**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 Kinderhook (Ichabod Crane) School District is a K-12 district and has 3 buildings: 1. Primary School (K-3) 2. Middle School (4-8) 3. High School (9-12). Each building has a separate and unique BEDS code. Since each school serves students of different grade levels of varying programmatic needs, budget allocation for the schools is not generally completed by a formulaic design. A school's allocation is determined by the overall programmatic requirements and the amount of revenue available to meet these needs. The overall budget process that determines the allocations of each building follows similar steps: 1. Teachers submit budget requests to Department Chairs and/or Grade Level Chairs. 2. Department and grade level chairs submit buget requests to Principals. 3. Principals meet with Business Official and Superintendent to submit budget requests on behalf of their buildings. 4. The Business Official creates the Appropriations Budget 5. Appropriations budget is then balanced against the final Revenue Budget. 6. Approved by the Board of Education. 7. Voter 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?**

Different grade levels and educational needs based on those grade levels. Some schools have more grades assigned to them.

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

We have 3 buildings each with different grades.