



# ASCUS Meeting Update

ADE School Finance  
2/17/2023

# Agenda

- Important Dates
- Reminders
- New SPED ADM Reports
- Calendars
- Integrity
- CTED
- Questions?





# Important Dates



## Data Capture Date

- Data Capture is the 15<sup>th</sup> of every month
- Weekend Capture Dates are valid
- Payments will be made on the 15<sup>th</sup> business day of the following month.
  - Data capture and payment dates have been published on the School Finance website



# Reporting Dates

- 100<sup>th</sup> Day Route Mileage Report
  - Now Open
  - Closes March 20th
  - Due 12 days after the 100<sup>th</sup> day of school
- SDER Modifications
  - Now Open
  - Closes March 1<sup>st</sup>
  - Used to calculate TEI



# Reminders

# Help Desk

- Used for all School Finance Requests
- Use the correct template
- Respond in the conversations to ensure a new ticket is not created
- Please allow 5 business days for a response



# Splits/Merges

- Please submit only 1 split/merge per Help Desk ticket
- Working through a massive backlog
  - Currently processing Merges submitted in February 2022
- Splits/Merges are processed in the order in which they are received
- Analysts are consistently processing more splits/merges than received





# Splits/Merges

- Use only the active SSID once the merge split is complete
- Account Analysts send email to affected LEAs
- AzEDS will no longer accept submission for retired SSIDs



- A.R.S. §15-915 Requests
- Prior Year Data Correction Requests will be processed in the order in which they were received
- Current count of open requests is 67
- Each request can take a few months to complete





# Instructional Calendars



# Calendars

- Use Help Desk to request a revision to a School Calendar
- Must pass Integrity and be Certified for ADM to be generated
- Ensure Calendar revisions are completed and re-certified before Data Capture Date



# Calendar Types

- 180 Day Calendar
  - 180 days + Mandated Instructional Hours
  - Can be less than 180 days with School Board / Charter Board approval
- 144 Day Calendar
  - 144 days + Mandated Instructional Hours
  - **No provision for less than 144 days**
- 200 Day Calendar
  - 200 days + Mandated Instructional Hours increase by 10%
  - **No provision for less than 200 days**

# Calendar Integrity

- **10124** – Calendar/Track {Expected 1} is not {Expected 2}
- **90002** - Public schools are expected to recognize the July 4 holiday
- **90003** - Public schools are expected to recognize the Veterans' Day holiday
- **90004** - Public schools are expected to recognize the December 25 holiday
- **90005** - Public schools are expected to recognize the Thanksgiving Day holiday
- **90006** - Only one Fall Break is allowed
- **90007** - Only one Winter Break is allowed
- **90008** - Only one Spring Break is allowed

# FY24 Calendars

- AzEDS will open 6/1/23 for Calendar Submissions
  - Memo and Hot Topic will be posted in May
- All Calendars must pass Integrity and be Certified by 8/14/2023
- Optional 200 Day Calendar
  - Signed Letter sent to School Finance
  - Compliance Form submitted
  - Charters must have prior approval from their sponsor



# New SPED ADM Reports



# SPED20/30 Summary

- Post-Integrity report
- SPED20 - District Level
- SPED30 - Site Level ADM Summary Report
  - Can be run for any school or all schools
  - District of Residence
  - Submitted by District
  - **NEW** – District of Attendance
- Can be run for any specific date in the fiscal year
- Self-contained and resource ADM columns displayed
- SPED20 Data mirrors the ADM summary reports that are linked from each BSA55 payment report



# Examples of SPED20 & SPED 30

## SPED20

Fiscal Year: 2023  
 School Year: 2022 - 2023  
 Data Capture Date: 02/06/2023 10:50PM

### Special Education Program Summary ADM Report by DOR

## SPED30

Fiscal Year: 2023  
 School Year: 2022 - 2023  
 Data Capture Date: 02/07/2023 02:30 PM  
 Aggregation ID: 36085

### Special Education Program Site Summary ADM Report by DOR

Fiscal Year: 2023  
 School Year: 2022 - 2023  
 Data Capture Date: 02/07/2023 02:34 PM  
 Aggregation ID: 36085

Disability Category	SPED Weight	Actual 1-40th Day ADM		Actual 1-100th Day ADM	
		Self-Contained	Resource	Self-Contained	Resource
Hearing Impairment	4.7710	7.0438	81.7500	6.6175	81.8700
<b>Subtotal</b>		<b>7.0438</b>	<b>81.7500</b>	<b>6.6175</b>	<b>81.8700</b>
Autism - R	6.0240		689.3690		700.9425
Multiple Disabilities - R			18.3500		19.3987
Severe Intellectual Disability - R			2.9500		4.0500
<b>Subtotal</b>			<b>710.6690</b>		<b>724.3912</b>
Autism - SC	5.9880	641.2534		647.7492	
Multiple Disabilities - SC		19.7000		19.1400	
Severe Intellectual Disability - SC		18.8750		19.6100	
<b>Subtotal</b>		<b>679.8284</b>		<b>686.4992</b>	
Multiple Disabilities - Severe Sensory Impairment	7.9470	34.6750	1.8000	36.3970	2.6800
<b>Subtotal</b>		<b>34.6750</b>	<b>1.8000</b>	<b>36.3970</b>	<b>2.6800</b>
Orthopedic Impairment - R	3.1580		44.8627		45.4075
<b>Subtotal</b>			<b>44.8627</b>		<b>45.4075</b>
Orthopedic Impairment - SC	6.7730	48.7625		47.8625	
<b>Subtotal</b>		<b>48.7625</b>		<b>47.8625</b>	
Preschool - Severe Delay	3.5950	55.0875	12.6000	63.7700	18.5150
<b>Subtotal</b>		<b>55.0875</b>	<b>12.6000</b>	<b>63.7700</b>	<b>18.5150</b>

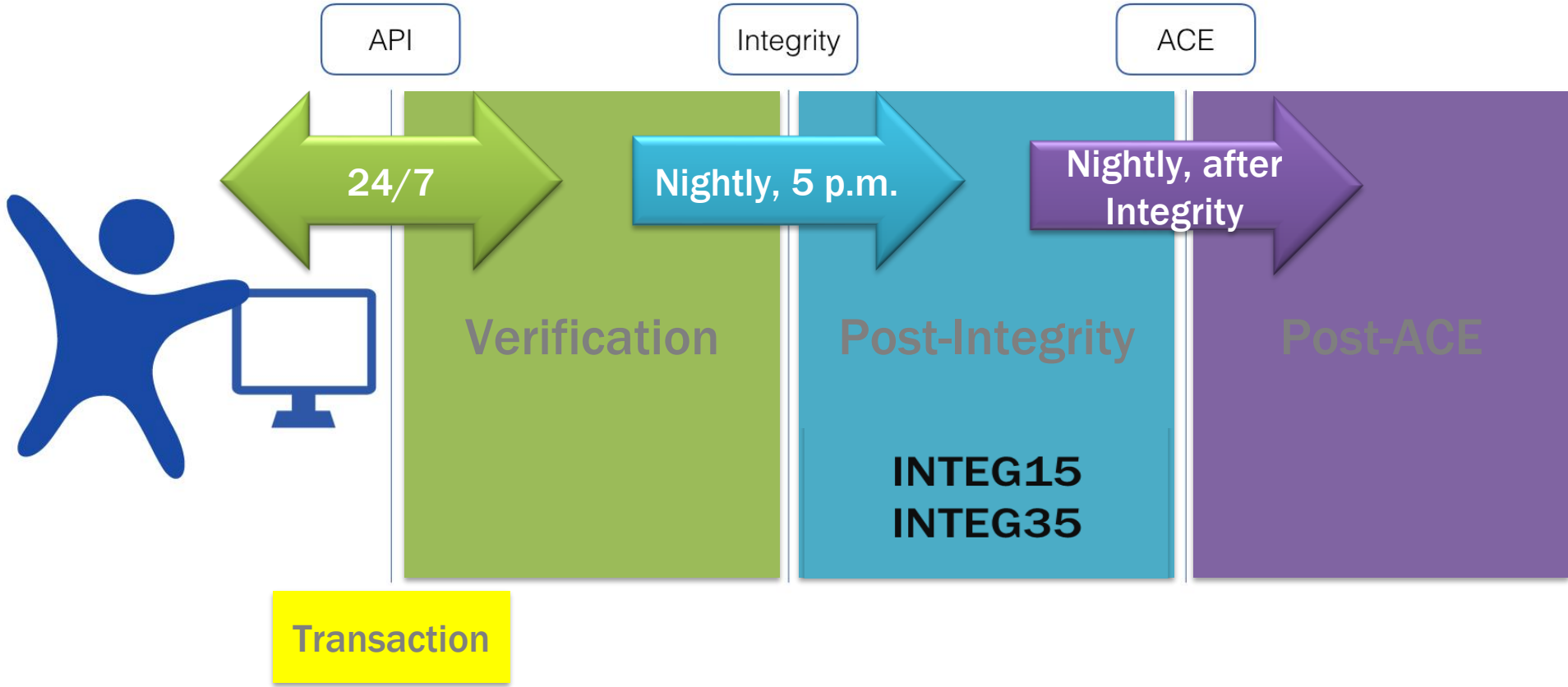
School CTDS: 07-02-04-101  
 School Name: Adams Elementary School (4913)

Disability Category	SPED Weight	Limited Actual 1-40th Day ADM		Limited Actual 1-100th Day ADM	
		Self-Contained	Resource	Self-Contained	Resource
Hearing Impairment	4.7710	1.0000		0.0500	1.0700
<b>Subtotal</b>		<b>1.0000</b>		<b>0.0500</b>	<b>1.0700</b>
Autism - R	6.0240	1.0000			1.3900
<b>Subtotal</b>		<b>1.0000</b>			<b>1.3900</b>
Autism - SC	5.9880	3.4750		3.3850	
<b>Subtotal</b>		<b>3.4750</b>		<b>3.3850</b>	
Preschool - Severe Delay	3.5950				0.0650
<b>Subtotal</b>					<b>0.0650</b>
Developmental Delay	0.2920	4.4250	9.0750	3.8400	7.7400
Emotional Disability		2.9000	2.5000	3.0400	2.8000
Mild Intellectual Disability			1.0000		1.0000
Other Health Impairment		5.0250	4.4750	4.6800	4.7200
Specific Learning Disability			34.9750		35.0300
Speech/Language Impairment			11.4500		12.2200
<b>Subtotal</b>		<b>12.3500</b>	<b>63.4750</b>	<b>11.5600</b>	<b>63.5100</b>



# Integrity

# AzEDS Process






# Integrity

- Integrity is a set of data rules that are defined by ADE business and Arizona Revised Statute
- Verifies the data is valid
- Integrity is run on student data that has passed through the API into AzEDS
- Integrity Reports are generated on the data that has been processed
  - Pass, Fail or Warning

# Integrity Rules Reference

- There are resources for AzEDS on the ADE website:  
<https://www.azed.gov/information-technology/azeds/reference>

Select Language ▾

 SY 2022-2023 Students & Families Educators Administrators Programs & Supports About ADE ADEConnect

Home / Information Technology / AzEDS Reference

## AzEDS Reference

### AzEDS Reports/Tools

- ▶ Quick Reference Guides (QRGs) - Reports/Tools

### Features—Quick Reference Guides

- ▶ Quick Reference Guides (QRGs) – Features

### Integrity Rules

- ▶ Integrity Rules Reference

IT Home

Arizona Education Learning and Accountability (AELAS)

AzEDS ▾

ADEConnect

Data Governance

Office of Digital Teaching and Learning

Contact

# Integrity Rule -10140

- If membership is not on the first instructional day, then the student must attend on the first day of membership.
  - Guidance GE-17: For all other students, the first day of membership shall be defined as the first day a student physically attends school.
  - Applies to all students, except AOI, regardless of Tuition Payer Code
  - 100140 is retroactive and will apply to all LEA data while processing a 15-915 request.


# Integrity Rule 10139

- Student must have some attendance in the first 10 days of a membership that begins on the first instructional date
  - Guidance GE-17: the first day of membership for continuing or pre-enrolled students, shall be defined as either the first day a student physically attends school or the first day that classroom instruction is offered, provided that such students physically attend school within the first ten school days
  - Applies to all students, except AOI, regardless of Tuition Payer Code
  - Currently set as a Warning but will become an Error on March 23<sup>rd</sup>
  - 100139 is retroactive and will apply to all LEA data while processing a 15-915 request.



# Integrity Rule 10091

- Absence/Attendance date falls outside the enrollment
- Use ABSATT10 set to the beginning of the year and 365days to find the attendance event outside of the instructional calendar

ABSATT10 - Absence / Attendance Minutes Verification Report 

The Absence / Attendance Minutes Verification Report shows all the Absence / Attendance Minutes records that have landed in AzEDS for students in the selected LEA/School(s). Select the LEA and School(s) you desire to run the report for, select a Start Date for the date range you want to look at data for and then select the Number of Days you would like to see data for (e.g. 7, 14, 31, 182, or 365). If the report will not complete with the Number of Days you have selected, select a shorter period of time.

School(s):  Page Breaks between Schools:  Start Date:  Number Of Days:

Attendance Category:

[View Report](#)

PDF CSV Print

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ABSATT10  
Fiscal Year: 2023  
School Year: 2022 - 2023

Absence / Attendance Minutes Verification Report

CTDS:   
Page: 1 of 317  
Report Date: 02/13/2023 12:27 PM

School CTDS:   
School Name:

# Integrity

- Reconcile LEA data to AzEDS reports before monthly data capture
- Please be sure to check your AzEDS reports for integrity errors especially those that affect ADM
- Not all integrity errors belong to School Finance



# Future Integrity

- New Rule for 10 Consecutive Unexcused Absences
  - Stud74 Report displays this information
  - No estimated date of completion
- New Rule to check for valid District of Residence
  - No estimated date of completion
- Future Integrity Rules will roll out as Warnings first
  - Later moved to Errors

# Integrity Rules

- 10XXX and 20XXX – ADM Rules – [sfanalystteam@azed.gov](mailto:sfanalystteam@azed.gov)
- 21XXX – Accountability Rules – [achieve@azed.gov](mailto:achieve@azed.gov)
- 30XXX – ELL Rules – [OELAS@azed.gov](mailto:OELAS@azed.gov)
- 40XXX – SPED Rules – [ESSinbox@azed.gov](mailto:ESSinbox@azed.gov)
- 50XXX – Support Program Rules – varies contact the support program
- 51XXX – Data Quality Validation Rules – varies contact the program area
- 60XXX – STC Rules – [achieve@azed.gov](mailto:achieve@azed.gov)
- 80XXX – DRP Rules – [EDI@azed.gov](mailto:EDI@azed.gov)
- 81XXX – PCCP Rules – [sfanalystteam@azed.gov](mailto:sfanalystteam@azed.gov)
- 90XXX – Instructional Calendar Rules – [sfanalystteam@azed.gov](mailto:sfanalystteam@azed.gov)

ADE SCHOOL FINANCE



CTED

# CTED

- A.R.S. §15-393 changed the ADM calculation for student's enrollment in a CTED to be based on total scheduled hours of instruction and/or total community college credits enrolled.
- Must be in ADE-Approved CTE Courses
- CTE Courses offered at a Community College
  - 0.25 ADM for every 3 hours of enrollment in CTE Courses
- CTED Satellite, CTED Centralized, CTED Leased-Centralized
  - ADM equal to reported instructional hours of enrollment / 600

# CTED

- CTED Integrity Rules are active
  - Currently set up as warnings
  - 10143 and 10144 will become errors when CTED ADM rules become active
  - 10141, 10142, 10145 and 10146 will remain as warnings
- New columns in STUD10 & STUD72 for CTE data
- **Expectation for CTEDs to be submitting Instructional Hours or Community College Credits by beginning of March**

# CTEDADM15

- Available for the District of Residence
- ADM not representative of the new ADM Calculation

Executi	ADMTyp	FiscalY	DataCapt	Districtoff	Districtoff	Districtof/	Districtof/	SchoolId	SchoolNa	CTEDType	Sta	L	F	Grade	Members	Members	Fundable	FundingT	Membershi	Membershi	Membe	TotalPlan	TotalCommu	YearEndAI	LimitedYea
36199	Regular	2023	02/13/202	80923	West-MEC	80923	West-MEC	93018	Northeast Owned Ce	##	AE			11	8/3/2022	#####	Fundable	Regular	8/3/2022	9/29/2022	0.75	270		0.3	0.3
36199	Regular	2023	02/13/202	80923	West-MEC	80923	West-MEC	93018	Northeast Owned Ce	##	AE			11	8/3/2022	#####	Fundable	Regular	9/30/2022	12/19/2022	0.75	270		0.375	0.375
36199	Regular	2023	02/13/202	80923	West-MEC	80923	West-MEC	93018	Northeast Owned Ce	##	AE			11	8/3/2022		Fundable	Regular	8/3/2022	9/29/2022	0.75	450		0.3	0.3
36199	Regular	2023	02/13/202	80923	West-MEC	80923	West-MEC	93018	Northeast Owned Ce	##	AE			11	8/3/2022		Fundable	Regular	9/30/2022	1/18/2023	0.75	450		0.45	0.45
36199	Regular	2023	02/13/202	80923	West-MEC	80923	West-MEC	93018	Northeast Owned Ce	##	AE			11	8/3/2022		Fundable	Regular	8/3/2022	8/8/2022	0.75	540		0.03	0.03
36199	Regular	2023	02/13/202	80923	West-MEC	80923	West-MEC	93018	Northeast Owned Ce	##	AE			11	8/3/2022		Fundable	Regular	8/9/2022	10/6/2022	0.75	540		0.3075	0.3075
36199	Regular	2023	02/13/202	80923	West-MEC	80923	West-MEC	93018	Northeast Owned Ce	##	AE			11	8/3/2022		Fundable	Regular	10/11/2022	1/18/2023	0.75	540		0.4125	0.4125
36199	Regular	2023	02/13/202	80923	West-MEC	80923	West-MEC	93018	Northeast Owned Ce	##	AE			11	8/3/2022		Fundable	Regular	8/3/2022	9/29/2022	0.75	443		0.3	0.3
36199	Regular	2023	02/13/202	80923	West-MEC	80923	West-MEC	93018	Northeast Owned Ce	##	AE			11	8/3/2022		Fundable	Regular	9/30/2022	1/18/2023	0.75	443		0.45	0.45
36199	Regular	2023	02/13/202	80923	West-MEC	80923	West-MEC	93018	Northeast Owned Ce	##	AS			11	8/3/2022		Fundable	Regular	8/3/2022	8/5/2022	0.75	443		0.0225	0.0225
36199	Regular	2023	02/13/202	80923	West-MEC	80923	West-MEC	93018	Northeast Owned Ce	##	AS			11	8/3/2022		Fundable	Regular	8/8/2022	10/3/2022	0.75	443		0.2925	0.2925
36199	Regular	2023	02/13/202	80923	West-MEC	80923	West-MEC	93018	Northeast Owned Ce	##	AS			11	8/3/2022		Fundable	Regular	10/4/2022	1/18/2023	0.75	443		0.435	0.435
36199	Regular	2023	02/13/202	80923	West-MEC	80923	West-MEC	93018	Northeast Owned Ce	##	AR			11	8/3/2022		Fundable	Regular	8/3/2022	8/5/2022	0.75	443		0.0225	0.0225
36199	Regular	2023	02/13/202	80923	West-MEC	80923	West-MEC	93018	Northeast Owned Ce	##	AR			11	8/3/2022		Fundable	Regular	8/8/2022	10/3/2022	0.75	443		0.2925	0.2925





# Questions