**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 process starts in early December and is led by the Assistant Superintendent for Business in consultation with the other Assistant Superintendents and the Audit and Finance Committee. All building principals and Directors are consulted and collaborated with in building the budget. There is no specific formula used to allocate to each building, it's based on needs and prior year budgets. If a significant increase is being requested, the requestor must provide evidence of the need and defend it to the Superintendent and the board if needed.

**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?**

Every building is allocated a budget based on needs.

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

  