**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. The Board of Education and Administrative Team lead the Budget Development process. Each year the two buildings are allocated a set dollar amount based on historical spending patterns. The building Principals are responsible for determining how the money will be divided between the grade levels and classrooms based on need. The budget development process is ongoing all year, but typically formally begins in October until the May budget vote. B. Board of Education, Administrative Team, and Department Supervisors are all involved in the budget development process. The Board of Education provides guidance on the parameters and are routinely advised and updated throughout the process. The Principals represent their respective buildings. C. There is no formula for allocating funds to each building, but the historical costs and upcoming year needs are considered during allocation.

**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?**

N/A

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

N/A