**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 Asst. Superintendent for Business begins the budget process around November and sends a memo toa ll administrators to review the current year budget and project off of that for the next school year. Principals will meet with the Director of Curriculum and each other to develop the instructional plans for the next year and compare those plans to the BOE goals that are set. The Asst. Superintendent for Special Education will review all students needs and IEP's to determine the budget for the next school year. Both Asst. Superintendents work together to develop the tuition costs and related services costs for all SWD. Once the Administrations develops the plan for the school year it is presented to the Superintendent for review and then to the Board of Education at public board meetings. There are 6 budget workshops held throughout the budget cycle which allow for community input/questions on the budget plan for the following school year.

**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?**

The district provides a tuition program for our students with disabilities and accepts tuition students into the program from outside districts. Given this we tend to see higher numbers in the area of special education depending on the enrollment in the programs and classrooms.

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

  