

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).

A1. The Superintendent and Business Administrator lead the budget development process. Enrollment and staffing needs is the first area to be reviewed.

A2. Each building Principal develops their estimated budgetary needs for their schools supplies and contractual services. In addition, if there are any costly equipment needs, they submit the anticipated costs and justification.

A3. Our budget process begins in November and usually goes through April of each year.

B1. All Board members, Principals, Directors, and Supervisors are involved in the budget development process.

B2. In December, we share with the Board our major cost drivers, then starting in January, we present a budget development presentation, that show our estimated costs, enrollment, staffing, and other budgetary information. The Board discusses our educational goals and needs of the District.

B3. The Principals, Supervisors, and Directors represent the needs of the buildings and departments.

C1. For the past 10 years, due to state aid cuts, the allocated funds to individual schools remained relatively flat, except if there were enrollment increases or equipment needs that was justified. If a new classroom was to be added, the Building Principal and/or the Special Education director would develop a detail budget proposal.

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?**

Our Special Education costs is a high cost driver in each school, along with BOCES costs related to high school students. Within our budget, we have allocated additional private placement and BOCES 12-1 slots for unforeseen increases to our student enrollment for students in need of special education services.

In addition, the high school carries most of the cost for school sports, student club advisors, and musical productions. Our middle school pupil spending is high due to number of student enrolled and the costs associated with operating a school.

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

We do have a high proportion of high school students attending occupational education at our local BOCES, which many students are interested in trade occupations.