

ARIZONA DEPARTMENT OF EDUCATION

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STATE OF ARIZONA

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SCHOOL FINANCE MEMORANDUM 09-046

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

**FROM:** Yousef Awwad, Director of School Finance

**DATE:** February 10, 2009

**SUBJECT:** ADM Report for 8th 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 analysis summary, 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.

**FY08**

1. **Final Adjustment** - The FY2008 student counts for ADM, SPED and ELL have been processed and the reports are now posted. However since a lengthy manual payment calculation process is required, unless the district or charter has an open FY2008 student count 15-915 request, the final adjustment is scheduled to occur on the **March 15, 2009** APOR64 or CHAR64 reports.
2. **Early Graduation Scholarship Fund** - We are still working to produce an accurate ADM calculation based on early graduates in time for the March recalculation adjustment. The latest Early Graduate Scholarship Fund (EGSF) School Summary Report provides a summary of the number of early graduate students that will generate ADM funding for your school. The FY08 Year Early Graduates will be included in the school's FY09 ADM. The FY08 Semester Early Graduates will be included in the school's FY08 ADM. To access the reports and learn more about the process and administration of the Early Graduation Scholarship Program visit the following URL. <http://publicportal.ade.az.gov/sites/SF/Payments/EarlyGradScholarship/default.aspx>

**FY09**

1. **Edit/Update Reports**
  - a. **ADMS05 and SPED02** – As a reminder, please analyze any failures on your ADMS 05 and SPED-02 Edit/Update reports to see what corrected data needs to be submitted.
  - b. **Assigning the wrong DOR (Footprints 43996) or End Date (Footprints 43243)** – This may occur for students with multiple service intervals. Review the DOR fields and service dates on your SPED-04 to see if you are affected by this problem. There is no need to report this to ADE or resubmit data. We will be working on a solution to have this fixed prior to the end of this fiscal year.
2. **ADM Limiting Module**
  - a. The ADM limiting calculation has been applied to concurrent and subsequent enrollments that have been explicitly limited by statute.
    - i. A limit of 1.0 is applied to the following combinations of fundable enrollments

1. TAPBI/non-TAPBI
2. District / Charter
- ii. A limit of 1.25 is applied to the following combinations of fundable enrollments
  1. Member District / JTED Satellite
  2. Charter / JTED Satellite
- b. The SDADMS75-2 report was showing duplicate records for some of the membership intervals. A fix has been migrated to production and these duplicate records should no longer appear on the report.

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