

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 lead by the superintendent, district treasurer, principals, and other administrators. Students needs are the number one priority when developing the budget. All teachers and staff convey their needs and concerns to their administrator and they are discussed throughout the budget process. The budget development process typically begins in January and concludes with a final product for BOE review in approx. April to May.

B. Building principals and administrators will gather staff input and relay that in the early budget development process. This helps to address major needs early on in the process. The school board will review the budget and offer insight, suggestions, and questions before adopting the budget. The building principals represent the needs of their building/staff and administrators represent the needs of their particular departments.

C. OESJ does not use a formula to allocate funds to individual schools.

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.**