**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 superintendent in conjunction with the school business official leads the budget development process.

Consultation with the administrative and teaching staff is held to determine the budgetary allocations based on student enrollment. The budget development process begins in November when the approved budget calendar is issued to administrative and non-teaching staff; the process ends when the budget is adopted in April.

B. Superintendent/Principal, business official, director and department heads are involved in the budget development process. The preliminary budget is presented to the school board over a period of months and revised based on their comments and feedback. We have one building and the superintendent/principal represents the needs of the building.

C. Funds are allocated based on enrollment projections, historical spending experience, staffing needs and projected outlook.

**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?**

Yes. Location and cost of living plays a major role. Teaching salaries are generally higher on long Island; special programs such as STEAM, technology, and others challenging programs of study comes with additional costs which contributes to higher per pupil spending.

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

Not really. Obviously, COVID-19 has required districts to adapt to different ways of providing instruction to students that has cost more to provide these instructions. We have however received addition funds through federal allocations to off some of these costs.