**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 District begins the budget process in October/November of the fiscal year. The Superintendent, Assistant Superintendent for Business, and Director of Pupil Personnel work in collaboration with the individual building administrative teams while developing a rollover budget to determine the individual needs of our students. Extra support, IEP's, 504's, as well as advanced courses in the High School are all included during the budget process. The Board of Education is updated through presentations and conversations during Board meetings as well as attending our Budget Advisory Committee (community members as well as Board members attend). Once we have complete input from our Board of Education, our Budget Advisory Committee, and our Administrative Staff, we generally have our Budget ready in April prior to the budget vote.

**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?**

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