**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 School Business Official leads the budget development process. The district employees that are involved in budget development are the Elementary Principal, MS/HS Principal, Special Education Director, Transportation Director, Head of Building Maintenance, and the Superintendent. The district does not use a formula to allocate funds to individual schools. The needs of students are factored in to the budget because the goal of the budget to provide the best possible education with the funds available. The school board is reference for large (>$100,000) budget items, if education structure would be affected, and how much fund balance should be used for the budget. The budget development process begins in November and ends in March/April. The individual buildings are represented by their Principals.

**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

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

N/A