



# Sponsor Contracts

*Office of Chief Legal Counsel · December 14, 2017*



# Sponsorship contract found in Ohio Revised Code 3314.03

# Sponsorship Contract

Cannot simply repeat Ohio Revised Code

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Looking for specificity

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Describe and elaborate compliance with sections in 3314.03

# Specifications of Contract

**Sponsor**



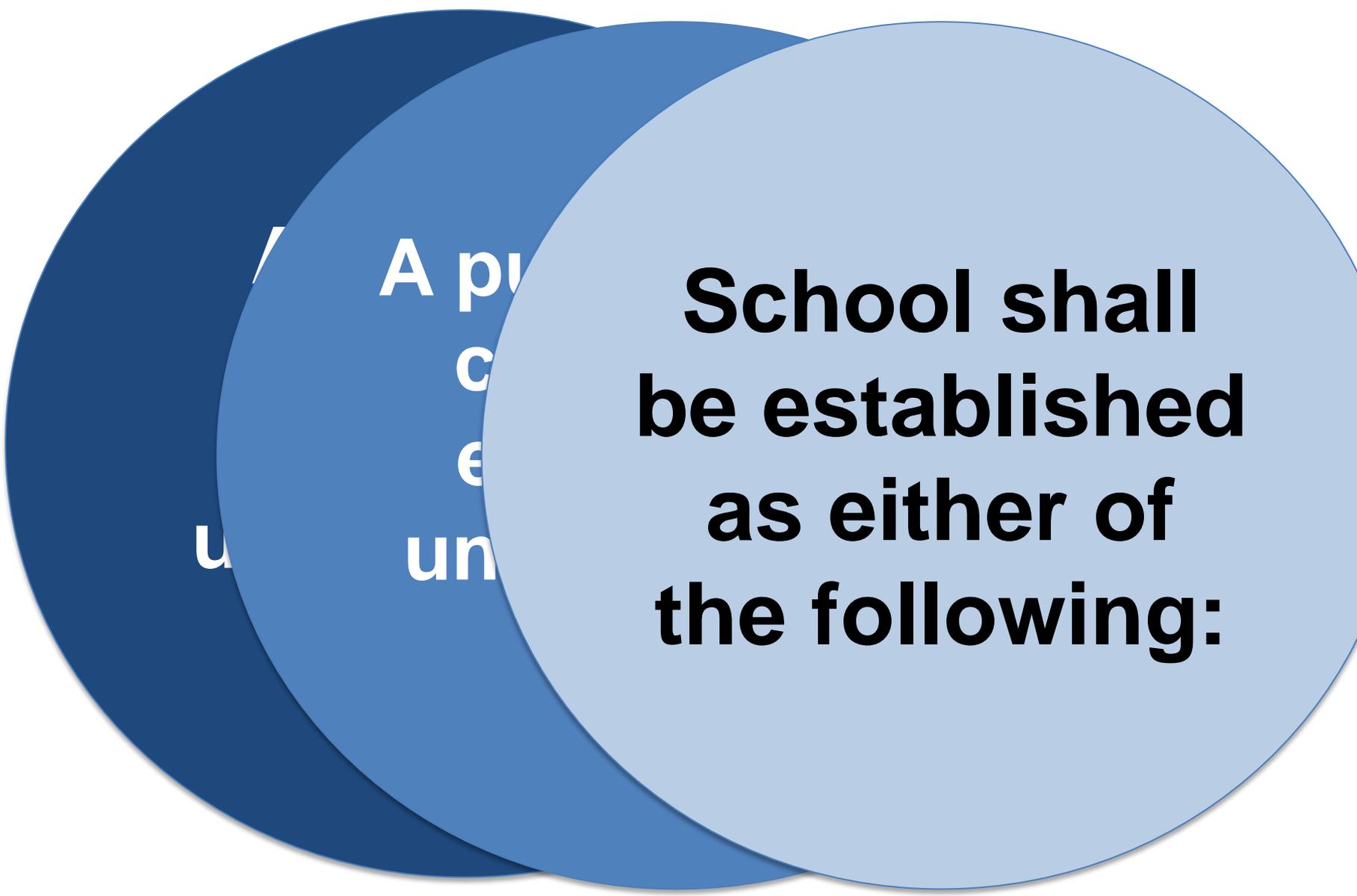
**Governing**



**Authority**

***Every contract filed with the  
Ohio Department of Education's  
Superintendent of Public Instruction.***





**School shall  
be established  
as either of  
the following:**

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# Education Program

Academic Goals

Performance Standards

Admission Standards

# Education Program

Dismissal Procedure

Attendance Policy

Meeting Auditor of State Requirements

# Requirements

## School

Provide learning opportunities to a minimum of 25 students for a minimum of 920 hours per school year

## Governing Authority

Purchase liability insurance, or otherwise provide for the potential liability of the school

# Requirements

## School

Provide health care  
and benefits to  
employees

Contract  
specifications

## Governing Authority

Carries out  
provisions of contract

# Adopt Admission Policy



Adopt policy regarding admission of students who reside outside the district where school is located.



# STEM School Designation

# School Submits a Comprehensive Plan to Sponsor 3314.03(B)



# Plan Should Include



The process by which the governing authority of the school will be selected in the future



The management and administration of the school

# Plan Should Include



If the community school is a currently existing public school or educational service center building, alternative arrangements for current public school students who choose not to attend the converted school and for teachers who choose not to teach in the school or building after conversion

# Plan Should Include



The instructional program and educational philosophy of the school



Internal financial controls

When submitting the plan under this division, the school shall also submit copies of all policies and procedures regarding internal financial controls adopted by the governing authority of the school.

# Payments 3314.03(C)



# Duties of the Sponsor

## 3314.03(D)

**Monitor  
compliance**

**Evaluate the  
academic  
and fiscal  
performance**

**Report the  
results of the  
evaluation**

# Duties of the Sponsor

## 3314.03(D)

**Provide  
technical  
assistance**

**Intervene to  
correct  
problems**

**Have a plan  
ready for  
financial  
issues or  
early closure**

# Not Best Practice

Contracts that say “if applicable”

The contract must be tailored to your specific community school. Blanket statements are not acceptable.

Contracts that copy and  
paste from the code or  
checklist

**Not Best  
Practice**

# Not Best Practice

Submitting unreadable  
documents to the  
Department

Poor scanning

Incomplete Documents

Attachments must be included

**Not Best  
Practice**

# Example 1: Academic Goals

- This section of the contract must specifically state the academic goals for the particular school
- Ensure that the contract state how these goals will be measured and how these measurements will show progress
- Do the academic goals include the statewide achievement assessments

# Example 2: Performance Standards

- Do the performance standards include applicable report card measures that assist in realistically measuring the success of the school?
- Are you looking at student success in statewide testing?
- Do you only have the minimum standards or just attendance?
- Do you have fiscal performance standards in the contract?
- Are you including operational performance standards in your contract?

# Example 3: Facilities

An addendum to the contract outlining the facilities to be used that contains at least the following information:

- (a) A detailed description of each facility used for instructional purposes;
- (b) The annual costs associated with leasing each facility that are paid by or on behalf of the school;
- (c) The annual mortgage principal and interest payments that are paid by the school;
- (d) The name of the lender or landlord, identified as such, and the lender's or landlord's relationship to the operator, if any.

# Example 4: Financial Plan

A financial plan detailing an estimated school budget for each year of the period of the contract and specifying the total estimated per pupil expenditure amount for each such year.

# Example 5: Blended Learning

If a school operates using the blended learning model, as defined in section 3301.079 of the Revised Code, all of the following information:

(a) An indication of what blended learning model or models will be used;

One model might be:

- The Rotation Model:

*Students rotate on a fixed schedule or at the teacher's discretion between learning methods, at least one of which is online learning. Other methods might include activities such as small-group or full-class instruction, group projects, individual tutoring, and pencil-and-paper assignments.*

# Example 5: Blended Learning

(b) A description of how student instructional needs will be determined and documented;

- Do you have individualized plans?
- Do you assess the needs of each student?

(c) The method to be used for determining competency, granting credit, and promoting students to a higher grade level;

- Are you evaluating your students to ensure the students are achieving certain levels of competency before moving forward?
- What methods are you using to promote students?  
Assessments/tests/competency based learning?

# Example 5: Blended Learning

(d) The school's attendance requirements, including how the school will document participation in learning opportunities;

- Are you taking attendance for the in school brick and mortar portions of the days
- How are you monitoring the on-line portions of the days? Are there minimum hours per week on-line?
- How are you monitoring the non-classroom time?

# Example 5: Blended Learning

(e) A statement describing how student progress will be monitored;

(f) A statement describing how private student data will be protected;

- How are you protecting the students while they are working on-line?

(g) A description of the professional development activities that will be offered to teachers.

- Are you relying on an operator or management company to provide the professional development? If so are you monitoring this time?

# Questions?

Submit questions regarding  
quality improvement plans

to:

[community.schools@education.  
ohio.gov](mailto:community.schools@education.ohio.gov)



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<http://education.ohio.gov/Topics/Quality-School-Choice/Community-Schools>

# Join the Conversation



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