

ARIZONA DEPARTMENT OF EDUCATION

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STATE OF ARIZONA

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SCHOOL FINANCE MEMORANDUM 10-016

TO: District Superintendents, Charter School Administrators, and Business Managers

FROM: Yousef Awwad, Director of School Finance

DATE: August 26, 2009

SUBJECT: Implementation of Laws 2009, 1st regular Session, Chapter 95, Section 27, Arizona Online Instruction (formerly TAPBI, Technology Assisted Project Based Instruction)

During its first regular legislative session, the legislature amended A.R.S. §15-808 language for the Technology Assisted Project Based Instruction (TAPBI) program. This memo is to address how this amendment affects School Finance processing of your data and the Arizona Online Instruction funding.

First, the legislature renamed TAPBI to **Arizona Online Instruction (AOI)**. Second, pilot status was removed, allowing the State Board of Education and the State Board for Charter Schools to select additional school districts and charter holders to participate in the program. You may contact the appropriate board for further information.

The following changes will be implemented for the 2009-2010 Fiscal year, which began on July 1, 2009, and will directly impact the calculation of the Average Daily Membership for all current and future students enrolled in an AOI.

Pupils enrolled in an AOI do not incur absences for purposes of section 15-901, and a student's participation in instructional hours during any hour of the day and any day of the week from July 1 through June 30 may count toward the AOI calculation of Average Daily Membership (ADM).

An AOI's ADM is calculated by dividing instructional hours, as reported in the daily log, by the total annual hours required by statute. Annual instructional hours for kindergarten and grades 1 through 8, are as specified in A.R.S. §15-901, however, A.R.S. §15-808(F) requires 900 annual instructional hours for grades 9 through 12 instead of the 720 hours of annual instruction required for a traditional school district or charter school. For purposes of funding, the Department will prorate the annual hours required to reflect the portion of the year completed.

The Base Support Level (BSL) will be adjusted for all students enrolled in AOI. The Capital Outlay Revenue Limit (CORL), Soft Capital Allocation Limit (SCAL), and Additional Assistance will be calculated the same as if the student were enrolled in a traditional school district or charter school.

The BSL for AOI students who meet either the required annual hours **or** the required average instructional time will be adjusted to 95% of what would be calculated if the student were enrolled in a traditional school district or charter school.

The BSL for AOI students who do not meet the required annual hours and do not meet required average instructional time will be adjusted to 85% of what would be calculated if the student were enrolled in a traditional school district or charter school.

The average instructional time to meet or exceed for the purposes of determining a BSL Adjustment is as follows:

- Kindergarten: 119 minutes
- Grades 1 through 3: 238 minutes
- Grades 4 through 6: 297 minutes
- Grades 7 through 8: 356 minutes
- Grades 9 through 12: 300 minutes

The average instructional time for a student enrolled in an AOI program is calculated as follows:

$$\text{actual instructional time} \div (\text{the student's logged instructional days})$$

Logged instructional days are determined by the submission of daily attendance or blocks of daily attendance not to exceed 7 days (Sunday through Saturday). Only dates that exist in the daily log as having instructional minutes may be submitted as part of the attendance record in SAIS. If instructional time is submitted over a date range, each and every calendar day within the range should also exist in the daily log as having instructional minutes and will be counted as a logged instructional day and only instruction time that occurs within that date range may be reported.

Example: A student logs instructional time over a week in the following manner.

Weekly Attendance Log							
	Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
Date	8/9	8/10	8/11	8/12	8/13	8/14	8/15
Hours	0	6	5	0	4	3	5

Allowable submissions include:

8/10: 360 minutes

8/11: 300 minutes

8/13: 240 minutes

8/14: 180 minutes

8/15: 300 minutes

OR

8/10 - 8/11: 660 minutes

8/13 - 8/15: 720 minutes

The following is a non-acceptable submission, since 8/9 and 8/12 do not have attendance

8/9 – 8/15: 1,380 minutes

8/13 – 8/14: 720 minutes (Time from Saturday may not be counted with time on Friday)

The average instructional hours for this block of time is 23 hours / 5 days = 4.6 hours / day

The following limitations from prior legislation are no longer applicable to AOI schools.

- Enrollment growth was capped at 100 percent of the previous fiscal year enrollment.
- 80 percent of the students enrolled were required to have a prior enrollment in a public school in a previous year.
- All Kindergarten enrollments were required to have siblings enrolled in the school.

All pupils who participate in an AOI shall reside in the state of Arizona and the 1.0 ADM limitation required by statute for concurrent enrollment will apply.

Please contact School Finance at schoolfinance@azed.gov with questions regarding the calculation of ADM for Arizona Online Instruction and for the Base Support Level adjustments.