**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).**

In November every principal, director, and central office personnel are sent a "budget sheet" which includes a sheet for the coming year, as well as the current year's budget for guidance. The "budget sheet" is pre-populated with their per-pupil allocated amount, which is based on enrollment at their building. The business office then meets with each principal, director, and central office personnel to review their budget sheets. Next, the central office and cabinet meet to determine a budget-to-budget increase that is practical, based on state aid projections and anticipated tax cap calculation, as well as other revenue sources. Revenues are presented to the Board of Education and cabinet. A rough draft of the expenditure side of the budget is developed and together, depending on revenues, the expenditure side of the budget is then adjusted.

**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?**

Connetquot is comprised of seven elementary schools, two middle schools, and only one high school.

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

n/a

  