**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 Business Manager leads the budget process by sending out budget information electronically in November of each year to building principals, the superintendent, department heads and administrative assistants. Budget information is due in intervals from January through March of the following year. Each building principal shares the budget information sheets with all teaching staff. Teaching staff meet with their instructional teams to develop plans for submission of budget information based on student needs and curriculum plans. Teachers submit their plans for budget expenses to their respective building principals in January and information is approved by the principal and sent forward to the superintendent and business manager. There is no one specific formula used to allocate funds to each individual school. Plans and expenditures submitted are based on educational needs determined by teacher and administrative decisions. Unlike larger districts the Granville CSD district has three buildings that house different grade levels. When budget decisions are final, the costs are determined by grade level in each building. There is not an allocation to different buildings because Granville does not have differing buildings housing the same grade levels. One elementary building houses Pre-K through 3rd grade, a second elementary building houses grades 4-6th and a third building houses grades 7-12.

**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?**

At the junior senior high school level, there are additional costs for interscholastic sports and extracurricular activities which are associated with students enrolled in sports and extraclassroom

clubs. Those costs do not exist at the elementary levels.

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

For the 2021-2022 budget year, additional funding was received from ESSER - Elementary and Secondary School Emergency Relief Fund through the CRRSA - Coronavirus Response and Relief Supplemental Appropriations Act of 2021. The district has determined what amount will be allocated/budgeted for the 2021-2022 budget period out of a final expenditure period ending September 30, 2023 and allocated that amount in the federal column indicated in this submission.