

## 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. The Budget Development process is led by the School Business Administrator in conjunction with the Superintendent. The needs of the students are translated into a budget through a collaborative and inclusive process involving District stakeholders. The budget development process begins as soon as the current year's budget implementation begins. The preliminary budget process starts as soon as the current year budget is successfully implemented and lasts until the Board of Education's adoption of the proposed budget.

B. All employees are involved in the budgetary process. This includes requests being made by employees at all levels being directed to supervisors. The School Board defines the strategic initiatives as well as develops and directs the implementation of a long range financial plan. The building principals represent the majority of the needs of individuals within each school site.

C. The District does not utilize a specific formula other than reasonableness determinations and specific purchasing requests accompanied by justification.

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