**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 leaders of the budget process are the Superintendent of Schools and the Business Administrator, in collaboration with the administrators, directors and supervisors. The draft budget is then presented to the Board of Education and goes through that review process., leading to adoption and then presentation to the voters.

The entire fiscal plan is built to meet the needs of the students and keep the district in good operating order. The students' needs are translated into the budget using assessments and other prescribed and suggested models.

The budget development process generally begins each September and then evolves into an adopted plan by the following April, then consideration by the voters in May. The budget is keyed into the computerized system in time for the new fiscal year beginning July 1st.

B.

Virtually all teachers, paraprofessionals, administrators, supervisors, directors and some support staff are involved as each have the opportunity to express their programmatic, equipment, learning materials and supplies needs. These needs are given consideration and prioritized for a fiscal plan.

The Board of Education is involved once the long-range fiscal plan has been updated, the goals have been reviewed, and a draft budget has been developed and presented. Notwithstanding educational program needs, the Board also focuses on staying within the Tax Levy Limitation.

The building administrators and department chairs are the primary personnel who express the needs of their schools. No changes are made to their proposals as long as the requests are within the base allocations.

C.

The standard is to provide at least $375.00 per pupil for instructional materials and associated supplies. For special areas such a STEM, additional resources are provided. There was an enrollment drop in 2020-21 compared to 2019-20 due to the Pandemic, but the District maintained the base allocations in each building regarding supplies, materials, texts, and equipment.

**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?**

Schoharie Central School District has two school buildings:

A Pre-K to Grade 5 Elementary School and a Grades 6 to 12 Jr./Sr. High School, both on one campus in the Village of Schoharie.

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

N/A