

**ARIZONA DEPARTMENT OF EDUCATION**

**John Huppenthal**  
Superintendent of  
Public Instruction



STATE OF ARIZONA

School Finance  
1535 West Jefferson  
Phoenix, Arizona 85007  
(602)-542-5695  
(602)-542-3099 fax

**Revised 1/12/2011**

**SCHOOL FINANCE MEMORANDUM 11-040**

**TO:** Superintendents, Business Managers, and Administrators

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

**DATE:** January 12, 2011

**SUBJECT:** School Finance Update

This memo is to inform you of general updates as well as those relating to SAIS.

If you have any questions regarding these updates, please do not hesitate to call your assigned account analyst. A listing of account analysts can be found on the School Finance website at <http://www.ade.az.gov/schoolfinance/> within the Contacts section.

- 1) K-12 Rollover:** Pursuant to House Bill 2001, 7<sup>th</sup> Special Session, 49th Legislature, ADE is to rollover \$952 million of FY2010-2011 basic state aid and additional state aid to be paid to district's after July 1, 2011 but no later than August 29, 2011. Please notice the legislature did not appropriate any interest for this rollover contrary to previous fiscal year. Accordingly, line 8(f) on page 7 of the expenditure budget should be zero for the amount that is paid by the state for interest. As of today, the department rolled over a total of \$514,647,222.89 with the remaining balance being rolled over in the next few months. Further communications about when we will rollover the funds will be sent in the next few weeks.
- 2) Budget 25 Report:** Analysis of districts' FY2011 budgets to show whether a district is over budgeted or not will be issued the week of January 17, 2011.
- 3) Budget 75 Report:** Analysis of districts' FY2010 ADE calculated budget capacity compared to actual expenditures will be issued the first week of February.
- 4) The Superintendent of Public Instruction Annual Financial Report (SAFR):** According to ARS15-255, the department will issue the SAFR by January 15, 2011.

## SCHOOL FINANCE MEMORANDUM 11-040

- 5) **Instructional Improvement Funds (IIF):** IIF payment will be processed at the end of January.
- 6) **Financial and data reports:** The department produced two new reports; CSF Trend Analysis Report and State Aid Analysis Report which summarize the ADM funding from M&O, soft capital, unrestricted capital, total equalization, qualifying levies, county assistance and state aid funding. Additionally the IIF, CSF, CEC's per ADM were included. Please note that within those reports, the FY2011 values for charters are based on estimated counts and for districts are based on FY2010 ADM. CSF and IIF amounts for FY2011 are estimated and these numbers change as the year progresses.

You can access these reports on the School Finance website using the following links:

- State Aid Analysis Report: <http://www.ade.state.az.us/schoolfinance/reports/>
- CSF Trending Analysis Report: <http://www.ade.state.az.us/schoolfinance/Reports/APORCounty/CSF/Classroom%20Site%20Fund%20IIF%20Chart%2012-28-10.pdf>

7) **FY 2010 15-915 Data Corrections**

Once the system modifications are complete, we will begin running integrity and aggregation for FY 2010 data corrections. If you have requested a 915, your account analyst will contact you once we begin processing. If you need to make data corrections and have not yet requested a 915, instructions defining how to request a correction can be found on the School Finance website within the Frequently Asked Questions section.

8) **Student Integrity Status Reports not working:** IT is aware of the issue and will be working on a fix. (This report can be found in SDDI within the Download Area.)

9) **FY 2011 Aggregation:** This has not been scheduled yet for FY11 as it is pending system modifications.

10) **FY 2011 Integrity:** SPED and Federal SPED integrities are currently being run on a daily basis. All other integrities are expected to be run later this week. Please check the [IT Bulletin Board](#) for additional information.

11) **Charter Estimated Counts used for February Payments**

Estimated Counts was used for the January payment and will continue to be used for the February payment for all charters. For modifications to your estimated counts for the February payment, windows will be opened on an as-requested basis and will all close on January 14, 2011 at 4:00 pm.

Please keep in mind that estimated count means the projected ADM for the current fiscal year and is not the headcount of the pupils enrolled. Please see [Memo 10-079](#) for the original FY 2011 instructions on submitting your estimated counts.

## SCHOOL FINANCE MEMORANDUM 11-040

### **12) New FY 2011 Business Rules**

New business rules have been posted to the School Finance website at <http://www.ade.az.gov/schoolfinance/> . The link to the rules can be found within the Business Rules/External Guidelines section and is named “Business Rules and Presentations”.

Please take a moment to review these rules so you are aware of the changes for this fiscal year. All documents on this site are labeled with a fiscal year. Please look within the Fiscal Year column for all 2011 changes.

### **13) School Finance Website Changes**

We are in the process of making additional modifications to our website and will be upgrading some of the technology used for various portions of our site. If you have some of our web pages saved as Favorites within your browser, please confirm that you have the most recent links by going to the School Finance website at <http://www.ade.az.gov/schoolfinance/> and clicking on the applicable links. All links on our home page will be updated to point you to the new page.

### **14) Education Jobs**

Information is available on the governor’s website <http://www.azrecovery.gov/agencies-governor-EDUJobs.html>