**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 - Budget Development Process

The budget development process is lead by the Superintendent, School Business Administrator, Principals, Assist. Principal, Dean of Students, Special Education Director, IT, Transportation and Cafeteria Managers.

The needs of the students are translated by the number of competent teacher and staff adequate to run classes in both buildings. Administrators in charge of aiding teachers and staff with resources to run their classes. Staff hired to transport, maintain facilities clean and safe and keep IT support for students.

The budget development process begins late November and culminates with the May vote.

B - Collaboration with Stakeholders

The Superintendent, School Business Administrator, Principals, Assist. Principal, Dean of Students, Special Education Director, IT, Transportation and Cafeteria Managers are involved in the process of developing the yearly budget.

The BOE's role is to review and approve the yearly budget.

Principals and Directors represent the needs and interest in each of the buildings.

C - Formulaic Methodology

The District does not use any formula to allocate funds, it is based on enrollment and needs in each building.

**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?**

None Noted

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

None Noted