#EachChildOurFuture

2020-2021 Community School Sponsor Evaluation: Quality Practices Component

Center for Performance and Impact · July 2020

Ohio Department of Education

History

Sponsor Evaluation System

- **Assist** the Department in its oversight of sponsors
- **Improve** the quality of sponsor practices
- **Improve** community school operations and academic performance

Sponsor Performance Evaluations (ORC 3314.016)

Three Equally-Weighted Components

- Academic performance
- Compliance with all applicable laws and rules
- Adherence to quality practices

Overall Sponsor Rating

Academic Performance

+

Compliance with Laws and Rules

+

Quality Practices

↓

Sponsor Rating

Quality Component: Ohio Revised Code

3314.016 (B)(3)

The department, in consultation with entities that sponsor community schools, shall prescribe quality practices for community school sponsors and develop an instrument to measure adherence to those quality practices. The quality practices shall be based on standards developed by the national association of charter school authorizers or any other nationally organized community school organization.

Quality Practices Component

Six Critical Areas:

- A – Commitment and Capacity
- B – Application Process and Decision-Making
- C – Performance Contracting
- D – Oversight and Evaluation
- E – Termination and Renewal Decision-Making
- F – Technical Assistance

A. Commitment and Capacity

Seven Standards:

- A.01 – Mission and Strategic Plan
- A.02 – Goals and Self-Evaluation
- A.03 – Roles and Responsibilities
- A.04 – Conflicts of Interest
- A.05 – Staff Expertise
- A.06 – Staff Development
- A.07 – Allocation of Resources

Changes to Quality Rubric

A.05 – Staff Expertise

2019-2020

3 Points
2-Point Requirements –and– The sponsor submitted evidence that at least one of its staff members has two or more years of sponsoring experience and that it has a staff member who is a licensed school treasurer or its equivalent. –and– There is evidence that staff members have expertise in the areas of curriculum, instruction, assessment, special education, school accountability, school governance, and, as needed, English language learner instruction, school facilities and community school law.

2020-2021

3 Points
2-Point Requirements –and– The sponsor submitted evidence that at least one of its staff members has two or more years of sponsoring experience and that it has a staff member who is a licensed school treasurer or its equivalent. –and– There is evidence that staff members have expertise in the areas of curriculum, instruction, assessment, special education, school accountability, school governance, and, as needed, English learner instruction, school facilities and community school law.

B. Application Process and Decision-Making

Six Standards:

- 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
- B.04 – Reviewer Expertise
- B.05 – Reviewer Protocols
- B.06 – Rigorous Decision-Making

Changes to Quality Rubric

B.04 – Reviewer Expertise

Revised the second key indicator

2019-2020: For new community schools, replicators, schools seeking a change in sponsor and schools seeking to renew, the sponsor has an application review team with sufficient expertise and sponsoring experience to make informed application decisions.

2020-2021: For new community schools, replicators, and schools seeking a change in sponsor, the sponsor has an application review team with sufficient expertise and sponsoring experience to make informed application decisions.

C. Performance Contracting

Three Standards:

- C.01 – Contract Performance Measures
- C.02 – Contract Terms for Renewal and Non-Renewal
- C.03 – Contract Amendment and Updates

D. Oversight and Evaluation

Seven Standards:

- D.01 – Oversight Transparency
- D.02 – Enrollment and Financial Reviews
- D.03 – On-Site Visits
- D.04 – Site Visit Reports
- D.05 – Performance Monitoring
- D.06 – Intervention
- D.07 – Annual Performance Reports

Changes to Quality Rubric
If There is a School Building Closure

D.03: On-Site Visits

NOTE 2: In the event that the 2020-2021 school year is affected by a state/county health department ordered school building closure for one or more of the selected schools, the requirement to have one site visit during the first half of the school year and one during the second half of the school year will be waived for the affected schools. However, two site visits, along with the other requirements listed above for this standard, still would be required for each affected school. If the length of the school building closure period is more than three months and ends on or after May 15, 2021, then only one site visit will be required for each affected school. Sponsors that are only able to complete one site visit for an affected school will not be responsible for reviewing all of the items that usually are reviewed over at least two site visits. However, such sponsors need to include an explanation of what could not be completed during that site visit as it relates to reviewing the school's compliance with all applicable laws and rules, contractual obligations and academic performance measures, and data collection from school employees and stakeholder groups.

Changes to Quality Rubric
If There is a School Building Closure

D.04: Site Visit Reports

NOTE 2: In the event that the 2020-2021 school year is affected by a state/county health department ordered school building closure for one or more of the selected schools, the 2-point requirement to providing one site visit report during the first half of the school year and one report during the second half of the school year will be waived for the affected schools. However, two site visit reports, along with the other requirements listed above for this standard, still would be required for each affected school. If the length of the school building closure period is more than three months and ends on or after May 15, 2021, then only one site visit report will be required for each affected school. Sponsors that are only able to provide one site visit report for an affected school will not be responsible for reviewing all of the items that are usually reviewed over at least two site visits. However, such sponsors need to include an explanation of what is not included in the report as it relates to providing information on the school's compliance with all applicable laws and rules, contractual obligations and academic performance measures, and data collection from school employees and stakeholder groups.

E. Termination and Renewal Decision-Making

Six Standards:

- E.01 – Renewal Application
- E.02 – Renewal and Non-Renewal Decisions
- E.03 – Non-Renewal Notification
- E.04 – Contract Termination
- E.05 – Closure Process
- E.06 – Renewal Application Reviewer Protocols

Changes to Quality Rubric

E.02 – Renewal and Non-Renewal Decisions

E.02 Renewal and Non-Renewal Decisions: The sponsor makes evidence-based renewal decisions.

Key Indicators:

- The sponsor grants renewal only to schools that are fiscally and operationally viable, have achieved their contractual academic targets and are faithful to the non-academic terms of the contract.
- The sponsor grants renewal only to schools that earn at least 75 percent of possible points on the renewal rubric.
- The sponsor documents evidence to support whether the schools meet the criteria for renewal.
- The sponsor's staff provide evidence-based recommendations to the sponsor's board regarding renewal decisions.

***Please refer to the Glossary of Definitions located at the beginning of this document for the definitions of "fiscal and operational viability," "measures," "process," "review year," "rubric," "staff" and "targets."

FAILURE OF THE SPONSOR TO SUBMIT BOARD MINUTES AS EVIDENCE OF ITS RENEWAL DECISION-MAKING PROCESS FOR ANY SCHOOL THAT WAS UP FOR RENEWAL DURING THE REVIEW YEAR WILL RESULT IN THE SPONSOR RECEIVING 0 POINTS FOR THIS STANDARD.

1 Point	2 Points	3 Points	4 Points
The sponsor submitted board minutes as evidence of the renewal decision-making process.	1-Point Requirements –and– The sponsor submitted evidence it required all schools up for renewal to	2-Point Requirements –and– The sponsor submitted evidence it granted renewal only to schools that earned at	3-Point Requirements –and– The sponsor submitted evidence it granted renewal only to schools that earned at

Changes to Quality Rubric

E.05 – Closure Process

2019-2020

4 Points	4 Points
3-Point Requirements –and– The sponsor submitted its own closure procedures, apart from the Department's closure guidance and procedures that specify the steps necessary to complete the Department's Closing Assurances Form and outlines the responsibilities of all the following: • Sponsor; • School governing authority; • School staff; • School treasurer; • Management company (if applicable).	–and– For each of the sponsor's schools that closed during the review year, the sponsor submitted evidence of ensuring parents were notified of the school's closure within two weeks and were offered assistance in finding a new school.

2020-2021

4 Points	4 Points
3-Point Requirements –and– The sponsor submitted its own closure procedures, apart from the Department's closure guidance and procedures that specify the steps necessary to complete the Department's Closing Assurances Form and outlines the responsibilities of all the following: • Sponsor; • School governing authority; • School staff; • School treasurer; • Management company (if applicable).	–and– For each of the sponsor's schools that closed during the review year, the sponsor submitted evidence of ensuring parents were 1) notified of the school's closure within two weeks of the date on which the governing authority passed the resolution to close the school and 2) were offered assistance in finding a new school.

F. Technical Assistance

Four Standards:

- F.01 – Ongoing Technical Assistance
- F.02 – Legal and Policy Updates
- F.03 – Professional Development for Schools
- F.04 – Relationships with Schools' Governing Authorities

Changes to Quality Rubric

F.01 – Ongoing Technical Assistance

Revised the second key indicator

2019-2020: The sponsor proactively solicits information from the school about its needs for technical assistance and about the quality and impact of previous technical assistance through a needs assessment.

2020-2021: The sponsor solicits information from the school about its needs for technical assistance and about the quality and impact of previous technical assistance through a needs assessment.

Changes to Quality Rubric

F.01 – Ongoing Technical Assistance

Revised the third key indicator

2019-2020:

- The sponsor uses the results of a needs assessment to plan proactive technical assistance to its schools.

2020-2021:

- The sponsor uses the results of a needs assessment to plan technical assistance to its schools.

Changes to Quality Rubric

F.01 – Ongoing Technical Assistance

2019-2020

4 Points
3-Point Requirements –and– The sponsor submitted evidence of using the results of a needs assessment to provide at least three different instances of proactive technical assistance to its schools.

2020-2021

4 Points
3-Point Requirements –and– The sponsor submitted evidence of using the results of a needs assessment to provide at least three different instances of technical assistance to its schools.

Changes to Quality Rubric

F.04 – Relationships with Schools' Governing Authorities

Revised the second key indicator

2019-2020: The sponsor attends at least two governing authority meetings annually for each school.

2020-2021: The sponsor attends at least three governing authority meetings annually for each school.

Resources

- ***Quality Practices Component Upload Guidance***
  - Provides examples of both relevant and unacceptable documents
  - Serves as a guide; the list is not exhaustive
  - Submitting examples listed does not guarantee a specific rating on any standard
- ***Quality Practices Rubric Change Log***
  - Shows changes made from the 2019-2020 rubric to the 2020-2021 rubric

Not Applicable Standards

- **Entire standard** is NA (sponsor is not scored on any part)
- **Only a portion** of the standard is NA (sponsor not scored on the part that is NA)
- Sponsor must upload a memo with a statement explaining why standard (or portion) is NA
- If no memo is uploaded, sponsor will be rated on the entire standard

Not Applicable Standards

- **Entire** standard may be NA:
  B.04, B.06, E.02, E.03

- **Portion** of the standard may be NA:
  B.05, E.04, E.05, E.06

Selected Subset of Schools

- Randomly selected by the evaluator
- Includes at least one of each type of sponsored school for the sponsor (e-schools, dropout prevention and recovery schools)
- Sponsor needs to submit evidence for its selected schools for the standard in question

Selected Subset of Schools

The following note is included on standards for which documentation from a subset of schools is required:

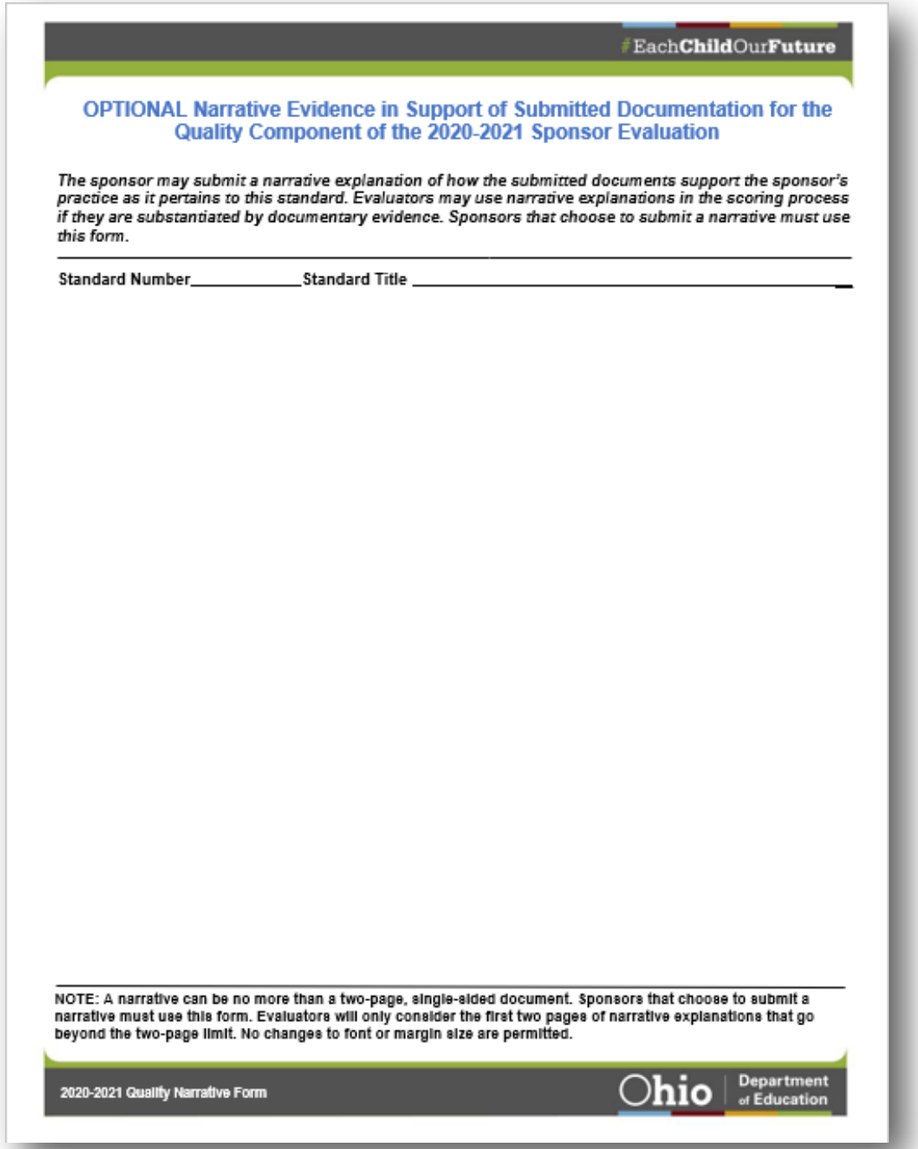
Note: *The sponsor must submit evidence for a specific set of its sponsored schools that was randomly selected by the vendor. The list includes at least one of each type of sponsored school (e-schools, dropout prevention and recovery schools, etc.). All sponsors received a list of the selected schools and the list is available to sponsors in Epicenter.*

Narratives

- Optional for all 33 standards; sponsors are not required to submit narratives
- Sponsors may upload a narrative explanation for 31 of the 33 standards using the Department's narrative form
- Sponsors may enter a narrative explanation for Standards C.01 and C.02 into the Narrative field in Epicenter

Narratives

Sponsors electing to submit a narrative for a standard must use the Department's Narrative Form.



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OPTIONAL Narrative Evidence in Support of Submitted Documentation for the Quality Component of the 2020-2021 Sponsor Evaluation

The sponsor may submit a narrative explanation of how the submitted documents support the sponsor's practice as it pertains to this standard. Evaluators may use narrative explanations in the scoring process if they are substantiated by documentary evidence. Sponsors that choose to submit a narrative must use this form.

Standard Number_____Standard Title _____

NOTE: A narrative can be no more than a two-page, single-sided document. Sponsors that choose to submit a narrative must use this form. Evaluators will only consider the first two pages of narrative explanations that go beyond the two-page limit. No changes to font or margin size are permitted.

2020-2021 Quality Narrative Form

Ohio Department of Education

Interviews

- Optional; sponsors are not required to participate in an interview
- Opportunity to help explain documentation (similar to narrative option)
- No additional documents will be collected during or after the interview

Interviews

- Sponsors must complete the *Interview Intent Form* and upload it into Epicenter by the specified deadline to indicate whether or not they want to participate in an interview.

- Evaluators will contact sponsors to set up interview.

Calculation of Quality Rating and Score

Scoring

For each quality standard, sponsors receive between 0 and 4 points (or “NA”).

Calculation of Quality Rating and Score

- Rating is calculated using formula of B/A
  - A = Number of possible points for standards that are applicable to the sponsor being reviewed
  - B = Total points scored in the standards included in A
- Scores for each standard are combined to determine overall percentage and rating

Calculation of Quality Rating and Score

Example

- Rating = B/A
    - A = 132
    - B = 121
- 121/132 = 91.7 percent

2020-2021 Quality Rating and Score

Percentage	Rating	Points
90 – 100%	Exceeds Standards	4
75 – 89.9%	Meets Standards	3
55 – 74.9%	Progressing Toward Standards	2
35 – 54.9%	Below Standards	1
0 – 34.9%	Significantly Below Standards	0

2020-2021 Document Submission

- Documents must be uploaded into Epicenter
- Required submission types will be listed in the sponsor’s task queue
- Use correct submission type
- Can upload the same document under multiple standards if needed

2020-2021 Document Submission

Memo template

- Use with documents that exceed 25 pages in length
- Reference the specific page numbers to be reviewed for the standard in question
- Use the template provided by the Department
- Upload the completed template into Epicenter under the submission type of the standard in question

2020-2021 Document Submission

Sponsors can replace documents in Epicenter (if needed) until the document submission window closes.

Once the window closes, documents cannot be added, replaced or removed.

2020-2021 Document Submission

Document submission window

Quality Practices: December 2020 – May 28, 2021

2020-2021 Quality Review Timeline

December 2020:
Epicenter Opens

5/28/2021:
Epicenter Closes

Summer 2021:
Optional Interviews Occur

Sept/Oct 2021:
- Preliminary Results
- Sponsor Adjustment Requests
- Adjustment Request Reviews

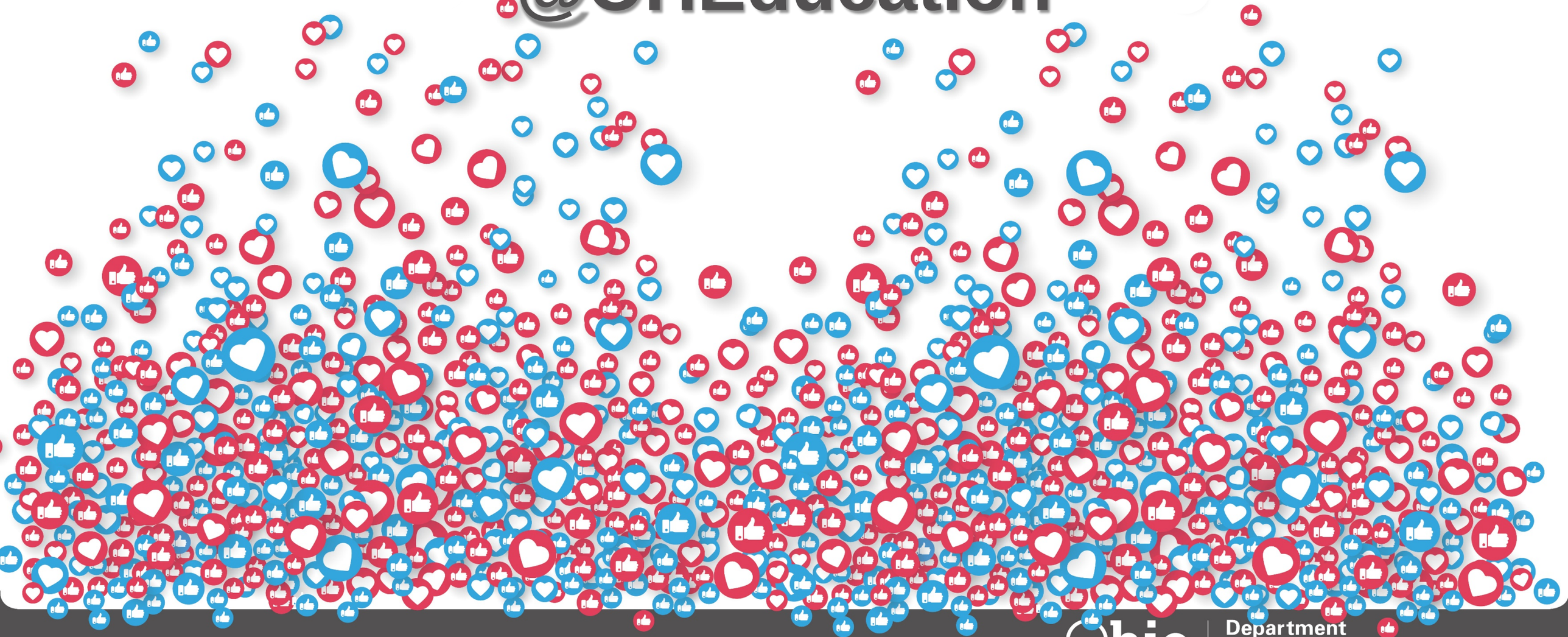
By 11/15/2021:
Final Ratings Published

Questions?

Submit questions to the Sponsor Evaluation inbox:

sponsor.evaluation@education.ohio.gov

@OHEducation



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