

**ARIZONA DEPARTMENT OF EDUCATION**

**Tom Horne**  
Superintendent of  
Public Instruction



STATE OF ARIZONA

School Finance  
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**SCHOOL FINANCE MEMORANDUM 06-020**

**TO:** Charter School Administrators, Directors and Principals  
**FROM:** Philip Williams, Deputy Associate Superintendent of School Finance  
**DATE:** September 14, 2005  
**SUBJECT:** September 15, 2005 Basic Calculation for Equalization Assistance Report (CHAR 55-1) and Equalization Assistance Detail Report (CHAR 64-1)

The September 2005 charter apportionment is complete. All eligible charter schools were paid based on the estimated counts submitted by 5:00 pm on August 19, 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.

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

- Missing or late submission of estimated enrollment data.
- Missing or late submission of M&O Deduct form.
- 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 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](mailto:ldamant@ade.az.gov).

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All charter schools, regardless of sponsorship, must submit all student detail data to ADE using an approved electronic format for each charter site. It is the responsibility of each charter school to verify that the Charter School Enrollment Summary reports accurately reflects the data submitted.

If you have questions about student counts or other required information please contact Karla Dunn at (602) 542-8240 or by email at [kdunn@ade.az.gov](mailto:kdunn@ade.az.gov).