

**Education Law §3614 School Funding Allocation Report**  
**Part F - Narrative Description**

- 1. Describe the local methodology/approach used to allocate funds to each school in the district. If schools are allocated funds—either in part or in full—through a formula, outline the nature/mechanics of the formula and the elements impacting each school’s allocation.**

The number of teachers at each building is determined by enrollment levels. Target classroom sizes are 20-25 for grades K-3 and 25-30 for grades 4-12. The number of classrooms at each grade level in each building is determined by the number of students at that particular grade level in that particular building; this varies from year to year. The actual salaries of each individual assigned to each building was used for the Transparency reporting. If an individual splits their time between multiple buildings, their salary is allocated based on the amount of time spent in each building. Instructional substitute costs are allocated based on the number of instructional staff per building; likewise, non-instructional substitute costs are allocated based on the number of non-instructional staff at each building. Materials & supplies are allocated based on pupil enrollment in each building. Special ed materials and contractual costs (OT, PT, etc) are allocated based on the number of special ed students enrolled in each building. Each teacher at the elementary level has \$100 to be spent on classroom supplies; actual items to be purchased are determined by each teacher individually. At the high school and junior high, spending requests are made by department and the principal determines how to allocate funds within their building, whether it is for equipment, contractual items or materials/supplies. Principals have the ability to make transfers between budget line items during the year, as needs arise. Staffing levels of custodial employees are determined by building size.

- 2. If applicable, is there anything unique about certain schools which explain why per pupil spending at these locations may be significantly higher/lower than the district average?**

Enter response here.

- 3. If applicable, describe any items which the district feels are anomalous in nature and require additional description beyond the Excel entry.**

N/A