**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 Central Administration and Board of Education. All stakeholders are included in budget requests and needs by department and buildings. Budget needs are evaluated by student progress, safety, academic goals, and student/staff needs. The budget process begins around November of each year and ends when the budget is approved in May. Building Administrators meet with their teaching and support staff each year to review upcoming needs and review how those needs align with the district goals. From there, the stakeholder information is reviewed against the financial resources. there is no formula used but rather a needs based approach. As information is compiled from the administration and teaching staff, the Board is informed through weekly budget meetings and discussed in public session.

**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?**

With the proximity of the schools being so close, we share some staff between buildings where applicable.

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