

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

Note: Some data elements of the Property Tax Report Card have been revised or renamed to more closely follow the Property Tax Cap calculations districts complete on the Office of the State Comptroller website. Please see the Help text above for definitions. Additional guidance on the Property Tax Levy Limit is available on the Office of Educational Management Services website:
<http://www.P.12.nY.sed.gov/matserv/P.rOP.ertY.tax/taxcaR>.

Please also submit an electronic version (PDF or Word) of your school district's 2023-24 Budget Notice to: emscmgts@nysed.gov. This will enable us to help correct any formula or data entry discrepancy quickly.

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

Form Due -April 24, 2023

Form Preparer Name:

JOANNE MORAN

Preparer's Telephone Number:

518-465-4561

<u>Shaded Fields Will Calculate</u>	Budgeted 2022-23 (A)	Proposed Budget 2023-24 (B)	Percent Change (C)
Total Budgeted Amount, not including Separate Propositions	10,821,622	11,555,886	16.79 %
A. Proposed Tax Levy to Support the Total Budgeted Amount ¹	7.469448	7.631281	
B. Tax Levy to Support Library Debt, if Applicable			
C. Tax Levy for Non-Excludable Propositions, if Applicable ²			
D. Total Tax Cap Reserve Amount Used to Reduce Current			
Year Levy, if Applicable			
E. Total Proposed School Year Tax Levy (A+B+C-D)	7,469,448	7,631,281	2.17 %
F. Permissible Exclusions to the School Tax Levy Limit	324,048	330,375	
G. School Tax Levy Limit, <u>Excluding</u> Levy for Permissible Exclusions ³	7,145,400	7,300,906	
H. Total Proposed Tax Levy for School Purposes, <u>Excluding</u> Permissible Exclusions and Levy for Library Debt, Plus Prior Year Tax Cap Reserve (E-8-F+D)	7,145,400	7,300,906	

I. Difference: (G-H);(negative value requires 60.0% voter approval)²

	0	0		
Public School Enrollment	296	300	1.35	%
Consumer Price Index			1.0	%

1 Include any prior year reserve for excess tax levy, including interest.

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

3 For 2023-24, includes any carryover from 2022-23 and excludes any tax levy for library debt or prior year reserve for excess tax levy, including interest.

	Actual 2022-23 (D)	Estimated 2023-24 (E)
Adjusted Restricted Fund Balance	967,581	1,007,581
Assigned Appropriated Fund Balance	800,000	800,000
Adjusted Unrestricted Fund Balance	1,005,299	965,299
Adjusted Unrestricted Fund Balance as a Percent of the Total Budget	9.29 %	8.35 %

Schedule of Reserve Funds

Reserve Type	Reserve Name	Reserve Description *	3/31/23 Actual Balance	6/30/23 Estimated Ending Balance	Intended Use of the Reserve in the 2023-24 School Year (Limit 200 Characters)**
Capital	CAPITAL RESERVE	For the cost of any object or purpose for which bonds may be issued.	160,000	100,000	No Intended use for 2023-2024
Repair	REPAIR RESERVE	For the cost of repairs to capital improvements or equipment.	1219,630	1219,630	No specific use for 2023-2024
Workers Compensation	WORKERS COMP RESERVE	For self-insured Workers Compensation and benefits.	131,603	131,603	No Intended use for 2023-2024

Note: Be sure to click on the Save button at the bottom after each additional Reserve you add under Capital, Property Loss, Liability, or Other Reserve.

Unemployment Insurance	UNEMPLOYMENT RESERVE	For reimbursement to the State Unemployment Insurance Fund.	<u>132,058</u>	<u>132,058</u>	<u>No</u> Intended use for 2023-2024
Reserve for Tax Reduction		For the gradual use of the proceeds of the sale of school district real property.			
Mandatory Reserve for Debt Service		For proceeds from the sale of district capital assets or improvement, restricted to debt service.			
Insurance		For liability, casualty, and other types of uninsured losses.			
Property Loss + (add)		To cover property loss.			
Liability		To cover incurred liability claims.			
Tax Certiorari	TAX CERT RESERVE	For tax certiorari settlements.	<u>1105,600</u>	<u>1105,600</u>	<u>Unknown</u> until Year end
Reserve for Insurance Recoveries		For unexpended proceeds of insurance recoveries at fiscal year end.			
Employee Benefit Accrued Liability	RESERVE FOR EMP BENEFITS	For accrued 'employee benefits' due to employees upon termination of service.	<u>160,000</u>	<u>160,000</u>	<u>Will</u> Utilize for retiree pay outs and reefund for projections
Retirement Contribution	STAEAND LOCAL RESERVE	For employer retirement contributions to the State and Local Employees' Retirement System.	<u>1257,004</u>	<u>1257,004</u>	<u>No</u> Intended use for 2023-2024
Reserve for Uncollected Taxes		For unpaid taxes due certain city school districts not reimbursed by their			

city/county until the following fiscal year.

Single Other Reserve	FUND EMPLOYER RETIREMENT CONTRIBUTIONS TOTRS	To fund employer contributions for TRS	<u>1201.686</u>	<u>(201.686)</u>	<u>No</u> Intended use for 2023-2024
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" **NYSED Reserve Guidance:**
http://www.P.12.ny.sed.gov/mgt/serv/accounting/docs/reserve_funds.P_df

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

****Provide a brief, but specific, statement of the planned use and appropriation for the reserve in SY 2023-24. Mention any capital expenditures that will need to be voted upon in the upcoming Budget Vote.**

Save Reset 11 Save & Ready