

**ARIZONA DEPARTMENT OF EDUCATION**

**Jaime A. Molera**  
Superintendent of  
Public Instruction



STATE OF ARIZONA

School Finance  
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**SCHOOL FINANCE MEMORANDUM 03-022**

**TO:** Charter School Administrators, Directors, Principals  
**FROM:** Maggie Singler & April Rivera  
**DATE:** December 13, 2002  
**SUBJECT:** December 16, 2002 Basic calculations for Equalization Assistance Report (CHAR 55-1) and Equalization Assistance Detail Report (CHAR 64-1)

The December 16, 2002 apportionment reports for your charter school are posted on your charter school's home page on the ADE web site <http://www.ade.az.gov/districts>. Hard copies of these reports will not be mailed. If you need help finding or viewing these reports please call your county's Regional Training Center (RTC). The phone number for your county's RTC can be found at <http://www.ade.az.gov/rtc>.

Charter School's December payment calculation is based on estimated counts submitted in the month of September. These are the same counts used for the November payment. Questions regarding student counts used for any month's payment calculation should be directed to Rose Whelihan at (602) 542-8240 or [rwheliha@ade.az.gov](mailto:rwheliha@ade.az.gov).

In the event that you did not receive a December 16, 2002 payment, it may be due having received overpayments in prior months. In addition, if the banking forms were not submitted to the state treasurer's office or Charter contracts were not signed, a payment will not be issued.

If you have any concerns regarding your equalization calculation or payments please contact April Rivera at (602) 542-8249 or email at [arivera@ade.az.gov](mailto:arivera@ade.az.gov) or Maggie Singler at (602) 542-8244 or email [msingle@ade.az.gov](mailto:msingle@ade.az.gov)

December 13, 2002