**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 process starts in December when the Superintendent with the Board of Education set expectations for the upcoming fiscal and academic year. In January the Department heads and Principals begin gathering data needed. Questions such - students needs, infrastructure needs, staffing levels are starting to be discussed. Staff request are reviewed by building level administrators and Department heads. The budget process is on going all year, however the public budget is adopted in late March or early April.

The district does not use a formula to allocate funds to an individual school. The district is reviewed by the administration and Board of Education as a K-12 continuum. If needs arise in a grade level or building they are reviewed and addressed in the budget process.

**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?**

N/A

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

N/A