**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 budget development process is led by the Superintendent of Schools and Chief Financial Officer with the support of the Superintendent's cabinet. Such process begins in November each year to review progress on the district's strategic goals, identify the priorities for the next fiscal year, and the calendar for the budget development process. The process includes input from school building and department leaders related to their area of responsibility. These requests are reviewed for alignment with district priorities and student achievement. The proposed budget must be balanced, so throughout the process there is a review of anticipated revenue vs. planned expense to make sure they align. There is not a specific formula for allocation of resources. This process concludes with the superintendent's proposed budget in April to the Board of Education.

**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?**

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