**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 Business Administrator and the Superintendent lead the budget development process. Student needs are translated into the budget by the review of data, which drives our goals and educational planning and informs monetary decisions. The budget process is an ongoing process that officially begins in January and continues through the budget vote in May. The district employees that are involved in the budget development process are the building principals, the Director of Curriculum and Instruction, the Special Education Coordinator, the Facilities Director, and the Transportation Supervisor. The school board convenes a Finance and Audit Committee which reviews the proposals and determines the support of the budget. The Director of Curriculum and Instruction, the Special Education Coordinator, the Facilities Director, and the Transportation Supervisor represent the needs of individual buildings and/or school sites. The district does not use a formula to allocate funds to individual schools, rather funding is based on enrollment and needs of each building.

**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?**

Our N.A. Walbran Elementary School is a Title 1 School. This drives our Title 1 grants which may be used only for this building.

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

  