

ARIZONA DEPARTMENT OF EDUCATION

Tom Horne
Superintendent of
Public Instruction



STATE OF ARIZONA

School Finance
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SCHOOL FINANCE MEMORANDUM 04-034

TO: Charter School Administrators, Directors, Principals
FROM: Maggie Singler
DATE: March 12, 2004
SUBJECT: March 15, 2004 Basic calculations for Equalization Assistance Report (CHAR 55-1) and Equalization Assistance Detail Report (CHAR 64-1)

The March 15, 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 February 27, 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 March payment. Special Education counts for March's payment are based on February 1, 2004 Census or, if applicable, Charter School Estimated Count lists. English Language Learner counts for March's payment are based on data successfully submitted by February 27, 2004. It is the responsibility of each charter school to verify that the Charter School Estimated Count report, ADMS46-1 Report for 40th and 100th day, SPED28-1 Report for December 1, 2003 and February 1, 2004 and ELLS 10A, 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 March 15, 2004 payment, it may be due to a decrease in ADM/SPED/ELL student counts, missing or late submitted ADM/SPED/ELL counts or having received overpayments in prior months. 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 a RTC <http://www.ade.az.gov/rtc/>, Karla Dunn or Steve Murosky at (602) 542-5695 or (602) 542-8227 or email the School Finance Inbox at schoolfinance@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/BulletinBoard/Charters/>.

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

March 15, 2004