**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. It is a collaborative process, the Business Administrator Facilitates and provides leadership. The building leaders organize needs and requests at the building. Each building and department assess needs. The budget development process is a year round process that begins with the development of the budget calendar and then building requests are sent out in November, with a January due date. It lasts all year.

B. The entire administrative team. They support requests and recommendations. Each building administrator.

C. We use student based information for enrollment driven expense driven aids. The remaining requests are filtered through the building using a quazi zero based budgeting format.

**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?**

District has an in district 12:1:1 classroom in each school building which is unique, but keeps students in district that might otherwise go to BOCES.

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

N/A