**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).**

South Huntington UFSD uses an approach and methodology to budgeting which considers several factors. It is intended to allocate funds to each District school building based on several variables such as, student enrollment, support services needed, as well as program offerings. There are some variables which may lead towards certain school buildings requiring more funding is based on various educational program offerings / needs. Such circumstances that typically require additional this funding is based on the needs of additional support staff as well as ELL/Special Education Teachers which for example, serve the needs of special classes for ELL students, students with IEP's, etc..

South Huntington UFSD begins the budget process before the prior fiscal year, with a focus on historical components such as funding history, program and staffing needs, etc; all of which affect the development needs of the budget.

Budget timeline is as follows:

1) Beginning in the Fall months (September, October, and November) - School level officials (including Principals / Assistant Principals) as well as District level officials (Deputy Superintendent / Assistant Superintendents / Administrators) begin to review the expenditures from budget code expense categories as well as various grant allocations from the prior year. This process allows them to create a needs assessment and review. This is then utilized to help determine any proposed need to increase or decrease the required allocation of resources

2) During the Winter months (December, January, February) - School level officials (including Principals / Assistant Principals) as well as District level officials (Deputy Superintendent / Assistant Superintendents / Administrators) continue to review the current budget code allocations and begin the fund projection wherein the services, programs and staffing will be for the upcoming year.

**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?**

As noted above in our response to question number one, there may be situations where certain District schools may have more selections of Special Education classes, or high needs students, and as such they may require more funding to support and implement these services and staff salaries.

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

N/A