

ARIZONA DEPARTMENT OF EDUCATION

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Superintendent of
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STATE OF ARIZONA

SCHOOL FINANCE MEMORANDUM 09-006

TO: County School Superintendents and County Treasurers
FROM: Philip Williams, Deputy Associate Superintendent, School Finance
DATE: July 21, 2008
SUBJECT: County Small Schools Education Services Program

Pursuant to ARS 15-365, the County School Superintendent may establish special small district service programs designed to meet the special needs of school districts with a total student count of fewer than 600 in such areas as administrative assistance and specialized services. The intent of this Small School Service Program statute is to provide additional monies to county offices to assist their small districts in accomplishing administrative and other special service activities.

Pursuant to ARS 15-365 K, various costs are defined as:

- “Central administrative costs” are only those costs which are incurred by the County School Superintendent in administering any service program which benefits all the school districts in the program and which are shared on a user basis and budgeted and paid as contract costs by districts.
- “General service costs” are those costs which are directly related to each of the service programs, which are shared on a user basis and which are budgeted and paid as contract costs by districts.
- “Service programs” means those programs which can be accomplished more efficiently and economically as multidistrict or multicounty operations.

The Small School Services Program funding consists of a base amount of \$60,586.32 per program (note: for multi-county programs this base amount is shared) plus a per district amount of \$5,452.27. The attached table indicates the FY2009 Small Schools Education Services Program funding for each county. Please see the individual county claim form for each county’s eligible districts found at: <http://www.ade.az.gov/schoolfinance/Forms/CountyForms/>

The County School Superintendent must submit claims for payments to the State Superintendent of Public Instruction by September 26, 2008. If you have any questions please feel free to call Jill Barragan at (602) 542-8244 or e-mail at Jill.Barragan@azed.gov.