

## 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).**

The Caledonia-Mumford CSD follows Board Policy #5110 BUDGET PLANNING AND DEVELOPMENT to construct a budget. The budget process is led by the Superintendent of Schools along with the Business Administrator. Funds will be provided to support the District's mission, vision and core beliefs and other building and district goals. The Board will develop a budget that will fulfill all contractual obligations, health and safety requirements, applicable state and federal mandates and legal requirements. The budget process begins in late December with preliminary numbers and will be finalized the day the board accepts the budget in a formal resolution.

The budget process involves many steps of evaluation, analysis and decision making. Involved in this process would be the Superintendent of Schools, Business Administrator, Building Principals, and Department Directors. Directors and Building principals will assess their departments/buildings and report their estimated financial needs to the Superintendent of Schools and Business Administrator. After the above evaluation and analysis is started, the Superintendent of Schools will make recommendations to the Board of Education with informal decision updates and formal presentations at each board meeting.

The School district does not use a formula for allocating 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.**