**Education Law §3614 School Funding Allocation Report**

**Part F - Narrative Description**

**Describe the local methodology/approach used to allocate funds to each school in the district during the process of budget development and implementation. 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. In addition, explain any non-formulaic elements impacting each school’s allocation. (Please note that this question asks about the district’s budget process, not about how the district completed the New York State School Funding Transparency Form.)**

The district's budget cycle starts in November. The Assistant Superintendent for Business meets with all building principals/administrators to discuss and review their needs to run their respective buildings/areas. These budget requests are compared to the prior year to determine reasonableness. Once these requests are reviewed, they are presented to the Superintendent for approval. Once approved by the Superintendent, the draft budget is presented to the Budget Advisory Committee and the Board of Education at several public meetings for comments and questions. Based upon these meetings, the budget is sometimes revised to reflect stakeholder concerns. The final budget is then adopted by the Board and presented to the public for voter approval.

The district does not utilize a formula to allocate by building. However, listed below are some of the items considered when creating the draft budget.

1. The primary method for allocating funds to each school is done based upon student enrollment at each building. As building enrollment changes, staff are redistributed to accommodate the needs at each building. For example, in 2019-20, enrollment increased at Charles Campagne so a teacher was moved from Central Boulevard to Charles Campagne to accommodate the higher enrollment at Charles Campagne.

2. The non-salary items at each building (textbooks, workbooks, office supplies, instructional supplies, etc.) are modified based upon inflation. In 2019-20, these budgetary items were increased by 2%.

3. Additional budgetary consideration is given to the programs that are running at each building. For example, Central Boulevard hosts all of the self-contained and inclusion classes for the elementary schools. This results in additional staffing and other resources being allocated to this building to run these special education programs.

**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?**

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

  