**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).**

A.

1 Budget Development Process is lead by Finance Committee, Superintendent and Business Official.

2. Each of the Department heads are consulted with along with the principal to discuss new curriculum along with specific needs in the curriculum area that will impact the budget. From their input the estimated cost are reviewed and prioritized to fit into the Budget.

3. The process begins in November and will last up until the budget presentation in May. After that however, the Budget is constantly being monitored as the year goes along.

B The people involved include department heads Superintendent, Principal, Business Official and Finance Committee which is made up of Board of Education Members. We only have one School and that houses all of our K-12. As a result everyone is represented in the Budget process.

C.

We only have one building for Pre-k - 12.

**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.**

Our District is a small district that has one school building for all grades from Pre-K thru 12th grade. As a result that isn't an issue with a disproportionate share of cost amongst school building.