**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 Budget Development process is led by the three Central Administrators of the District - The Superintendent, Deputy Superintendent and the Assistant Superintendent for Business and Operations. Each Building Principal is charged with the formulation of a budget for their building. The discussion of amounts and needs is analyzed in joint meetings during the months beginning November through the budget adoption process. Each budget is analyzed for staffing and enrollment and equity among the students with appropriate staffing. The budget is delineated by districtwide costs that are not individually identified as belonging to one specific building. There are a series of budget presentations that are provided to the Board of Education and residents throughout the months of January, February, March and April up until the Budget adoption by the Board of Education. The Board analyzes the data and supporting documentation provided to them from Central Administration. There are numerous opportunities for questions and answers and transparency for the posting of data and dialogue.

In addition to the building level supervisors, meetings are also held with the Director of Facilities, Director of PPS, Director of Technology, Director of Athletics and Transportation Supervisor for analyzing these costs separately to ensure the most adequate funding for these costs.

**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 Harbor Elementary School serves a larger population of students and as such has a larger budget allocated to this building.

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

During the budget process for the 21-22 year, the District was made aware of Federal Funding through the American Rescue Plan (ARP) and the GEER II and ESSER II for the CRRSA Funding, which has been provided for within the budget of the Special Aid Fund. This new funding and allotment which will span several years was reflected in the Special Aid Fund as per the guidance.

  