**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.1) The superintendent and the business administrator lead the process.

A.2) The needs of the students are always the priority with budget development.

A.3) The budget development begins in October annually and ends in April with the adoption by the board.

B.1) All administrators and teaching staff are involved in the budget development process.

B.2) The school board is provided with regular updates to the budget process and they support and adopt the recommendations of the superintendent.

B.3) Each Building administrator and staff does.

C) N/A

**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?**

No

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

N/A