

ARIZONA DEPARTMENT OF EDUCATION

Tom Horne
Superintendent of
Public Instruction



STATE OF ARIZONA

School Finance
1535 West Jefferson
Phoenix, Arizona 85007
(602)-542-5695
(602)-542-3099 fax

SCHOOL FINANCE MEMORANDUM 04-029

TO: Charter School Administrators, Directors, Principals
FROM: Maggie Singler
DATE: February 13, 2004
SUBJECT: February 17, 2004 Basic calculations for Equalization Assistance Report (CHAR 55-1) and Equalization Assistance Detail Report (CHAR 64-1)

The February 17, 2004 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>. If you need help finding or viewing these reports please contact a Regional Training Center (RTC) <http://www.ade.az.gov/rtc>.

All eligible charter schools have been paid based on applicable student counts (Charter School Estimated Count lists, 40th or 100th day counts due by January 30, 2004. All charter schools, regardless of sponsorship, must have submitted a student list, 40th or 100th day ADM utilizing an ADE approved electronic format for each charter site by 5:00 PM on or before the dates listed above to be eligible for a February payment. Special Education counts for February's payment are based on December 1, 2003 Census or, if applicable, Charter School Estimated Count lists. English Language Learner counts for February's payment are based on Charter School Estimated Count lists. It is the responsibility of each charter school to verify that the Charter School Estimated Count report, ADMS46-1 Report for 40th day and SPED28-1 Report, as applicable, posted on their web page (<http://www.ade.az.gov/districts>) accurately reflects the data submitted.

In the event that you did not receive a February 17, 2004 payment, it may be due to a decrease in ADM/SPED from estimates to 40th day, missing or late submitted ADM/SPED counts or having received overpayments in prior months. Future payments will be based on the 40th and 100th day SAIS information submitted by your Charter. Any change in student counts on the CHAR55-1 will impact the calculated payment on CHAR64-1. If you have questions about student counts please contact either Karla Dunn at (602) 542-8240 or by email at kdunn@ade.az.gov or, Steve Murosky at (602) 542-8239 or by email at smurosk@ade.az.gov.

Information regarding corrections to FY2002-03 state aid is posted on the School Finance web site at <http://www.ade.az.gov/schoolfinance/Memos/FY2003-2004/04027.pdf>.

If you have any questions regarding your equalization calculation or payments please contact either Maggie Singler at (602) 542-8244 (msingle@ade.az.gov) or Sue Burk at (602) 542-8249 (sburk@ade.az.gov).

February 17, 2004