State of Arizona
Department of Education

SCHOOL FINANCE MEMORANDUM 16-0xx

TO: **District Superintendents, District Managers, Joint Technological Education District Business Managers and Superintendents**

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

DATE: **February 1, 2016**

SUBJECT: **February 1, 2016 Basic calculations for Equalization Assistance Report (APOR 55-1) and Equalization Assistance and Additional State Aid Detail Report (APOR 64-1)**

Please be advised that the February 1, 2016 apportionment has been completed. The apportionment reports applicable to the FY 2016 equalization payment for your school district are posted on your district's home page of the ADE web site, available by district selection here. If you need help 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 following items have been included in the February 1, 2016 APOR calculations:

- **Student Counts:** Student counts reflect the results of the most recent FY 2015 processing of student detail. If you have questions or concerns regarding the student counts, please contact the district's assigned account analyst directly. The following link takes you to the assignment of and contact information for the School Finance account analysts: LEA Account Analyst List.

- **District Sponsored Charter School ADMS:** DSCS were paid based on 40th day ADM submitted by 5pm on 1/4/2016.

- **Transportation Support Level (TSL):** Route miles from FY 2015 were reflected in the January equalization calculation. Please verify the comparative miles report (TRAN40-2) for accuracy and email the district's account analyst with any questions or concerns.

If you have any questions regarding the content of your district's APOR reports, please contact the Payment Team via email at SFPaymentTeam@ade.az.gov