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

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

http://www.p12.nysed.gov/mgtserv/propertytax/taxcap/.

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

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

Form Due - April 29, 2024

Form Preparer Name:

CHRISTOPHER SLESINSKI

Preparer's Telephone Number:

845-651-3095

Shaded Fields Will Calculate	Budgeted 2023-24 (A)	Proposed Budget 2024-25 (B)	Percent Change (C)	
Total Budgeted Amount, not including Separate Propositions	25,328,514	26,255,573	3.66	%
 A. Proposed Tax Levy to Support the Total Budgeted Amount¹ B. Tax Levy to Support Library Debt, if Applicable 	16,310,619	16,555,278		
C. Tax Levy for Non-Excludable Propositions, if Applicable 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)	16,310,619	16,555,278	1.50	%
F. Permissible Exclusions to the School Tax Levy Limit	578,516	677,012		
G. School Tax Levy Limit, <u>Excluding</u> Levy for Permissible	16,055,385	16,054,614		
Exclusions ³ H. Total Proposed Tax Levy for School Purposes, Excluding Permissible				
Exclusions and Levy for Library Debt, Plus Prior Year Tax Cap Reserve (E-B-F+D)	15,732,103	15,878,266		
I. Difference: (G-H);(negative value requires 60.0% voter approval) ²	323,282	176,348		
Public School Enrollment	718	727	1.25	%
Consumer Price Index			4.12	%

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 2024-25, includes any carryover from 2023-24 and excludes any tax levy for library debt or prior year reserve for excess tax levy, including interest.

Actual 2023-24 Estimated 2024-25 (E) (D)

Adjusted Restricted Fund Balance Assigned Appropriated Fund Balance Adjusted Unrestricted Fund Balance Adjusted Unrestricted Fund Balance as a Percent of the Total Budget

4,600,256	0,256 5,379,956	
100,000 407,545		
1,756,421	1,050,223	

6.93

4.00

Schedule of Reserve Funds

Reserve Type **Reserve Name**

Reserve Description * 3/31/24 Actual **Balance**

Ending Balance

Intended Use of the 6/30/24 Estimated 2024-25 School Year (Limit 200 Characters)**

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

Capital	CAPITAL RESERVE	For the cost of any object or purpose for which bonds may be issued.	2,204,843	2,704,843	CAPITAL PROJECT VOTE IN 24-25 SCHOOL YEAR
Repair		For the cost of repairs to capital improvements or equipment.]
Workers Compensation		For self-insured Workers Compensation and benefits.			
Unemployment Insurance	UNEMPLOYMENT RESERVE	FFor reimbursement to the State Unemployment Insurance Fund.	82,716	85,000	N/A
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	INSURANCE RESERVE	For liability, casualty, and other types of uninsured losses.	103,031	110,000	N/A
Property Loss	PROPERTY LOSS RESERVE	To cover property loss.	233,023	240,000	N/A
Liability		To cover incurred liability claims.]
Tax Certiorari	TAX CERTIORAR RESERVE	For tax certiorari settlements.	299,413	305,000	USED BASED ON TAX CERTIORARI SETTLEMENTS

Reserve for Insurance Recoveries		For unexpended proceeds of insurance recoveries at fiscal year end.			
Employee Benefit Accrued Liability	EMPLOYEE BENEFIT ACCURED LIABILITY RESERVE	For accrued 'employee benefits' due to employees upon termination of service.	516,398	020,000	USED BASED ON PAYOUTS IN RETIREMENT
Retirement	RETIREMENT	For employer	770,519	775,000	N/A
Contribution	CONTRIBUTION RESERVE	retirement contributions to the State and Local Employees' Retirement System.		n.	
Reserve for		For unpaid taxes			
Uncollected Taxes		due certain city school districts not reimbursed by their city/county until the following fiscal year.			
Single Other	RETIREMENT		540,113	640,113	N/A
Reserve	CONTRIBUTION RESERVEE - TRS	3			

* NYSED Reserve Guidance:

SUB FUND

http://www.p12.nysed.gov/mgtserv/accounting/docs/reserve_funds.pdf

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

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

Save	Reset	Save & Ready
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