

ARIZONA DEPARTMENT OF EDUCATION

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STATE OF ARIZONA

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**SCHOOL FINANCE MEMORANDUM 03-016**

**TO:** District Superintendents, Business Managers, & Head Teachers  
**FROM:** Maggie Singler  
**DATE:** December 18, 2002  
**SUBJECT:** Fiscal Year 2002 - 2003 Growth Forms

Under the provisions of A.R.S. §15-948, a school district that experiences growth in Average Daily Membership (ADM) and/or Group B Special Education student counts on their 100<sup>th</sup> or 200<sup>th</sup> day, over last years 100<sup>th</sup> day or 200<sup>th</sup> day, qualifies for additional funds and budget capacity (Revenue Control Limit/District Support Level only).

The "FY 2002-2003 Formula for Growth in Student Count" form\* is available on ADE web site at <http://www.ade.az.gov/schoolfinance/Forms/GrowthForms/Default.asp>. This form can be used to calculate either the 40<sup>th</sup> and 100<sup>th</sup> day and/or Group B SPED growth amounts. While final growth calculations will be based on 100<sup>th</sup> day ADM and Group B SPED, a school district may request an advance of state aid (A.R.S. §15-973(C)), based on growth, using the 40<sup>th</sup> or 100<sup>th</sup> day ADM and/or Group B SPED.

To receive an advance based on ADM/Group B SPED growth please download, complete and submit as indicated, the "FY 2002-2003 REQUEST FOR ADVANCE BASED ON GROWTH" form available at <http://www.ade.az.gov/schoolfinance/Forms/GrowthForms/Default.asp>. **Advances** will be based on ADE calculations of ADM/SPED-Group B Growth and do not require a revised budget. A revised budget is not required until May 15<sup>th</sup> 2003.

Beginning with the April 2003 apportionment payment, all advances pursuant to A.R.S. §15-973(C) will be based on FY 2003 100<sup>th</sup> day ADM/Group B SPED. **For increases due to Growth to be included or retained in the final FY 2003 apportionment and budget limit calculations, districts must successfully submit a revised budget that includes Growth (Budget Page 7, line 1 (b)) prior to May 18, 2003. If you request an advance based on 40<sup>th</sup> or 100<sup>th</sup> day ADM and do not submit a revised budget by May 18, 2003, the total amount advanced will be withheld from the June 2003 payment.**

ADE's calculation of Growth, the APOR55-2, will be available in late December at <http://www.ade.az.gov/Districts/ReportsData/ReportsData.asp>. Report values are subject to change as your district submits student data for ADM/SPED purposes.

If you have questions regarding Average Daily Membership or Special Education Census data please contact Mario Salinas at (602) 542-8239 or by e-mail at [msalina@ade.az.gov](mailto:msalina@ade.az.gov). If you have questions regarding Growth calculation, please contact me at (602) 542-8244 or by e-mail at [msingle@ade.az.gov](mailto:msingle@ade.az.gov).

\*NOTE: The "FY 2002-2003 Formula for Growth in Student Count" form is posted in Microsoft Excel 97 - 2000 format and "FY 2002-2003 REQUEST FOR ADVANCE BASED ON GROWTH" form is posted in Portable Document Format (pdf). If you need assistance finding, viewing or downloading these forms please contact a Regional Training Center (RTC) <http://www.ade.az.gov/rtc>.

cc: County School Superintendent