**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 led by the Assistant Superintendent for Finance & Operations with the assistance of the District Treasurer. The process begins in the fall and goes straight through until the spring. Each building/department head receives their respective budget development worksheets and updates it accordingly with the needs and wants to support student’s education. Subsequently, meetings are scheduled with the Assistant Superintendent, District Treasurer and appropriate personnel to discuss and review their budget. The District holds numerous budget public work sessions with the Board of Education to discuss the budget during the development process up until the budget hearing and budget vote. The District uses a per student allocation for building budgets.

**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?**

Rhame Avenue – Special Education Students

Centre Avenue – ENL Students

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

  