**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 superintendent and director of management services lead the budget development process. Individual departments and buildings put their requests in. Requests are complied in January and February. Once a draft budget is developed decisions are made with all groups on what will be added to the proposed budget. Principals, directors and supervisors represent their buildings and departments. There are 3 budget workshops in which the Board takes an active role in the process. During the budget workshops each category of the budget is presented and discussed. This then leads to the final proposed version.

**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?**

No there is nothing unique that would make one building higher or lower.

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

There are none.

  