**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 district treasurer and superintendent prepare the necessary budget for the BOE approval. We are a very small district and are able to address all needs of students within our budget. We begin the budget process in November and it is completed for discussion with the board in February.

The District treasurer and superintendent prepare the budge while working with dept heads on their various portions in the budget as necessary. The school board has a great deal of input into the working budget and makes cuts/increases as needed. The superintendent represents the school building as a whole as we are only one building in our district.

We do not need to use a formula to allocate funds as we are only one building.

**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 only have one school in our district

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

Not applicable