**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).**

We are two school buildings PK-6 and 7-12 on the same property. The Superintendent leads the budget development process in this small school district, with input from building leaders and facilities/transportation directors. The budget is compared to previous years' allocations. The process initiates in January and completes with the board of education approval to take the budget to the voters. Student needs are communicated primarily through 12 department chairpersons who collect data from their departments. The district does not utilize a formula for allocation. The school board has a budget committee that meets several times with district administration to provide community input. Public discussion is held over the curse of several board of education meetings to ensure transparency.

**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?**

The budget is based on need.

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

N/A