

ARIZONA DEPARTMENT OF EDUCATION

Lisa Graham Keegan
Superintendent of
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STATE OF ARIZONA

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SCHOOL FINANCE MEMORANDUM 99-041

TO: Charter School LEP Contact Person
FROM: Lyle Fiesen, Director of School Finance
DATE: February 3, 1999
SUBJECT: Limited English Proficient (LEP) Bubble Sheets

Enclosed are your charter school's LEP bubble sheets which have been pre-slugged with your charter school's attendance numbers. These are based on the grade information submitted for your 40th day Average Daily Membership Reports. The instructions for completing the bubble sheets are on the back of each form and on the enclosed packet.

These forms need to be returned to us by **February 16, 1999** in order for us to run a preliminary LEP Report by mid-March. **If no LEP Programs are offered, return all forms with no other marks.**

If your charter schools needs additional bubble sheets or have any questions, please call Tom Lowe at (602) 542-8244. We have attached information for those who are interested in reporting on our DelRep Program instead of the bubble sheets.

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