

STANDARD OPERATING PROCEDURE 7.02: ANNUAL ACADEMIC INTERVENTION PROCESS

July 1, 2025

A. PURPOSE

This ANNUAL ACADEMIC INTERVENTION PROCESS provides a procedure for gathering data upon the release of the Ohio school report card by the Ohio Department of Education. The process provides for an evaluation and analysis of the academic performance of St. Aloysius sponsored schools to determine intervention strategies needed.

B. APPLICABILITY

The ANNUAL ACADEMIC INTERVENTION PROCESS is conducted annually by the School Improvement Team and others that are involved in the academic performance assessment of all CSS partner schools sponsored by St. Aloysius.

C. DEPARTMENT RESPONSIBILITIES

Responsible Department: School Improvement Team

Other Departments:

D. PROCEDURE

1. Upon release of the Ohio school report cards, the School Improvement Team will review/analyze the data and compile a spreadsheet of the Ohio school report card components relevant to St. Aloysius sponsored schools.
 2. The School Improvement Team will use the data to determine each schools' academic progress and year of intervention status under charter contract Attachment 6.4.2.
 - a. The School Improvement Team will update a spreadsheet which details each schools' year of intervention status under charter contract Attachment 6.4.2.
 3. The School Improvement Team will review and revise the Attachment 6.4.2 Intervention Reporting Templates as necessary based on evidence collected for the identified interventions.
 4. The School Improvement Team will draft letters to distribute to all schools in intervention status.
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- a. The letter will be sent (using the process outlined in School and Governing Authority Written Correspondence Process) to the governing authority members, school leader(s), governing authority counsel and management company representatives. It will include the year of intervention status, the Attachment 6.4.2 Intervention Reporting Template and any additional guidance documents.
 - b. Schools in intervention status level 1 will submit the reporting template once per year. Schools in intervention status levels 2-4 will submit twice per year. (second submission only required if needed) indicating interventions that have been and/or will be implemented.
 - c. For schools in levels 2-4, the intervention status reporting will include questions regarding progress toward One Plan goals and/or areas of improvement on the OAR report as applicable.
5. The School Improvement Team will monitor and review the submissions of the Attachment 6.4.2 Intervention Reporting Templates and follow up and/or provide feedback or technical assistance to the schools as necessary or requested.
 6. The School Improvement Team will review the Auto Closure List once it is released by the Ohio Department of Education and Workforce. Any schools that are on the Auto Closure List will be placed on a corrective action plan in accordance with 3.01.

E. DOCUMENTATION

Ohio school report cards are accessible through the ODE website.

Schools' year of Intervention Status spreadsheet: TEAMS – School Improvement Team – 6.4.2 Reporting and Accountability Attachments

F. GLOSSARY

Ohio School report card components, academic progress, year of intervention status, identified interventions, attachment 6.4.2, intervention status, One Plan. OAR, feedback, technical assistance.

G. CROSS REFERENCED SOP'S

SOP 9.05 School and Governing Authority Written Correspondence Process

H. REVIEW AND APPROVAL

Approved By: Chief Executive Officer David L. Cash, Jr.

Date: 02/25/2026
