

**ARIZONA DEPARTMENT OF EDUCATION**

**Tom Horne**  
Superintendent of  
Public Instruction



STATE OF ARIZONA

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**SCHOOL FINANCE MEMORANDUM 08-027**

**TO:** District Superintendents and District Business Managers

**FROM:** Philip Williams  
Deputy Associate Superintendent of School Finance

**DATE:** September 25, 2007

**SUBJECT:** Fiscal Year 2008 Growth Forms

Under the provisions of A.R.S. §15-948, a school district that experiences growth in Average Daily Membership (ADM) and/or Group B Special Education student counts on their 100<sup>th</sup> or 200<sup>th</sup> day, over last years 100<sup>th</sup> day or 200<sup>th</sup> day, qualifies for an increase in budget capacity and in many cases, additional state aid (Revenue Control Limit/District Support Level only).

To receive an advance based on 40<sup>th</sup> Day or 100<sup>th</sup> Day ADM/Group B SPED growth please download, complete and submit the "FY2008 REQUEST FOR ADVANCE BASED ON GROWTH" form available in pdf format. In addition, to assist in your projection of the amount of the advance, the "FY2007 Formula for Growth in Student Count" form available in xls format may also be downloaded. This form can be used to calculate either the 40<sup>th</sup> or 100<sup>th</sup> day ADM and/or Group B SPED growth amounts. Both forms can be found on the ADE web site at:

<http://www.ade.az.gov/schoolfinance/Forms/GrowthForms/Default.asp>.

The ADE Calculation of Growth report, the APOR55-2, will be available in December at:

<http://www.ade.az.gov/Districts/ReportsData/ReportsData.asp>.

This calculation and report are rerun monthly to reflect all current data uploaded into SAIS.

Beginning with the April 2008 apportionment payment, all advances pursuant to A.R.S. §15-973(C) will be based on FY2008, 100<sup>th</sup> day ADM/Group B SPED. **For increases due to Growth to be included or retained in the final FY2008 apportionment and budget limit calculations, the growth amount must be included on the districts final budget revision (Budget Page 7, line 1 (b)). Budget revisions must be successfully submitted electronically to ADE prior to May 18, 2008. If you request an advance based on 40<sup>th</sup> or 100<sup>th</sup> day ADM and do not successfully submit a revised budget, which includes growth on page 7, line 1(b), to ADE by May 18, 2008, the total amount advanced will be withheld from the June 2008 payment disbursement.**

If you have questions regarding Average Daily Membership or Special Education Census data please contact the Data Analysis team at 602.542.5695 or by email at [SFDDataAnalysis@azed.gov](mailto:SFDDataAnalysis@azed.gov). If you have questions regarding the Growth calculation, please contact Jill Heikkila 602.542.3303 or by email at [Jill.Heikkila@azed.gov](mailto:Jill.Heikkila@azed.gov).

If you need help finding or viewing these Growth reports or downloading any of the Growth Forms, please contact the Arizona Department of Education, Support Center at 602.542.7378 or toll free at 866.577.9636.

cc: County School Superintendent