**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).**

The budget development process is lead by the School Business Administrator at Cleveland Hill UFSD. All administrators assist in the creation of the budget with the input from instructional staff. Each building/department accumulates budget requests and ultimately budget decisions are based on the needs of the students. Cleveland Hill does not use a standard formula that allocates funds to individual schools but rather focuses on the needs of the students in each building. The building level administrators and the special education department represents the individual building/school sites during the budget development process. The Board of Education develops and approves goals and guidelines for the budget process, gives input on significant items, and approves the final budget. The budget development process begins in December and lasts through April.

**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?**

N/A

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

N/A