**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).**

We have one school building. There is no decisions to make re: which buildings to allocate funds to. With that in mind, there is no collaboration needed and no formulas needed. The budget development process is led by the District Business Official. All staff members submit requisitions to Business Office re: any known student need. Requisitions are sent to staff in December and returned by mid-January and then reviewed by Principal/CSE chair to ensure appropriate. These administrators consult with requisitioner for clarification and updates. The BOE approves hears various budget presentations and gives feedback to Superintendent/Business Official prior to their approval. in 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?**

We only one school.

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