**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 Development Process:

The district is currently undergoing turnover in every administrative position. The Acting Superintendent, Business Administrator, Director of Secondary Education, Elementary Principal, CSE Chair and Director of Technology are all new to the district or in new positions. It should also be noted that at the time of this submission, the Superintendent is currently on leave and we have an Acting Superintendent in place.

As such, the budget development process will be undergoing an overhaul during the 2020-2021 school year. It will be led by the Business Administrator with notable leadership from the Acting Superintendent. The process will begin in Mid September with an analysis of the 2020-2021 budget, particularly in light of the recent 20% reduction in State Aid and additional costs associated with opening our buildings during COVID. The process will last several months as we adjust our actual 2020-2021 expenses, which will lead into development of the 2021-2022 budget. The final schedule will developed pending COVID and adjustments to the timeline will be made as necessary.

B - Collaboration with Stakeholders -

The budget development process will include multiple stakeholders, from administration (including building level leadership as well as departmental leadership) to faculty and staff, as well as the Board of Education's Fiscal Subcommittee.

C - Formulaic Methodology -

No formula is utilized in our methodology.

**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 a smaller district, one or two unique cases can cause large shifts in spending. As families move in and out, depending on the needs of students in these families, our spending will adjust dramatically to meet the needs of those students. In particular, we have a few families whose students require a unique level of special education support, which comes with a expenditure amount. As these numbers change from year to year in each building, they are not consistent and can cause change to the district average.

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

The district is currently undergoing turnover in every administrative position. The Acting Superintendent, Business Administrator, Director of Secondary Education, Elementary Principal, CSE Chair and Director of Technology are all new to the district or in new positions. It should also be noted that at the time of this submission, the Superintendent is currently on leave and we have an Acting Superintendent in place.