

****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:
Preparer's Telephone Number:

SHAUN MERRILL
315-539-1510

Shaded Fields Will Calculate	Budgeted 2023-24 (A)	Proposed Budget 2024-25 (B)	Percent Change (C)
Total Budgeted Amount, not including Separate Propositions	49,879,391	49,879,391	0.00 %
A. Proposed Tax Levy to Support the Total Budgeted Amount ¹	12,808,791	13,064,967	
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)	12,808,791	13,064,967	2.00 %
F. Permissible Exclusions to the School Tax Levy Limit			
G. School Tax Levy Limit, <u>Excluding</u> Levy for Permissible Exclusions ³	12,826,868	13,219,953	
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)	12,808,791	13,064,967	
I. Difference: (G-H);(negative value requires 60.0% voter approval) ²	18,077	154,986	
Public School Enrollment	1,470	1,406	-4.35 %
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 (D)	Estimated 2024-25 (E)
Adjusted Restricted Fund Balance	23,065,830	24,865,830
Assigned Appropriated Fund Balance	1,200,000	1,500,000
Adjusted Unrestricted Fund Balance	1,992,024	1,995,176
Adjusted Unrestricted Fund Balance as a Percent of the Total Budget	3.99 %	4.00 %

Schedule of Reserve Funds

Reserve Type	Reserve Name	Reserve Description *	3/31/24 Actual Balance	6/30/24 Estimated Ending Balance	Intended Use of the Reserve in the 2024-25 School Year (Limit 200 Characters)**
Capital	CAPITAL BUILDING RESERVE	For the cost of any object or purpose for which bonds may be issued.	11,306,436	12,643,549	continual plans for projects to maintain the facilities without impact to the district's taxpayer.
Capital	BUS/VEHICLE CAPITAL RESERVE FUND	For the cost of any object or purpose for which bonds may be issued.	4,056,532	4,259,790	To purchase buses without the expense to finance the cost of borrowing, requesting to use 609,000 to purchase 1 70 passenger bus, 1 wheelchair bus, and two twenty passenger buses in 2024-2025
Repair	REPAIR RESERVE	For the cost of repairs to capital improvements or equipment.	557,087	585,778	no planned use for 2024-2025
Workers Compensation	RESERVE FOR WORKERS COMPENSATION	For self-insured Workers Compensation and benefits.	284,073	301,281	plans to use \$50,000 to partially pay for the workers comp claims
Unemployment Insurance	RESERVE FOR UNEMPLOYMENT	For reimbursement to the State Unemployment Insurance Fund.	536,879	564,501	plans to use \$99,000 to partially offset unemployment costs
Reserve for Tax Reduction	N/A	For the gradual use of the proceeds of the sale of school district real property.	0	0	n/a
Mandatory Reserve for Debt Service	DEBT RESERVE FUND	For proceeds from the sale of district capital assets or	3,671,739	3,678,940	plans to use 1,122,412 to

		improvement, restricted to debt service.			partially offset debt service.
Insurance	RESERVE FOR INSURANCE	For liability, casualty, and other types of uninsured losses.	426,900	448,839	no planned use for insurance for 2024- 2025
Property Loss	N/A	To cover property loss.	0	0	n/a
Liability + (add)	LIABILITY RESERVE	To cover incurred liability claims.	386,646	406,453	no planned use for 2024-2025
Tax Certiorari	RESERVE FOR TAX CERTIORARI	For tax certiorari settlements.	415,856	415,856	Will use if a claim is settled in the 2024- 2025, nothing known at this time.
Reserve for Insurance Recoveries	N/A	For unexpended proceeds of insurance recoveries at fiscal year end.	0	0	n/a
Employee Benefit Accrued Liability	EMPLOYEE BENEFIT LIABILITY RESERVE	For accrued 'employee benefits' due to employees upon termination of service.	239,449	251,857	no planned use for 2024-2025
Retirement Contribution	RETIREMENT CONTRIBUTION RESERVE	For employer retirement contributions to the State and Local Employees' Retirement System.	4,193,209	4,411,989	plans to use 330,000 to partially offset employer retirement contribution costs.
Reserve for Uncollected Taxes	N/A	For unpaid taxes due certain city school districts not reimbursed by their city/county until the following fiscal year.	0	0	n/a
Single Other Reserve	WCSD RETIREMENT CONTRIBUTION RESERVE FUND	To fund employer retirement contribution to NYS teacher retirement system (TRS)	662,756	991,793	no planned us for 2024-2025

* **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 2024-25. Mention any capital expenditures that will need to be voted upon in the upcoming Budget Vote.**

Save	Reset	Save & Ready
------	-------	--------------