

ARIZONA DEPARTMENT OF EDUCATION

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Superintendent of
Public Instruction



STATE OF ARIZONA

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SCHOOL FINANCE MEMORANDUM 06-040

TO: Charter School Administrators, Directors and Principals

FROM: Philip Williams, Deputy Associate Superintendent of School Finance

DATE: December 14, 2005

SUBJECT: December 15, 2005 Basic Calculation for Equalization Assistance Report (CHAR 55-1) and Equalization Assistance Detail Report (CHAR 64-1)

The December 2005 charter apportionment is complete. All eligible charter schools were paid based on the 40th day Average Daily Membership (ADM) submitted by 5:00 pm on November 30, 2005. 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.

Effective with the December 15, 2005 payment, all charters that have met the 2005-2006 school year SAIS 40th Day reporting requirement of 40 session days, plus 13 ADE business days on or before November 30, 2005 were funded strictly from the actual 40th day data. 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 2005-2006 SAIS-related data is current and accurate.

All charter schools, regardless of sponsorship, must have submitted 40th day ADM and Special Education Census data 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 December payment. It is the responsibility of each charter school to verify that the ADMS46-1 Report for 40th day 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.

Future payments will be based on the 40th and 100th day SAIS information submitted by your Charter. If you have questions about student counts or other required information please call Karla Dunn at (602) 542-8240 or by email at kdunn@ade.az.gov.

If you have any concerns regarding your equalization calculation or payments please contact Lori Damanti at (602) 542-3303 or by email at ldamant@ade.az.gov.

In the event that you did not receive a December 2005 payment, this may be due to:

- Missing or late submission or a reduction of ADM (see the charters ADMS46-1 report).
- Missing or late submission or a reduction of Special Education data (see the charters SPED28-1 report).
- 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 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 to include Charter Estimated Counts questions, please contact Karla Dunn at (602) 542-8240 or by e-mail at kdunn@ade.az.gov.