**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 Administrator leads the budget development process.

The needs of the students are translated in to the budget to cover the program, staffing, administrative, and transportation needs to support the students.

The budget development process begins in november and it lasts through march

All administrators, business office employees, operation and maintenance, transportation, and teachers

The role of the school board is to set the overall goal for the budget as well as ask for additional information to support budget changes and to approve program cuts and additions.

We only have one school building so the rest of the rubric is not applicable.

**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?**

Not applicable only one school

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

not applicable only one school