**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).**

A. Who leads the budget development process?

The budget "team" consists of the 3 person board, superintendent, district treasurer, school district clerk, and is open to public input.

How are the needs of the students translated into a budget? Since this is a school it is all about the students.

When does the budget development process begin and how long does it last?

Preliminary work is ongoing.. formal meetings begin the end of February through April or May if needed.

B. Which district employees are involved in the budget process?

Superintendent, district treasurer, survey and meetings with departments and key employees.

What is the role of the school board? The board is heavily involved with the process, attends all meetings, directs the process.

Who represents the needs of individual builldings? There is only one building.

C. Does the district use a formula to allocate funds.....? No

**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?**

There is only one school

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

none