

ARIZONA DEPARTMENT OF EDUCATION

Tom Horne
Superintendent of
Public Instruction



STATE OF ARIZONA

School Finance
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SCHOOL FINANCE MEMORANDUM 07-043

TO: Charter School Administrators, Directors and Principals

FROM: Philip Williams, Deputy Associate Superintendent of School Finance

DATE: 01/12/2007

SUBJECT: 01/15/2007 Basic Calculation for Equalization Assistance Report (CHAR 55-1) and Equalization Assistance Detail Report (CHAR 64-1)

The January 2007 charter apportionment is complete. 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 a January 2007 payment, this may be due to:

- A reduction or missing actual 40th day counts.
- 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 Alane Wilcox (602) 542-8253 or by email at Alane.Wilcox@azed.gov.

All charter schools that have met the 2006-2007 school year SAIS 40th Day reporting requirement of 40 session days, plus 13 ADE business days on or before 5:00 PM on December 29, 2006 will be funded strictly from the actual 40th Day data. Due to the fact that the new Full Day Kindergarten business rules have not yet been implemented in SAIS, if the charter submitted any kindergarten students with an FTE of less than 1.0, your kindergarten counts on the ADMS46-1 report will not equal the funded kindergarten count on the CHAR55-1 report. If you have any questions regarding this difference, please contact the School Finance Data Management Team at (602) 542-5695. It is the responsibility of each charter school to verify that the ADMS46-1 Report for 40th day and 100th day if applicable and the SPED28-1 Report for Special Education census data posted on their web page (<http://www.ade.az.gov/districts>) accurately reflects the data submitted. LEAs are required to submit student level data to SAIS at least once every 20 school days per A.R.S. §15-1042(G). Please take the time to confirm that the charter is SAIS-reporting compliant and that all 2006-2007 SAIS-related data is current and accurate.

If the charter requires SAIS technical assistance, please complete the request form on the System Training and Response (STaR) Team webpage at <http://www.ade.az.gov/schoolfinance/STaR/>. If, however, the charter requires non-technical SAIS assistance questions, please contact Karla Dunn at (602) 542-8240 or by e-mail at kdunn@ade.az.gov.

Please check the submission status of your proposed and adopted budgets, budget worksheets and budget revisions. Per A.R.S. 15-905 (E), budgets must be submitted electronically to the Arizona Department of Education by July 18, 2006. 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.