



## Budget Guidelines - Appendix D 2023-24 Budget Submission Listing

District Name: Middletown Township Public Schools

Date of Submission: March 15, 2023

Submitted by: Amy P. Doherty

Date Due to Newspaper: no later than April 19, 2023

Date of Advertisement: no later than April 21, 2023

Date of Public Hearing: April 25, 2023

2023-24 Tax Levy % Increase: 2%

### Status Above or Below Adequacy (check one):

| District Status Above or Below Adequacy | Check District Status |
|-----------------------------------------|-----------------------|
| Above Adequacy                          | X                     |
| Below or At Adequacy                    |                       |

### All Districts Must Submit:

| Required Item for Submission                                                                                                           | Check if Submitted |
|----------------------------------------------------------------------------------------------------------------------------------------|--------------------|
| Board Resolution Approving Budget Submission certifying the General Fund Tax Levy and General Fund Budget Amount                       | X                  |
| Position Control Roster (PCR), including totals by account number, reconciled to budget                                                | X                  |
| Warning Edits List, including reason why edit occurs                                                                                   | X                  |
| Travel Expenditures Maximum, including board resolution establishing maximum travel expenditure amount pursuant to N.J.A.C. 6A:23A-7.3 | X                  |

### Tax Levy Cap Adjustments:

#### 1. Prebudget Year Tax Levy and Enrollment Adjustment (Budget Guidelines section III.D.i.3)

| Item for Submission                                                                                         | Check if Submitted |
|-------------------------------------------------------------------------------------------------------------|--------------------|
| If requesting to utilize a factor of 1.00 for DOE Projection, must submit required supporting documentation |                    |
| Board Resolution                                                                                            |                    |

#### 2. Health Care Cost Adjustment (Budget Guidelines section III.D.i.4)

| Item for Submission                                      | Check if Submitted |
|----------------------------------------------------------|--------------------|
| Detail to support health and prescription appropriations |                    |
| Board Resolution                                         |                    |

### 3. Deferred Pension Contributions (Budget Guidelines section III.D.i.5)

| Item for Submission                    | Check if Submitted |
|----------------------------------------|--------------------|
| Support for the amount of the deferral |                    |
| Board Resolution                       |                    |

### 4. Responsibility Shifted From/To Another Entity (Budget Guidelines section III.D.i.6)

| Item for Submission                         | Check if Submitted |
|---------------------------------------------|--------------------|
| Detail to support amounts in the adjustment |                    |
| Board Resolution                            |                    |

### 5. Use of Banked Cap (Budget Guidelines section III.D.i.7)

| Item for Submission                                                                                                                           | Check if Submitted |
|-----------------------------------------------------------------------------------------------------------------------------------------------|--------------------|
| Board Resolution which states need for and amount to be included in base and statement that need must be completed in the 2023-24 budget year |                    |

### Additional Items to be Submitted (if applicable):

| Item for Submission                                                                                                                                                                                                                                                                                                              | Check if Submitted |
|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|--------------------|
| <b>Capital Reserve Withdrawals:</b> Statement of Purpose if excess costs/other capital projects withdrawal.                                                                                                                                                                                                                      | X                  |
| <b>Maintenance Reserve Withdrawals:</b> If withdrawal, Board Resolution approving withdrawal pursuant to <i>N.J.A.C. 6A:23A-14.2(d)</i>                                                                                                                                                                                          |                    |
| <b>Additional Spending Proposals:</b> Details; resolutions, GAAP account itemization; evidence of shared services participation and/or efficiency efforts. Complete Appendix D-3.                                                                                                                                                |                    |
| <b>Send-Receive Relationships:</b> Supporting documentation for budgeted tuition revenue and appropriation lines must be submitted (sample format posted on <a href="#">School Finance - Districtwide Budget</a> )                                                                                                               | X                  |
| <b>If a Facilities Grant was approved:</b> approved project information                                                                                                                                                                                                                                                          |                    |
| <b>If SEMI program has less than 90% participation in prebudget year, or district failed to comply with all SEMI requirements:</b> corrective action plan                                                                                                                                                                        | X                  |
| <b>If Bonds have been issued by the district:</b> Documentation of steps being taken to ensure compliance with continuing disclosure requirements (LFN 2014-9)                                                                                                                                                                   |                    |
| <b>Preschool Plan:</b> Approved plans or budgets from the Division of Early Childhood Services                                                                                                                                                                                                                                   |                    |
| <b>Request for special circumstances related to P.L.2020, c. 44 adjustment:</b> Detailed explanation of the unique circumstances for district changes in health care costs; and detailed calculation of the revised amount of the adjustment; and supporting information documenting the explanation and the revised calculation |                    |

### Additional Comments: