**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 budget development process starts in early November and ends in early April. The budget development process is led by the superintendent and the business administrator. Building Principals, the Personnel manager, the Superintendent, union representatives and community members are all invited to participate in the budget process. Representatives from the board of education attend the various budget development workshops.

Student with the highest needs are given additional supports.

The principals, ELL/ENL Director, Special Ed Director and the Assistant Supt for Curriculum meet and discuss the needs of the students. The students needs (additional supports/staffing) are quantified and are then prioritized in the budget.

**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?**

Per pupil spending are higher at some schools because they contain staff that have been employed by the district longer.

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

None