**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 Superintendent leads in the budget development process and inquires of the District's personnel on their needs. The District begins the budget process in January and is finished by April for the Budget vote in May. The District budgets for each school based on the needs of the school, teachers and students. Each account budget is calculated by salary for each teacher at the school and supplies needed by each teacher for the school year.

The District allocates the materials and supplies budgets on a per student allocation. Therefore, materials and supplies codes are budgeted based on the projected enrollment at each school.

**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.**