**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 does not allocate/plan the budget based on a formula. The main driver is enrollment per building. Each building is broken down into the number of classes using the class size policy as the guide to determine the number of classes and the types of students being served (ex: General Ed and Special Education). Please note, Freeport Residents can choose any elementary school they choose to attend to as they are magnet schools. In addition, if a staffing request is being proposed in one building, the needs of all the buildings are reviewed for that same position. In addition, supplies/textbooks/equipment is typically planned depending on the enrollment and the specific needs of each building. However, the planned budget amounts are compared from each building to ensure one building isn't being funded more than another.

As part of the budget planning process, each of the 17 Administrators that contribute to the budget planning process are given their current budget and have a scheduled meeting with the Business Official and Cabinet members where they must present all of their next year budget requests. These include staffing requirements, equipment purchases, new capital projects, textbook allocations and adoptions as well as general supplies. The committee meets, discusses each line item per building and/or department and prioritizes which can be achieved within the projected expenditure budget. The committee then determines within each building or department who has the most imminent needs based on enrollment, student needs and/or capital improvement needs. These decisions are made in conjunction with the districts long term strategic plan as well as the 5 year facilities and technology plans for the district.

In addition, every single code is reviewed based on a 5 year look back in terms of expenditures and revenues. Trends are identified as well as outliers and spikes from one year to another. Current year expenditures are compared to proposed budget year submissions and compared for reasonableness.

**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?**

K-4 Archer/Bayview/Giblyn/New Visions - These are magnets schools. Each student can go wherever they choose. Where they live in town doesn't matter. The enrollment for New Visions is a little smaller than the other three due to the smaller size of the school.

Pre-K Columbus - This building serves our entire Pre-K program. In addition, this building services certain K classes that are designated as Special Education.

All Sports are either at Dodd Middle School and Freeport High School.

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

Archer Street School has a higher Hispanic population than the other elementary schools, which results in additional staffing support. In addition, the administration in that building has higher salaries than the others.