**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 Business Manager leads the budget development process and meets with each of the stakeholders; Elementary Principal, JR/SR HS Principal as well as the CSE/Special Education Director. Their conveyance of the needs of students in the various grades and additional resources that will be needed for the new school year is discussed. The budget development process can start as early as December and go through April of the school year.

Each of the Department Heads are involved in the budget development process. Once the needs of the Department Heads has been discussed their needs are conveyed to the Board of Education with the approximate cost in the said department. As for the individuals representing the needs of the individual buildings it is the Building Principals at each site that does the representation for student needs and the Buildings & Grounds Supervisor that shares the areas of needs of safety or any other modification.

The district uses the Feeder Pattern option and will serve the needs of all eligible students.

**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 nothing unique currently.

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