**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 budget process is led by the administrative team. The Administrative team aligns financials resources with our District's goals. The School Business Administrator and building principal meet with the Teacher Team Leaders to discuss the educational needs of each program area. The individual teachers then submit their requests to their Teacher Team Leader for consideration into the budget. In doing so, the individual teachers have promulgated the studetns needs into the budget process. The budget process typically begins in November and lasts through the budget vote in May.

The Board of Education provides oversight in the budget process. They give direction as to what they believe the public will support regarding a tax levy increase, the level of reserves, if any, that should be appropriated as a revenue source, and they ensure the budget aligns with the District's goals.

**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?**

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