**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 Fairport Central School District allocates funds to schools based on the enrollment and staffing levels at each building according to the needs of the students and programs. Supplies, contractual, and textbook budget dollars are allocated based on a per pupil basis. In Part A, line 16 Other School Districts (Excl. Special Act Districts), the District budgets to pay for tutoring services to incarcerated youth provided by other district to Fairport students. While multiple students are serviced, the per pupil count is allocated on an FTE basis of $15,000 per pupil for a total of 5 FTE pupils. Principals receive supply and material budget requests from teachers in November/December and then those amounts are submitted to the district office for review in December/January. The building budget begins with the previous year’s allocation and then is increased/decreased depending on the number of students. This incremental budget approach sets the base budget for each school. Student’s needs such as LEP, poverty and the number of students with disabilities are factored into overall allocations throughout the budget development process. Class sizes, federal funding allocations and specific building needs are also considered. Principals may submit a narrative justifying any dollar increases based on these categories. Per student quota amounts are established for supplies, materials, computer software, library books, and textbooks.

The overall budget process allows building leaders to make recommendations to the central office based on the students needs outlined above. The central office then helps to make allocation adjustments throughout the district based on the overall needs of the district. The budget is then reviewed and approved by the Board of Education and then submitted to the community for approval.

**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?**

Brooks Hill Elementary is the elementary school that services the majority of the elementary ELL students. Minerva DeLand is a building dedicated for 9th grade students with similar programs and services to that of the high school.

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