



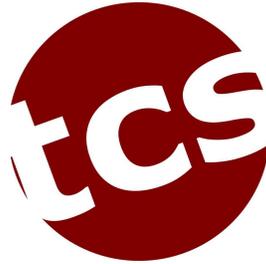
**MARGARETTA SPONSORSHIP  
ANNUAL REPORT  
2017-18 SCHOOL YEAR**



**TOWNSEND NORTH COMMUNITY SCHOOL  
207 LOWELL STREET  
CASTALIA, OH  
44824**

Townsend North Community School (TCS) is a conversion community school established in 2011. TCS is sponsored by the Margareta Local School District. TCS accommodates at-risk students in grades 9-12. TCS offers adult education and college credit plus opportunities for all students. TCS maintains a safe and innovative learning environment in a modern facility. TCS allows each student to learn at their own individual pace.

As the sponsor of Townsend North Community School, the Margareta Local School District (MLSD) provides resources to support the school. Our relationship with TCS is a partnership to enhance an alternative educational delivery system targeted to improve student achievement. Our commitment is to offer "managed growth" to meet the needs for each student to be successful.



#### SPONSOR MISSION STATEMENT

As a sponsor, the MLSD seeks to provide quality sponsoring practices for develop innovative education options that provide choices for Ohio students who are seeking a public education in an alternative learning setting.

#### VALUES AND GOALS

1. Provide quality and proactive monitoring oversight and technical assistance to TCS.
2. Conduct all sponsorship activities pursuant to Ohio law fulfilling the sponsorship/TCS contract.
3. Develop clear operating standards.
4. Develop clear standards that are consistent with the Margareta Local School District's Sponsor Mission Statement.

## **Townsend North Community School Graduating Class of 2018**



**SINCE 2012, Townsend Community School has been enhancing the lives of its students through a flexible and alternative education.**

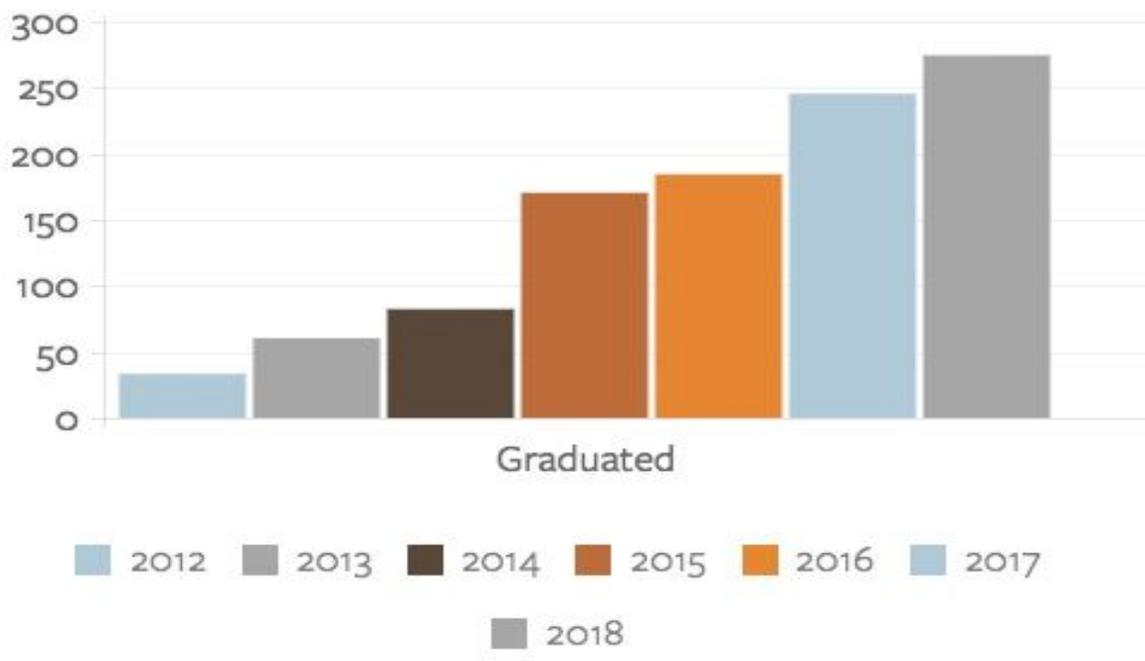
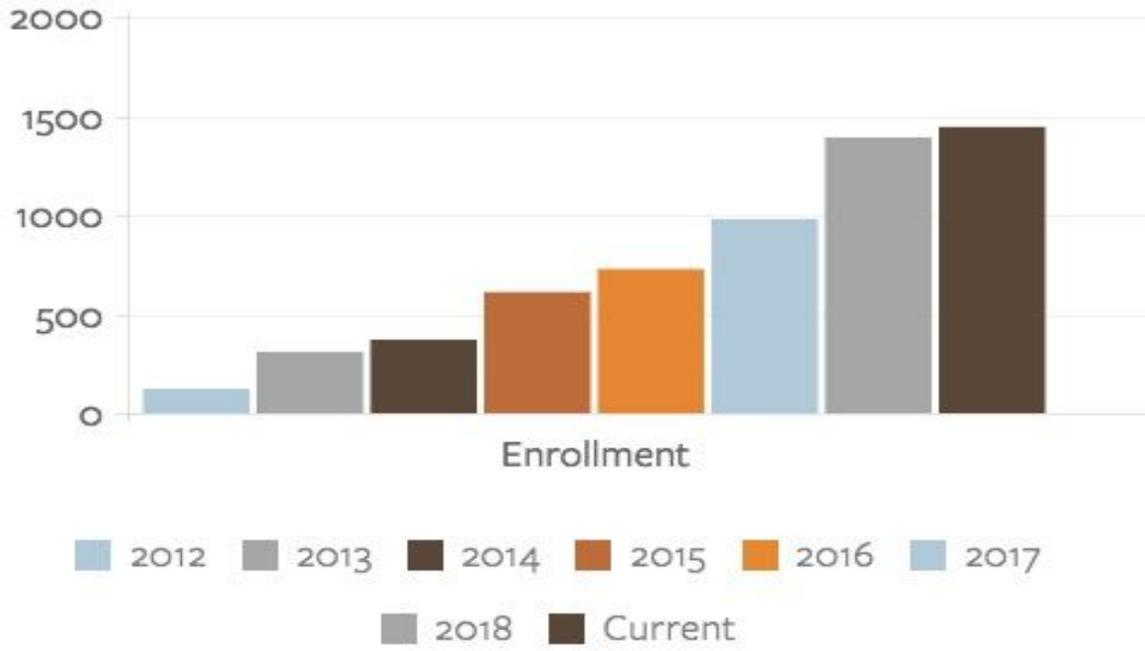
**Together, our highly qualified instructors and staff, our specialized curriculum, and our modern facility allow each student to succeed in his or her unique way. We believe that students come first. Furthermore, that they know what is important to their education.**

**TCS provides a safe and innovative learning environment that is designed to shape positive experiences for all students. Our accommodating and caring model not only motivates students to learn, but also allows students to access their education at their own pace, which in turn fosters the best version of themselves.**

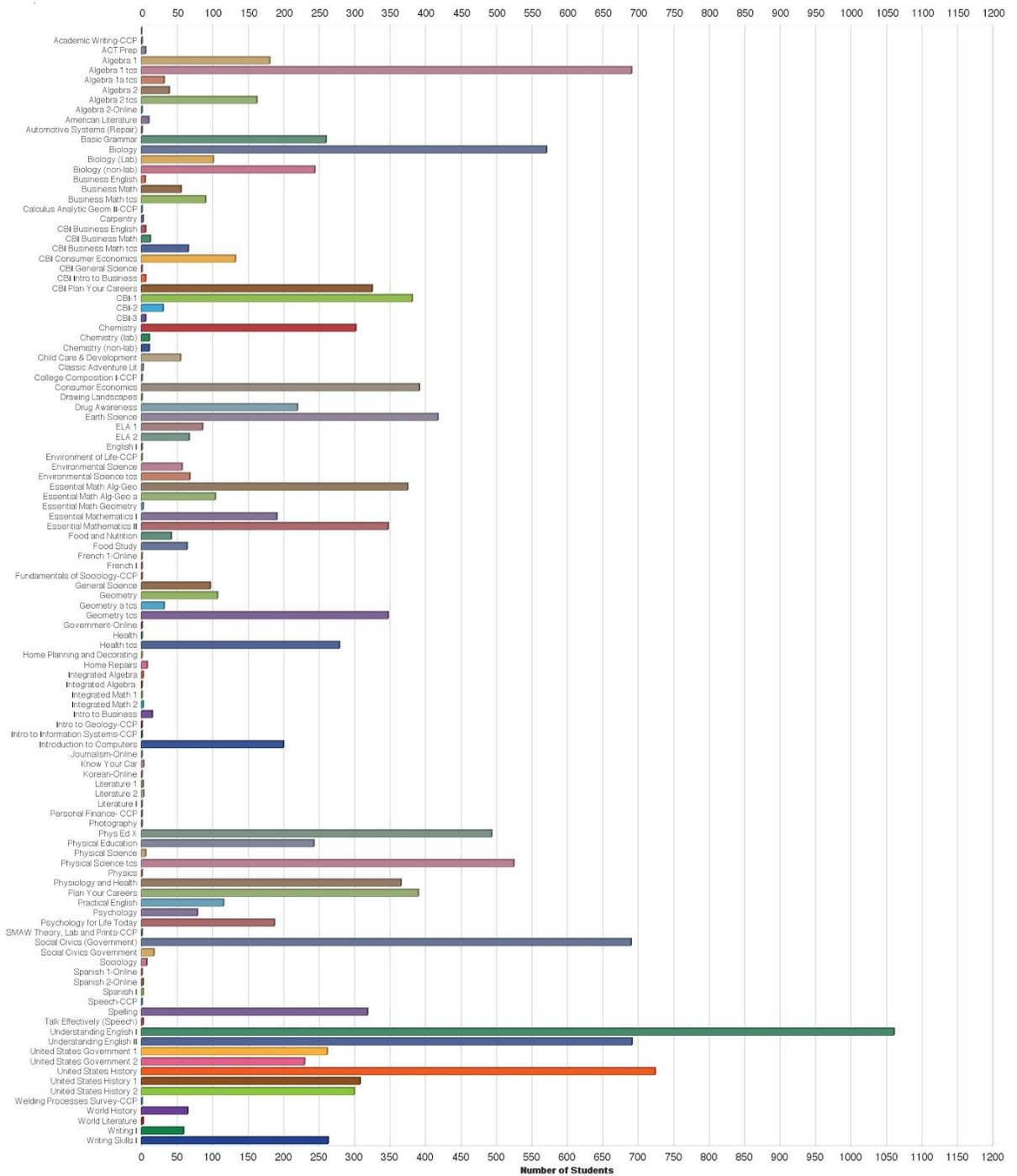


**Townsend North Community School is a conversion community school that provides a high quality education to its students. It contributes significantly to Ohio's effort to provide quality education options to at-risk children through vigorous, creative community-school programs that prepares students for the 21st century.**

**At Townsend North Community School, the student body makeup is 6% Black, 9% Hispanic, 6% Multiracial, 76% White, 27.8% Students w/ Disabilities and 83.6% who are Economically Disadvantaged.**



# Courses



## **Summary of Academic Performance**

Summary of Academic Performance attached to this report is a Summary Analysis of Academic Performance based upon the results of the Ohio Department of Education Report Card for the 2017-2018 School Year. Townsend has Met Standards in Gap Closing, Graduation Rate, Annual Measurable Objectives, 4-Year Graduation Rate, 6-Year Graduation Rate, 7-Year Graduation Rate and 8- Year Graduation Rate of the performance indicators. Townsend Failed to Meet Standards in HS Passage Rate, Progress and Students Who Passed All Five Tests.

Townsend has Exceeded Standards in the Graduation Rate for graduation within 5 years, 6 years, 7 years and 8 years, and Combined Graduation Rating. Townsend continues to make improvements in Academic Performance. Townsend improved in each of the graduation rates for the years measured and has received a Combined Rating of Exceeds Standards. Townsend is close to attaining an overall rating of Exceeds Standards which will continue to be the goal of the School and the Sponsor.

**Overall, Margaretta rates Townsend as Meets Standards in Academic Performance for the 2017-18 School Year.**

## **Fiscal Performance**

Townsend Community School fiscal performance since its origin – 2011-2012 School Year – has afforded the School the opportunity to expand services to great number of students. Townsend started in October 2011 with 27 students enrolled and a staff of three. At the conclusion of the 2017-2018 school year, Townsend had graduated over 1,030 students since its origin, and has nearly 1,466 students continuing to be enrolled. The blended learning model delivery system works well with the student based funding model used by the Department of Education.

Margaretta reviews monthly the financial reports with the Treasurer of Townsend Community School and reports its findings to the Townsend Community School Governing Authority at their monthly meetings. The financial review includes a review of cash statements, budgetary ledgers, check registers, revenue reports, enrollment reports, and payroll line items. The monthly reviews and associated financial reports are intended to provide internal financial controls and support for the financial position of the community school. Margaretta also participates in the annual audit performed by the Auditor of State. The financial review process includes following up with recommendations of the Auditor of State and to address any deficiencies or citations. The Enrollment Variance is within the Sponsor established acceptable range of greater than 85% and less than 150%. Townsend results were a 109.73% for this criteria for the 2017-18 school year. This measurement is critical in the planning stages for the fiscal year to properly account for staffing needs as changes in enrollment occur during the year. The standard looks at over estimating enrollment (less than 85%) or under estimating enrollment (greater than 150%) planning ranges. This is important to ensure fiscal stability and being able to meet the needs of the students. In the Sustainability Indicators, Townsend has met all standards. Total Margin of Operating Funds only and Total Margin measurements. This measurement evaluates Townsend on the relationship of revenue to expenses to determine if the School can sustain the educational program. Townsend has met the Cash Flow standards for the One-Year and Multi-Year analysis. This measurement evaluates the Cash position of the School. The TCS FY- 2017 and FY-2018 SY Auditor of State fiscal audit is pending. The 5-year forecast was approved in October 2017 and approved again in May of 2018 and submitted by the Sponsor.

**Overall, Margaretta rates Townsend as Meets Standards in the area of Fiscal Performance for the 2017- 2018 school year.**

### Legal Compliance

Townsend Community School contracts with Dickinson & Wright for legal support. Margaretta Local Schools contracts with Pepple and Waggoner for legal support. As part of its sponsorship of Townsend Community School, Margaretta conducted site visits and reviewed Townsend Compliance with 312 items. ODE further audited these results. Based on these combined reviews, it was determined that Townsend is only noncompliant with 4 items for the 2017-2018 school year. As a result Townsend Community School's compliance percentage is 98%. Margaretta will work with Townsend to Resolve the remaining areas of noncompliance. As the sponsor, Margaretta is proud to report that it received a '4' rating in Compliance. A '4' is the highest rating a sponsor can receive.

**Overall, Margaretta rates Townsend as Meets Standards in the area of Legal Compliance for the 2017-2018 school year.**

### Organization and Operation

Townsend Community School was opened under the Sponsorship of Margaretta Local School District on October 3, 2011. Townsend Community School's Governing Authority is comprised of five members, David Warner (Member), Dora Grant (President), Robert Smith, Ph.D. (Member), Kent Edwards (Vice-President), and Jean Smith (Member). The Governing Authority has employed Pete Bartkowiak as Superintendent of Public Instruction and John Coffman as Treasurer. On August 1, 2017, Mike Limberios replaced John Coffman as Treasurer. Townsend Community School operates a Drop Out/Credit Recovery Community School designed to serve students in grade levels 9 through 12 to attain a Tier I High School Diploma. Townsend uses a "blended learning" model to deliver the educational programs. Townsend assigns subject matter for a student based upon the student's capacity to earn credits. Often they limit the student to one course at a time. The student is provided the curriculum and assigned the task of independently completing tests for each subject. The student will have the opportunity to discuss with a teacher of record and meet with the assigned teacher to assist the student in comprehension of the material. The student is to complete and pass the tests of the subject matter. If the student passes an end of course exam, it is determined that the student has demonstrated mastery of the subject and achieves a course credit toward the goal of graduation. Students are bound by the Department of Education rules for testing and accountability of instruction time. Instruction time is monitored by requiring the student to log their learning time. Logs are submitted to the teacher of record to confirm the attendance. Statewide testing is administered by the School and offered in their facilities or at locations established by the School. Townsend has relationships with communities to provide for areas for learning. Most commonly used area is a local library. Teachers meet with their students at arranged times made available by the community facilities. Townsend leases space at the Margaretta High School for staffing and to foster meetings with students on the High School campus. Townsend opened a new 28,000 square foot Student

Learning Center in the 2015-2016 school year including an addition that opened in April 2016. The Learning Center houses most of the Townsend staff, Governing Authority Board Room, Computer Lab, Science Labs, and Open Learning areas. Townsend offers a meal and refreshments who attend the Learning Center. The new facility is the focus of the alternative learning system that has been created for their students. The students resided in one hundred one (101) various school districts across Ohio.

In accordance with the Community School Contract Section C. Sponsor Obligations include eleven (11) itemized responsibilities including:

1. Monitoring the school's compliance with applicable law and the terms of the contract;
2. Monitoring and evaluating the academic and fiscal performance and the organization and operation of the school;
3. Reporting annually the results of its evaluation to the Department of Education and to parents of the students enrolled in the school;
4. Providing technical assistance to the school in complying with applicable laws and the contract;
5. Intervening as the Sponsor deems necessary in the school's operation to correct problems with overall performance;
6. Review the financial and enrollment records of the School at least once per month with the governing authority or the fiscal officer, and provide a written report regarding the review within ten days after the review;
7. Preparing and assisting with contingency plans in the event the school is experiences financial difficulties or closes before the end of the school year;
8. Completing Opening Assurances in accordance with the law;
9. Notifying the School in a timely manner about third party complaints involving the School;
10. Offer other activities as determined by the Sponsor, specifically designed to benefit the School; and
11. Report on the amounts and types of expenditures made to provide monitoring, oversight and technical assistance to the School, pursuant to the requirements in RC 3314.025.

Margaretta has demonstrated to meet the contractual responsibilities of the Sponsor role by the following means: Conducts ongoing walk through of the facilities, meeting and interviewing students, faculty and staff;

- a. Meets periodically and discuss the changes in statute with Margaretta's legal counsel Pepple and Waggoner, as well as Townsend's legal counsel Dickinson and Wright;
- b. Prepares and reviews on a monthly basis attendance information and fiscal performance with the Superintendents, Governing Authority, Margaretta Board of Education, and Treasurers;
- c. Provides support for the facilities, clerical support, transportation services, and food services storage and distribution processes;
- d. Reports any complaints, although there have not been many, involving the Townsend;
- e. Townsend Superintendent participates in periodic management meetings with Margaretta leadership;
- f. Joint meetings with the Superintendents, Treasurers, other Administrators, Governing Authority members and Margaretta Board members to discuss facilities

and other strategic decisions that involve Townsend and Margaretta;

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- g. Margaretta's Local Professional Development Committee assist Townsend's certified employees obtain recertification, recommend and review professional development plans; and
- h. Margaretta leadership attends professional conferences on Community Schools to obtain a better understanding of the community school movement. During the 2017-2018 School Year, Margaretta implemented a Quality Practices Improvement Plan as a requirement of being evaluated as "ineffective" as a Sponsor resulting from an independent review of the standards established by the Ohio Department of Education. The Quality Improvement plan was approved in February 2018 and Margaretta adhered to the plan details. It is the goal of Margaretta to become an Exemplary Sponsor. Margaretta receives from Townsend agendas, meeting minutes, financial information, 5-year forecast, enrollment information and reports indicating the number of students enrolled who are defined as being "economically disadvantaged" and those who have been identified as having a learning disability. Townsend Governing Authority invited the Margaretta Local School Board of Education members to attend a professional development opportunity to discuss the "Sunshine Law and Public Records" in January 2018. All of the Governing Authority Board members and School Board members attended the meeting. In April 2018, the Margaretta Local School Board and the Townsend Community School Governing Authority did amend the community school contract which governs the relationship between the sponsor and community school. Each board received legal counsel to make sure that the amended contract met with the State laws and rules.
- i. The TCS Governing Board has approved the Code of Regulation.
- j. Margaretta as the Sponsor finds that the TCS Governing Board complied with Ohio's Sunshine Law. This determination is based on Margaretta's review and attendance at said meetings.

**Overall, Margaretta rates Townsend as Meets Standards in the area of Organization and Operation Governance for the 2017-2018 school year.**





**Back row (left to right): Brian Sutorius, Paul Schoenegge  
Front row (left to right): Kent Miller (Vice President),  
Andrew Warner (President), Mandi Yetter**

**District Mission**

**The MARGARETTA LOCAL SCHOOL DISTRICT will deliver an education that supports academic achievement, in a safe environment, that provides the knowledge and skills needed to be college and career ready.**

**Mr. Dennis Mock, Superintendent  
Mrs. Diane Keegan, Treasurer  
Drew Grahl, Compliance Officer**

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Margaretta Board of Education  
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### THE COMMUNITY

The Margaretta Local School District is located in scenic northwestern Ohio (Erie & Sandusky Counties) along the shores of Lake Erie; and just minutes from Cedar Point. Margaretta Schools is a hub of several villages and townships that comprise the district. A strong community workforce is made up of a mixture of manufacturing, farming and service industries. Residents take great pride in their community and school system. It is an excellent area to pursue a career, raise a family and enjoy life on the shores of Ohio's vacationland.

### THE DISTRICT

The Margaretta Local School District serves approximately eleven hundred and thirty (1130) students in grades pre-K through 12. It is comprised of two learning facilities: Margaretta Elementary which houses the students in grades preschool - grade 5. The Margaretta Middle/High School provides programs for students in grades 6-8 and 9-12.

The Margaretta Local School District sponsors Townsend North Community School (TCS). TCS provides a high quality education to its students. It contributes significantly to Ohio's effort to provide quality education options to at-risk children through a vigorous, creative community-school program that prepares students for the 21st century workplace.

MLSD students have shown to be MIGHTY in their academics by earning 636 credit hours of college credit through college credit plus or AP classes. The senior class also earned \$515,118 in scholarship money. The future looks bright for our newest graduates as 75% will be attending college, 24% will be entering the workforce, and 1% is entering the military.

**MLSD would like to acknowledge the Governing Authority of Townsend Community School, Dr. Robert Smith, Dave Warner, Dora Grant, Kent Edwards and Jean Smith, along with their staff, and leadership members for their commitment and efforts to the TCS students.**

**Thank you to Margaretta Board of Education members Mandi Yetter, Kent Miller, Paul Schoenegge, Andy Warner and Brian Sutorius for your involvement, support and guidance. We would also like to thank Dennis Mock, Drew Grahl and Carrie**

**Keller for their professional contribution of knowledge and organizational role on behalf of the sponsor.**

**Also, we thank our colleagues, Brian DeSantis of Pepple and Waggoner Law Firm, attorney for Margareta Local School District, and Amy Borman and Adam Schira of Dickinson Wright, attorney for Townsend Community School Governing Authority, for their dedication, selflessness, attention to detail, and consistent availability.**

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**In the 2017-2018 school year, 83.6% of Townsend North Community School students were determined to be economically disadvantaged while 27.8% were identified with special needs. TCS offers Intervention Specialist services who are licensed plus highly qualified instructors who are available for individual academic assistance. The school works to provide each student with a customized Individualized Learning Plans (ILP), this is a plan designed by the student, parent/guardian and instructor so the student can obtain their diploma. Included in the plan may be the utilization of the services provided by school psychologists, therapists and other related services. Students may choose the educational plan they will follow to obtain their high school diploma. Students choose TCS for a variety of reasons. The school provides these students and their families with educational alternatives. The school offers the students the opportunity to work at an accelerated and individualized pace, thus giving them every opportunity to succeed in their academic pursuits. Each student must meet the mandatory requirements established by the Ohio Department of Education to earn their high school diploma. TCS has received a rating of a Tier 1 diploma from the United States Armed Forces. The Class of 2018 had 22 graduates enlist in the United States Armed forces. The TCS charter is statewide, thus, any student residing in the State may enroll. The majority of the students served reside in Erie, Sandusky and the surrounding counties. The school has and will continue to be available to students from surrounding schools to offer an educational solution that would be best served in the alternative setting that Townsend Community School provides.**

**The majority of the students work independently and may seek assistance at any time from their instructional teacher. To meet the attendance requirements all students are required to communicate with their assigned teacher on a regular basis. In addition, the students are also required to document the hours of instructional opportunities needed to complete their studies. Students may also choose other educational options such as "flex credit." TCS also employs a CBI Coordinator and 5 CBI instructors to assist students in earning credit for documented gainful employment and/or volunteer work. Physical education credit is garnered through an independent study course implemented by the school's Physical Education instructor. TCS will continue to investigate, evaluate and establish educational programs designed to best serve our unique student demographic. TCS built a 32,000 square foot Learning Center on MLSD property. Students adhere to the code of conduct provided in the student handbook. TCS strives to offer and maintain a safe learning environment conducive to learning for all students.**

A copy of the 2017-2018 report card is included in this report as part of the Academic Performance review. TCS continues to see an increase in enrollment and students reaching graduation. The school has grown simply by referrals from area schools, parents, students, and community members. The school works to promote high standards of education for all students it also encourages parent or guardian involvement. It is the ultimate goal of the school to increase student achievement in preparation for post-secondary education or employment. TCS employs a career and college access advisor to help students prepare for life after

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high school. 62% of the class of 2018 is engaged in a post-secondary education. TCS will be working with Goodwill Industries and Job and Family Services from the surrounding counties to create job opportunities and work experiences for the students of TCS. It is the mission of TCS School to be an integral part of a valuable partnership with our students, their families and the surrounding communities. The school held a graduation ceremony at the Sandusky State Theatre in Sandusky, Ohio on June 4, 2018.

As a sponsor, the Margaretta Local School District will develop quality sponsoring practices; will sponsor innovative and high-performing community schools that provide choices to Ohio students who are seeking public education learning opportunities. Values and Goals:

1. Provide quality and proactive monitoring oversight and technical assistance to sponsored schools;
2. Conduct all sponsorship activities pursuant to Ohio law and strive to develop quality practices to further support sponsored schools in fulfilling their sponsorship contract;
3. Develop clear standards for approving new or existing charter schools to the extent that the Margaretta Local School District has capacity and personnel available to do so;
4. Develop clear standards for renewing existing sponsored schools and renewing schools that are consistent with Margaretta Local School District's Sponsor Mission Statement.
5. Develop a Five Year Sponsoring Strategic Plan based on the MLSD Sponsoring Mission and Vision.

The District has identified five (5) clear priorities over the next five years pertaining to:

- (1) Quality Practices,
- (2) Compliance Practices,
- (3) Academic Performance,
- (4) Portfolio of Schools,
- (5) Determination for Capacity to Sponsor Additional Schools.

The priorities are listed numerically based on their priority level (i.e. #1 is the highest priority). Each priority contains specific measurable goals, a strategy, action steps, evidence, and time frames for achievement.

1. Establish and Maintain Quality Practices:

- a. **S.M.A.R.T. Goals:** By 2022, the District will earn an Exemplary rating in the Quality Practices component of the Sponsor Report Card by annually increasing its Quality Practice Score by 1 point.
- b. **Strategy:** Continuously refine and develop the District's Quality Practices so that the District can achieve an Exemplary rating.
- c. **Action Steps:** By December 2017, establish a Quality Practices Calendar that identifies when all "quality" practices will occur.

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- d. **Improvement plan:** annually, until 2020, implement a plan which creates S.M.A.R.T. goals for the Quality Practices items in which the District did not earn an "effective" rating.
- e. **Evidence:** a Quality Practices Calendar created by December, 2018.

**2. Establish and Maintain Compliance Practices:**

**S.M.A.R.T. Goals**

- a. By 2021, the District will earn an exemplary rating in the Compliance component of the Sponsor Report Card by annually increasing its Compliance score by 1 point.
- b. **Strategy:** establish a comprehensive review system that enables the District to identify proactively when Townsend Community School is not complying with all laws and rules.
- c. **Action Steps:** establish a Compliance review calendar that enables the District to systematically review Townsend Community School's compliance with all laws and rules.

**3. Maintain Strong Academic Performance of Townsend Community School:**

- a. **S.M.A.R.T. Goals:** by 2020, the District will maintain its Effective rating.
- b. **Strategy:** Complete a regular review of Academic Performance and to provide resources to support Townsend Community Schools' Academic Performance by June, 2020.
- c. **Action Steps:** develop a regular process for evaluating Academic Performance by June, 2019. To address and provide support in areas of academic weakness through technical assistance and professional development.
- d. **Evidence:** (1) Establish Processes for evaluating academic performance; (2) Ohio Department of Education Sponsor Rating in the Academic Performance component; (3) Offering of Professional Develop opportunities and strategies to address academic performance; and, (4) Documentation of Technical Assistance.

**4. Maintain Existing Sponsorship of Townsend Community School:**

- a. **S.M.A.R.T. Goals:** By 2021, the District will maintain its sponsorship of Townsend Community School.
- b. **Strategy:** Establish a comprehensive system of sponsorship so that the Townsend Community School's performance supports the Townsend's renewal, and collaborate with Townsend to develop a productive, working relationship.

c. Action Steps: (1) By December 2017, complete an annual review and inform the school of its prospects for renewal; (2) by June 2019, complete an annual review and inform the school of its prospects for renewal; and (3) by June 2020, complete the District's first renewal process pursuant to developed policies and procedures.

d. Evidence: (1) a completed Annual Review for prospects for renewal; (2) Documentation of the Renewal Processes; and (3) Renewed Contract with Townsend Community School.

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**5. Determination of Capacity to Sponsor Additional Community Schools**

a. S.M.A.R.T. Goals: By 2020, the District will determine whether it has capacity to sponsor additional community schools.

b. Strategy: Improve sponsor rating to enable the District to sponsor schools, establish practices, and a committee to assess if the District has capacity to sponsor additional schools. c. Action Steps: (1) By June 2018, increase sponsor rating that the District is able to accept Community School Applications; and (2) by June 2019, establish a Board Committee to determine whether the District has capacity to increase sponsorship to more schools.

d. Evidence: (1) Ohio Department of Education Sponsor Rating; and (2) Report from the Board Committee regarding the District's capacity to sponsor additional community schools.

**Sponsor Leadership Team**

Dennis Mock, Superintendent of Margaretta Local Schools

Drew Grahl, Compliance Officer of Margaretta Local Schools

Diane Keegan, Treasurer of Margaretta Local Schools

Leroy Carroll, Buildings and Grounds Maintenance Supervisor of Margaretta Local Schools

Courtney Dresser, Transportation Supervisor of Margaretta Local Schools

Carrie Keller, EMIS Coordinator and Administrative Assistant to Superintendent of Margaretta Local Schools

Kathy Hall/Keri Vela, School Psychologists of Margaretta Local Schools

Rod Smith, Middle School and High School Principal of Margaretta Local Schools

**Margaretta Board of Education**

Andrew Warner 3 years of service

Kent Miller, Vice President 5 years of service

Paul Schoenegge 5 years of service

Brian Sutorius 3 years of service

Mandi Yetter, 1 year of service

**Townsend Leadership Team**

Pete Bartkowiak (Superintendent),

Mary Rumpz (Chief Operations Officer)  
Ryan Bohn (Principal)  
Townsend Governing Authority  
Dora Grant, President  
Kent Edwards, Vice President  
Robert Smith, PhD, Member  
Jean Smith, Member  
Dave Warner, Member

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In April 2017, Margareta Local Schools Board of Education and the Townsend Community School Governing Authority executed an amended agreement which included changes which came out of the Senate Bill 2 legislation. Margareta was rated ineffective from the 2016-2017 Sponsor Evaluation Report Card. As a result, in the 2017-2018 school year, Margareta implemented a Quality Practices Improvement Plan. The process of improving the role of the Sponsor has led Margareta's leadership to become much more involved in the role as Sponsor for Townsend. Margareta has complied with all the steps spelled out in the Improvement Plan. In the 2015-2016 Sponsor Evaluation Report Card, Margareta received an Exemplary rating for Compliance with the laws and rules that govern the role as sponsor. On the 2017-2018 Sponsor Evaluation Report Card above, Margareta received an Exemplary rating for Compliance with the laws and rules that govern the role as sponsor. However, on the 2016-2017 Sponsor Evaluation Report Card above, Margareta received a rating of ineffective in the same category. Upon reviewing the results compiled by the Department of Education, the reason for our ineffective rating was that the Sponsor did not complete the rubric spreadsheet completely. The Department sighted seven non-compliance components. Each of the non-compliance results were items in the spreadsheet which were not completed. Upon reviewing the seven items, Margareta believes that it was non-compliant in only one component – the submission of a Special Education Expenditure report by November 1, 2016 for the 2015-2016 School Year. Margareta and Townsend are compliant with the other six components. Page 16 has a chart identifying the seven non-compliant components, including in the comments section giving Margareta's response to the non-compliance items. Overall, Margareta rates Townsend as Meets Standards in the area of Legal Compliance for the 2016-2017 school year.

Organization and Operation Townsend Community School was opened under the Sponsorship of Margareta Local School District on October 3, 2011. Townsend Community School's Governing Authority is comprised of five members, Dora Grant, President, Kent Edwards, Vice-President, Robert Smith, PhD, Jean Smith and Dave Warner. The Governing Authority has employed Pete Bartkowiak as Superintendent of Public Instruction and John Coffman as Treasurer. On August 1, 2017, Mike Limberios replaced John Coffman as Treasurer. Townsend Community School operates as a DropOut Prevention and Credit Recovery Community School designed to serve students in grade levels 9 through 12 to attain a Tier I High School Diploma. Townsend uses a "blended learning" model to deliver the educational programs. In addition, Townsend encourages students to utilize credit flexibility plans for students wishing to have

more flexible scheduling options and utilized competency-based learning options through independent study and distance learning Options. TCS has developed a curriculum to best prepare students for the state assessments. TCS supplements courses offering American School curriculum and they assign a teacher of record for each student based upon the subject area of the curriculum. Townsend assigns subject matter for a student based upon the student's capacity to earn credits. Often they limit the student to one course at a time. The student is provided then, is assigned the task of independently completing tests for each subject. The student will have the opportunity to discuss

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with a teacher of record and meet with the assigned teacher to assist the student in comprehension of the material. The student is to complete and pass all tests of the subject matter. If the student passes all tests in the subject, it is determined that the student has demonstrated mastery of the subject and achieves a course credit toward the goal of graduation. Students are bound by the Department of Education rules for testing and accountability of instruction time. Instruction time is monitored by requiring the student to log in their learning time. Logs are submitted to the teacher of record to confirm the attendance. Statewide testing is administered by the School. It is offered in their facilities at alternate locations. As well, Townsend has relationships with communities to provide approved areas of learning. The most commonly used area is a local library. Teachers meet with their students at arranged times made available by the community facilities. Townsend opened a new 32,000 square foot Student Learning Center in the 2015-2016 school year including an addition that opened in April 2016. The Learning Center houses most of the Townsend staff, Governing Authority Board Room, Computer Lab, Science Labs, and Open Learning areas. Townsend offers meals and refreshments to students, who attend the Learning Center. The new facility is the focus of the alternative learning system that has been created for their students. Townsend has enrolled in excess of 1,500 students during the 2017-2018 school year.

In accordance with the Community School Contract Section C. Sponsor Obligations include eleven itemized responsibilities including:

1. Monitoring the school's compliance with applicable law and the terms of the contract;
2. Monitoring and evaluating the academic and fiscal performance and the organization and operation of the school;
3. Reporting annually the results of its evaluation to the Department of Education and to parents of the students enrolled in the school;
4. Providing technical assistance to the school in complying with applicable laws and the contract;
5. Intervening as the Sponsor deems necessary in the school's operation to correct problems with overall performance;
6. Review the financial and enrollment records of the School at least once per month with the governing authority or the fiscal officer, and provide a written report regarding the review within ten days after the review;
7. Preparing and assisting with contingency plans in the event the school is experiences financial difficulties or closes before the end of the school year;
8. Completing Opening Assurances in accordance with Ohio law;

9. Notifying the School in a timely manner about third party complaints involving the School;
  10. Offer other activities as determined by the Sponsor, specifically designed to benefit the School;
  11. Report on the amounts and types of expenditures made to provide monitoring, oversight and technical assistance to the School, pursuant to the requirements in RC 3314.025.
- Margaretta has demonstrated to meet the contractual responsibilities of the

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Sponsor role by the following means:

- Conducts ongoing walk through of the facilities, meeting and interviewing students, faculty and staff;
  - Meets periodically and discuss the changes in statute with Margaretta's legal counsel Pepple and Waggoner, as well as Townsend's legal counsel Dickinson and Wright;
- Prepares and reviews on a monthly basis attendance information and fiscal performance with the Superintendents, Governing Authority, Margaretta Board of Education, and Treasurers;
- Provides support for the facilities, clerical support, transportation services, and food services storage and distribution processes;
- Reports any complaints, although there have not been many, involving the Townsend;
- Townsend Superintendent participates in periodic management meetings with Margaretta leadership;
- Joint meetings with the Superintendents, Treasurers, other Administrators, Governing Authority members and Margaretta Board members to discuss facilities and other strategic decisions that involve Townsend and Margaretta;
- Margaretta's Local Professional Development Committee assist Townsend's certified employees obtain recertification, recommend and review professional development plans; and
- Margaretta leadership team members attend professional conferences on Community Schools to obtain a better understanding of the community school movement. During the 2017-2018 School Year, Margaretta implemented a Quality Practices Improvement Plan as a requirement of being evaluated as "ineffective" as a Sponsor resulting from an independent review of the standards established by the Ohio Department of Education. The Quality Improvement plan was approved in February 2017 and Margaretta adhered to the plan details. It is the goal of Margaretta to become an Exemplary Sponsor. Margaretta receives from Townsend agendas, meeting minutes, financial information, enrollment information and reports indicating the number of students enrolled who are defined as being "economically disadvantaged" and those who have been identified as having a learning disability. Townsend Governing Authority invited the Margaretta Local School Board of Education members to attend a professional development opportunity to discuss the "Sunshine Law and Public Records" in January 2017. All of the Governing Authority Board members and School Board members

attended the meeting. In April 2017, the Margareta Local School Board and the Townsend Community School Governing Authority did amend the community school contract which governs the relationship between the sponsor and community school. Each board received legal counsel to make sure that the amended contract met with the State laws and rules. TCS main campus opened in 2011 and is located in the community of Castalia, Ohio. Townsend Community School prides itself on the balanced relationships that are shared with the diverse population of students that are serviced, the staff whom is employed, and the communities in which they work, visit and call home.