

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:

1. Who leads the budget development process?

The governance team and its administration lead the budget development process. The District's strategic plan guides this process in accordance with the mission and vision of the District.

2. How are the needs of students translated into a budget?

The District revisits the Strategic Plan annually to ensure alignment with the District mission and vision. Student programming and needs are incorporated strategically. The District updates the multi-year long range plan, that incorporates instructional needs and trends, including: special education, pupil personnel services (social emotional needs), technology, and facility planning.

3. When does the budget development process begin and how long does it last?

September through October: various stakeholders, board members, administrators, community members, students, staff reflect on District Strategic Plan.

October through December – The District reviews the prior year audit , adopts a reserve plan, and reviews/adjusts multi-year long range plan.

January through May – The District develops the budget plan based on the District strategic plan, multi- year plan, fund balance projections, with input from stakeholders

B. Collaboration with Stakeholders:

- Which District employees are involved with the budget development process?

Administration, management, and various staff within the District assist in the budget development process. This is completed in accordance with Board policy and regulation, while incorporating the District strategic plan.

- What is the role of the school board (where applicable)?

The school board is responsible for ensuring that budget policy and regulations are followed when administration works to develop the annual budget. They ensure that the budget meets the educational goals of the District aligned with the strategic plan.

- Who represents the needs of individual buildings and/or school sites?

The District engages the community and students in the budget development process. Building administrators engage their staff and community with the budget development process. The District then presents the budget in community forums prior to the annual budget vote.

C. Formulaic Methodology

1. Does the district use a formula to allocate funds to individual schools?

The District allocates resources based on the needs of its students, staff, and buildings. The District reflects upon the strategic plan, multi-year long range plans, and inputs from stakeholders to develop its educational goals of the district

2. If so, does the formula use specific weightings for student needs?

Not applicable

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.**