

Compliance Review Items to Verify on School Site Visits by School Year of Review

2014-15 Items Selected				
Area of Review	Areas of Compliance/Explanation	Category	Statutory Reference	Examples of Sponsor Actions to Document Compliance
Health & Safety	<b>Current Fire Inspection</b>	Certain schools	ORC 3314.05 (B)(4); 3737.73(C)(1)	Review documentation of current fire inspection. Note: not applicable to eschools; done annually unless specified otherwise by the locality.
Health & Safety	<b>School Emergency Evacuation-Tornado-School Safety Drill</b>	Certain schools	ORC 3737.73 (A) & (D)(2)(b); Ohio Fire Code 405.1.1.1 and 408.3.2	At least (9) Emergency Evacuation drills must be conducted in the school year and at least (1) must occur within the first 10 days of school. Not later than the first day of December each year, the head of school will mail a list certifying the date and time each school safety drill was conducted to the police chief or county sheriff. Ensure evacuation maps are clearly labeled and displayed in the building and classrooms.
Health & Safety	<b>School Environment Inspection - Health Department</b>	Certain schools	OAC 3701, 3717; ORC 3314.05	A copy of current school environment (health) inspection.
Governance	<b>Governing Authority Approved Meeting Minutes and Resolutions; signed and available to the public</b>	All schools	ORC 121.22	Board records are public. Review appropriate procedures and board book for board meeting minutes.
Finance	<b>Monthly Financial Review</b>	All schools	ORC 3314.023	Confirm that sponsor is conducting monthly fiscal review; and effective March 23, 2015, within 10 days after review Sponsor provides the GA and Fiscal Officer with a written report.
Operations	<b>Licensed Employees</b>	All schools	ORC 3319.22 to 3319.31	Verify that all classroom teachers are licensed in accordance with the ORC.

2015-16 Items Selected							
#	Statutory Reference	Statutory Reference2	Section Title	Category	Sub-category	Description	Documentation
273	ORC 149.43	ORC 3314.03(A)(1)	<b>Availability of public records for inspection and copying</b>	All schools	School Policies	The school fills public records requests timely and at least one person, as designated by the school, has attended training approved by the attorney general about the school's obligations pertaining to public records.	Board records retention and public records policy
275	ORC 121.22	ORC 3314.03(A)(1)(d)	<b>Public meetings - exceptions</b>	All schools	School Policies	The school's meetings of its governing authority are public meetings, provide public advance notice, and follow all laws with respect to proper public meeting protocol.	School's board's meeting notices and minutes for most recent meeting.
52	ORC 3314.035	ORC 3314.035	<b>Publication of names of members of governing authority</b>	All schools	Compliance with State Operational Procedures	The school shall posts on the school's web site the names of the school's governing authority and provides, upon request, the name and address of each member of the governing authority to the sponsor of the school and the department of education.	Screenshot of website
13	ORC 3314.25	ORC 3314.25	<b>Computer-based schools to provide location for statewide tests</b>	Certain schools	eSchools	The School provides students with a location within fifty miles of student's residence at which to complete the statewide achievement and diagnostic assessments.	Certification
58	ORC 3314.03(B)	ORC 3314.03(B)	<b>Comprehensive plan for managing the schools</b>	All schools	School Policies	The school provides the sponsor with a comprehensive plan describing the governance, management, administration, instructional program, educational philosophy, and financial controls of the school.	Comprehensive plan for the school
124	ORC 3319.22 - 3319.31	ORC 3314.03(A)	<b>Teacher licenses</b>	All schools	Employment Practices	All School teachers, aides, and providers are properly licensed by the State Board of Education.	Certification
184	ORC 3323.11	ORC 3314.19(B)	<b>Employment and qualifications of necessary personnel</b>	All schools	Special Education	The school's special education teacher(s) hold a bachelor's degree, a special education teacher license without waivers for emergency, temporary or provisional basis, and, if teaching core subjects, holds a degree in the core subject or passed Ohio's content knowledge assessment.	Certification. Changes in ESSA.
226	ORC 3313.6411	ORC 3314.03(A)(1)(d)	<b>School report card provided to parent</b>	All schools	Enrollment	The School provides parents or guardians with a copy of the most recent report card during the admissions process.	Certification
48	ORC 3314.041	ORC 3314.041	<b>Distributing statement concerning state-prescribed testing and compulsory attendance law to parents</b>	All schools	Current	The school provides the parent, at the time a student is enrolled, with a statement about the requirement for enrolled students to take proficiency tests and other examinations prescribed by law.	Certification