**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 Windham Ashland Jewett Central School District has only one building. The budget development process is led by the Superintendent in collaboration with the Business Official and the members of the Audit Finance Committee. Each year, they review the programming etc. from the previous year to see if there is anything that needs to be added or removed. We review data from the previous graduating classes (college/workforce placements) to make sure that we are providing what the students want and need. This drives what courses will be offered which in turn drives the creation of the budget. Budget development begins in early January and continues through the adoption of the budget in April. All department heads (Buildings and Grounds, IT, Transportation, Administration) are involved in the process. Consultation with teaching staff is also done to make sure that their needs are considered as well. The Board of Education is kept apprised of the progress via memos from the Superintendent as well as its monthly meetings. Community members are allowed to voice their opinions at meetings as well.

**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?**

We have one school building.

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

Not applicable

  