

ADMINISTRATIVE REGULATION

APPROVED: January 9, 2018

REVISED:

CENTENNIAL SCHOOL DISTRICT

604-AR-0. ANNUAL BUDGET REPORT

The PA Department of Education (PDE) maintains a General Fund Budget database for all local educational agencies as the required method of completing the preliminary and final budget reporting. PDE-2028 is the uniform budget form required to be submitted to the PDE. A user manual and downloads for PDE-2028 are available at www.education.state.pa.us/portal/server.pt/community/general_fund_budget/12777/pde-2028/606285.

This information on PDE's website is updated annually.

Penalties

The PDE will order forfeiture penalties for failure to submit an annual budget report within thirty (30) days of the required submittal date. The PDE will deduct the amount of forfeiture from any and all state payments made to the district. The forfeiture will continue until a report that meets the established criteria is submitted.

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604-AR-1. BUDGET RESOLUTION

WHEREAS, on June 27, 2006, the Pennsylvania legislature passed Act 1 of Special Session 2006, entitled the "Taxpayer Relief Act" (hereinafter "Act 1");

WHEREAS, Act 1 requires School Districts to limit tax increases to the level set by an inflation index unless the tax increase is approved by voters in a referendum or the School District obtains from the Department of Education or a court of common pleas certain referendum exceptions;

WHEREAS, Act 1 does, however, allow a Board of School Directors to elect to adopt a resolution indicating that it will not raise the rate of any tax for the support of the public schools for the following fiscal year by more than its index, provided this resolution must be adopted no later than 110 days prior to the date of the election immediately preceding the upcoming fiscal year;

WHEREAS, the _____ index for the 20__ - 20__ fiscal year is _____ percent (____%);

WHEREAS, the _____ Board of Directors has made the decision that it shall not raise the rate of any tax for the support of the _____ for the 20__ - 20__ fiscal year by more than its index.

AND NOW, on this _____ day of _____, 20__, it is hereby RESOLVED by the _____ (hereinafter "District") Board of Directors (hereinafter "Board") the following:

1. The Board certifies that it will not increase any School District tax for the 20__ - 20__ school year at a rate that exceeds the index as calculated by the Pennsylvania Department of Education.
2. The Board certifies that it will comply with the procedures set forth in Section 6-687, of the Pennsylvania Public School Code (hereinafter "School Code"), 24 P.S. §6-687, for the adoption of its proposed and final budget.
3. The Board certifies that increasing any tax at a rate less than or equal to the index will be sufficient to balance its final budget of the 20__ - 20__ fiscal year.

4. The administration of the District will submit the District's information on a proposed increase in the rate of a tax levied for the support of the District to the Pennsylvania Department of Education on the uniform form prepared by the Pennsylvania Department of Education no later than five (5) days after the Board's adoption of this Resolution.
5. The administration of the District will send a copy of this Resolution to the Pennsylvania Department of Education no later than five (5) days after the Board's adoption of this Resolution.
6. The Board understands and agrees that by passing this Resolution it is not eligible to seek referendum exceptions under Section 333(f) of Act 1 and is not eligible to request approval from the voters through a referendum to increase a tax rate by more than the index as established for the 20___ - 20___ fiscal year.
7. Once this Resolution is passed, the administration of the District is not required to comply with the preliminary budget requirements set forth in paragraphs (a) and (c) of Section 311 of Act 1. Provided, however:
 - (a) The Board understands and agrees that, upon receipt of the information submitted by the District as set forth in paragraphs 4 and 5 above, the Pennsylvania Department of Education shall compare the District's proposed percentage increase in the rate of the tax with the index.
 - (b) Within ten (10) days of the receipt of this information, the Pennsylvania Department of Education shall inform the District whether its proposed tax rate increase is less than or equal to the index.
 - (c) If the Pennsylvania Department of Education determines that the District's proposed increase in the rate of the District's tax exceeds the index, the District is subject to the preliminary budget requirements as set forth in paragraph (a) and (c) of Section 311 of Act 1.

[Insert certification, seal and signatures.]