**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).**

A) The budget development is lead by the Superintendent of Schools along with the Business Administrator. All building leaders and department heads forecast needs for the upcoming school year and the overall budget is compiled. This Process begins in December prior to the budget adoption date in April for the May vote date.

B) The building principals, department heads/supervisors bring budget requests to the School Board "budget and finance" sub committee for review of all requested items and the committee evaluates which will be approved to stay in the budget and which will not.

C) Budget allocation is based on school needs

**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.**