

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 District does not use an allocation method to fund each school within the District. During the budget development process, each school submits their requested staffing levels, as well as supplies and other instructional needs pursuant to existing programs within each building. Each building stands as a separate budget entity in establishing the necessary funds for the subsequent school year. The budget is then compiled and presented to the Board of Education for review during the budget development process.

Who leads the budget development process? and How are the needs of students translated into a budget?: Central Office staff consisting of Superintendent of Schools, Assistant Superintendent's for Business, Curriculum and Personnel. These individuals work in collaboration with all Building Principals and Supervisory staff to effectively provide the necessary budgetary resources to all buildings and programs across all disciplines.

When does the budget development process begin and how long does it last? The Budget development process begins in the Business Office with the Assistant Superintendent for Business preparing the Budget Development packets for distribution to all buildings in November, along with the projection and analysis of current staffing levels. The Draft Budget is presented to the Board of Education and community beginning in February, and continues through the April Board meeting where the School Board then adopts the subsequent years Budget for presentation to the community in May.

What is the role of the school board (where applicable)? The School Board and Community is presented the entire proposed budget document, by sections, at each publicly scheduled Board meeting beginning in February and concluding in April with the final adoption by the Board of Education for submittal to the voters of the District. During the period of reviewing the proposed budget, the Board and Superintendent of Schools would make any necessary changes to the budget document before final adoption.

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?**

Sayville's Lincoln Avenue Elementary School contains our Special Education PALS Program (life skills). Therefore, the Special Education costs associated with Lincoln Avenue would invariably be higher than our other elementary schools and the building's total federal per pupil funding is higher than the other two elementary schools. In addition, Lincoln Ave Elementary has our Pre-K Program for 4 year olds, which will provide for 74 students in the 2022-23 school year.

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

None.