**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).**

Superintendent and Business Administrator lead budget development with guidance from the board of education. Each building principal meets with department chairs to discuss the needs of children and project those expenses. The process takes about 4 months. Presentations is made at each board meeting from January to April. We calculated as a modified zero based budget.

**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?**

We have had a lot of retirements in the last few years. This has helped the district stabilize the tax levy.

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