

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) 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 Superintendent and Assistant Superintendent for Business start discussing the budget process and calendar with the Board of Education in November prior to the budget vote. Once the calendar is established, the administrative team meet to discuss the timing and when items/requests need to be to the business office. The prior year budget is rolled over to the upcoming budget year as a starting point. Discussions start with the Principals and Directors regarding any recommendations based on student needs, ie. programs, equipment, supplies, etc. This, along with reviewing enrollment and staffing projections will all be loaded into the initial budget. Depending on the revenue expected to come in determines where the expenses may lie. All programs are reviewed with the Principals and Director of Special Programs. Decisions are not always made based on the cost/benefit method. Team members will advocate if a program is necessary for children, regardless if it's not mandated. If this is the case, we sit as a team to help determine other areas to make the budget balance. The District is very supportive of its students' needs and will prioritize if need be for the benefit of the kids.

Student needs and staffing needs have remained consistent per building, therefore, budget allocations have remained the same.

Budget meetings are scheduled with the Board of Education to discuss the budget in sections, ie. General Support, Instruction, Transportation, Debt, Revenue, Enrollment

The Board will have discussions based on the presentations to obtain a clear understanding of what is needed to balance the budget. During this discussion, the Board may ask questions of the administrative team to get additional information which helps them understand the presented budget better. The Board members are the main link to the community. They field questions from the community on school business and programs. The Board approves the budget which is then presented to the community for a vote.

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