

ARIZONA DEPARTMENT OF EDUCATION

Tom Horne
Superintendent of
Public Instruction



School Finance
1535 West Jefferson
Phoenix, Arizona 85007
(602) 542-5695
(602) 542-3099 Fax

STATE OF ARIZONA

SCHOOL FINANCE MEMORANDUM 09-039

TO: District Superintendents, District Business Managers, and County School Superintendents
FROM: Vicki Salazar, Associate Superintendent of Business and Finance
DATE: January 15, 2009
SUBJECT: January 15, 2009 Basic calculations for Equalization Assistance Report (APOR 55 - 1) and Equalization Assistance and Additional State Aid Detail Report (APOR 64)

The January 15, 2009 apportionment reports applicable to the FY2009 equalization payment for your school district are posted on your district's home page on the ADE web site (<http://www.ade.az.gov/districts/default.asp>). If you need help finding or viewing these reports please contact the ADE Training and Support Group at 602-542-7378 or toll free at (866) 577-9636.

The following items have been included in the January 15, 2009 APOR calculations:

- **ADMS data:** These student counts reflect the results of the FY2008 processing of student detail data as of December 24, 2008. Contact the Data Analysis team at (602) 542-5695 or by email at (SchoolFinance@azed.gov) if you have questions or concerns regarding the student counts. If you require SAIS technical assistance, please complete the request form available on the System Training and Response (STaR) Team webpage at: <http://www.ade.az.gov/schoolfinance/STaR/>.
- **District Sponsored Charter School ADMS:** Based on FY2009 40th day ADMS data successfully submitted by December 28, 2008.
- **Rapid Decline:** Pursuant to Laws 2008, 2nd Regular Session, Chapter 287, Section 52, no rapid decline funding shall be provided for FY 2009.
- **Audit Expense Adjustment and Type 03 HS Tuition:** All adjustments are included based on your adopted budget successfully submitted to ADE as of December 31,2008. The chart below outlines **all** locations in which a value must be present in order for the district to receive the adjustment. Please check the submission status of your budget and budget worksheets. If you have questions related to budget submission, please contact the budget team at SFBudgetTeam@azed.gov.

Group	BudgetTypeDescription	PageName	Range
Audit Expenses	FY09 District Expenditure Budget	Page 2	\$Q\$18
Audit Expenses	FY09 District Budget Worksheets	Worksheet C	\$J\$45
Audit Expenses	FY07 District Annual Financial Report	Page 3	\$N\$22
HS Tuition Out	FY09 District Budget Worksheets	Wrksht E thru G	\$J\$43
HS Tuition Out	FY09 District Budget Worksheets	Wrksht E thru G	\$K\$20
HS Tuition Out	FY09 District Budget Worksheets	Wrksht E thru G	\$K\$10

- **Transportation Support Level (TSL):** Revised Route and/or Vehicle Inventory Report adjustments submitted before December 31, 2008 are reflected in the January 15, 2009 equalization calculation. Check your comparative miles report (TRAN40-2). Please contact Shirley Willis at (602) 542-8245 if you have any questions or concerns regarding this report.
- **Transportation Revenue Control Limit (TRCL):** TRCL may be capped pursuant to ARS § 15-946. The FY2009 TRCL may not exceed the FY2008 TRCL if the FY2009 TRCL would exceed 120% of the FY2009 Transportation Support Level (TSL). In the event that the TSL is greater than the TRCL, the TRCL will be set to the TSL.

Please check the submission status of your budgets, budget worksheets and budget revisions. Pursuant to A.R.S. § 15-905 budgets must be submitted electronically to the Arizona Department of Education. Instructions for checking the submission status can be located at <http://www.ade.az.gov/schoolfinance/FAQs/Default.asp>. If you have questions related to budget submission, please contact the Budget Team via email at SFBudgetTeam@azed.gov.

If you have any questions regarding the content of your APOR reports please contact Barbara Axe at 602.542.8248 or by email at Barbara.Axe@azed.gov. Any questions or concerns may also be emailed to the School Finance Inbox at SchoolFinance@azed.gov.