**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 district budget is informed by specific requests and input from all employees; administrators, teachers, and support personnel. This process begins in December and is substantively concluded in March.

Each building administrator leads the effort in the specific building, culminating in an aggregate budget composed by the Business Administrator and Superintendent.

The individual pieces at the building level are shared with the Board of Education during development.

**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?**

No, there are not unique factors in each building.

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

None.