



State of Arizona
Department of Education

SCHOOL FINANCE MEMORANDUM 19-000

TO: County Jail Education Program Directors, County School Superintendents, & County Treasurers

FROM: Lyle Friesen, Deputy Associate Superintendent of School Finance

DATE: July 9, 2018

SUBJECT: FY2019 County Jail Education Program

A.R.S. Section 15-913.01 requires each county that operates a county jail to offer an education program to serve all eligible prisoners. Eligible prisoners are defined as:

- *prisoners who have been in the county jail for more than forty-eight hours*
- *prisoners eighteen years old or younger, or*
- *prisoners with disabilities who are age twenty-one or younger*

Pursuant to statute, the county school superintendent may establish a county jail education fund to provide financial support to the jail education program. This fund shall consist of a base amount set at \$14,400 and a variable amount that is calculated based on the submittal of your instructional days for 2018 and the FY2019 Base Level Amount (BLA) of \$3,960.07.

In order to calculate the total amount of State Aid to your County Educational Program for FY2019, the following information must be submitted to the Arizona Department of Education by September 8, 2018:

- General Program Information as specified in the Attendance Report found on the School Finance website under County Forms at <http://www.azed.gov/finance/files/2018/07/FY19-attendance-report-form.xls>.
- Please submit the Attendance Report electronically to sfpaymentteam@azed.gov.
 - Actual instructional attendance days (prisoners who have received at least two hundred forty minutes of instruction per day.)
 - For all eligible prisoners from July 1, 2017 through June 30, 2018:
 - Non Special Education Student Attendance Days
 - Group A Student Attendance Days
 - Group B Student Attendance Days



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- Please submit the completed Claim form, signed by the County School Superintendent. This form is included with this memo and can also be found on the School Finance website at: <http://www.azed.gov/finance/files/2018/07/FY19-Claim-Form.docx>.

FY 2019 County Jails Education Program calculations will be completed and posted to the ADE School Finance Website prior to distribution of payment.

Submit the forms to sfpaymentteam@azed.gov by September 8, 2018. If you have any questions, please call or email Xin Liu at (602)364-2262 or Xin.Liu@azed.gov.