

# Findlay City Schools

## Application for Sponsor Contract Renewal for Three Years

Thank you for your interest in continuing your sponsorship with Findlay City Schools as your sponsor. Below you will find some general guidance about this Findlay City Schools Application for Contract Renewal for Three years. Be sure to look at and comply with the Findlay City Schools Process & Timeline for Application for Sponsor Contract Renewal.

The criteria used for the Sponsor Contract Renewal decision will be based on:

- the answers to the questions in this application based on multiple sources and multiple years of data
- the support documents presented with this application
- the answers in the current Sponsor Contract in Exhibit 7: High Stakes Review (that demonstrates multiple years of data, multiple measures of students of achievement, student subgroups, financial data, governance data and compliance items)
- an interview involving Sponsor and School representatives (School team must include at least one Governing Authority Board Member.).

Your application will be evaluated using the Findlay City Schools Contract Renewal Application Rating Rubric. Only applications that score 75% or higher percentage of points will be considered for renewal. Each item in the application in the Academic Achievement and Education Plan, School Operations, Financial Management and Governance is worth 3 points for possible total of 54 points. The High Stakes Review is worth 114 possible points. There is a total of 168 possible points and an application must score at least 67 points to be considered for renewal. See the chart below:

**DECISION RUBRIC**

Decision	Application for Renewal Approved	Application for Renewal Approved with a Corrective Action Plan	Application for Renewal NOT Approved
Points	168-126 Points	125-113 Points*	112 or Less Points

See the Sponsor Contract Exhibit 6: Assessment and Accountability Plan and Exhibit 7: High Stakes Review. Take these in account when responding to the questions in this application. Also see the Contract Renewal Scoring Rubric and Contract Renewal Interview Questions. All of these documents can be found on the Findlay City Schools webpage [www.findlaycityschools.org](http://www.findlaycityschools.org)

\*Very unlikely that Findlay will ever consider a renewal of application with a Corrective Action Plan.

# Findlay City Schools

## Application for Sponsor Contract Renewal for Three Years

Date Submitted: \_\_\_\_\_

Community School Name: \_\_\_\_\_

IRN: \_\_\_\_\_

School Address: \_\_\_\_\_

Educational Management Organization, if any: \_\_\_\_\_

Governing Authority President: \_\_\_\_\_

School director and title: \_\_\_\_\_

Fiscal Officer: \_\_\_\_\_

Contact Person: \_\_\_\_\_

Contact Phone Number: \_\_\_\_\_

Contact Fax Number: \_\_\_\_\_

Contact Email Address: \_\_\_\_\_

Type of School (traditional, e-school, drop-out recovery, etc.): \_\_\_\_\_

First Year of Operation: \_\_\_\_\_ Previous Contract Term: \_\_\_\_\_

Grades Served: \_\_\_\_\_ Current Enrollment: \_\_\_\_\_

By signing below, the school leader or operator and governing authority president acknowledge that they have answered all questions truthfully and to the best of their knowledge.

\_\_\_\_\_  
*Governing Authority President*

Date: \_\_\_\_\_

\_\_\_\_\_  
*Executive Director/Superintendent*

Date: \_\_\_\_\_

# Renewal Application Questions

**(Where applicable use three years of data and multiple data sources.)**

**The Sponsor will conduct an in person interview as part of this application process.**

## **School Profile – General Information**

**(Necessary to complete – but will not be scored)**

1. Please provide the following information about the school population:
  - a. School Mission and Vision
  - b. Racial/Ethnic Balance, in percentages
  - c. Population with special education needs
2. Do you anticipate adding or changing the grade levels served within the next two years? If so, please explain.
3. Do you anticipate significantly changing enrollment in the next two years? If so, please explain.
4. Does the school's facility adequately meet the needs of the student population?
5. Do you anticipate changing the school facility in the next two years? Please be sure to address relocation, adding an annex, or significant remodeling.

## **Academic Achievement and Educational Plan**

**(Each question will be scored 0-3, depending upon the completeness of the answer.)**

1. Do you consider your school an academic success? Why or why not? **Provide Report card data for three years in the areas of overall rating, graduation rate and attendance.**
2. Has the school achieved its academic goals as laid out in the contract Performance Accountability Framework Why or why not?
3. If the school is on a Corrective Action Plan (CAP) for academic reasons, has the school followed through with all required steps? Have the cited issues been resolved? If not, please explain and describe further actions or technical assistance needed. (If this is not applicable, the applicant will receive all the points for this question.)
4. If the school has had low scores or has not made progress in performance index scores, value-added scores, or other areas of the Local Report Card, please explain and describe what actions the school will take to address these issues in the future.
5. What will the school do in the future to ensure continued work towards academic success?
6. Please review your school education plan and provide any necessary updates to ensure accuracy and completeness. Describe any material changes.

## School Operations

(Each question will be scored 0-3, depending upon the completeness of the answer.)

1. Are the school's operations being managed successfully? Why or why not?
2. Has the school achieved its non-academic goals as laid out in the contract Performance Goals. Why or why not?
3. **Are site visits by the Sponsor held at least twice a year?** Give the dates and include documentation of the site visit findings. **Include review of recent compliance monitoring reports.**
4. If the school is on a Corrective Action Plan (CAP) for non-academic reasons, has the school followed through with all required steps? Have the cited issues been resolved? If not, please explain and describe further actions or technical assistance needed. (If this is not applicable, the applicant will receive all the points for this question.)
5. Do you anticipate or plan any significant changes in leadership within the next two years? If so, please describe.
6. Do you anticipate or plan any significant changes in staffing within the next two years? If so, please describe.
7. Does the school or management company currently have any lawsuits pending or received negative media attention, about which the sponsor should be aware? If so, please describe, including actions that the school or management company is taking to address these issues.
8. Are you aware of any factors which might place the school at risk of not opening, suspending operation, or closure within the next two years? If so, please describe them.

## Financial Management

(Each question will be scored 0-3, depending upon the completeness of the answer.)

1. Is your school financially successful? Why or why not?
2. What will the school do in the future to ensure financial success?
3. Has the school achieved its financial goals as laid out in the contract Performance Accountability Framework. Why or why not?

4. If the school is on a Corrective Action Plan (CAP) for financial reasons, has the school followed through with all required steps? Have the cited issues been resolved? If not, please explain and describe further actions or technical assistance needed. (If this is not applicable, the applicant will receive all the points for this question.)
5. **Are audits conducted regularly? Submit the findings of three recent years audits.**
6. **Has the Auditor of State issued any findings for recovery or statements of non-compliance?** If so, please explain how the school has addressed and/or resolved these issues. . (If this is not applicable, the applicant will receive all the points for this question.)
7. Please describe the communication process between your treasurer, governing authority, school leadership, and sponsor.

## **Governance**

(Each question will be scored 0-3, depending upon the completeness of the answer.)

1. Is your school being governed successfully? Why or why not?
2. Has the school achieved its governance goals as laid out in the contract Performance Accountability Framework.? Why or why not?
3. What is the school doing to actively recruit governing authority members or ensure retention of existing governing authority members?
4. What has the school done to ensure that governing authority members are well informed of school operations and changes to the law?
5. If any, please disclose conflicts of interest that may exist between and among school leaders, vendors, governing authority members, or other operators. If any exist, please explain the steps that the school has taken to address those conflicts of interest. (If this is not applicable, the applicant will receive all the points for this question.)

## **High Stakes Review**

**The School must complete the Exhibit 7 – High Stakes Review form.**

**Other documents that need to be submitted as part of the application process:**

- **School Report Card for the past three years**
- **Financial Audits for the past three years**
- **Two most recent Site Visit Reports that show compliance data/information**
- **Copies of any Corrective Action Plans for the past year with updates, if there are any**
- **High Stakes Review form Exhibit 7 (includes multiple years of student data and multiple measures of student achievement, financial information, Governance and Operations information)**

**You will be invited for an interview shortly after you submit the completed application.**