

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

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

Please also submit an electronic version (PDF or Word) of your school district's 2023-24 Budget Notice to: emscmgt@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: PHILENE HUDSON
Preparer's Telephone Number: 518-993-4000

<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	22,520,000	23,320,000	3.55 %
A. Proposed Tax Levy to Support the Total Budgeted Amount ¹	5,848,949	5,919,143	
B. Tax Levy to Support Library Debt, if Applicable	85,000	85,000	
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)	5,933,949	6,004,143	1.18 %
F. Permissible Exclusions to the School Tax Levy Limit	15,177	46,566	
G. School Tax Levy Limit, <u>Excluding</u> Levy for Permissible Exclusions ³	5,895,504	6,095,488	
H. Total Proposed Tax Levy for School Purposes, <u>Excluding</u> Permissible Exclusions and Levy for Library Debt, Plus Prior Year Tax Cap Reserve (E-B-F+D)	5,833,772	5,872,577	
I. Difference: (G-H);(negative value requires 60.0% voter approval) ²	61,732	222,911	
Public School Enrollment	816	816	0.00 %
Consumer Price Index			8.0 %

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	8,891,613	8,891,613
Assigned Appropriated Fund Balance	175,000	195,000
Adjusted Unrestricted Fund Balance	900,800	932,800
Adjusted Unrestricted Fund Balance as a Percent of the Total Budget	4.00 %	4.00 %

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

Capital	A878 CAPITAL RESERVE AND TRANSPORTATION RESERVE	For the cost of any object or purpose for which bonds may be issued.	5,198,453	5,198,453	To fund future capital improvements and transportation equipment, \$450,000 planned usage
Repair	A882 REPAIR RESERVE	For the cost of repairs to capital improvements or equipment.	200,000	200,000	To fund repairs to capital improvements or equipment.
Workers Compensation	A814 WORKERS COMP RESERVE	For self-insured Workers Compensation and benefits.	223,551	223,551	To fund workers compensation costs-no planned usage
Unemployment Insurance	A815 UNEMPLOYMENT RESERVE	For reimbursement to the State Unemployment Insurance Fund.	450,000	450,000	To fund unemployment costs as they occur-no planned usage
Reserve for Tax Reduction		For the gradual use of the proceeds of the sale of school district real property.	<input type="text"/>	<input type="text"/>	
Mandatory Reserve for Debt Service		For proceeds from the sale of district capital assets or improvement, restricted to debt service.	<input type="text"/>	<input type="text"/>	
Insurance		For liability, casualty, and other types of uninsured losses.	<input type="text"/>	<input type="text"/>	

Property Loss + (add)		To cover property loss.	<input type="text"/>	<input type="text"/>	
Liability		To cover incurred liability claims.	<input type="text"/>	<input type="text"/>	
Tax Certiorari		For tax certiorari settlements.	<input type="text"/>	<input type="text"/>	
Reserve for Insurance Recoveries		For unexpended proceeds of insurance recoveries at fiscal year end.	<input type="text"/>	<input type="text"/>	
Employee Benefit Accrued Liability	A867 EBLAR RESERVE	For accrued 'employee benefits' due to employees upon termination of service.	1,094,405	1,094,405	To fund employee accrued liabilities as they occur-no planned usage
Retirement Contribution	A827 ERS RESERVE	For employer retirement contributions to the State and Local Employees' Retirement System.	1,123,015	1,123,015	To fund obligations of the Employee Retirement System-on planned usage
Reserve for Uncollected Taxes		For unpaid taxes due certain city school districts not reimbursed by their city/county until the following fiscal year.	<input type="text"/>	<input type="text"/>	
Single Other Reserve	A828 TRS RESERVE		602,189	602,189	To fund TRS obligations-no planned usage

*** NYSED Reserve Guidance:**
http://www.p12.nysed.gov/mgtserv/accounting/docs/reserve_funds.pdf

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

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

Save	Reset	Save & Ready
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