

ARIZONA DEPARTMENT OF EDUCATION

Tom Horne
Superintendent of
Public Instruction



STATE OF ARIZONA

School Finance
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SCHOOL FINANCE MEMORANDUM 08-035

TO: Charter School Administrators, Directors and Principals
FROM: Philip Williams, Deputy Associate Superintendent of School Finance
DATE: 11/13/07
SUBJECT: 11/15/07 Basic Calculation for Equalization Assistance Report (CHAR 55-1) and Equalization Assistance Detail Report (CHAR 64-1)

The November 2007 charter apportionment is complete. The equalization assistance reports (CHAR55-1 and CHAR64-1) for your charter school are posted on your charter school's home page on the ADE School Finance web site at <http://www.ade.az.gov/districts>. If you need help finding or viewing these reports please contact the Arizona Department of Education, Support Center at (602) 542-7378 or toll free at (866) 577-9636.

The following legislative changes have affected the charter's equalization for FY2008:

- The Base Support Level has been increased to \$3,226.88 with **\$30.68 per weighted student count of this dollar amount designated for non - administrative salary and benefit increases.**
- The Additional Assistance amounts have been increased to \$1,445.25 for K-8 and \$1,684.41 for 9-12.

In the event that you did not receive an November 2007 payment, one or more of the following may apply:

- Missing or late submission of estimated count data, which was due July 31, 2007.
- Missing or late submission of M&O Deduct form, which was due July 31, 2007.
- Banking information not submitted to the Arizona State Treasurer's Office.
- Missing or late data submitted to the Arizona State Board for Charter Schools.

If you have any concerns regarding your equalization calculation or payments, please contact Alane Wilcox (602) 542-8253 or by email at Alane.Wilcox@azed.gov. If you have any questions about your estimated student counts or other required information please contact Karla Dunn at (602) 542-8240 or by email at Karla.Dunn@azed.gov.

All charter schools that have met the 2007-2008 school year SAIS 40th Day reporting requirement of 40 session days, plus 13 ADE business days on or before 5:00 PM on October 31, 2007 will be funded strictly from the actual 40th Day data. If the charter did not meet this deadline, then all eligible charter schools were paid based on the estimated counts submitted by 5:00 pm on September 28th, 2007. It is the responsibility of each charter school to verify that the ADMS46-1 Report for 40th day and 100th day if applicable and the SPED28-1 Report for Special Education census data posted on their web page (<http://www.ade.az.gov/districts>) accurately reflects the data submitted. LEAs are required to submit student level data to SAIS at least once every 20 school days per A.R.S. §15-1042(G). Please take the time to confirm that the charter is SAIS-reporting compliant and that all 2006-2007 SAIS-related data is current and accurate.

If the charter requires SAIS technical assistance, please complete the request form on the System Training and Response (STaR) Team webpage at <http://www.ade.az.gov/schoolfinance/STaR/>. If, however, the charter requires non-technical SAIS assistance questions, please contact Karla Dunn at (602) 542-8240 or by e-mail at kdunn@ade.az.gov.

Please check the submission status of your proposed and adopted budgets, budget worksheets and budget revisions. Per A.R.S. 15-905 (E), budgets must be submitted electronically to the Arizona Department of Education by July 18, 2007. Instructions for checking the submission status can be located at <http://www.ade.az.gov/schoolfinance/FAQs/Default.asp>. If you have questions related to budget submission, please contact the budget team at: SFBudgetTeam@azed.gov.