

ARIZONA DEPARTMENT OF EDUCATION

*Tom Horne*  
Superintendent of  
Public Instruction



STATE OF ARIZONA

School Finance  
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**SCHOOL FINANCE MEMORANDUM 07-023**

**TO:** Charter School Administrators, Directors and Principals  
**FROM:** Philip Williams, Deputy Associate Superintendent of School Finance  
**DATE:** 10/13/2006  
**SUBJECT:** 10/13/2006 Basic Calculation for Equalization Assistance Report (CHAR 55-1) and Equalization Assistance Detail Report (CHAR 64-1)

The October 2006 charter apportionment is complete. The equalization assistance reports (CHAR55-1 and CHAR64-1) for your charter school are posted on your charter school's home page on the ADE School Finance web site at <http://www.ade.az.gov/districts>. If you need help finding or viewing these reports please contact the Arizona Department of Education, Support Center at (602) 542-7378 or toll free at (866) 577-9636.

In the event that you did not receive an October 2006 payment, this may be due to:

- Missing or late submission or a reduction in the charters (1) estimated counts (2) ADM, SPED and/or ELL data (please see your charters Charter School Enrollment Summary ADMS46-1, SPED28-1 and/or ELLS 10-1 reports).
- Missing or late submission of M&O Deduct form.
- Banking information not submitted to the Arizona State Treasurer's Office.
- Missing or late data submitted to the Arizona State Board for Charter Schools.

If you have any concerns regarding your equalization calculation or payments, please contact Alane Wilcox (602) 542-8253 or by email at [Alane.Wilcox@azed.gov](mailto:Alane.Wilcox@azed.gov).

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All eligible charter schools were paid based on the estimated counts submitted by 5:00 pm on September 18, 2006.

If the charter requires SAIS technical assistance, please complete the request form on the System Training and Response (STaR) Team webpage at <http://www.ade.az.gov/schoolfinance/STaR/>. If, however, the charter requires non-technical SAIS assistance questions, please contact Karla Dunn at (602) 542-8240 or by e-mail at [kdunn@ade.az.gov](mailto:kdunn@ade.az.gov).

Please check the submission status of your proposed and adopted budgets, budget worksheets and budget revisions. Per A.R.S. 15-905 (E), budgets must be submitted electronically to the Arizona Department of Education by July 18, 2006. Instructions for checking the submission status can be located at <http://www.ade.az.gov/schoolfinance/FAQs/Default.asp>. If you have questions related to budget submission, please call Rachel Arroyo at (602) 364-1990 ([Rachel.Arroyo@azed.gov](mailto:Rachel.Arroyo@azed.gov)), Mike Barragan (602) 542-8249 ([Mike.Barragan@azed.gov](mailto:Mike.Barragan@azed.gov)), or Allan Hackett (602) 542-4271 ([Allan.Hackett@azed.gov](mailto:Allan.Hackett@azed.gov)).