

**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.**

Schools receive a per pupil allocation, as described below, in which the Principal has discretion as to how the funds are to be allocated. Items can include library materials, classroom materials, general supplies and textbooks. As the leader of the building, the Principal best understands the needs of the building and has the ability to allocate funds to address the needs. In addition, central office administrators meet with the principals to go over any additional needs. The principals have an opportunity to request additional funds above and beyond their per pupil allocation, but must connect the additional funds to building or district plans or initiatives. These requests are reviewed and prioritized on a district wide basis and are not guaranteed to be funded. Allocations for staffing are partly based on enrollment and contractual staffing levels, although a collaborative approach is also used by all stakeholders to determine the instructional programs needed, based on past student performance.

Instructional supplies are budgeted by building using a per student allocation. Enrollment is projected for each building and multiplied by the per pupil amount.

$$\text{Projected Enrollment} \times \text{Per Pupil Amount} = \text{Building Instructional Supply Amount}$$

- 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?**

It appears that West Middle School has a higher per pupil expenditure due to the number of senior staff that works at the building and lower enrollment. This is partly due to the fact that the district runs an Autism Class and a low level ungraded alternative assessment class in this building. Also, the ELL student population is at a lower level requiring smaller class sizes and additional services. West Middle school also has six before and after school programs for SIFE, NYSSLAT, ENL, ELA and also runs a Friendship Club program.

At the East Kindergarten Center, the District operates an Early Intervention Program. The staffing requirements of this program increase the per pupil expenditure.

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

Enter response here.