



TRANSFER SCHOOL APPLICATION

2027 – 2028 SCHOOL YEAR



TRANSFER SCHOOL APPLICATION 2027 - 2028

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INSTRUCTIONS

Please review these instructions, the enclosed timeline, and the attachment list before beginning this application. For more detailed instructions on completing this application, you may view the application webinar on the Charter School Specialists website or by clicking here: <https://charterschoolspec.com/sponsorship/applications/>

The application consists of questions in twelve (12) sections, to allow for an evaluation of the capacity of the applicant to operate a charter school.

- 1) The first step is to complete the *Notice of Intent to Apply*. This form can be found on the Charter School Specialists website under the applications section: <https://charterschoolspec.com/sponsorship/applications/> Alternatively, interested individuals may contact Charter School Specialists directly to request a copy of the Notice of Intent to Apply.
- 2) Upon submitting the Notice of Intent to Apply, the applicant may receive a Pre-Application Milestone Acknowledgement Form and Business Plan Template. After reviewing the Notice of Intent to Apply, the Pre-Application Milestone Acknowledgement Form and the Business Plan Template, if applicable, Charter School Specialists will provide the school with the next steps. Once all of the steps have been completed, the applicant will receive a **school specific** application, with unique links for uploading documents.
- 3) Next, complete all application questions and provide all required attachments to the application. All questions in each applicable section must be answered and all required attachments in those applicable sections must be provided for an application to be considered complete.

APPLICATION REQUIREMENTS

- Please see the “Scoring Rubric” of each section, for specific criteria required for scoring on each question.
- In preparing responses to the application, please keep in mind answers to the specific requests carry significance beyond determining whether the applicant will be granted a contract. The answers will determine the specific terms of the contract and will establish parameters for the operation of the school.
- Applicants should be aware that the school will be held accountable for commitments made in the application, and the applicant should evaluate all responses to make sure the proposed plans are reasonable, feasible, and attainable.
- Do not send unsolicited amendments following submission. If an item has been overlooked, please contact Jason Kee at jkee@charterschoolspec.com to determine the ability to submit additional documentation. *There will be a period available to submit supplemental information after the interview.*
- St. Aloysius and Charter School Specialists are looking for quality and clarity in the responses, not just volumes of information.



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- Completion of the application does not guarantee a contract for a community school.
- Also note that receiving a score of 75% on the application does not guarantee a contract for a community school, only that the application is eligible to be recommended for approval.
- Schools may now be in any school district and not only in challenged school districts. If the school is in a school district with lower free and reduced lunch rate or draws a high percentage of students with a lower free and reduced lunch rate, it may reduce the amount of state funds received.

ATTACHMENT REQUIREMENTS

- All attachments are required to be in **PDF format and titled with the Attachment Number**, unless otherwise indicated.
- For questions that request a narrative response, an attachment may be provided, or the text may be copied and pasted from a document into the text box.
- Some questions allow for an optional attachment in addition to answering the question or in lieu of answering the question.

APPLICATION SUBMISSION

- 1) The completed application and all the attachments should be submitted using the unique links that have been provided to the applicant. The final submission should include:
 - The PDF application with all the applicable sections complete.
 - The application should be saved as "School Name - New Application" (i.e., ABC School - New Application).
 - All required attachments should be saved as "Attachment Number – Name of Attachment" (i.e., Attachment 2 – Development Team Resumes).
 - Any optional attachments should be saved according to the Attachment Number and Name.
- 2) The checklist provided should be completed to reflect that all the required attachments have been included. Please note, this list is not exhaustive as there are additional optional attachments that may be included as well.

OUR COMMITMENT

Charter School Specialists will be a high performing sponsor that employs a team of qualified customer service oriented professionals dedicated to increasing access to high-performing schools by expanding educational opportunities, improving school performance and ultimately lifting student achievement.



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At St. Aloysius, we believe that every child deserves to receive a good education, no matter what challenges they may be facing. As part of our mission, we strive to be a leader in furthering education for all children throughout our community and statewide. Part of the way we fulfill this mission is by being a proud Charter School Sponsor for the state Ohio.

TIMELINE

1) **Application Process:**

- The Deadline to submit this application is **September 2, 2026**.
- All submitted applications and attachments will be reviewed and scored in accordance with the scoring rubric.

2) **Interview Process:**

- After the evaluation of the applications, Charter School Specialists (CSS) will conduct an interview with each applicant that scored high enough on the initial round of evaluation.
- Interviews will take place beginning on October 19, 2026.
- All the personnel that will be responsible for executing the plan for the school that are listed in the application, will be required to attend the interview.
- During the interview, CSS will discuss the application and may allow an applicant to supplement the application or attachments that did not receive a perfect score.
- The deadline to submit supplemental documents is one week after the interview.
- CSS will review the supplemental documents and then make recommendations of approval to the St. Aloysius' Board.
- Only applicants that score 75% of eligible points qualify for recommendation of approval.
- Approvals are granted based on a review of points received, high need district, and consistency with the St. Aloysius and CSS mission, vision, strategic plan and sponsorship priorities.
- Notice of approval or denial will be sent to applicants by November 30, 2026.



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CHECKLIST OF ITEMS REQUIRED

☐	Application has been completed and answers to all questions have been provided
☐	Resumes of all Governing Authority Members provided
☐	Conflict of Interest Statements
☐	Open Meetings and Public Records Training
☐	Governing Authority Schedule and Minutes
☐	Governing Authority By-Laws
☐	Education Plan
☐	Recently Approved Financials
☐	Current Budget
☐	Three-Year and Five-Year Forecasts
☐	Financial and Enrollment Reviews
☐	Compliance Assessments
☐	Annual Report
☐	Deed or Lease



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SECTION 1 - GENERAL INFORMATION

Scoring Rubric: Section 1 is not scored as part of the scoring rubric.

Primary Contact:

Click here to enter text.

Organization:

Click here to enter text.

Phone:

Click here to enter text.

Email:

Click here to enter text.

Name of School:

Click here to enter text.

Local School District:

Click here to enter text.

Address of the School:

Click here to enter text.

Grades Served:

Click here to enter text.

Year that School Opened:

Click here to enter text.

Name of School Leader

Click here to enter text

Management Company

Click here to enter text

Current Sponsor

Click here to enter text

Is the intent of the school to open an additional facility/location (satellite/annex) under this same charter within the next 2 years?

☐ Yes ☐ No

If yes was selected for the above question, please describe the timeline for addition of the facilities.

Click here to enter text.

Has the applicant previously submitted or is currently submitting this school to any other sponsor for approval.

☐ Yes ☐ No



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Why is the Governing Authority seeking new sponsorship at this time?

Click or tap here to enter text.

1a – NOTICE OF INTENT TO TRANSFER TO CURRENT SPONSOR

Scoring Rubric: This question is not scored as part of the scoring rubric.

Has the Governing Authority provided notice to the current sponsor that it is seeking to change sponsors?

☐ Yes ☐ No

If the answer to this question is “Yes”, please provide a copy of the notice of intent to transfer.

ATTACHMENT 1a - NOTICE OF INTENT TO TRANSFER

Upload as a single PDF document titled: “Attachment 1a – Notice of Intent to Transfer”



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SECTION 2 - GOVERNANCE

The Governing Authority's role is vital to the school's success and future existence. The Governing Authority sets policies, establishes the budget and is the fiduciary agent for the community school. The Governing Authority is responsible for compliance with the community school contract and applicable local, state and federal laws. The Governing Authority of the community school is the responsible entity and contracting party for any community school contract. Ohio Revised Code requires no fewer than five (5) members on each Governing Authority.

2a – GOVERNING AUTHORITY MEMBERS

Please list all the members of the Governing Authority and provide an email address for each member.

Names:

Click or tap here to enter text.
Click or tap here to enter text.
Click or tap here to enter text.
Click or tap here to enter text.
Click or tap here to enter text.
Click or tap here to enter text.
Click or tap here to enter text.

Email Addresses:

Click or tap here to enter text.
Click or tap here to enter text.
Click or tap here to enter text.
Click or tap here to enter text.
Click or tap here to enter text.
Click or tap here to enter text.
Click or tap here to enter text.

2b – GOVERNING AUTHORITY RESUMES

Scoring Rubric: To receive a "Meets" on the question under this section,

- *There are five (5) Governing Authority members listed*
- *There must be a resume for each Governing Authority member listed*
- *All resumes must have current contact information*

Provide a current resume for each Governing Authority member.

ATTACHMENT 2b – GOVERNING AUTHORITY RESUMES

Upload as a single PDF document titled: "[Attachment 2b –Governing Authority Resumes](#)"



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2c – CONFLICT OF INTEREST STATEMENTS

Scoring Rubric: To receive a “Meets” on the question under this section,

- *There must be a Conflict of Interest Statement for each Governing Authority member listed*
- *Any Conflicts of Interest that are noted have been addressed*

Provide the current conflict of interest statement for each Governing Authority member.

ATTACHMENT 2c – CONFLICT OF INTEREST STATEMENTS

Upload as a single PDF document titled: “[Attachment 2c –Conflict of Interest Statements](#)”

2d – OPEN MEETINGS AND PUBLIC RECORDS TRAINING

Scoring Rubric: To receive a “Meets” on the question under this section, there must be a Certificate for each Governing Authority Member showing that the annual Open Meetings and Public Records training was conducted within the last year.

Provide the most recent certificate for each Governing Authority member showing that the annual Open Meetings and Public Records training has been completed.

ATTACHMENT 2d – OPEN MEETINGS AND PUBLIC RECORDS TRAINING

Upload as a single PDF document titled: “[Attachment 2d –Open Meetings and Public Records Training](#)”

GOVERNING AUTHORITY LEGAL COUNSEL INFORMATION

Scoring Rubric: This question is not scored as part of the scoring rubric. However, the expectation is that the Legal Counsel listed has experience with Ohio law as it pertains to community schools.

Under Ohio Revised Code Section 3314.036, the Governing Authority must employ legal counsel who is independent from both the school’s sponsor and the operator. Independent counsel shall negotiate the school’s contract with the sponsor and the school’s contract with the operator. While no score will be given for this section the expectation is that the legal counsel listed has experience with Ohio law as it pertains to community schools.

Name of Legal Counsel:

Click here to enter text.

Address:

Click here to enter text.

Phone:

Click here to enter text.

Email Address:

Click here to enter text.

Experience with Ohio Charter Schools

Click here to enter text.



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2e – GOVERNING AUTHORITY SCHEDULE AND MINUTES

Scoring Rubric: To receive a “Meets” on the question under this section,

- *Applicant will have provided a schedule of meetings for the last 12 months*
- *Applicant will have provided the approved minutes for each of the scheduled meetings*
- *Meeting minutes show that the meetings were conducted according to the open meeting laws and the minutes are complete and thorough*

Provide a copy of the Governing Authority’s meeting schedule for the past 12 months and the minutes of those meetings.

ATTACHMENT 2e – GOVERNING AUTHORITY SCHEDULE AND MINUTES

Upload as a single PDF document titled: “[Attachment 2e –Governing Authority Schedule and Minutes](#)”

2f – GOVERNING AUTHORITY CONSISTENCY

Scoring Rubric: To receive a “Meets” on this question, the description will clearly identify the consistency of the Governing Authority and explain any challenges regarding membership recruitment.

Explain the history and continuity of the Governing Authority and any challenges regarding membership recruitment.

Click or tap here to enter text.

ATTACHMENT 2f – GOVERNING AUTHORITY CONSISTENCY

Upload as a single PDF document titled: “[Attachment 2f –Governing Authority Consistency](#)”

2g – GOVERNING AUTHORITY MEMBERSHIP

Scoring Rubric: To receive a “Meets” on this question, the membership will not have fallen below five members in the last year or the membership was not below five members for a long period of time and a statement was provided that explained how long it took to return to five members and what recruitment methods were used that is acceptable.

If membership has fallen below five members within the last year, provide a statement explaining how long it took the membership to return to five members and what recruitment methods were used. If the membership has not fallen below five members in the last year, select N/A.



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☐ N/A

Click or tap here to enter text.

ATTACHMENT 2g – GOVERNING AUTHORITY MEMBERSHIP

Upload as a single PDF document titled: “[Attachment 2g –Governing Authority Membership](#)”

2h – GOVERNING AUTHORITY BY-LAWS/CODE OF REGULATIONS

Scoring Rubric: To receive a “Meets” on the question under this section, the By-Laws must include:

- *Requirement of maintaining five (5) members*
- *A process for bringing on new members*
- *A process for termination of membership*
- *Protocol for Special Meetings*
- *Protocol for Voting*
- *Information on Stipends*
- *Requirement for each member to annually sign disclosure statements*

Provide a copy of the Governing Authority’s By-Laws or Code of Regulations.

ATTACHMENT 2h – GOVERNING AUTHORITY BY-LAWS/CODE OF REGULATIONS

Upload as a single PDF document titled: “[Attachment 2h –Governing Authority By-Laws/Code of Regulations](#)”



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SECTION 3 – ACADEMIC INFORMATION/DATA

3a – MISSION, VISION AND PHILOSOPHY

Scoring Rubric: To receive a “Meets” on this question there must be a mission statement with intent and purpose, a vision statement with operation, function, and success of the school over time, and there must be a philosophy which describes values and beliefs by which the school operates.

Please identify the school’s mission statement which includes intent and purpose. Please identify the school’s vision statement including operation, function, and success over time. Please identify the school’s philosophy which describes the values and beliefs by which the school operates.

Click or tap here to enter text.

ATTACHMENT 3a – MISSION, VISION AND PHILOSOPHY

Upload as a single PDF document titled: “[Attachment 3a –Mission, Vision and Philosophy](#)”

3b – EDUCATION PLAN

Scoring Rubric: To receive a “Meets” on this question the Education Plan provides alignment to Ohio’s Learning Standards continuous learning plan, and tiered systems of support

Provide a copy of the school’s current education plan.

ATTACHMENT 3b – EDUCATION PLAN

Upload as a single PDF document titled: “[Attachment 3b –Education Plan](#)”

3c – NATIONALLY NORMED ASSESSMENT DATA

Scoring Rubric: To receive a “Meets” on this question, a majority of students (51%) meet growth targets in both ELA and Math.

Provide a copy of the Nationally Normed Assessment Data for the school Data should include a summary of the overall scores showing the percentage of students that met growth targets over the course of a year.



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Provide a brief explanation of the Nationally Normed Assessment data in the box below.

Note: Only redacted data should be uploaded. Do not upload any data that includes student identifiable information.

Click or tap here to enter text.

ATTACHMENT 3c – NATIONALLY NORMED ASSESSMENT DATA

Upload as a single PDF document titled: “Attachment 3c –Nationally Normed Assessment Data”

3d – SCHOOL DESIGNATION

Scoring Rubric: To receive a “Meets” on this question, the school does not have any of the listed designations.

Please indicate if the school is designated by the Ohio Department of Education as any of the following:

- ☐ Priority
- ☐ Focus
- ☐ Warning
- ☐ Watch (State Designation)
- ☐ None of the above

3e – NEEDS ASSESSMENT AND SCHOOL IMPROVEMENT PLAN

Scoring Rubric: To receive a “Meets” on this question.

- *School does not have any of the listed designations (N/A) or*
- *The information was provided and shows the school has completed the Ohio Department of Education requirements and has a sound plan for improvement*

If the school has been designated as Priority, Focus, Warning, or Watch, by the Ohio Department of Education provide a copy of the Needs Assessment and School Improvement Plan required by the state of Ohio. If the school has not been designated as Priority, Focus, Warning, or Watch, select N/A.

☐ N/A

Provide a brief explanation of the completed interventions in the box below.

Click or tap here to enter text.



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[ATTACHMENT 3e – NEEDS ASSESSMENT AND SCHOOL IMPROVEMENT PLAN](#)

Upload as a single PDF document titled: “[Attachment 3e –Needs Assessment and School Improvement Plan](#)”

[3f – LOCAL REPORT CARD DATA](#)

Scoring Rubric: To receive a “Meets” on this question,

- *Local Report Card shows consistent C's/3 stars or better on Achievement and Progress Components over previous three years, or*
- *Local Report Card demonstrates consistent improvement on Achievement and Progress Components over three previous years*

As part of the application process, the school's local report cards for the past four (4) years will be collected and reviewed. Provide an explanation below of the local report card data, noting any strategies that have been implemented to improve/sustain performance.

Click or tap here to enter text.

[ATTACHMENT 3f – LOCAL REPORT CARD DATA](#)

Upload as a single PDF document titled: “[Attachment 3f –Local Report Card Data](#)”

[3g – PERFORMANCE AND ACCOUNTABILITY PLAN](#)

Scoring Rubric: To receive a “Meets” on this question.

- *Applicant provided the Performance and Accountability Plan, and*
- *Applicant has given a thorough explanation showing how the school is meeting the goals*

Please provide a copy of the Performance and Accountability Plan (Performance Framework) from your current sponsor contract.

Provide a brief explanation showing how the school is meeting the goals established in this plan.

Click or tap here to enter text.

[ATTACHMENT 3g – PERFORMANCE AND ACCOUNTABILITY PLAN](#)

Upload as a single PDF document titled: “[Attachment 3g –Performance and Accountability Plan](#)”



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SECTION 4 – ENROLLMENT

(Please enter the student enrollment for the last five school years for each grade in the spaces below. Enter N/A for grades not served.)

Grade	21-22	22-23	23-24	24-25	25-26
Kindergarten	0	0	0	0	0
1 st Grade	0	0	0	0	0
2 nd Grade	0	0	0	0	0
3 rd Grade	0	0	0	0	0
4 th Grade	0	0	0	0	0
5 th Grade	0	0	0	0	0
6 th Grade	0	0	0	0	0
7 th Grade	0	0	0	0	0
8 th Grade	0	0	0	0	0
9 th Grade	0	0	0	0	0
10 th Grade	0	0	0	0	0
11 th Grade	0	0	0	0	0
12 th Grade	0	0	0	0	0
Total # of Students	0	0	0	0	0

Scoring Rubric: To receive a “Meets” on this question, the enrollment numbers will be steady from year to year or will be increasing.



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SECTION 5 – FINANCIAL PERFORMANCE

5a – RECENT APPROVED FINANCIALS

Scoring Rubric: To receive a “Meets” on this question,

- *All board approved financials for the last 12 months have been provided*
- *School has maintained a positive change in net position*
- *School has at least 30 days of cash on hand*

Provide a copy of the last twelve months of board approved financials and supporting board meeting minutes showing approval of the financials.

ATTACHMENT 5a – RECENT APPROVED FINANCIALS

Upload as a single PDF document titled: “[*Attachment 5a –Recent Approved Financials*](#)”

5b – AUDITS

Scoring Rubric: To receive a “Meets” on this question, no findings for recovery or areas of concern have been issued.

As part of the application process, five (5) years of audits for the school will be collected and reviewed. If the Auditor of State has identified findings for recovery or an area of concern, please provide details below describing how these findings have been resolved. If there have not been any findings for recovery or areas of concern, select N/A

☐ N/A

Click or tap here to enter text.

5c – CURRENT BUDGET

Scoring Rubric: To receive a “Meets” on this question, the current budget was provided and was based on realistic assumptions.

Provide a copy of the most recent Annual School Budget that was submitted to the Ohio Department of Education.

ATTACHMENT 5c – CURRENT BUDGET

Upload as a single PDF document titled: “[*Attachment 5c –Current Budget*](#)”



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5d – THREE YEAR FORECAST

Scoring Rubric: To receive a “Meets” on this question,

- *Three-year or five-year forecasts appear realistic and reasonable*
- *All years show a positive net change in position*

Provide the most recent five (5) years of three-year or five-year forecasts for the school. If any of the three-year or five-year forecasts show a negative cash balance, please provide details below describing how this was resolved by the school. If necessary, provide additional explanations of the forecasts. If there have not been any negative cash balances on the forecasts, select N/A

☐ N/A

Click or tap here to enter text.

ATTACHMENT 5d – THREE YEAR FORECASTS

Upload as a single PDF document titled: “[Attachment 5d –Three Year Forecasts](#)”

5e – FINANCIAL AND ENROLLMENT REVIEWS

Scoring Rubric: To receive a “Meets” on this question, six (6) months of financial and enrollment reviews were provided and at least three (3) months do not contain items of concern.

Provide copies of the last six (6) months of financial and enrollment reviews conducted by the school’s current sponsor.

ATTACHMENT 5e – FINANCIAL AND ENROLLMENT REVIEWS

Upload as a single PDF document titled: “[Attachment 5e –Financial and Enrollment Reviews](#)”

5f – FULL TIME EQUIVALENCY REVIEWS

Scoring Rubric: To receive a “Meets” on this question, the FTE Review was provided and there were no findings noted in the review.

Provide a copy of the most recent FTE review that was conducted by the Ohio Department of Education.



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If there are any findings in the FTE Review, please provide a brief explanation of the of the findings and how the findings have been resolved. If there are no findings in the FTE review, select N/A.

☐ N/A

Click or tap here to enter text.

[ATTACHMENT 5f – FULL TIME EQUIVALENCY REVIEWS](#)

Upload as a single PDF document titled: “[Attachment 5f –Full Time Equivalency Reviews](#)”

5g – FINANCIAL STABILITY

Scoring Rubric: To receive a “Meets” on this question, a description of a plan has been provided that demonstrates an understanding of maintaining financial stability.

Please describe the Governing Authority’s plan to maintain the school’s short and long term financial stability and viability, including the plan for potential reductions in expenditures relative to fluctuating enrollment.

Click or tap here to enter text.

[ATTACHMENT 5g – FINANCIAL STABILITY](#)

Upload as a single PDF document titled: “[Attachment 5g –Financial Stability](#)”



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SECTION 6 – ORGANIZATIONAL PERFORMANCE

6a – COMPLIANCE ASSESSMENTS

Scoring Rubric: To receive a “Meets” on this question, two compliance reports were provided and there were no items marked as non-compliant or deficient.

Provide copies of the two (2) most recent sponsor compliance site visit reports.

If there are any items noted as non-compliant and/or deficient, please provide a brief explanation of how the school has remedied any deficiency cited by the sponsor. If there are no items marked as non-compliant and/or deficient, select N/A.

☐ N/A

Click or tap here to enter text.

ATTACHMENT 6a – COMPLIANCE ASSESSMENTS

Upload as a single PDF document titled: “[Attachment 6a – Compliance Assessments](#)”

6b – CORRECTIVE ACTION/PROBATION/SUSPENSION

Scoring Rubric: To receive a “Meets” on this question, the school did not receive a notice of probation, intent to suspend, or request for corrective action.

Has the school received any notice of probation, suspension, or request for corrective action in the past two (2) years.

☐ Yes

☐ No

If Yes to the above question, provide copies of all notices of probation, intent to suspend or requests for corrective action. In addition, please provide a brief explanation of the deficiency and how it has been remedied.

Click or tap here to enter text.

ATTACHMENT 6b – CORRECTIVE ACTION/PROBATION/SUSPENSION

Upload as a single PDF document titled: “[Attachment 6b – Corrective Action/Probation/Suspension](#)”



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6c – ANNUAL REPORT

Scoring Rubric: To receive a “Meets” on this question,

- *Annual Report was provided*
- *Academic goals were included as well as the method of measurement used to determine progress towards the goals that includes statewide achievement assessments*
- *Performance standards were included in the report which identify all the report card measures set forth in the Ohio Revised Code*
- *Contains the school’s financial status*

Provide a copy of the school’s most recent Annual Report.

If necessary, provide a brief explanation of the Annual Report.

Click or tap here to enter text.

ATTACHMENT 6c – ANNUAL REPORT

Upload as a single PDF document titled: “Attachment 6c –Annual Report”



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LOCATION

Schools can have a physical location (brick and mortar schools) or be an Internet- or Computer-Based School.

Review the categories below and determine which location information the school will be providing. Select the option below that corresponds to the applicant's actual or intended location information.

Once selected, only answer the questions in the appropriate section.

☐ **Physical Location (Brick and Mortar)**

A school that has a physical building with a location that students will arrive at for learning.

Please complete Section 7

☐ **Internet- or Computer-Based School (E-School)**

A school where the enrolled students work primarily from their residences on assignments in nonclassroom-based learning opportunities via an internet- or other computer-based instructional method that does not rely on regular classroom instruction.

Please complete Section 8



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SECTION 7 – FACILITY

7a – LOCATION SPECIFICS

Scoring Rubric: To receive a “Meets” on this question, a description of the facility should be provided, the description contains each of the six (6) criteria, and the space is congruent with the enrollment.

Please provide the following: a detailed description of the building that is being used for educational purposes including a) the square footage, b) the number of classrooms, c) the size of classrooms, d) the common areas, e) the recreational space and f) any other occupants or uses of the facility. Include any satellites.

Click or tap here to enter text.

ATTACHMENT 7a – LOCATION SPECIFICS

Upload as a single PDF document titled: “[Attachment 7a –Location Specifics](#)”

7b – DEED OR LEASE AGREEMENT

Scoring Rubric: To receive a “Meets” on this question, a deed/lease agreement was provided, the cost of the purchase/lease is reasonable, and the cost of the purchase/lease is aligned with the budget and the three-year forecast.

Provide a copy of the deed to the facility or the Lease Agreement to the Facility.

ATTACHMENT 7b – DEED OR LEASE AGREEMENT

Upload as a single PDF document titled: “[Attachment 7b –Deed or Lease Agreement](#)”

7c – TRANSPORTATION

Scoring Rubric: To receive a “Meets” on this question,

- *School relies on districts to provide transportation; or*
- *Transportation Policy was provided and the description contained all of the elements listed above*

Does the school depend on the local districts to provide all student transportation to and from school.

☐ Yes, the local districts provide all transportation, mark N/A below.



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☐ No, the district does not provide all transportation (the school provides some or all transportation)

If No to the above question, provide a copy of the school's Transportation Policy. In addition, please provide a brief explanation of the transportation plan that includes the following 1) what population of students are transported (e.g. all, some within boundaries); 2) is there any agreement with the district(s) or Ohio Department of Education where the school receives funding; 3) describe the type of transportation provided (e.g. school owns buses and provides drivers, school contracts with a vendor, school provides bus passes, etc.).

☐ *N/A*

Click or tap here to enter text.

[ATTACHMENT 7c – TRANSPORTATION POLICY](#)

Upload as a single PDF document titled: "[Attachment 7c –Transportation Policy](#)"



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SECTION 8 – INTERNET- OR COMPUTER-BASED SCHOOL EXPERIENCE

**(COMPLETE THIS SECTION ONLY IF TRANSFERRING AN INTERNET- OR
COMPUTER-BASED SCHOOL)**

YEARS OF EXPERIENCE

Scoring Rubric: This question is not scored on the rubric

Applicant/Operator Number of Years of
Experience Operating Community Schools

Click here to enter text.

Applicant/Operator Number of Years of
Experience Operating Community Schools in Ohio

Click here to enter text.

Applicant/Operator Number of Years of
Experience Operating Internet- or Computer-
Based Schools

Click here to enter text.

8a – DESCRIPTION OF EXPERIENCE

Scoring Rubric: To receive a “Meets” on this question, a detailed description of the experience with operating community schools and/or internet- or computer-based schools has been provided and the Applicant/Operator has the requisite experience.

Describe the Applicant/Operator’s experience with operating community schools and the Applicant/Operator’s experience operating internet- or computer-based schools.

Click or tap here to enter text.

ATTACHMENT 8a – DESCRIPTION OF EXPERIENCE

Upload as a single PDF document titled: “Attachment 8a – Description of Experience”

MANAGEMENT ORGANIZATION:

If the applicant uses a Management Organization, complete the remaining questions below. If the Applicant does not intend for the proposed school to use a Management Organization, select N/A and skip to Section 9.



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☐ Management Organization ☐ N/A

8b – OPERATOR INTERNET- OR COMPUTER-BASED SCHOOL TERMINATIONS

Scoring Rubric: To receive a “Meets” on this question, the applicant will have described each instance in which an agreement has been terminated or a school has been closed, and has described the circumstances, actions and timelines surrounding the termination or closure. If no agreements have been terminated and no schools have been closed, the applicant has described the circumstances, actions and timelines it would take.

Describe each instance where the operator terminated its agreement with any internet- or computer based schools or any internet- or computer-based schools being managed by this operator was closed including:

- a) The circumstances leading to the decision to terminate its agreement;
- b) The specific actions taken by the operator; and
- c) The timeline for the actions taken by the operator

If the operator has not had to terminate an agreement with an internet- or computer-based school and an internet- or computer-based school has not been closed while this operator was managing the school, describe:

- a) The circumstances that would lead the operator to make the decision to terminate its agreement
- b) The specific actions that would be taken; and
- c) The timeline for those actions taken by the operator.

Click or tap here to enter text.

ATTACHMENT 8b – OPERATOR INTERNET- OR COMPUTER-BASED SCHOOL TERMINATIONS

Upload as a single PDF document titled: “[Attachment 8b – Operator Internet- or Computer-Based School Terminations](#)”

8c – OPERATOR FTE DETERMINATIONS

Scoring Rubric: To receive a “Meets” on this question, the operator will not have had any community schools with a full-time equivalency determination.

Has the Operator had any community schools with a full-time equivalency (FTE) determination issued by a state education agency?

☐ Yes ☐ No



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8d – OPERATOR SELF-EVALUATIONS

Scoring Rubric: To receive a “Meets” on this question, the applicant will upload a PDF of the self-assessment included in the Standards for Quality Online Programs, as well as the score received.

Provide the self-assessment as identified by the Standards for Quality Online Programs and the scores provided as a PDF attachment.

ATTACHMENT 8d – OPERATOR SELF-EVALUATION

Upload as a single PDF document titled: “[Attachment 8d – Operator Self-Evaluation](#)”

8e – SCHOOL GROWTH GOALS

Scoring Rubric: To receive a “Meets” on this question, the applicant will have provided a thorough explanation around the school’s growth goals.

If the school is a K-8 school, describe the school’s goals to increase enrollment and promote students to the next grade level. If the school is a K-12 or a DOPR school, describe the school’s goals to graduate students.

Click or tap here to enter text.

ATTACHMENT 8e – SCHOOL GROWTH GOALS

Upload as a single PDF document titled: “[Attachment 8e – School Growth Goals](#)”



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SECTION 9 – OPERATIONS

9a – SCHOOL MANAGEMENT

Scoring Rubric: To receive a “Meets” on this question,

- *Management Agreement was provided and contains delineation of responsibilities, fees, and services*
- *There is no Management Organization but persons have been assigned to each of the daily operations and the resumes show experience in each of the assigned areas.*

Does the school currently contract with a Management Organization for operation of the school.

- ☐ Yes **ATTACHMENT 9(a)** Provide a copy of the management agreement as a PDF document titled “Attachment 9(a) - Management Agreement”.
- ☐ No **ATTACHMENT 9(a)** Please list all of the personnel associated with each daily operation for the school below and provide resumes for all personnel as a PDF document titled “Attachment 9(a) “Resumes of Daily Operations””.

Daily Operations

School leader/Principal:	Click or tap here to enter text.
Testing and Assessments:	Click or tap here to enter text.
Human Resources:	Click or tap here to enter text.
Training and Professional Development:	Click or tap here to enter text.
Building Maintenance and related services:	Click or tap here to enter text.
Marketing/Enrollment:	Click or tap here to enter text.
Purchasing:	Click or tap here to enter text.
Technology:	Click or tap here to enter text.
Sponsor Compliance:	Click or tap here to enter text.
Finance:	Click or tap here to enter text.
Education Management Information System	Click or tap here to enter text.
Federal Programs:	Click or tap here to enter text.

9b – STAFF RETENTION

Scoring Rubric: To receive a “Meets” on this question, staff retention rate is at 85% or higher for each of the past three years, or a thorough explanation has been provided identifying the reason for low retention rate and the steps being taken to resolve the issues.



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Provide an explanation of the staff and school leader retention rate for the past three (3) years and any clarification needed regarding the retention rates.

Click or tap here to enter text.

[ATTACHMENT 9b – STAFF RETENTION](#)

Upload as a single PDF document titled: “[Attachment 9b –Staff Retention](#)”

[9c – BUSINESS AND GROWTH PLAN](#)

Scoring Rubric: To receive a “Meets” on this question, a business and growth plan will have been provided along with the plans for reaching the business goals. The business goals should contain information on the academic, financial and operational goals of the Governing Authority. The answer must include information on how many schools the Governing Authority plans to open over the next five (5) years.

Provide the following:

- a formal statement of the Governing Authority’s business goals;
- the reasons the goals are attainable;
- the plans for reaching the business goals which contains information on the academic, financial and operational position of the Governing Authority over multiple years; and
- a statement about how many schools the Governing Authority plans to open over the next five years

Click or tap here to enter text.

[ATTACHMENT 9c – BUSINESS AND GROWTH PLAN](#)

Upload as a single PDF document titled: “[Attachment 9c –Business and Growth Plan](#)”



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SECTION 10 – CONFLICT OF INTEREST

Has any member of the governing authority, management company, or treasurer/fiscal officer, been involved with an entity that was involved in 1) a bankruptcy, 2) closed for financial reasons, 3) had a finding for recovery, or 4) designated as not auditable by the Auditor of State.

☐ Yes

☐ No

If Yes to the above question, please list the school(s) or entities and identify the basis of the relationship in the fields below (i.e. contractor, employee of operator, treasurer, board member, etc.).

☐ N/A

School or Entity

Click or tap here to enter text.

Click or tap here to enter text.

Click or tap here to enter text.

Click or tap here to enter text.

Relationship

Click or tap here to enter text.

Click or tap here to enter text.

Click or tap here to enter text.

Click or tap here to enter text.

Scoring Rubric: This question is not scored on the scoring rubric.