

Education Law §3614 School Funding Allocation Report

Part F - Narrative Description

1. **(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

The Business Administrator and Superintendent leads the budget development process. The discussion of goals is discussed with the Board of Education and Central Administration (which includes if we what types of programs do we look at adding). From that point, we discuss the budget needs and wants with each building administrator and have them prioritize their needs. Based on their needs and revenue projections, we discuss what will be best for the district based on the goals.

The needs of the students are translated into a budget by looking at the student's individual needs and coming up with a an educational plan that is best suited for their learning opportunities.

The budget development is continuous plan. As soon as a budget is adopted, voted on, and implemented, we are already discussing what the next year will bring as well as development of the long range plan (5 year plan). While this is a continuous plan, the heart of the planning takes place from October with initial meeting, November with BoE and Administration, February and March with budget meetings for the public, April for BoE adoption, and May for a hearing and a vote.

B. Collaboration with Stakeholders

District Administration, Building Administration, Managers, Teachers, the Board of Education, and Community are invited with the budget development process.

2. **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

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

N/A