**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 Assistant Superintendent leads the budget development process under the direction of the BOE and in collaboration with Administration. Each building/departments requests budget items needed for the student in their buildings. The process begins in September of each year and ends with the budget adoption in April. B. The BOE provides guidelines which Central Administration conveys to Building/Dept leadership. The Building/Dept leadership engages their staff in their needs to support the students. C. The district does not use a formula to allocate funds as it does not meet the needs of all of our students.

**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.**