**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. In person budget meetings with department leaders, building principals, administrators, and others as needed. During this process, previous year expenditures are discussed including normal and out of the ordinary expenditures. Upcoming year anticipated expenditures are then discussed, both normal and potential needs for the year. Collectively, these operating expenditures are discussed. Large discrepancies in spending between buildings and departments are also discussed at this stage as well as anticipated staff needs, retirements, replacements, or the decision to not fill positions that are no longer necessary for the growth of the district. B. The district business official and superintendent collectively meet with the following stakeholders: building leadings, directors/department heads (transportation, food service, technology, buildings and grounds), committee groups such as the district leadership team, and the audit committee which consists of School Board members. The budget development process is also updated publicly at each Board meeting starting in December throughout the winter until a balanced budget with stakeholder input is present to the Board for adoption to present to the public. C. NA

**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.**

  