



State of Arizona  
Department of Education

**SCHOOL FINANCE MEMORANDUM 11-074**

**TO:** Charter School Administrators, Directors, and Principals

**FROM:** Wendi Trudell, Interim Director of School Finance

**DATE:** June 1, 2011

**SUBJECT:** 06/01/11 Basic Calculation for Equalization Assistance Report (CHAR 55-1) and Equalization Assistance Detail Report (CHAR 64-1)

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Please be advised that the June 1, 2011 charter apportionment is complete. The CHAR55-1 and CHAR64-1 equalization assistance reports for charters are posted on each charter school's home page of the Arizona Department of Education (ADE) School Finance website at <http://www.ade.az.gov/districts>. If assistance is required for finding or viewing these reports, please contact the ADE IT Technology Support team at (602) 542-7378 or toll free at (866) 577-9636.

The CHAR payment calculations are based on the actual SAIS data that was submitted prior to the cutoff time of 4 p.m. on May 6, at which time integrity and aggregation processing began. The Student Counts reports (ADMS40 series and ADMS540-1) related to that processing cycle are available for download and review from the School Finance website.

The following items are offered as an update or reminder for the charter:

1. The shortfall reductions for non-profit charters, as required by Laws 2011, Chapter 24, Section 124 (SB 1612), are included on the last page of the CHAR64-1. The reduction for the June 1 payment is scheduled at 50% of the amount. The remaining 50% of the amount will be included with the June 30 payment. To view the statewide estimated reduction PDF file on the School Finance website, please click on the following link:  
<http://www.ade.az.gov/schoolfinance/BulletinBoard/HotTopics/FY2011%20Budget%20Reduction-Charter.pdf>
2. The HB2001 Additional Assistance reduction amounts will be recalculated for the June 30, 2011 payment based on SAIS data included in the aggregation scheduled for Tuesday, May 31, 2011. Currently, the additional assistance reduction amounts reflected on the last page of the CHAR64-1 are based on January's estimated ADM counts.



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3. According to the FY 2011 payment schedule, the remaining charter apportionment date is June 30, which will be based on the SAIS data submitted prior to the cutoff time of 4:00 p.m. on May 31.

The following individuals are available to assist the charter with any questions. By assistance type, please contact:

- Karla Dunn for equalization calculation or payment questions at (602) 542-8246 or by email at [Karla.Dunn@azed.gov](mailto:Karla.Dunn@azed.gov)
- Xin Liu for shortfall reduction or additional assistance reduction questions at (602) 364-2262 or by email at [Xin.Liu@azed.gov](mailto:Xin.Liu@azed.gov)
- A School Finance Account Analyst for questions regarding SAIS student counts data or other required student information. The list of assigned Account Analysts by LEA is located at: <https://www.azed.gov/Administrators/SF/Lists/LEAAccountAnalysts/AllItems.aspx>

Thank you for allowing us the opportunity to be of service to you.