**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 School Business Administrator leads the budget development process in conjunction with the Superintendent, the Building Principals, the Director of Curriculum, the Director of Technology, and the Supervisors in Facilities and Transportation. We also rely on the Board of Education to give us guidelines as far as an allowable budget increase, maintaining a budget below the tax cap, and district priorities moving forward. We start that process in December and it lasts until the Board of Education approves our budget in April. Once we allow for contractual increases, we look to materials, supplies, and resources for students. All our technology (student and staff) is on a replacement cycle. There is a collaborative conversation around student needs at various grade levels and buildings. We look at student achievement and gaps in learning and try to allocate resources to those areas in need.

**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?**

Our total school funding per pupil is fairly in line across the district.

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

Not applicable.