

APPLICATION AND DECISION MAKING

The Board of Education recognizes that it may sponsor additional community schools. This policy establishes a process for determining whether it will accept additional community schools and establishes a documented, systematic application.

Application Process

The District shall develop an application process. As a part of this process, applicants shall have a defined timeline that includes a planning stage. The planning stage shall be at least nine (9) months. The District recognizes that, in extenuating circumstances, a planning stage may be impractical. Any application that is unable to meet this timeline is required to explain in writing, to the District, why such a planning stage is not necessary. Applications and their guidance shall be available on the District's website.

Application criteria shall be based on the type of school applying.

1. New School Application Criteria

The District recognizes that some entities may propose new schools ("Proposed Schools"). Proposed Schools pose unique challenges, as the District cannot evaluate the school's past performance. The Board, therefore, directs the District's sponsorship staff to create an application that that will enable it to determine whether the proposed school has the capacity to execute its plan.

The application for Proposed Schools shall require the Proposed School to provide, at a minimum:

- a. a mission statement,
- b. a vision statement,
- c. an education plan,
- d. a staffing plan,
- e. a business plan,
- f. market research regarding the demand for the school,
- g. the school's proposed governance, and
- h. the school's proposed management company (if any).

No Proposed School may be approved without interviewing the Proposed School.

2. Replicating School Application

The District recognizes that some schools may seek sponsorship by replicating an existing model ("Replicating Schools"). Replicating Schools shall apply through a written application to be developed by the District.

The application for Replicating Schools shall require the Replicating Schools to provide, at a minimum: (1) a business or growth plan, (2) market research, and (3) an explanation of the particular model. The Replicating School shall also provide the District with the following evidence to review from the other schools upon which the Replicating School is being modeled:

- a. academic data,
- b. sponsors' compliance reports,
- c. governing authority meeting minutes, and
- d. financial records (including recent audits).

No Replicating School shall be approved without interviewing the applicant and the Replicating School's other sponsors.

3. Existing School Application

The District also recognizes that existing schools may seek to change from their existing sponsor to be sponsored by the District ("Transferring Schools"). Transferring Schools shall apply through a written application to be developed by the District.

The Transferring School application shall require the Transferring School to provide, at a minimum, the following:

- a. academic data,
- b. sponsor's compliance reports,
- c. governing authority meeting minutes,
- d. financial records (including recent audits), and
- e. information about how the school has remedied any deficiency cited by the current sponsor.

No Transferring School shall be approved without interviewing the applicant and the applicant's existing sponsors.

Quality Practices Rubric: B.01 – Application Process, Timeline and Directions; B.02 – Rigorous Criteria for New Schools; B.03 Rigorous Criteria for Replicators and Schools Seeking a Change in Sponsor

Adopted: April 24, 2017 Resolution No. 16-17-54

MARGARETTA LOCAL SCHOOL DISTRICT

Sponsorship Application Guidance, Directions, Timelines, and Sponsorship Priorities

1. The District requests that Applicants begin the application process in January of the year prior to the year the school will open.
2. Prior to completing the application, applicants should contact the Superintendent's office to determine that applications are being accepted.
3. The District has established three separate applications. The applicant shall submit the correct application based on the type of school:

New School Application – for schools that have not yet opened.

Transfer School Application – for existing schools that are looking to change sponsors.

Replicator School Application – for schools that are replicating an existing model.

4. Please submit the entire application by email to the superintendent's office: dmock@margarettaschooldistrict.com. The District will confirm receipt of said application.
5. The application shall be submitted as one document in PDF format. The narrative shall contain full sentences and must be clearly labeled. There is no limit to the length of the narrative. All exhibits must be attached after the narrative. Please clearly label all exhibits consistent with the numbering system clearly defined in each application.
6. The application will be scored pursuant to the criteria contained in the District's application rubric and the District's application review policy. The District has made the scoring rubric publicly available. Applicants are strongly urged to review the rubric prior to submitting an application as the rubric clearly states the criteria that will be used to evaluate the application. Note that the same rubric is used for all applications. The rubric clearly indicates where certain items do not apply to specific applications.
7. Based on the rubric, each question is scored 0-4 by each member of the Review Team. The scores are then combined. If the applicant receives at least 75% on the scoring rubric and the Review Team determines the applicant is consistent with the District's mission and strategic plan, the Review Team will contact the applicant for an interview. The interview will be used to verify application responses to responses in the written application and to clarify misunderstandings. The interview questions asked will be the same as the questions in the general application.

8. If the School is an existing school or a replicator, the District will interview the applicant's current sponsor. If the school is a replicator, the District will decide which sponsor(s) to interview. The interview will be used to verify application responses to responses in the written application and to clarify misunderstandings. The interview questions asked will be the same as the questions in the general application.

9. The Review team will make an evidence-based recommendation to the Board regarding whether the District may enter negotiations for a preliminary agreement.

Application Timeline

Except for the first date of school, all dates are for the year prior to the year sponsorship is to begin. This ensures that the District has sufficient time to develop its school.

1. Planning Stage: January 31 (of the year before sponsorship is to begin)
2. Application Deadline: August 1 (of the year before sponsorship is to begin)
3. District Review of Applications: August 1-15 (of the year before sponsorship is to begin)
4. District Interviews conducted: August 16-31 (of the year before sponsorship is to begin)
5. Review Team makes evidence based recommendation to the District Board: Prior to September 15 (of the year before sponsorship is to begin).
6. District Board and Applicant enter a Preliminary Agreement – September 15 (of the year before sponsorship is to begin)
7. District Board and Applicant enter a Sponsor Contract – September 30.
Note: by entering into a Sponsor Contract on September 30, the District complies with its policy that community school applicants have a nine (9) month planning stage.
8. First Day of School begins – no earlier than August 1 (of the year after application is filed).

Sponsor Mission Statement

It is the Sponsorship Mission of the Margareta Local School District to develop a proactive and exemplary sponsorship program that ensures Ohio residents have meaningful educational choices. The District seeks to sponsor innovative community schools that are academically successful, operationally compliant, and fiscally accountable.

Priorities

1. Conduct sponsorship program pursuant to Ohio law and Ohio Department of Education quality practices.
2. Provide quality monitoring, oversight, and technical assistance so that sponsored community schools have the opportunity to be academically successful, operationally compliant, and fiscally accountable.
3. Develop clear standards for approving community schools for sponsorship