**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.

Budget development is led by the School Board, Superintendent, and Business Administrator.

The needs of students are translated into the budget as a result of meetings with building leaders, and department heads.

The budget development process begins in November and takes 6-7 months.

B.

The School Board, Superintendent, Business Administrator, Building Leaders and Department Heads are involved in the budget development process.

The role of the School Board is to provide advice and guidance during budget development and approve the finalized budget presentation PowerPoint document.

The Board, Superintendent, Business Administrator, Building Leaders, Department Heads represent the needs of individual buildings and/or school sites.

C.

The District does use a formula to allocate funds to individual students.

The formula does use specific weightings for student needs.

**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?**

Not applicable.

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

Not applicable.