**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).**

There is no “formal” that the district uses to annually determine budgetary and revenue

allocations. The District is comprised of 4 buildings: Pre-K –2; Grades 3-5; Middle School and a High

School. The District’s current budgeting and funding practices encourage shared decision making and collaborative planning at the local level by all stakeholders including administrators and faculty. Each building begins building their budgets in late fall. Zero based budgeting practices typically occurs in order analyze building level budgets with projected funding allocations in order to determine priorities and balance. A list of program and academic priorities are developed and decisions are collaboratively made based upon the ranking of needs – Highest to Lowest. Emerging academic and programming needs are also determined based upon current performance indicators. Once final allocation numbers are made available from NYS, the District then finalizes the budget process and reviews any changes with building level staff prior to official adoption and acceptance by voters.

**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?**

N/A

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

N/A