

****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 2025-26 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 28, 2025

Form Preparer Name:

MS. JI KATCHUK

Preparer's Telephone Number:

607-642-3221

<u>Shaded Fields Will Calculate</u>	Budgeted 2024-25 (A)	Proposed Budget 2025-26 (B)	Percent Change (C)
Total Budgeted Amount, not including Separate Propositions	29,803,569	32,162,752	7.92 %
A. Proposed Tax Levy to Support the Total Budgeted Amount ¹	8,697,158	9,001,558	
B. Tax Levy to Support Library Debt, if Applicable	0	0	
C. Tax Levy for Non-Excludable Propositions, if Applicable ²	0	0	
D. Total Tax Cap Reserve Amount Used to Reduce Current Year Levy, if Applicable	0	0	
E. Total Proposed School Year Tax Levy (A+B+C-D)	8,697,158	9,001,558	3.50 %
F. Permissible Exclusions to the School Tax Levy Limit	343,029	494,939	
G. School Tax Levy Limit, <u>Excluding</u> Levy for Permissible Exclusions ³	8,437,713	8,570,619	
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)	8,354,129	8,506,619	
I. Difference: (G-H);(negative value requires 60.0% voter approval) ²	83,584	64,000	
Public School Enrollment	952	952	0.00 %
Consumer Price Index			2.95 %

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 2025-26, includes any carryover from 2024-25 and excludes any tax levy for library debt or prior year reserve for excess tax levy, including interest.

	Actual 2024-25 (D)	Estimated 2025-26 (E)
Adjusted Restricted Fund Balance	6,980,315	8,950,416
Assigned Appropriated Fund Balance	800,000	835,000
Adjusted Unrestricted Fund Balance	1,176,097	1,275,184
Adjusted Unrestricted Fund Balance as a Percent of the Total Budget	3.95 %	3.96 %

Schedule of Reserve Funds

Reserve Type	Reserve Name	Reserve Description *	3/31/25 Actual Balance	6/30/25 Estimated Ending Balance	Intended Use of the Reserve in the 2025-26 School Year (Limit 200 Characters)**
Capital	CAPITAL RESERVE VEHICLE	For the cost of any object or purpose for which bonds may be issued.	1,624,777	1,988,648	There is no intended use in 2025-2026 to support the 2025- 2026 budget. However, there is a separate proposition to use \$81,200 to support the bus purchase proposition.
Capital	CAPITAL RESERVE	For the cost of any object or purpose for which bonds may be issued.	683,628	2,154,464	There is no intended use in 2025-2026 to support the 2025- 2026 budget.
Repair	REPAIR	For the cost of repairs to capital improvements or equipment.	95,015	95,827	There is no intended use in 2025-2026 to support the 2025- 2026 budget.
Workers Compensation	NA	For self-insured Workers Compensation and benefits.	0	0	NA
Unemployment Insurance	UNEMPLOYMENT INSURANCE	For reimbursement to the State Unemployment Insurance Fund.	237,581	239,610	There is no intended use in 2025-2026 to support the 2025- 2026 budget.
Reserve for Tax Reduction	NA	For the gradual use of the proceeds of the sale of school district real property.	0	0	NA
Mandatory Reserve for	NA	For proceeds from the sale of district	0	0	NA

Debt Service		capital assets or improvement, restricted to debt service.			
Insurance	NA	For liability, casualty, and other types of uninsured losses.	0	0	NA
Property Loss	PROPERTY LOSS	To cover property loss.	51,669	52,109	There is no intended use in 2025-2026 to support the 2025-2026 budget.
Liability + (add)	NA	To cover incurred liability claims.	0	0	NA
Tax Certiorari	NA	For tax certiorari settlements.	0	0	NA
Reserve for Insurance Recoveries	NA	For unexpended proceeds of insurance recoveries at fiscal year end.	0	0	NA
Employee Benefit Accrued Liability	EBALR	For accrued 'employee benefits' due to employees upon termination of service.	303,074	305,661	There is no intended use in 2025-2026 to support the 2025-2026 budget.
Retirement Contribution	RETIREMENT CONTRIBUTION	For employer retirement contributions to the State and Local Employees' Retirement System.	3,186,504	3,213,707	\$467,000 is intended to be used to support the 2025-2026 budget.
Reserve for Uncollected Taxes	NA	For unpaid taxes due certain city school districts not reimbursed by their city/county until the following fiscal year.	0	0	NA
Single Other Reserve	RETIREMENT CONTRIBUTION RESERVE SUB-FUND	To fund employer retirement contributions to the New York State Teachers' Retirement System (TRS)	892,769	900,390	\$264,000 is intended to be used to support the 2025-2026 budget.

* **NYSED Reserve Guidance:**

http://www.p12.nysed.gov/mgt/serv/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 2025-26. Mention any capital expenditures that will need to be voted upon in the upcoming Budget Vote.**

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