



School Finance Memorandum 19-008
State of Arizona
Department of Education

TO: Superintendents, District Business Managers, Charter Business Managers,
Charter Holders, and Administrators

FROM: Lyle Friesen, Deputy Associate Superintendent of School Finance

DATE: July 19, 2018

Fiscal Year 2019 Calendar in AzEDS

Instructional Calendars for FY 2019 will be collected via AzEDS. Please see [School Finance Memo 18-057](#) for additional details. School Finance LEA superintendents were emailed in late June with details.

The deadline has been relaxed to August 31, 2018. Please be mindful of the data capture date for the October 1 payment and submit early. Please see the [Hot Topic](#) announcing the change for more detail.

Fiscal Year 2019 Charter Estimated Counts for Payment 2

Charter Estimated Counts will be open for all charter districts planning to operate in Fiscal Year 2019 to submit estimates of their ADM (Average Daily Membership) for FY2019 on July 25, 2018. The application will close on August 14, 2018 at 4:30 pm. The data within Estimated Counts on August 14, 2018 will be used as the basis for the September 4 state aid disbursement for FY2019.

Please see School Finance [Memorandum 18-057](#) for submission instructions and future deadlines.

If you have questions regarding the submission, please email SFAlystTeam@azed.gov.

Important Reminder: Reconcile ADE AzEDS Data to your SIS Data

Remember to reconcile the data that is in your student information system (SIS) with the data in AzEDS. Funding for future payments will be determined by the data that is in AzEDS, not your SIS. If there is a discrepancy in the data, the data in AzEDS will still be used as the basis for future payments. Data should be reconciled monthly, at a minimum.

Note: The most critical time to verify data reconciliation is prior to the data capture deadline. Visit <http://www.azed.gov/finance/2017/06/29/fy-2018-monthly-payment-andazeds-processing-schedules/> for monthly schedules.

Here are a few reports to review on a regular basis:

- AzEDS Data Verification Reports (STUD10, STUD15)
- Student Integrity Status Report (INTEG15)
- Post ACE Reports (ADM15, ADM20, SPED20, ELL20)

These reports can all be found within your AzEDS portal via <http://www.azed.gov/ADEConnect/>

If you need assistance with reconciling your AzEDS reports, email the SFAlystTeam@azed.gov

Payment Updates

Instructional Improvement Fund/Prop 202: Please be advised that the second and final distribution for the FY18 Instructional Improvement Fund/Prop 202 payment has been calculated and is based on FY18 Classroom Site Fund payment 12 counts. Funds were distributed July 12, 2018; payment amounts have been published at the following link. <http://apps.azed.gov/SchoolFinanceReports/Reports?>

Budget Update

Final June 2018 BUDG25 Reports have been posted:

The Final FY2018 BUDG25 report has been posted. Please email the budget team with any budget-related questions or concerns at SFBudgetTeam@azed.gov

General Updates

Email Distribution:

If you are not receiving updates via email and you would like to, please email schoolfinance@azed.gov with your name, email, school, position and telephone number. If you have more than one person you would like to receive emails, please include their information as requested above. If you have any questions, please email schoolfinance@azed.gov or call 602-542-5695.

School Finance Hot Topics

Keep informed of upcoming events, deadlines and system updates by bookmarking our Hot Topics webpage and checking it often. All updates published by School Finance can be found on the web page <http://www.azed.gov/finance/category/hot-topics/>. These same Hot Topics can also be found on our home page at <http://www.azed.gov/finance/>

Questions?

If you have any questions regarding these updates, please do not hesitate to contact the following individuals relating to these areas:

- **General Updates:** Email schoolfinance@azed.gov
- **AzEDS/SAIS/ADM, SDER, and Transportation:** Email the School Finance Operations team at SFAlystTeam@azed.gov
- **Payment:** Email the School Finance payment team at SFPaymentTeam@azed.gov
- **Budget:** Email the School Finance budget team at SFBudgetTeam@azed.gov

Other Areas within ADE

- **Title I, Maintenance of Effort, Stephanie Washington**
Stephanie.Washington@azed.gov, Education Program Specialist, Tel: (602) 542-7466
- **IDEA, ESS, Maintenance of Effort, ESSFunding@azed.gov**, 602-542-3851
- **ADE Support**, 602-542-7378, option 1 or 1-866-577-9636, option 1
- **Grants Management**, Toll Free (844) 893-9789 or locally (602) 542-3901
- **ESA**, 602-364-1969

Please let us know what we can do to better assist you. Send your suggestions to SchoolFinance@azed.gov and in the subject line type SUGGESTIONS.