

ARIZONA DEPARTMENT OF EDUCATION

Tom Horne
Superintendent of
Public Instruction



STATE OF ARIZONA

School Finance
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SCHOOL FINANCE MEMORANDUM 11-013

TO: Charter School Administrators, Directors and Principals

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

DATE: August 31, 2010

SUBJECT: 09/01/10 Basic Calculation for Equalization Assistance Report (CHAR 55-1) and Equalization Assistance Detail Report (CHAR 64-1)

The September 2010 charter apportionment is complete. All eligible charter schools were paid based on the estimated counts submitted by 4:30 pm on August 19, 2010. The CHAR55-1 and CHAR64-1 equalization assistance reports for your charter school are posted on your charter school's home page on the ADE School Finance website 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.

Charter audit expense adjustments will be included on your September 2010 charter apportionment based on the submitted adopted budget as of July 15, 2010. The chart below outlines the locations in which a value must be present in order to receive the adjustment. If you have questions related to budget submission, please contact the budget team by email at <mailto:SFBudgetTeam@azed.gov>.

Group	Budget Type Description	Page	Cell Reference
Audit Expense	Charter Expenditure Budget	2	O33
Audit Expense	Charter Budget Worksheets	Worksheet C	F15
Audit Expense	2009 Charter Annual Financial Report	7	G16

If you have any concerns regarding your equalization calculation or payment, please contact Cindy Palmer at (602) 542-8245 or by email at Cynthia.Palmer@azed.gov. Please contact your Charter Account Analyst by email if you have any questions about your estimated student count data or other required student information. You can find your Account Analyst at: <http://publicportal.ade.az.gov/sites/SF/Lists/LEA%20Account%20Analysts/All%20Accounts.aspx>.