758 |
| | <hr/> 329,113 | <hr/> 338,867 | <hr/> 338,502 | <hr/> 361,782 |
| Auditing | | | | |
| Contractual | 19,500 | 19,500 | 19,500 | 19,500 |
| Claims Auditor | 17,000 | 17,000 | 17,000 | 17,000 |
| Internal Auditor | 17,000 | 17,000 | 17,000 | 17,000 |
| | <hr/> 53,500 | <hr/> 53,500 | <hr/> 53,500 | <hr/> 53,500 |
| Treasurer | | | | |
| Salary | 40,746 | 20,746 | 20,746 | 22,040 |
| Contractual | 300 | 300 | 300 | 300 |
| Supplies | 150 | 150 | 150 | 150 |
| | <hr/> 41,196 | <hr/> 21,196 | <hr/> 21,196 | <hr/> 22,490 |
| Tax Collector | | | | |
| Salaries | 6,197 | 49,947 | 49,947 | 52,070 |
| Contractual | 9,000 | 9,000 | 5,000 | 9,000 |
| Supplies | 1,000 | 1,000 | 500 | 1,000 |
| | <hr/> 16,197 | <hr/> 59,947 | <hr/> 55,447 | <hr/> 62,070 |
| Purchasing | | | | |
| Contractual | -0- | 1,500 | 1,500 | 1,500 |
| Supplies | -0- | 240 | 240 | 240 |
| BOCES | -0- | 2,190 | 2,190 | 2,280 |
| | <hr/> -0- | <hr/> 3,930 | <hr/> 3,930 | <hr/> 4,020 |
| Total Finance | 440,006 | 477,440 | 472,575 | 503,862 |