**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).**

At the Amagansett Union Free School District the District Treasurer leads the budget development process, with input from all departments and discussion with the Superintendent. The needs of students are translated into the budget by working closely with the District Principal, who developments a budget passed on her observations of student needs and based on Teacher comments. The budget development process begins in early to mid January and lasts up to the day of the budget vote.

District employees involved in the budget development process are the Superintendent, District Treasurer, District Principal, IT Director(area specific), Head of Buildings and grounds(area specific), District Nurse(area specific). The school board reviews and comments on the budget up to four times before the budget is adopted. Amagansett Union Free School District is a preK-Grade school, no individual building and/or school site needs representation.

No formula is needed to allocate funds to individual schools, Amagansett Union Free School District is a one building school.

1. **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?**

N/A - Amagansett Union Free School District is a one building Prek-6Grade school.

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

N/A - Amagansett Union Free School District is a one building Prek-6Grade school.