**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 Averill Park Central School District Board of Education and Central Office Administration

follow the following guidelines in developing the annual operating budget in consultation with

Building Principals, Department Leaders, Staff and Community Members.

BUDGET GUIDELINES

1) The budget will support a quality educational program while maintaining fiscal responsibility.

2) Budget expenditures will be in alignment with the vision, mission, and goals developed by

representatives of the faculty, staff, students, community, and Board of Education.

3) Community input will be solicited and taken into account during the development of the budget.

4) Information about the budget will be made readily available to the community. The

Superintendent of Schools and Assistant Superintendent for Business will be available to answer

questions about the budget.

5) Long-term fiscal stability and predictability will be maximized through the development and

regular updating of short-term and long-term plans for school improvement, maintenance of the

physical plant, and needed equipment purchases.

6) Energy conservation, recycling, and reusing will be practiced wherever possible.

7) Available grant money will be utilized to maximize long-term benefit to the school (e.g., purchase

of equipment) and minimize dependence on grants for fundamental needs.

8) Professional and support staff salaries will be in keeping with experience, educational background,

responsibilities, and appropriate salary standards to support a quality staff.

9) Projections on state aid, equalization rates, and regulatory changes that may affect the budget

process will be carefully monitored.

10) Every effort will be made to keep tax rates stable and within limits defined by any rises in the cost

of living index and inflation.

11) A three-year projection of the district's financial status will be prepared each year before adoption

of the next year's proposed budget.

12) These guidelines will be reviewed and updated annually

Additionally, the District was allocated Federal funding through the Coronavirus Response and Relief Supplemental Appropriations Act (CRRSA) and the American Rescue Plan (ARP) to assist with addressing COVID-19 environment operating costs and direct educational program costs. CRRSA funding totaled $2,548,905 and ARP funding totaled $2,014,433. The District has developed plans to utilize these Federal programs fund over the multiple-year period provided for in each program’s guidelines. The District developed these budgets in conjunction with the General Fund budget, allocating these funds to be generally used to enhance and support an appropriate learning environment compliant with State and Federal COVID-19 operating guidelines, to implement programs facilitating learning loss recovery and to provide social and emotional supports to students adversely impacted by the pandemic. The District has specifically designed the CRRSA and ARP spending plans to provide these important programs over several years with careful consideration given to avoiding funding cliffs that would result in General Fund budget reductions in future years.

**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