

ARIZONA DEPARTMENT OF EDUCATION

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Superintendent of
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STATE OF ARIZONA

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SCHOOL FINANCE MEMORANDUM 07-036

TO: Charter School Administrators, Directors and Principals

FROM: Philip Williams, Deputy Associate Superintendent of School Finance

DATE: November 21, 2006

SUBJECT: December 15, 2006 Charter School Equalization from Estimated Counts

Due to an unexpected delay in the processing time of the FY 2007 40th Day Average Daily Membership (ADM) and Special Education (SPED) data, ADE School Finance will be extending the use of the charter estimated student counts for the 2006-2007 school year through the December 15, 2006 payment.

In an effort to assist charter schools with payment from the best projected 40th Day ADM and SPED data, the Charter Estimated Counts application will be reopened for edits on Wednesday, November 22, 2006 through the close of business on Thursday, November 30, 2006.

Please be aware of the fact that if the charter's net estimated counts are understated, the charter's state aid will be adjusted retroactively to include any increase when compared to actual 40th Day ADM. Conversely, if the charter's net estimated counts are overstated, then the charter's state aid will be adjusted retroactively to include any decrease when compared to actual 40th Day ADM. It is important to note that if the charter significantly overstates the estimated count, it is possible that the charter may receive either a greatly reduced state aid payment in a subsequent month, or no state aid payment for one or more subsequent months.

On December 1, 2006, the Charter School September Enrollment Summary reports will be updated to reflect any final changes to the charter estimates for the December 15, 2006 payment. No extensions for edits to the estimated student counts will be granted beyond November 30, 2006.

Please contact the ADE STaR Team if assistance is required in regard to submitting changes to the charter's estimated count. To contact the ADE STaR Team, please complete the web-based request for assistance form available per the following link:

<http://www.ade.az.gov/schoolfinance/STaR/TrainingAndAssistRequest/RequestForm.aspx>

On behalf of ADE School Finance, we apologize for any additional reporting burden or inconvenience.