**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 development at Hermon Dekalb Central School District is led by the Superintendent in conjunction with the School Business Manager. The Hermon Dekalb Central School District is a small, rural school with only one school building. Input is received from Principal, Assistant Principal, Chairperson for the Committee on Special Education, Guidance Director, teachers, and Department Heads.

The proposed budget takes into account the needs identified by the above stakeholders.

Budget development typically begins in December with Board discussions and the proposed budget being presented to the Board of Education in March. In accordance with statutory deadlines, the budget is finalized and adopted by the Board of Education in April and presented to the public at a public hearing in May. The Budget vote is held the third Tuesday in May.

**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?**

Hermon Dekalb Central School District has only one school.

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

Not applicable.