**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.)**

Miscellaneous instructional material items are allocated to buildings by student count and buildings with self contained special education classes are allocated additional fund along with Federal funding being limited to particular buildings in accordance with grant documents.

Depending on the number of students housed in each building, funds are allocated on a proportionate basis during the budgeting process. This is a simple percentage ratio depending on each buildings population. For those buildings that house self contained or consultant teacher classrooms, those classes are allocated funds depending on the IEP of the student (ex special equipment) and/or requirements for additional instructional staff may also be assigned as required to meet SWD requirements. These decisions are made through multiple internal budgetary meetings between the Superintendent, Assistant Superintendent of Curriculum, Assistant Superintendent of Business, Director of Special Education Services, the Director of K-6 Curriculum and ELL Services, along with each of the building Principals and Assistant Principals. This process is an all-inclusive process starting with enrollment, building capacity and building level programmatic capacity. From there, staffing is rearranged and/or assigned. This is the bulk of the budget allocation process with little room for deviation as staffing to student ratios drive much of this.

**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?**

employee requests for building locations are taken into consideration when assigning staff and salary variances between staff can cause swings --- Haverstraw Elementary School does not house any self contained special ed classrooms

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

  