



Contract Renewal Application, Timeline, and Extended Response Questions

Any community school seeking renewal of a sponsorship contract must submit a complete renewal application.

Timeline:

- High Stakes Review Completed by Sponsor by September 1
- Renewal Applications are due by October 15 of the calendar year before renewal
- Sponsor Renewal Application review period from October 16 until January 15
- School and Sponsor interview before January 15
- Sponsor renewal decision and notice of decision issued to schools no later than January 15
- If approved, renewal contract negotiated and executed by both boards on or before June 30

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 and governing authority president acknowledge that they have answered all questions contained within this application truthfully and to the best of their knowledge.

Governing Authority President

Date

Highest Level Administrator

Date

Renewal Application Extended Response Questions and Materials

Included within your renewal packet, you will find a “Cumulative Performance Report.” This report is based upon the performance framework in your contract and details the school’s academic, financial, and operational performance over the past five years using report card measures of student achievement, financial audits, site visit reports/compliance reports, and status reports on corrective action plans, if applicable. Evidence that you would like the Sponsor to consider as a part of the High Stakes Review may be attached to this application.

The Cumulative Performance Report is evaluated in a High Stakes Review and comprise 67% of the total application score. The answers and documentation provided below are also scored and are worth 33% of the total application score. Together, the High Stakes Review and the Extended Response submissions provide the basis for decision-making on the renewal process.

Thoroughly respond to each of the questions listed within this application. Feel free to provide any additional information or documentation that you believe supports your answers or may be relevant to the Sponsor’s renewal decision-making process.

The Extended Response portion of the application is a component in the renewal process and is in addition to the High Stakes Review scoring. You must complete this application in order to qualify for renewal. Your responses to the Extended Response portion of this application will be scored based on the attached rubric.

School Profile

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

1. Do you consider your school an academic success? Why or why not?
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.

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's education plan and provide any necessary updates to ensure accuracy and completeness. Describe any material changes.

School Operations

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 Framework. Why or why not?
3. 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.
4. Do you anticipate or plan any significant changes in leadership within the next two years? If so, please describe.
5. Do you anticipate or plan any significant changes in staffing within the next two years? If so, please describe.
6. Do you anticipate any location changes, expansions, or development of facilities in 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.
9. Has the school had any repeated areas of deficiencies on site visits or other compliance reports? If so, why?
10. If there are any outstanding corrective action plans or performance improvement plans, probations or unresolved compliance with laws or terms of the contract, please provide a complete status report with evidence of progress or correction.

Financial Management

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.
5. 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.

6. Please describe the communication process between your treasurer, governing authority, school leadership, and sponsor.
7. Are there any unresolved financial issues that have been documented in any manner? If so, please detail and provide status.

Governance

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.

Send the completed application/extended responses and documentation/evidence to support your answers to Kevin Kimmel, Mid-Ohio ESC Superintendent – kimmel.kevin@moesc.net

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