

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

The cumulative performance report, along with the answers and documentation provided below, provide the basis for decision-making on the renewal process.

Each item in the application in the Academic Achievement and Education Plan, School Operations, Financial Management and Governance are worth 3 points. There is a total of 75 possible 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.

Thoroughly respond to each of the questions listed within this application in essay format. Feel free to provide any additional information or documentation that may be relevant to the renewal decision-making process. **(Where applicable use three years of data.)**

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?
7. 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.

Documents to 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**
- **Copies of any Corrective Action Plans for the past year, if there are any**
- **High Stakes Review form**

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