



State of Arizona  
Department of Education

**SCHOOL FINANCE MEMORANDUM 16-011**

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

**FROM:** Lyle Friesen, Director of School Finance

**DATE:** September 1, 2015

**SUBJECT:** 9/1/15 Basic Calculation for Equalization Assistance Report (CHAR 55-1) and Equalization Assistance Detail Report (CHAR 64-1)

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The September 1, 2015 charter apportionment is complete. The CHAR55-1 and the 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.

Charters were paid based on estimated data submitted as of August 14, 2015 by 4:30 p.m. The Charter School Student Enrollment Summary report is available for download and review from the School Finance website. If the charter has any concerns or questions regarding the Enrollment Summary report, please contact the assigned account analyst for the charter. A list of account analysts is located at: <https://www.azed.gov/Administrators/SF/Lists/LEAAccountAnalysts/AllItems.aspx>

Important Notes:

- The September 1, 2015 apportionment of state aid includes the preliminary Charter Additional Assistance lump sum [reduction adjustments](#) for FY 2016. The final will be calculated after the 100<sup>th</sup> day for all Charters.
- The September 1 apportionment of FY 2016 state aid is based on network statuses and network members as indicated in the Small School Weight Statement of Assurances that were returned by the charter schools. Charters, with no Statement received or with a returned incomplete Statement, will receive a September payment based on student count weights of 1.158 for Kindergarten and grades 1 through 8 and 1.268 for grades 9 through 12. New accepted submissions received by August 7th were considered for the September 1st apportionment of state aid. If corrections to existing Statement of Assurance submissions are necessary, please contact your School Finance Account Analyst.
- Charter audit expense adjustments were included in the September 1, 2015 charter apportionment based on the budgeted values as of July 16, 2015. The chart below outlines the locations in which a value must be present in order to receive the adjustment. If you have any questions related to budget submissions, please contact the budget team by email at [SFBudgetTeam@azed.gov](mailto:SFBudgetTeam@azed.gov).



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Group	Budget Type Description	Page	Cell Reference
Audit Expense	FY2016 Charter Expenditure Budget	2	N36
Audit Expense	FY2016 Charter Budget Worksheets	Worksheet C	F15
Audit Expense	FY2014 Charter Annual Financial Report	7	G16

For any questions regarding September 1, 2015 charter equalization calculation please call or email Patrick Kenney at [Patrick.Kenney@azed.gov](mailto:Patrick.Kenney@azed.gov) (602) 542-8253 or [SFPaymentTeam@azed.gov](mailto:SFPaymentTeam@azed.gov). Please contact your Account Analyst if you have any questions about your estimated counts or other required student information. You can locate the contact information of the Account Analyst for the charter at: <https://www.azed.gov/Administrators/SF/Lists/LEAAccountAnalysts/AllItems.aspx>.