ADE School Finance

ASCUS Meeting Update

August 27, 2020

Lyle Friesen

Charlie Martin

Irene Garcia-Hobbs

Kathy Hoffman
Superintendent of Public Instruction

Agenda

- **Payment System Update**

- **AOI vs Distance Learning**

- **Distance Learning % and Adjustment**

- **Calendars**

Payment System Update

Distance Learning vs AOI

Distance Learning vs AOI

Distance Learning (FY 2021 Only):

- Students enrolled in brick and mortar schools

- Absences must be reported based on the process defined in the approved Distance Learning Plan

- ADM is generated based on days of enrollment in the same way as in-person instruction

- Funded at 95% (full-time) or 85% (part-time) of in-person instruction; Reduction will appear as adjustment on APOR55/CHAR55 report and is based on reported Distance Learning %

Arizona Online Instruction (AOI):

- Students enrolled in an AOI school with a unique CTDS number

- Minutes of attendance must be reported in accordance with A.R.S. § 15-808

- ADM is generated based on actual hours of instruction and required hours specified in A.R.S. § 15-808

- Funded at 95% (full-time) or 85% (part-time) of in-person instruction; Reduction appears on page 4 of APOR55/CHAR55 report

Distance Learning

- LEAs must submit a Distance Learning (DL) plan prior to beginning DL

- DL students are reported in the same way as in-person (non-AOI) students, except that absences should be reported following the process defined in the DL plan

- Calendars must be submitted to AzEDS and reflect all instructional days (in-person and DL), but do not need to specify which days are DL

- Do not need to log minutes in AzEDS, but will need to report the % of scheduled instructional time that is DL

Arizona Online Instruction

- LEA must be approved by ASBCS (or authorized sponsor) or SBE to be an Arizona Online Instruction provider per A.R.S. § 15-808

- No calendar should be submitted for AOI schools

- Membership type "T" must be used for all AOI students

- Attendance minutes, not absence data, must be submitted to AzEDS from your SIS or LMS on the actual days a student participates in instructional time, from July 1 – June 30

- An AOI school must maintain a daily time log (in minutes) describing the amount of time spent on academic tasks by each student participating in the AOI along with procedures to demonstrate that the school compiled the logs

Distance Learning %

Distance Learning %

- % of scheduled instruction that students enrolled in brick and mortar schools and reported as non-AOI spend in Distance Learning

- Reported % will be used to adjust funding for non-AOI students in accordance with EO 2020-44, which states that distance learning shall be funded as AOI

Distance Learning %

- **If all students follow the same schedule and instructional days are the same length:**
  - Number of scheduled days in distance learning/total number of scheduled days

- **If all students follow the same schedule, but instructional days are not the same length:**
  - Number of scheduled hours in distance learning/total number of scheduled hours

Distance Learning %

- **If different groups of students/schools follow different schedules:**

    - **Calculate the DL% for each group individually**

    - **Calculate the weighted average DL% for the entire district/charter based on the number of students in each group**

Reporting Distance Learning %

- LEAs will have the option to report an overall % for all students or to report the % individually for categories of students that are assigned different funding weights to determine an overall percentage

- School Finance will distribute an Excel file for reporting Distance Learning %

- Report template will be available before the September 17 meeting

School Finance DL Adjustment

- **The APOR and CHAR systems reduce funding for full-time and part-time AOI students, but not non-AOI students**

- **The reported DL % will be used to make an adjustment for non-AOI students**

- **DL% will be multiplied by the total weighted ADM generated by non-AOI students and other factors in the formula (base level, TEI) to calculate the adjustment**

School Finance DL Adjustment

APOR 55 (page 4):

Base Supt Level		Non-AOI	AOI-FT	AOI-PT
Weighted Student		**10,347.189**	**12.769**	**35.925**
Weighted Add-On	+	**1,910.306**	**0.005**	**0.000**
Total Weighted	=	12,257.495	12.774	35.925
AOI Funding	X		0.95	0.85
Base Level Amt	X	$4,359.55	$4,359.55	$4,359.55
Ext Amount	=	$53,437,162.33	$52,904.45	$133,124.31

Distance Learning Adjustment

CHAR 55 (page 4):

Student Counts		Weighted Student		Weighted Add-On		Total	
Non-AOI Student Counts		**874.976**	+	**0.000**	=	874.976	**Distance Learning Adjustment**
AOI Full Time Student Counts	(	**0.000**	+	**0.000**) x 0.95	=	0.000	
AOI Part Time Student Counts	(	**0.000**	+	**0.000**) x 0.85	=	0.000	
						874.976	

School Finance DL Adjustment

The amount of the negative adjustment for each school district and charter will equal the sum of the two formulas below:

Full-time adjustment:

- (Total Weighted Non-AOI) x (% of ADM that is full-time) x (DL%) x 0.05 x (Base Level Amt) x (TEI or 1.0)

Part-time adjustment:

- (Total Weighted Non-AOI) x (% of ADM that is part-time) x (DL%) x 0.15 x (Base Level Amt) x (TEI or 1.0)

School Finance DL Adjustment

APOR 55 (page 4):

Base Supt Level		Non-AOI	AOI-FT	AOI-PT
Weighted Student		**10,347.189**	**12.769**	**35.925**
Weighted Add-On	+	**1,910.306**	**0.005**	**0.000**
Total Weighted	=	12,257.495	12.774	35.925
AOI Funding	X		0.95	0.85
Base Level Amt	X	$4,359.55	$4,359.55	$4,359.55
Ext Amount	=	$53,437,162.33	$52,904.45	$133,124.31

Distance Learning Adjustment

	Full-time Adjustment	Part-time Adjustment
Total Weighted Non-AOI	12,257.495	12,257.495
% of ADM that is FT/PT	95%	5%
Distance Learning %	25%	25%
% Adjustment to Fund as AOI	-5%	-15%
Base Level Amount	4,359.55	4,359.55
TEI or 1.00	1.00	1.00
Total	(634,566.30)	(100,194.68)

Distance Learning Adjustment   **(734,760.98)**

School Finance DL Adjustment

- **Distance Learning Adjustment will appear as a Base Support Level Adjustment on the APOR55/CHAR55 Report**

Base Support Level Adjustments

Audit Service Expense

DL Adjustment (EO 2020-44)   (734,760.98)

Distance Learning %

- **% of scheduled instruction that students enrolled in brick and mortar schools and reported as non-AOI spend in Distance Learning**

- **Reported % will be used to adjust funding for non-AOI students in accordance with EO 2020-44, which states that distance learning shall be funded as AOI**

Calendars

Calendar Requirements

- Calendars must be submitted through your SIS to AzEDS, certified, and passing Integrity for student data to go through Integrity

- There are 4 holidays that must be observed if they fall within your calendar start and end date per A.R.S. § 15-801:
    - July 4
    - Veterans' Day
    - December 25
    - Thanksgiving Day

- Indicators used to denote a break must be used consecutively (including during weekends as applicable) and cannot be interrupted by any Indicator other than a required holiday)

- The School Finance Manual chapter titled "Defining the Instructional Calendar" provides additional details regarding calendar requirements

- The AzEDS Calendar Integrity Reference Guide provides troubleshooting tips to ensure your calendar passes Integrity

Revising Calendars

- Calendars can be edited freely up until 8/31

- Starting 9/1, you will need to submit a Help Desk ticket to request access to edit your calendar

- You must re-certify your calendar anytime a change is made

Questions?

Operations Support Team

Account Analysts

(602) 542-5695

Finance Operations Team

Budgets
SFBudgetTeam@azed.gov

Payments
SFPaymentTeam@azed.gov

Submit a Help Desk Ticket:

Analysts respond to all Help Desk tickets within 5 business days.

www.azed.gov/finance