

## FINDLAY CITY SCHOOLS

### SPONSORSHIP APPLICATION SCORING RUBRIC

All applicants (New School, Replicator and Change/Transfer of Sponsor) follow the same rubric. Where rubric items are specific to one type of school, the item is specified.

**Applicants must earn 75% of the possible points to be considered a viable candidate for sponsorship. An interview is part of the application process** that must take place before a Preliminary Agreement can be developed and agreed upon.

New School Applicant must score at least **60 points** of the 80 possible points. Replicator Applications must score at least **84 points** of the 112 possible points. Change/Transfer of Sponsor Applications must score at least **78 points** of the possible 104 points.

#### I. MISSION

	<b>1</b>	<b>2</b>	<b>3</b>	<b>4</b>
Exhibit A: Mission and Vision Statement.	<p>The application includes a mission and vision</p> <p>However, the mission and vision are inconsistent with the school described in the application.</p>	<p>The application includes a mission and vision.</p> <p>The mission and vision are consistent with the school described in the rest of the application.</p> <p>However, the mission is not aligned with the District's sponsoring mission.</p>	<p>The application includes a mission and vision.</p> <p>The mission and vision are consistent with the school described in the rest of the application.</p> <p>The mission is mostly aligned with the District's sponsoring mission.</p>	<p>The application includes a mission and vision.</p> <p>The mission and vision are consistent with the school described in the rest of the application.</p> <p>The application clearly explains how the mission is aligned with the District's sponsoring mission.</p>

**II. EDUCATION COMPONENT**

	<b>1</b>	<b>2</b>	<b>3</b>	<b>4</b>
Exhibit B: School Information and Student Demographics	The application includes some demographic information does not reflect an understanding of Ohio law.	The application includes all “1 point” requirements and reflects a general needs assessment.	The application includes all “1 and 2 point” requirements and is consistent with Ohio law and somewhat explains how the new school is different from existing schools in the area.	3 point requirements and:  The application reflects that all information has been developed to specific market research supporting the geographic boundaries, ages/grades of students, and any potential niches.
Exhibit C: Student Population	The application briefly describes the student population it will serve.	The application describes grade levels and age range of students to be served and plans for future growth.	The application includes all of “1 and 2 point” requirements and describes in detail the target student population including percentages of race/Ethnicity, socio-economic status, at-risk and special education students	The application includes all of “1,2,3 point” requirements and describes in detail the target student population including percentages of race/Ethnicity, socio-economic status, at-risk and special education students It explains intervention and retention strategies and projected 5 year enrollment.

Exhibit D: Curriculum	The application includes a curriculum and explains how it will be aligned across grade levels, but does not meet the Ohio Standards <u>or</u> is not clearly aligned with the school's mission and vision.	The application includes a curriculum that how it will be aligned across grade levels, meets the Ohio Standards, but is not completely aligned with the school's mission.	The application includes a curriculum that is aligned across grade levels, meets the Ohio Standards, and is aligned with the school's mission.	3 point requirements and:  The application includes explanation of how the curriculum is best practices and how th it will be reviewed and revised as needed and demonstrate how the school will implement the curriculum.
Exhibit E: Blended Learning (if applicable)	The application describes a blended learning model.  However, the model is inconsistent with the definition of a blended learning model pursuant to O.R.C. § 3301.079.	The application describes a blended learning model, but does not include all the requirements of O.R.C § 3314.03(A)(29).	The application describes a blended learning model and contains all requirements specified in O.R.C. § 3314.03(A)(29).	3 point requirements and:  The blended learning model is specific and contains plans for reviewing the model's success.
Exhibit F: E-School Supplemental Plan (if applicable)	The application describes an e-school program, but does not demonstrate how it will achieve compliance with O.R.C. §§ 3314.21 – 3314.28.	The application describes an e-school program and generally explains how it will achieve compliance with O.R.C. §§ 3314.21 – 3314.28.  However, the description may be inconsistent with several code sections.	The application describes an e-school program, the description is specific, and demonstrates that it is consistent with all requirements specified in O.R.C. §§ 3314.21 – 3314.28.	3 point requirements and:  The application specifies a plan for meeting with students in person at least 4 times per year.

<p>Exhibit G: Targeted Assistance for at-risk students.</p>	<p>The application generally addresses how it will meet the needs of at-risk students.</p>	<p>The application addresses how it will meet the needs of at-risk students.</p> <p>However, it does not include specific methods of implementation.</p>	<p>The application addresses how it will meet the needs of at-risk students.</p> <p>It includes specific methods of implementation.</p>	<p>The application addresses how it will meet the needs of at-risk students.</p> <p>It includes specific methods of implementation and specifically explains support for subcategories of students.</p>
<p>Exhibit H: Parent Involvement</p>	<p>The application describes a desire to involve parents but does not give any specifics of how it will accomplish parent involvement.</p>	<p>The application describes one way it will involve the parents and community members in the educational process.</p>	<p>The application describes in detail multiple ways it will involve the parents and community members in the educational process</p>	<p>The application describes in detail multiple ways it will involve the parents and community members in the educational process and describes supplemental services and after school programming</p>
<p>Exhibit I: Assessment and Accountability</p>	<p>The application states general academic goals and performance standards, but does not include all standards required by law.</p>	<p>The application states general academic goals and performance standards.</p> <p>The application includes all standards required by law.</p>	<p>2 point requirements and:</p> <p>The application explains how the school will obtain baseline data and measure student progress, specifying the assessments used. It also describes how assessment will be used to improve teaching and learning.</p>	<p>3 point requirements and:</p> <p>The application explains how the results will be reported to appropriate parties and how the school will adopt its curriculum pursuant to results.</p>

<p>Exhibit J: Academic Performance &amp; Compliance</p> <p><b>*Only for Replicator Application &amp; Transfer Application</b></p>	<p>The application includes the school’s report cards for the last three years, but averaged below a “C” or “meets standards” for the last three years.</p> <p>-and-</p> <p>The application indicates that the school was rated Ineffective on the Compliance section of the Sponsor Evaluation for the three past year.</p>	<p>The application includes the school’s report cards for the last three years and averaged a “C” or “meets standards” for the last three years.</p> <p>-and-</p> <p>The application indicates that the school was rated Ineffective on the Compliance section of the Sponsor Evaluation for the past two years.</p>	<p>The application includes the school’s report cards for the last three years and averaged a “B” or “meets standards” for the last three years.</p> <p>The application also includes evidence that the school met all additional academic goals and performance measures.</p> <p>-and-</p> <p>The application indicates that the school was rated Ineffective on the Compliance section of the Sponsor Evaluation for the past year.</p>	<p>The application includes the school’s report cards for the last three years, averaged an “A” or “exceeds” standards for the last three years.</p> <p>The application also includes evidence that the school met all additional academic goals and performance measures.</p> <p>-and-</p> <p>The application indicates that the school was rated Effective on the Compliance section of the Sponsor Evaluation for the past year.</p>
<p>Exhibit K: Attendance</p> <p><b>*Only for Replicator Application &amp; Transfer Application</b></p>	<p>The application includes the school’s attendance but attendance fell significantly below the state average for community schools. If the school is a dropout-recovery school, this average should be used.</p>	<p>The application includes the school’s attendance but attendance fell slightly below the state average for community schools. If the school is a dropout-recovery school, this average should be used.</p>	<p>The application meets the average attendance rate.</p> <p>-or-</p> <p>The application indicated the school was below the attendance rate, but submitted a viable strategy for improving attendance.</p>	<p>The School submitted its attendance and exceeded its goal.</p>

**III. STAFFING PLAN**

	<b>1</b>	<b>2</b>	<b>3</b>	<b>4</b>
Exhibit L: Organizational Structure	The application includes an organizational chart, but the organizational chart was not fully developed for day-to-day operations.	The application includes an organizational chart and school calendar that was fully developed for day-to-day operations.	2 point requirement and: The school submitted an organizational chart and school calendar that are fully developed and has identified key management level employees. The application provides detailed job descriptions for administrators, teachers, and treasurer how teachers and administrators.	3 point requirements and: The application provides detailed description as to how the school will recruit qualified teachers, administrators, treasurer and other key personnel.
Exhibit M: School Staff & Professional Development	The application describes the qualifications and attributes required by all teachers, but does not include information regarding teacher evaluation or professional development.	The application describes the qualifications and attributes required by teachers and explains how the teachers will be evaluated.  However, the application does not include information regarding professional development.	The application describes the qualifications and attributes required by teachers, explains how the teachers will be evaluated, and explains how professional development will be provided.	3 point requirements and: The application includes a specific plan for maintaining quality teacher “retention.”

**IV. FINANCIAL/BUSINESS PLAN**

	<b>1</b>	<b>2</b>	<b>3</b>	<b>4</b>
Exhibit N: Treasurer	The application includes evidence that the hired treasurer holds a current treasurer license.	1 point requirement:  The application includes a job description for the treasurer.	2 point requirement:  The application includes a resume that shows the qualifications and experience of the treasurer.	3 point requirement;  The application includes a current bond for the treasurer plus letters of recommendation from former employers.
Exhibit O: Initial budget*  <b>*New Schools only</b>	The application includes a budget for the first year of operations.  However, the budget is not developed and is based on assumptions that are not fiscally sound.	The application includes a budget for the first year of operations.  The budget is based on assumptions that are fiscally sound.	The application includes a budget for the first year of operations.  The budget is detailed and is based on assumptions that are fiscally sound.  The School has a realistic plan to raise funds prior to the school obtaining state funding.	The application includes a budget for the first year of operations.  The budget is detailed and is based on assumptions that are fiscally sound.  The School has funds necessary to operate the school prior to school funding beginning.

Exhibit P: Facility	The application describes the location and type of facilities purchased or being considered, but does not explain how the facility will allow for the school to implement its mission and education plan.	The application describes the facilities that have been secured or that are being considered and indicates whether the school plans to purchase or lease the facilities.	The application describes the facilities that have been secured.  The application includes a plan for the facilities to be compliant with the law or if the facilities are currently being used, a plan that demonstrate the facilities are consistent with the law.	3 point requirements and:  The facilities chosen or considered will allow the school to implement their mission and education plan as described and describes plans for student transportation.
Exhibit Q: Five-Year Forecast	The application includes a general five-year forecast.  However, the five-year forecast is not developed and is based on assumptions that are not fiscally sound.	The application includes a five-year forecast.  The five-year forecast is based on assumptions that are fiscally sound.	The application includes a five-year forecast.  The five-year forecast is based on assumptions that are fiscally sound.  The five- year forecast is consistent with the rest of the application.	The application includes a five-year forecast.  The five-year forecast is based on assumptions that are fiscally sound.
Exhibit R: Financial Audits  <b>*Only for Replicator Application &amp; Transfer Application</b>	The application includes multiple findings for recovery, noncompliance citations, questioned costs, or material weaknesses for consecutive years.	The application includes audits, but one year contains findings for recovery, noncompliance citations, questioned costs, or material weaknesses, but the school has provided a plan to rectify the problem.	The application includes audits, but contains one finding for recovery, noncompliance citations, questioned costs, or material weaknesses. The School resolved the issue identified.	The application includes audits, but contains no findings for recovery, noncompliance citations, questioned costs, or material weaknesses.



<p>Exhibit S: Cash Flow</p> <p><b>*Only for Replicator Application &amp; Change of Sponsor Application</b></p>	<p>Cash flow is negative for the last three consecutive years.</p>	<p>Cash flow is not positive for at least one of the two most recent years.</p>	<p>Cash flow is positive for at least one of the two most recent years.</p>	<p>Cash flow is positive for the two most recent years.</p>
<p>Exhibit T: Business Growth Plan</p> <p><b>*Only for Replicator Application</b></p>	<p>The replicator has a general business growth plan, but does not provide evidence that it is operating consistent with the growth plan.</p>	<p>The replicator has a general business growth plan.</p> <p>The application explains how the replicator is operating consistent with the growth plan.</p>	<p>2 point requirements and:</p> <p>The application demonstrates that the proposed school is consistent with the growth plan and has sufficient funds to support the school.</p>	<p>3 point requirements and:</p> <p>The application demonstrates that that the replicator has been successful in its growth plan.</p>

## **V. ORGANIZATIONAL/GOVERNANCE**

	<b>1</b>	<b>2</b>	<b>3</b>	<b>4</b>
Exhibit U: Governing Board	The application generally describes how the board is selected, but does not state how many members it will have and how often it will meet.	The application specifically describes how the board is selected, states how many members it will have, and how often it will meet.	2 point requirements and:  The application explains how it will comply with Ohio's Sunshine laws and Section 3314.02 of the Ohio Revised Code.	3 point requirements and:  The application includes a Code of Regulations, which specifies a clear, independent process for governance.
Exhibit V: Governing Board Membership	The application includes the minimum number of board members required by O.R.C. 3314.02.  However, the application does not provide evidence that members are able to serve pursuant to O.R.C. 3314.02.	The application includes the minimum number of board members required by O.R.C. 3314.02.  The application does not provide evidence that members are able to serve pursuant to O.R.C. 3314.02.	2 point requirements and:  The application identifies why Board members were chosen and the Board has diverse expertise.	3 point requirements and:  The application identifies that at least one board member has five or more years of experience in public education as a teacher, employee, consultant, or administrator.
Exhibit W: Governing Board Conflict of Interest Policy and Training.	The application includes a conflict of interest policy.  However, the policy is inconsistent with Ohio's Ethics laws and O.R.C. 3314.02.	The application includes a conflict of interest policy.  The policy is consistent with Ohio's Ethics Law and O.R.C. 3314.02.	2 point requirements and:  The application asserts that <u>new</u> Board members must participate in training beyond training required by statute.	3 point requirements and:  The application asserts that Board members must participate regularly in training beyond training required by statute.

<p>Exhibit X: Corporate Formation Documents</p>	<p>The application includes evidence incorporated but its certification was cancelled.</p> <p>The application explained the reason certification was cancelled, and explained efforts to reinstate incorporation.</p>	<p>The application includes evidence it is incorporated, and the certification was “cancelled” in the past.</p> <p>However, the corporation has been reinstated, and the school explained extenuating circumstances for the lapse.</p>	<p>The application includes evidence the school is incorporated and certification has never been cancelled.</p> <p style="text-align: center;">-and-</p> <p>The applicant provided the School’s Long Form Certificate.</p>	<p>3 point requirements and:</p> <p>The application includes evidence that the school has obtained IRS 501(C) (3) tax-exempt status.</p>
<p>Exhibit Y: School Development Team</p> <p><b>*Only for New School Application</b></p>	<p>The application includes the names and addresses of the School Development Team.</p>	<p>1 point requirement and:</p> <p>Explanation of School Development Team roles, strengths, knowledge base, and explains any previous attempts to open a charter school.</p>	<p>1 and 2 point requirement and:</p> <p>Describes outside contractual relationships and if they have ever been involved in a school closure.</p>	<p>1,2,3 point requirement and:</p> <p>Provides a list of all schools previously managed in Ohio and other states.</p> <p style="text-align: center;">-and-</p> <p>Describes the anticipated governance, management, and staffing structures of the proposed school and provides and Organizational Chart.</p>

<p>Exhibit Z: Meeting Minutes*</p> <p><b>*Only for Replicator Application &amp; Transfer Application</b></p>	<p>The application includes the past three years of meeting minutes.</p> <p>However, the meeting minutes did not comply with Ohio’s Sunshine Laws.</p>	<p>The application includes the past three years of meeting minutes.</p> <p>The meeting minutes comply with Ohio’s Sunshine Laws.</p> <p style="text-align: center;">-or-</p> <p>The meeting minutes do not reflect oversight that is appropriate for a community school board.</p>	<p>The application includes the past three years of meeting minutes.</p> <p>The meeting minutes generally comply with Ohio’s Sunshine Laws</p> <p style="text-align: center;">-and-</p> <p>The meeting minutes generally reflect oversight that is appropriate for a community school board.</p>	<p>The application includes the past three years of meeting minutes.</p> <p>The meeting minutes clearly comply with Ohio’s Sunshine Laws</p> <p style="text-align: center;">-and-</p> <p>The meeting minutes clearly reflect oversight that is appropriate for a community school board.</p>
<p>Exhibit AA: Charter School Operators*</p> <p><b>*Only Replicator &amp; Opening Additional School Applications</b></p>	<p>Vaguely describes capacity to operate a new school successfully.</p>	<p>Describes in detail capacity to operate a new school successfully and explains the never-opened, terminated or non-renewed schools it has operated in the past.</p>	<p>2 point requirements and: Provides a business plan and growth plan.</p>	<p>2 and 3 point requirement and: Describes in detail its educational, organizational and financial performance of all existing schools for the past three years.</p>

**VI. MARKET RESEARCH**

	<b>1</b>	<b>2</b>	<b>3</b>	<b>4</b>
Exhibit BB: Market Research	The application contains generalized market research.	The application contains generalized market research to demonstrate there is need to support a school, but the research is not unique to the school.	The application contains specific market research to demonstrate there is need to support a school and the research is specific to the school’s proposed program.	The application contains specific market research to demonstrate there is need to support a school, the research is specific to the school’s program, and the application explains how the research informed the school’s offerings.
Exhibit CC: Student Recruitment and Enrollment.	The school’s plan for recruitment is not specific to the geographic area or demographic.	The school’s plan for recruitment is specific to the geographic area or demographic the school is seeking.	2 point requirements and:  The application includes a timeline for recruitment, enrollment, and admission.	3 point requirements and:  The application includes a detailed enrollment policy and documents to enroll students and describes anticipated first five years of enrollment projections.  -and-  Describes early intervention or other retention strategies.

**VII. MANAGEMENT STRUCTURE**

<p>Exhibit DD: Operator / Management</p> <p><b>*Only for Applicants with an operator or management company.</b></p>	<p>The School does not yet have a contract with an operator / management company.</p>	<p>The application includes an operator contract that is consistent with O.R.C. 3314.02</p> <p style="text-align: center;">-and-</p> <p>If a lease exists between the school and an operator / management company, an independent appraisal has determined that the lease is at fair market value.</p>	<p>2 point requirements and:</p> <p>The application includes a clear process for evaluating the operator / management company.</p>	<p>3 point requirements and:</p> <p>The application includes evidence that the management company has successfully operated community schools in Ohio for more than two years.</p>
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**VIII. CAPACITY TO EXECUTE PLAN**

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<p>Exhibit EE: Understanding of Compliance Requirements*</p> <p><b>*New Schools Only</b></p>	<p>The application reflects a minimal awareness of compliance requirements.</p>	<p>The application reflects a general awareness of compliance requirements.</p>	<p>The application reflects awareness of compliance requirements.</p>	<p>The application reflects a specific awareness of compliance requirements and provides a general overview with how it will demonstrate compliance.</p>

<p>Exhibit FF: Compliance Reports</p> <p><b>*Only for Replicator Application &amp; Transfer Application</b></p>	<p>The application includes all three compliance reports, but had extensive findings of noncompliance.</p>	<p>1 point requirements and:</p> <p>The application demonstrates how the school worked to address findings of non-compliance</p>	<p>The application includes all three compliance reports and had minimal findings of noncompliance and such findings have been addressed or have a specific plan to address compliance.</p>	<p>The application includes all three compliance reports, and had no findings of noncompliance.</p>
<p>Exhibit GG: Existing Deficiencies &amp; Corrective Action.</p> <p><b>*Only for Replicator Application &amp; Transfer Application</b></p>	<p>The application certifies that it provided said documents, but the documents reflect that the school has not resolved issues after repeated notice.</p>	<p>The application certifies that it provided said documents. The school has made efforts to resolve issues, but some issues still remain.</p>	<p>The application certifies that it provided said documents. The school resolved issues.</p>	<p>The School certifies that it provided said documents, and the documents / application reflect that the school has never been put on a corrective action plan, probation, suspension, or termination proceeding.</p>





**APPLICATION INTERVIEW**

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

Findlay City School Personnel Present:

Applicant Personnel Present:

INTERVIEW NOTES:

Final Decision: