**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. Budget planning and development for the District will be an integral part of program planning so that the annual operating budget may effectively express and implement programs and activities of the School System as determined to meet the District's Strategic Plan.

B. Budget planning will be a year-round process involving participation of District-level administrators, Principals, Directors, Coordinators, teachers, and other personnel. The process of budget planning and development allows for community input and contain numerous opportunities for public information and feedback.

The Superintendent with coordination of the Board of Education, Finance Committee, staff and community will have responsibility for budget preparation, including the construction of and adherence to a budget calendar. Program managers will develop and submit budget requests for their particular areas of responsibility after seeking the advice and suggestions of staff members.

Principals will develop and submit budget requests for their particular schools in conjunction with the advice and suggestions of staff members and their own professional judgment. Each school's budget request will be the Principal's recommendation as to the most effective way to use available resources in achieving progress toward the approved educational objectives of the school. Program budgets and school budgets will reflect state and/or federal requirements, special sources of funding, and District objectives and priorities.

The Board will give consideration to budget requests, and will review allocations for appropriateness and for their consistency with the School System's educational priorities.

C. Per Building and ultimately school-level, funding is determined by student counts and needs. Jamesville Dewitt has one High School with approximately 950 students, one Middle School with approximately 950 students and 3 elementary schools that enrollment is determined by location to the buildings. Official enrollment for each elementary varies from approximately 270 students to 360 students. Instructional materials aid is allocated to the buildings based upon these enrollments.

Staffing is determined by class size. Some levels may have more sections than others and some elementary buildings will have different number of sections thus varying the allocation of staff and funding. We do also provide additional allocations including staffing for students with special needs and ELL students based on the school building the child attends. These allocations various from year to year.

Classroom supplies, equipment, field trips and technology is a result of a per student allocation. Each building administrator has discretion as how these funds will be spent. A transfer of monies is allowed if a need arises.

**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?**

None

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