**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 four Central Administrators of the District - The Superintendent, Assistant Superintendent for Business & Operations, Assistant Superintendent for Curriculum & Technology and Assistant Superintendent for Human Resources and Instructional Support. Each Building Principal is charged with the formulation of a budget for their building. The discussion of amounts and needs is analyzed in joint meetings during the months beginning November through the budget adoption process. Each budget is analyzed for staffing and enrollment and equity among the students with appropriate staffing. The budget is delineated by districtwide costs that are not individually identified as belonging to one specific building. There are a series of budget presentations that are provided to the Board of Education and residents throughout the months of January, February, March and April up until the Budget adoption by the Board of Education. The Board reviews the data and supporting documentation provided to them from Central Administration in advance of the Board's acceptance of the Tentative Budget. A Budget Hearing is scheduled and numerous opportunities are provided for questions and answers. All information is also placed on the District's website for full transparency and dialogue.

**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?**

The Harbor Elementary School serves a larger population of students and as such has a larger budget allocated to this building as compared to our Manor Elementary School.

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

For the 2022-23 Budget within the Special Aid Fund, we have remaining federal funds that were received through the ARP and CRRSA Funds that are to be spent and reflected within those figures.

  