



State of Arizona  
Department of Education

## SCHOOL FINANCE MEMORANDUM 25-023

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**TO:** District Superintendents, District Managers,  
Career Technological Education District Business Managers and  
Superintendents

**FROM:** Xin Liu, Deputy Associate Superintendent of School Finance

**DATE:** October 16, 2024

**SUBJECT:** October 22, 2024 Basic calculations for Equalization Assistance Report (BSA 55)  
and Equalization Assistance and Additional State Aid Detail Report (BSA 64)

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The October 22, 2024 district apportionment is complete. The BSA55 and the BSA64 equalization assistance reports are available by district selection on the Arizona Department of Education (ADE) [School Finance website](#).

### Items included in the October 22, 2024 BSA calculations:

**Student Counts:** The October 22, 2024 apportionment has been based on FY2025 AzEDS results as of September 15, 2024. If you have questions or concerns regarding the student counts, please contact the account analyst team. The analyst team may be reached by creating a ticket in HelpDesk <http://helpdeskexternal.azed.gov/>

**State Aid Rollover:** Pursuant to Session Laws, for districts with a student count of 4,000 or more, the Arizona Department of Education shall defer until after June 30, 2025, but not later than July 12, 2025, \$800,727,700 of the basic state aid and additional state aid entitlement that otherwise would be apportioned to school districts during fiscal year 2024-2025. The FY2025 rollover amounts are included in the October 22, 2024 payment BSA64.

**FY2024 Statewide Recalculation:** The FY2024 statewide recalculation has been completed. Positive SRC adjustments have been included in the FY2025 September payment as a lump sum adjustment to FY2025 Equalization on the BSA64 report for September 2024.



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Negative SRC adjustments have been included in the FY2025 September payment as an adjustment to FY2025 equalization on the BSA64 report for September 2024 and will be taken over the entire fiscal year; 3/12ths taken in September and 1/12th each payment thereafter. Please see the [Hot Topic](#) for more information.

**Transportation Support Level (TSL):** Route miles from FY2024 were reflected in the October 22, 2024 equalization calculation. Please see the posted [Hot Topic](#) regarding changes to TSL and the requirement of a Vehicle Inventory Report submission. Please contact the account analyst team if you have any questions or concerns regarding this report. The analyst team may be reached by creating a ticket in HelpDesk <http://helpdeskexternal.azed.gov/>

**Additional State-Aid:** The FY2024 Additional State Aid amounts have been used in lieu of FY2025 amounts. These amounts will be updated once we receive Additional State Aid figures for FY2025 from the Department of Revenue, which we expect to be in December 2024.

**Assessed Valuations:** Tax Year 2024 values by district and county were used in the calculation of state aid in FY2025 beginning with the July 22, 2024 apportionment. These values are provided by the AZ Department of Revenue.

**SRP Voluntary Contributions:** SRP amounts are rolled over from Tax Year 2023; these amounts will be updated once we receive the Tax Year 2024 voluntary contribution figures from SRP, which we expect to be in December 2024.

**GPLET Value:** Tax Year 2023 values by district were used in the calculation of state aid in FY2025 for the October 22, 2024 apportionment. These values will be updated when the Tax Year 2024 values are provided by the Counties, which we expect to be in December 2024.

**K-3 Reading:** Per A.R.S 15-211, each school district and charter school shall annually submit to the department of education on or before October 1 an updated K-3 reading program plan that includes data on program expenditures and results. To receive funding, all districts and charters must submit a plan to the State Board of Education for approval. K-3 reading funding will be released once we receive approval from the State Board of Education. **For questions on the timing of your Board approval, please contact the Move On When Reading department at [MoveOnWhenReading@azed.gov](mailto:MoveOnWhenReading@azed.gov)**



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**Audit Expense Adjustment:** All adjustments have been included in your October 22, 2024 apportionment based on your FY23 Engagement Letter and most recently submitted budget as of the time of calculations. The chart below outlines the locations in which reporting by the district is required:

Group	Budget Type Description	Page	Cell Reference
Audit Expense	FY2025 District Expenditure Budget	2	O8
Audit Expense	FY2025 District Expenditure Budget	Data Entry	L55
Audit Expense	FY2023 District Annual Financial Report	8	O21
<b>Submitted to AZ Auditor General</b>			
Audit Expense	FY2023 Engagement Letter	Submitted to AZ Auditor General	Submitted to AZ Auditor General

Please Note: FY 2025 AzEDS ADM, SPED, and ELL results as of 5pm October 15, 2024 will be used for the calculation of the Base Support Level in the November 22, 2024 calculation of state aid. Please check your ADM20, SPED20, and ELL20 reports, which are available via ADEConnect. Please contact the School Finance Analyst Team at <http://helpdeskexternal.azed.gov/> with questions regarding these reports. A list of the data capture dates for FY 2025 payments is posted on the [School Finance page](#).

If you have any questions regarding the content of your district's payment reports, please contact the Payment Team via email at [SFPaymentTeam@azed.gov](mailto:SFPaymentTeam@azed.gov). Please contact the Account Analyst team for any questions about your estimated counts or other required student information, by creating a ticket at <http://helpdeskexternal.azed.gov/>