

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).

Who leads the budget development process?

The District Superintendent and District Treasurer lead the budget development process.

How are the needs of students translated into a budget?

The district budget meets the needs of our students by providing both human and physical resources. We strive to employ and retain high quality teachers who build relationships with students while teaching academic content at individual levels. We invest significantly in professional development for all staff based on student achievement and SEL data. Curricular materials are aligned to NYS learning standards and are provided to students in hard copy, as well as web based learning. Below is high level list of the categorical breakdown.

- Academic expenditures

- o Quality teachers

- o Teacher aides and assistants to meet needs of special students as well as support for all students in classrooms, lunch rooms, and fitness areas

- o Materials and supplies for instruction and learning for both the physical space (notebooks, pencils, desks, chairs, etc.) and the virtual space (computing devices, online subscriptions, BOCES support for some products such as eSD, etc.)

- o Programming to meet student needs aligned to NYS Standards such as textbooks, workbooks, both physical and digital

- o Professional development for teachers to ensure they are aware of the latest expectations and developments

- Social/Emotional expenditures

- o Quality counselors/social worker/psychologist
- o Programming to meet student needs aligned with NYS Mental Health Education framework
- o Professional development for teachers and staff to ensure they act and react appropriately to student behaviors associated with mental health, trauma, etc.
- Physical needs expenditures
 - o Cafeteria staff to prepare quality meals including breakfast and lunch
 - o Cafeteria Manager to complete meal planning as well as maintain free and reduced lunch program
 - o Custodial staff to keep the building clean/sanitized, warm in the winter, cool in the summer, safe all year
 - o Transportation staff
 - o Professional development for all as needed/necessary but generally not as frequently as teaching or SEL staff
- General expenditures
 - o Administrative staff to cultivate a culture of peace, belonging, safety, and basically "family"
 - o Administrative and district office staff to ensure organization and maintain effective, efficient workflow preventing "waste" of resources including time, materials, and capital.

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

The budget process begins in October/November and is continuously developed and improved upon until late March.

Which district employees are involved in the budget development process?

The following roles significantly contribute to the budget development

District Superintendent

District Treasurer

Building Principal

Elementary Principal

Buildings & Grounds Superintendent

Transportation Supervisor

All other faculty and support staff contribute individually to their direct supervisors by providing inputs on curriculum based needs.

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

The school board is engaged for oversight in general, and specific guidance as needed.

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

The District is a single site campus so all funds are allocated to a single building.

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

The District is a single site campus so all funds are allocated to a single building.

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?**

Not applicable. The District is a single site campus so all funds are allocated to a single building.

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

The district does not believe that anything reported is anomalous in nature.