**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 District understands it is our responsibility to help meet the physical, intellectual, and emotional needs of every child in the district. It is the district’s goal allocate funds to improve the overall learning environment of a school community, including academic programing, athletics, extra-curricular programming, security, and the health and safety of our students and staff. The district allocates funds based on these priorities, along with student enrollment, the needs of students, and any new district initiatives. The district budgets based on the projected enrollment and the estimated needs of the students in each building.

As all of our students from kindergarten through sixth grade attend classes in one school building, and all seventh through twelfth grade students attend a separate building. Due to this school configuration, the district’s budget does not require many allocations as costs are easily identified by school building.

The budget process begins in early December each year and continues until the following April. The Board of Education held three budget workshops prior to the adoption of the 2020-2021 budget. At the beginning of the budget process the Superintendent meets with building administrators to review enrollment projections, student academic needs and special education programs, including a review of student Individualized Education Programs (IEPs).

**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?**

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