

ARIZONA DEPARTMENT OF EDUCATION

Tom Horne
Superintendent of
Public Instruction



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STATE OF ARIZONA

SCHOOL FINANCE MEMORANDUM 09-047

TO: District Superintendents, District Business Managers, and County School Superintendents
FROM: Yousef Awwad, Director of School finance
DATE: February 12, 2009
SUBJECT: February 15, 2009 Basic calculations for Equalization Assistance Report (APOR 55 - 1) and Equalization Assistance and Additional State Aid Detail Report (APOR 64)

The February 15, 2009 apportionment reports applicable to the FY2009 equalization payment for your school district are posted on your district's home page on the ADE web site (<http://www.ade.az.gov/districts/default.asp>). If you need help finding or viewing these reports please contact the ADE Training and Support Group at 602-542-7378 or toll free at (866) 577-9636.

The following items have been included in the February 15, 2009 APOR calculations:

- **SB 1006 Adjustments:** As discussed in SF Memo # 09-044, the Base Level and Soft Capital adjustments are included in the February 15 apportionment reports. The BSL adjustment will appear on page 2 of the APOR55-1 report. The SCA and Additional Assistance (for DSCS only) adjustment is included on page 1 of the APOR64-1 report. Please review the above referenced memo for more information.
- **ADMS data:** These student counts reflect the results of the FY2008 processing of student detail data as of January 16, 2008. Contact the Data Analysis team at (602) 542-5695 or by email at (SchoolFinance@azed.gov) if you have questions or concerns regarding the student counts. If you require SAIS technical assistance, please complete the request form available on the System Training and Response (STaR) Team webpage at: <http://www.ade.az.gov/schoolfinance/STaR/>.
- **Advance Based on 40th Day Growth/ Advance Based on Growth:** Included for eligible districts submitting a signed growth request form found on ADE's web site at <http://www.ade.state.az.us/schoolfinance/Forms/GrowthForms/>. If the district submitted a form but did not receive growth reflected on page 2 of the APOR 55-1, it may be due to missing or late submission of student detail data.
- **District Sponsored Charter School ADMS:** Based on FY2009 40th day ADMS data successfully submitted by January 16, 2008.
- **Audit Expense Adjustment and Type 03 HS Tuition:** All adjustments are included based on your adopted budget successfully submitted to ADE as of December 31, 2008. Please check the submission status of your budget and budget worksheets. If you have questions related to budget submission, please contact the budget team at SFBudgetTeam@azed.gov.
- **Comparative Miles Adjustment - Vehicle Inventory vs. Route Miles:** The FY2008 comparative miles adjustment is included in the February 15 apportionment. Please review the district's Comparative Miles Report (TRAN40-2) which can be viewed on the district/charter home page at <http://www.ade.az.gov/Districts/EntitySelection.asp>. If you have any questions or concerns regarding the TRAN40-2 report or the decrease reflected in the TSL please contact Shirley Willis by phone at (602) 542-8245 or via email at Shirley.Willis@azed.gov.

- **Transportation Revenue Control Limit (TRCL):** TRCL may be capped pursuant to ARS § 15-946. The FY2009 TRCL may not exceed the FY2008 TRCL if the FY2009 TRCL would exceed 120% of the FY2009 Transportation Support Level (TSL). In the event that the TSL is greater than the TRCL, the TRCL will be set to the TSL.

Please check the submission status of your budgets, budget worksheets and budget revisions. Pursuant to A.R.S. § 15-905 budgets must be submitted electronically to the Arizona Department of Education. 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 contact the Budget Team via email at SFBudgetTeam@azed.gov.

If you have any questions regarding the content of your APOR reports please contact Kim Lawrence at 602.542.8244 or by email at Kim.Lawrence@azed.gov. Any questions or concerns may also be emailed to the School Finance Inbox at SchoolFinance@azed.gov.