**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. Budget Development Process

1- The Superintendent and District Treasurer lead the budget development process.

2- The needs of the students are reflected in the amounts budgeted for supplies, workbooks/textbooks and field trips as indicated by the classroom teachers. As well as input from the CSE committee with respect to Special Education Students.

3- Our budget process begins early December when budget packet are distributed to teachers. The process is completed in March/April with approval by the Board of Education.

B. Collaboration with Stakeholders

1- The budget development involves the Superintendent, District Treasurer, Director of Facilities, Head of Transportation and the CSE director.

2- The budget is presented to the Board of Education throughout the process. Over a period of 3 meetings the Board of Education sees the detailed budget (1000 codes, 2000 codes, and the remaining codes).

3- As this is a K-12 building, there is no need for representation of school sites.

C. Formulaic Methodology

1- This district does not have a formula for allocation funds to individual schools as we are 1 building. Funding allocation are driven by student needs and population demands.

**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.**

N/A