**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).**

Who leads the budget development process? The Business Official and Superintendent. Which district employees are involved in the budget development process? The administrative team. Does the district use a formula to allocate funds to individual schools? No. How are the needs of students translated into a budget? When the needs of students are communicated by their teachers and principals, these items are allocated within the budget. What is the role of the school board (where applicable)? The school board is kept aware are large or material items of significance in the budget. If so, does the formula use specific weightings for student needs? No

When does the budget development process begin and how long does it last? Budget development starts in January. Who represents the needs of individual buildings and/or school sites? The principals.

**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?**

No.

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

Not applicable