

## **APPLICATION AND DECISION MAKING**

The Board of Governors recognizes that it may sponsor additional community schools. This policy establishes a process for determining whether it will accept additional community schools and establishes a documented, systematic application.

### **Application Process**

Mid-Ohio ESC shall maintain a documented, systematic application process, which shall require all schools or prospective schools to complete a written application. As a part of this process, Mid-Ohio ESC shall develop a defined timeline that includes a planning stage of at least nine (9) months for new schools and replicator schools. A planning stage is defined as the period between the date Mid-Ohio ESC provides written notification to the School of application approval and the School's first day of instruction.

As part of this process, Mid-Ohio ESC shall also adopt prescriptive requirements for the submission of the application, prescriptive criteria to evaluate the application, and sponsoring priorities. All final applicants shall be entitled to an interview with Mid-Ohio ESC.

The process, including the applications, prescriptive criteria for submission, prescriptive criteria for evaluation, scoring, guidance, and sponsoring priorities, shall be available on the Mid-Ohio ESC's website.

Application criteria for submission and evaluation/scoring shall be based on the type of school applying. All final applicants will have an interview with Mid-Ohio ESC.

### **1. New School Application Criteria**

Mid-Ohio ESC recognizes that some entities or persons may propose new schools ("New School"). New Schools pose unique challenges, as Mid-Ohio ESC cannot evaluate the New School's past performance. The Board, therefore, directs Mid-Ohio ESC's sponsorship staff to create an application that that will enable it to determine whether the New School has the capacity to execute its plan.

The application shall require the New School to provide and/or describe, at a minimum.

- a. a mission statement,
- b. a vision statement,
- c. an education plan,
- d. a staffing plan,
- e. a business plan,
- f. market research,

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- g. the school’s proposed governance and administration, including management structures,
- h. the school’s proposed management company (if any), and
- i. capacity to execute its plan in all respects, including but not limited to leadership, and both financially and academically.

No New School may be approved without interviewing the applicant.

2. Replicating School Application

Mid-Ohio ESC recognizes that some schools may seek sponsorship by replicating an existing model (“Replicating Schools”). Replicating Schools shall apply through a written application developed by Mid-Ohio ESC. The application shall be reviewed through an application review process.

The application for Replicating Schools shall require the Replicating Schools to provide, at a minimum: (1) a business or growth plan, (2) market research, and (3) an explanation of the particular model. The Replicating School shall also provide Mid-Ohio ESC with the following evidence to review from the other schools upon which the Replicating School is being modeled:

- a. academic data,
- b. sponsors’ compliance reports,
- c. governing authority meeting minutes, and
- d. financial records (including recent audits),
- e. business or growth plan, and
- f. market research.

Replicating School shall undergo an interview with both the applicant and the applicant’s current sponsor(s).

3. Existing Transferring School Application

Mid-Ohio ESC also recognizes that existing schools may seek to change from their existing sponsor to be sponsored by Mid-Ohio ESC (“Transferring Schools”). Transferring Schools shall apply through a written application developed by Mid-Ohio ESC.

The Transferring School shall also provide Mid-Ohio ESC with the following:

- a. academic data,
- b. sponsor’s compliance reports,
- c. governing authority meeting minutes,

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- d. financial records (including recent audits),
- e. any deficiency cited by the current sponsor, and
- f. the Transferring School's written remedies to any deficiencies and results.

Transferring Schools shall undergo an interview with both the applicant and the applicant's current sponsor.

Quality Practices Rubric: B.01 – Application Process, Timeline and Directions; B.02 – Rigorous Criteria for New Schools; B.03 – Rigorous Criteria for Replicators and Schools Seeking a Change in Sponsor

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