**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 Assistant Superintendent for Business leads the budget process that begins in December and ends when the budget is adopted by the Board of Education, usually in April. The Assistant Superintendent for Business coordinates budget workshop meetings will all applicable stakeholders, including but not limited to: the Board of Education, the Superintendent of Schools, the Elementary School Principal, the Middle School Principal, the Assistant Superintendent for Buildings and Grounds, the Assistant Superintendent for Curriculum, the Director of Student Services, the Transportation Supervisor, the Athletic Directors, and the Food Service Director. Stakeholders prepare a list of budgetary requests and prioritize them based on the needs of the students and faculty. This is a collaborative effort among stakeholders for both the Elementary and Middle Schools and not one individual is responsible for ensuring an individual school secures necessary resources. The District does not use a formula to allocate funds to individual schools; all budgetary allocations are based upon the quantitative analysis completed during budget workshops and consultation with the parties listed above.

**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?**

N/A

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

The District does not have a High School. Therefore, the District enters into contracts with surrounding High Schools, Chester UFSD and Warwick Valley CSD, to send our High School age students, grades 9-12, at a predetermined tuition rate plus increases per contract.