

**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**

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**SCHOOL FINANCE MEMORANDUM 09-075**

**TO: Superintendents, Business Managers, Administrators, and SAIS Technology Coordinators**

**FROM: Yousef Awwad, Director of School Finance  
Don Houde, Chief Information Officer**

**DATE: May 13, 2009**

**SUBJECT: ADM Report for 11th FY09 Payment Cycle**

This report is provided as a memorandum at the conclusion of the analysis of each statewide data processing cycle. It is intended to provide Local Education Agencies a brief summary to address the scope of any possible funding impact, an estimate of the time of resolution if applicable, and any action that needs to be taken by the LEA concerning any issues that could have affected the accuracy of ADM or the ability to reconcile ADM.

**FY08**

**Request for State Aid and Budget Capacity Corrections** – ADE will continue to accept requests to correct FY08 State Aid or Budget Capacity (15-915) through May 31, 2009. All data submission windows for correcting student detail data will be closed by 4:00 pm June 30, 2009.

**FY09**

**1. ADM Limiting Module**

- **Rules**

The ADM limiting calculation has been applied to concurrent and subsequent enrollments that have been explicitly limited by statute.

- A limit of 1.0 is applied to the following combinations of fundable enrollments

- TAPBI/non-TAPBI
- District / Charter

*\*Please note that District/District, Charter/Charter, or JTED Main membership combinations should not be limited.*

- A limit of 1.25 is applied to the following combinations of fundable enrollments

- Member District / JTED Satellite
- Charter / JTED Satellite

## 2. ADM Student Counts

The following issues may have had an impact on your ADM for this payment period. There is no need to report these issues to ADE as they have already been addressed.

- Students with memberships only in charter schools were limited to 1.0 ADM. A fix has been migrated to production. Those counts should appear in the next processing cycle.
- Students with memberships only in non-TAPBI district schools were limited to 1.0 ADM. A fix has been migrated to production. Those counts should appear in the next processing cycle.
- Students with 3 or more concurrent memberships were missing membership days. This issue should be resolved by the next processing cycle.
- For some districts, Period 2 student count data was not complete. Therefore the 100th Day ADM will be understated on some student count reports. This will be adjusted and corrected in the next processing cycle scheduled to occur. Please do not call in about this issue as we will not be performing any ad-hoc aggregations before the end of the week.

## 3. ELL Counts

- Due to several data issues ELL counts may be greatly understated for some of your schools.

### ***Special Note:***

SDDI and SAIS Online will be unavailable from Friday, 6/19/2009 at 4:00 pm to Monday, 6/22/2009 at 8:00 am. This time will be reflected in the Student Detail Activity Calendar located at <http://portal.ade.az.gov/sites/SF/Web%20Pages/Student%20Detail%20Activities.aspx>

Any questions relating to this ADM Report may be directed to Teddy Dumlao via email at [Teddy.Dumlao@azed.gov](mailto:Teddy.Dumlao@azed.gov).