**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 and Director of Finance, along with other admin Staff and the Finance committee of the Board all lead the budget development process. The Budget is focused on student needs, whether it be more social/emotional supports, teacher's aides, monitors, or AIS for ELA and Math, based on student test scores from the prior year. Budget development starts in Sept of each year and isn't finalized until the first week of April. B: The Superintendent and Director of Finance, along with other admin Staff and the Finance committee of the Board all are involved in the budget development process. Also, the Director of O&M and the Director of Transportation do their budgets separately on their own.

The teachers put in their requests to their principals and the principals put together their budgets for their offices and building. The Board of Educ Finance committee reviews each budget and sees every single code and item. The Principals of each building: Elem, Middle and High put together their specific building budgets :Supplies, Contractual, etc.

C: Salaries were allocated according to location. If a person was not allocated to a certain building, they were split among the three accordingly

**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?**

Not applicable

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

Not applicable