**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 budget development is lead by the School Business Official with the assistance and input of the Superintendent of Schools. The budget development for the future year is in a constant state of development until it's adoption in May. The Business Official updates his budget as contracts are settled and as student needs arise in the current year that can be addressed in the following budget cycle.

Funds are allocated on a needs basis as requests come to the budget personnel from the building staff through their administrators. Stakeholders provide requests to building leaders, who seek input from department chairs, who seek input from their individual teams. The Board' has a Finance and Audit committee who receives a 200 page binder from the School Business Official showing how each dollar is intended to be used. At this time Board representatives are allowed to voice community and staff concerns that may have been shared with them which can influence the budget. Buildings are funded based upon needs, not a formula.

**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?**

As we have one building at each grade level--the differences are merely those of grade level spending needs...high school costs more than elementary by design.

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

None.