**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 primary factor used by the Plainedge School District in allocating funds to the district’s individual schools is the needs of the students. The largest portion of the District’s budget is personnel and benefits. Individual school enrollment is carefully monitored throughout the budget process and beyond. Class sizes are based on School Board guidelines as well as individual student needs. The Plainedge School District strives to maintain low student/teacher ratios in order facilitate the best possible student outcomes.

During the budget process, all building principals and department directors are given ample opportunity to express their needs for the coming school year. This discussion is not limited to staffing, but includes all aspects of supporting the individual school, such as new programs, initiatives, resources, supplies and technology advancements.

A draft of the budget is developed and provided to the Superintendent in December. Public budget presentations meetings begin in January which allows for Board of Education and community input prior the Board’s adoption of the recommended budget.

**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?**

The Plainedge School District is comprised of five schools in total, a high school, a middle school and three elementary schools. The spending per student varies by elementary school due to several factors. Pay scale of staffing varies due to longevity with the district. Schools with lower enrollment tend to have administrative expenses spread over fewer students, which would increase spend per student. Special education services are concentrated at two of our three elementary schools and are appropriately staffed based on the needs of individual students.

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

Not applicable.