**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).**

We are a small school district with two buildings, however both are in the same structure on one campus. All budget meetings are chaired by the Superintendent and include both building principals and all department heads to ensure equal distribution of funds and that needs are met equitably across all grade levels. Multiple modes of student needs are continuously evaluated throughout the year including program, SEL, transportation, extracurricular, etc. The yearly budget is then base on these needs. The school board has a fiscal committee that meets regularly to evaluate the current budget and plan for the following year. Equitable building funding is provided in all categories including textbooks, supplies, is equipment, salaries, etc. The budget process is ongoing with the bulk of the work done between November and April. Because we are a small school no official formula is necessary.

**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