**Education Law §3614 School Funding Allocation Report**

**Part F - Narrative Description**

**(A) Describe the local methodology/approach used to allocate funds to each school in the district during the process of budget development and implementation. (B) Please also describe the role(s) of all relevant stakeholders in such budgetary processes and decision-making. (C) Finally, if schools are allocated a significant portion of their 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.**

**Specifically, the Division of Budget and the State Education Department would consider a complete response to this question to include explicit answers to the questions included in the rubric below, including a substantive discussion on the translation of students needs into the district's budget (at least 1 sentence per question, when applicable).**

Superintendent and Business Administrator lead the process. The Budget process starts in November with a target completion of early April. Budgets are given to all department chair personal and they discuss with the building principals and directors. There are collaborative discussion with each department to determine the needs of all students. Then individual meetings are set with the principals and directors to determine needs of each building. The district has an Elementary building and Middle/High School Building. Classroom supplies are allocated by the number of students in each building. Additional funds are allocated to high needs students as they are requested. These needs are determined collaboratively with the teachers, aids, psychologists, principals, Special Education Director and Superintendent. Specifics needs may be determined on an individual basis. Through out the process presentation are presented to the board of education and they will offer feedback. It is the board of education that the district supply an excellent education while be mindful of the impact to the community and tax payers.

**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?**

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