**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) The district administration and budget committee lead the budget development process.

 The needs of the students are discussed by building principals in budget planning sessions.

 The budget development process begins in November and runs through late March/early April (when final state aid runs are

 delivered).

B) Teachers are given an opportunity for input at the beginning of the budget development process. The Director of Transportation

 and Director of Facilities are also part of the General Fund Budget development process. The Director of Food Service and the

 Business Administrator typically develop the School Lunch Fund budget. Typically 3 Board of Education members sit on the

 Budget Committee. The other BOE members are given regular updates at BOE meetings from January through April. The

 building principals represent the needs of the individual school buildings.

C) No

**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?**

No

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