



2016-2017 Sponsor Evaluations (Quality Component) Critical Area D: Oversight and Evaluation

Office of Community Schools - March 2017

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

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Critical Area D

Oversight and Evaluation

D. Oversight and Evaluation

Critical Area Evaluates:

- System of oversight, including financial, enrollment and onsite reviews
- Process for monitoring schools' academic performance
- Intervention guidance and action
- Yearly reports on schools' performance

D. Oversight and Evaluation

7 Standards:

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

D.01 – Oversight Transparency

The sponsor's oversight, intervention and evaluation processes are transparent, and the sponsor shares how it will monitor academic, operational and financial performance.

D.01 – Oversight Transparency

Key Indicators

- The sponsor has documented processes for its oversight, intervention and evaluation systems.
- The sponsor proactively communicates its timelines related to its systems for oversight and evaluation, and for gathering school performance, compliance and fiscal data.
- The sponsor defines its processes for oversight, intervention and evaluation through its contract with its community school(s) and/or separate documented guidance.

D.01 – Oversight Transparency

D.01 – Oversight Transparency: The sponsor’s oversight, intervention and evaluation processes are transparent, and the sponsor shares how it will monitor academic, operational and financial performance.

Key Indicators:

- The sponsor has documented processes for its oversight, intervention and evaluation systems.
- The sponsor proactively communicates its timelines related to its systems for oversight and evaluation, and for gathering school performance, compliance and fiscal data.
- The sponsor defines its processes for oversight, intervention and evaluation through its contract with its community school(s) and/or separate documented guidance.

FAILURE OF THE SPONSOR TO SUBMIT DOCUMENTED PROCESSES FOR ITS OVERSIGHT AND EVALUATION SYSTEM WILL RESULT IN THE SPONSOR RECEIVING 0 POINTS FOR THIS STANDARD.

1 Point	2 Points	3 Points	4 Points
The sponsor submitted at least one documented process for its oversight, intervention and/or evaluation system, but there is no evidence that this information was shared with the sponsor’s school(s).	1-Point Requirements –and– The sponsor submitted evidence of communicating in advance its timelines related to its systems for oversight and evaluation.	2-Point Requirements –and– The sponsor submitted evidence of defining its processes for oversight, intervention and evaluation through its contracts and/or documented guidance.	3-Point Requirements –and– The sponsor submitted evidence of communicating the process, methods, and timing of gathering and reporting school performance and compliance data.

Document Upload Guidance for the 2016-2017 Sponsor Evaluation, Quality Practices Component

D. Oversight and Evaluation		
Quality Rubric Standard	Examples of Relevant Documents	Examples of Unacceptable Documents
<p>D.01 – Oversight Transparency <i>The sponsor’s oversight, intervention and evaluation processes are transparent, and the sponsor shares how it will monitor academic, operational, and financial performance.</i></p>	<ul style="list-style-type: none"> - Written communication from the sponsor to the school with information regarding timelines and/or expectations for systems of oversight, intervention and/or evaluation (with dates) - Guidance documents, standard operating procedures, and/or protocols for systems of oversight, intervention and/or evaluation that is communicated to the schools - Sections of the contract template that include language articulating systems of oversight, intervention and/or evaluation beyond the contract template 	<ul style="list-style-type: none"> - Contract language that is statutorily required
<p>D.02 – Enrollment and Financial Reviews <i>The sponsor reviews and provides feedback on the enrollment and financial records of each school monthly.</i></p>	<ul style="list-style-type: none"> - Completed financial and enrollment reviews - School board meeting minutes with agenda items for the sponsor treasurer/representative to share financial and enrollment review feedback - Emails from sponsor to its schools with financial and enrollment review feedback 	<ul style="list-style-type: none"> - Written explanation of financial and enrollment review process and/or frequency
<p>D.03 – Onsite Visits <i>The sponsor conducts onsite reviews at least twice per year while school is in session, which includes an examination of the school’s compliance with state law and the school’s academic performance.</i></p>	<ul style="list-style-type: none"> - Evidence of conducting onsite reviews - Onsite visit protocol, including classroom observation and/or interview guidelines - Evidence of what data is collected and from whom 	<ul style="list-style-type: none"> - Onsite reviews conducted prior to July 1, 2016
<p>D.04 – Site Visit Reports <i>The sponsor provides its school(s) with a report after each site visit, and it follows up with schools regarding any areas needing improvement.</i></p>	<ul style="list-style-type: none"> - Evidence of the sponsor sharing completed site visit reports with its schools - If applicable, evidence of the sponsor following up with schools regarding an identified area needing improvement 	<ul style="list-style-type: none"> - Site visit reports written prior to July 1, 2016

D.01 – Oversight Transparency

Documentation Guidance:

D. Oversight and Evaluation		
Quality Rubric Standard	Examples of Relevant Documents	Examples of Unacceptable Documents
D.01 – Oversight Transparency <i>The sponsor's oversight, intervention and evaluation processes are transparent, and the sponsor shares how it will monitor academic, operational, and financial performance.</i>	<ul style="list-style-type: none">- Written communication from the sponsor to the school with information regarding timelines and/or expectations for systems of oversight, intervention and/or evaluation (with dates)- Guidance documents, standard operating procedures, and/or protocols for systems of oversight, intervention and/or evaluation that is communicated to the schools- Sections of the contract template that include language articulating systems of oversight, intervention and/or evaluation beyond the contract template	<ul style="list-style-type: none">- Contract language that is statutorily required

D.02 – Enrollment and Financial Reviews

The sponsor reviews and provides feedback on the enrollment and financial records of each school monthly.

D.02 – Enrollment and Financial Reviews

Key Indicators

- The sponsor reviews the enrollment and financial records of each school monthly.
- The sponsor has policies and procedures in place for conducting enrollment and financial reviews.
- The sponsor provides written feedback to the school following each month's reviews, including proactive recommendations to help the school achieve greater efficiencies.

D.02 – Enrollment and Financial Reviews

D.02 – Enrollment and Financial Reviews: The sponsor reviews and provides feedback on the enrollment and financial records of each school monthly.

Key Indicators:

- The sponsor reviews the enrollment and financial records of each school monthly.
- The sponsor has policies and procedures in place for conducting enrollment and financial reviews.
- The sponsor provides written feedback to the school following each month’s reviews, including proactive recommendations to help the school achieve greater efficiencies.

FAILURE OF THE SPONSOR TO SUBMIT EVIDENCE OF CONDUCTING AN ENROLLMENT AND FINANCIAL REVIEW WILL RESULT IN THE SPONSOR RECEIVING 0 POINTS FOR THIS STANDARD.

1 Point	2 Points	3 Points	4 Points
The sponsor submitted evidence of conducting monthly enrollment and financial reviews –but– The sponsor did not submit evidence of providing feedback to its school(s) after conducting such reviews.	The sponsor submitted evidence of conducting monthly enrollment and financial reviews –and– The sponsor submitted evidence of providing feedback to its school(s) after conducting such reviews.	2-Point Requirements –and– The sponsor submitted at least six examples of financial and enrollment review results for each selected school –and– The sponsor submitted detailed policies and procedures for conducting enrollment and financial reviews.	3-Point Requirements –and– The financial reviews include the following: budget ledgers, transaction detail reports, and five-year forecasts –and– When a review indicates financial instability or falling enrollment, the sponsor makes proactive recommendations to the school’s board regarding financial and enrollment decision-making.

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

D.02 – Enrollment and Financial Reviews

FAILURE OF THE SPONSOR TO SUBMIT EVIDENCE OF CONDUCTING AN ENROLLMENT AND FINANCIAL REVIEW WILL RESULT IN THE SPONSOR RECEIVING 0 POINTS FOR THIS STANDARD.

1 Point	2 Points	3 Points	4 Points
<p>The sponsor submitted evidence of conducting monthly enrollment and financial reviews</p> <p>–but–</p> <p>The sponsor did not submit evidence of providing feedback to its school(s) after conducting such reviews.</p>	<p>The sponsor submitted evidence of conducting monthly enrollment and financial reviews</p> <p>–and–</p> <p>The sponsor submitted evidence of providing feedback to its school(s) after conducting such reviews.</p>	<p>2-Point Requirements –and–</p> <p>The sponsor submitted at least six examples of financial and enrollment review results for each selected school</p> <p>–and–</p> <p>The sponsor submitted detailed policies and procedures for conducting enrollment and financial reviews.</p>	<p>3-Point Requirements –and–</p> <p>The financial reviews include the following: budget ledgers, transaction detail reports, and five-year forecasts</p> <p>–and–</p> <p>When a review indicates financial instability or falling enrollment, the sponsor makes proactive recommendations to the school’s board regarding financial and enrollment decision-making.</p>

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

D.02 – Enrollment and Financial Reviews

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

D.02 – Enrollment and Financial Reviews

Documentation Guidance:

D. Oversight and Evaluation		
Quality Rubric Standard	Examples of Relevant Documents	Examples of Unacceptable Documents
D.02 – Enrollment and Financial Reviews <i>The sponsor reviews and provides feedback on the enrollment and financial records of each school monthly.</i>	<ul style="list-style-type: none">- Completed financial and enrollment reviews- School board meeting minutes with agenda items for the sponsor treasurer/representative to share financial and enrollment review feedback- Emails from sponsor to its schools with financial and enrollment review feedback	<ul style="list-style-type: none">- Written explanation of financial and enrollment review process and/or frequency

D.03 – Onsite Visits

The sponsor conducts onsite reviews at least twice per year while school is in session, which includes an examination of the school's compliance with state law and the school's academic performance.

D.03 – Onsite Visits

Key Indicators

- The sponsor collects data from a variety of school employees and/or other stakeholders (e.g. the school's board members, students, parents, staff, management company staff, etc.) during onsite reviews.
- Protocols define the purpose, criteria and process of conducting onsite reviews, including observation and/or interview guidance.

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Key Indicators:

- The sponsor collects data from a variety of school employees and/or other stakeholders (e.g. the school’s board members, students, parents, staff, management company staff, etc.) during onsite reviews.
- Protocols define the purpose, criteria and process of conducting onsite reviews, including observation and/or interview guidance.

FAILURE OF THE SPONSOR TO SUBMIT EVIDENCE OF HAVING CONDUCTED AT LEAST TWO ONSITE REVIEWS WHILE SCHOOL IS IN SESSION WILL RESULT IN THE SPONSOR RECEIVING 0 POINTS FOR THIS STANDARD.

1 Point	2 Points	3 Points	4 Points
The sponsor submitted evidence of having conducted at least two onsite reviews while school is in session –and– During the onsite review, data are collected from a school employee on the day of the review.	1-Point Requirements –and– The sponsor submitted evidence of an onsite visit protocol.	2-Point Requirements –and– The sponsor submitted evidence that it collects data from school employees, including at least one administrator and a sample of instructors –and– The submitted onsite visit protocol includes observation guidelines and specifies how interviews will be conducted.	3-Point Requirements –and– The sponsor submitted evidence that it collects data from at least three stakeholder groups (e.g., the school’s board members, students, parents and staff, management company staff, etc.).

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

D.03 – Onsite Visits

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1 Point	2 Points	3 Points	4 Points
<p>The sponsor submitted evidence of having conducted at least two onsite reviews while school is in session –and–</p> <p>During the onsite review, data are collected from a school employee on the day of the review.</p>	<p>1-Point Requirements –and–</p> <p>The sponsor submitted evidence of an onsite visit protocol.</p>	<p>2-Point Requirements –and–</p> <p>The sponsor submitted evidence that it collects data from school employees, including at least one administrator and a sample of instructors</p> <p>–and–</p> <p>The submitted onsite visit protocol includes observation guidelines and specifies how interviews will be conducted.</p>	<p>3-Point Requirements –and–</p> <p>The sponsor submitted evidence that it collects data from at least three stakeholder groups (e.g., the school’s board members, students, parents and staff, management company staff, etc.).</p>

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

D.03 – Onsite Visits

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

D.03 – Onsite Visits

Documentation Guidance:

D. Oversight and Evaluation		
Quality Rubric Standard	Examples of Relevant Documents	Examples of Unacceptable Documents
D.03 – Onsite Visits <i>The sponsor conducts onsite reviews at least twice per year while school is in session, which includes an examination of the school's compliance with state law and the school's academic performance.</i>	<ul style="list-style-type: none">- Evidence of conducting onsite reviews- Onsite visit protocol, including classroom observation and/or interview guidelines- Evidence of what data is collected and from whom	<ul style="list-style-type: none">- Onsite reviews conducted prior to July 1, 2016

D.04 – Site Visit Reports

The sponsor provides its school(s) with a report after each site visit, and it follows up with schools regarding any areas needing improvement.

D.04 – Site Visit Reports

Key Indicators

- The sponsor provides all schools with a written report following each onsite review that includes the information collected during the site visit, a summary of findings, areas needing improvement and areas of strength.
- If the sponsor identifies areas needing improvement, it specifies the steps or timeframes for doing so and requests and reviews relevant status updates from the school.

D.04 – Site Visit Reports

D.04 – Site Visit Reports: The sponsor provides its school(s) with a report after each site visit, and it follows up with schools regarding any areas needing improvement.

Key Indicators:

- The sponsor provides all schools with a written report following each onsite review that includes the information collected during the site visit, a summary of findings, areas needing improvement and areas of strength.
- If the sponsor identifies areas needing improvement, it specifies the steps or timeframes for doing so and requests and reviews relevant status updates from the school.

FAILURE OF THE SPONSOR TO SUBMIT EVIDENCE OF PROVIDING ITS SCHOOL(S) WITH A SITE VISIT REPORT WILL RESULT IN THE SPONSOR RECEIVING 0 POINTS FOR THIS STANDARD.

1 Point	2 Points	3 Points	4 Points
The sponsor submitted at least one instance of providing its school(s) with a report following onsite reviews regarding the school's compliance with laws and rules for the areas reviewed.	The sponsor submitted evidence of providing each selected school with a report following each of two onsite reviews regarding the school's compliance with laws and rules for the areas reviewed –and– If the sponsor identifies an area needing improvement, the report cites that the school must take action.	2-Point Requirements –and– Each submitted report includes the information collected, a summary of findings and, if applicable, areas needing improvement. –and– If the sponsor identifies an area needing improvement, it specifies the steps or timeframes for doing so and requests and reviews status updates from the school regarding its progress in the area.	3-Point Requirements –and– Each submitted report recognizes each school's areas of strength.

Note: The sponsor must submit evidence for a specific set of its sponsored schools, with a minimum of 2 reports per selected school. The set was randomly selected by the vendor and includes at least one of each type of sponsored school (i.e. e-schools, DOPR schools, etc.). All sponsors received a list of the selected schools and the list is available to sponsors in Epicenter.

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FAILURE OF THE SPONSOR TO SUBMIT EVIDENCE OF PROVIDING ITS SCHOOL(S) WITH A SITE VISIT REPORT WILL RESULT IN THE SPONSOR RECEIVING 0 POINTS FOR THIS STANDARD.

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The sponsor submitted at least one instance of providing its school(s) with a report following onsite reviews regarding the school's compliance with laws and rules for the areas reviewed.	The sponsor submitted evidence of providing each selected school with a report following each of two onsite reviews regarding the school's compliance with laws and rules for the areas reviewed –and– If the sponsor identifies an area needing improvement, the report cites that the school must take action.	2-Point Requirements –and– Each submitted report includes the information collected, a summary of findings and, if applicable, areas needing improvement. –and– If the sponsor identifies an area needing improvement, it specifies the steps or timeframes for doing so and requests and reviews status updates from the school regarding its progress in the area.	3-Point Requirements –and– Each submitted report recognizes each school's areas of strength.

Note: The sponsor must submit evidence for a specific set of its sponsored schools, with a minimum of 2 reports per selected school. The set was randomly selected by the vendor and includes at least one of each type of sponsored school (i.e. e-schools, DOPR schools, etc.). All sponsors received a list of the selected schools and the list is available to sponsors in Epicenter.

D.04 – Site Visit Reports

Note: The sponsor must submit evidence for a specific set of its sponsored schools, with a minimum of 2 reports per selected school. The set was randomly selected by the vendor and includes at least one of each type of sponsored school (i.e. e-schools, DOPR schools, etc.). All sponsors received a list of the selected schools and the list is available to sponsors in Epicenter.

D.04 – Site Visit Reports

Documentation Guidance:

D. Oversight and Evaluation		
Quality Rubric Standard	Examples of Relevant Documents	Examples of Unacceptable Documents
D.04 – Site Visit Reports <i>The sponsor provides its school(s) with a report after each site visit, and it follows up with schools regarding any areas needing improvement.</i>	<ul style="list-style-type: none">- Evidence of the sponsor sharing completed site visit reports with its schools- If applicable, evidence of the sponsor following up with schools regarding an identified area needing improvement	<ul style="list-style-type: none">- Site visit reports written prior to July 1, 2016

D.05 – Performance Monitoring

The sponsor reviews each school's academic performance annually using data related to the terms in each school's performance framework.

D.05 – Performance Monitoring

Key Indicators

- The sponsor has a process for evaluating each school's academic outcomes against their performance frameworks on at least an annual basis.
- The sponsor collects data related to its schools' contract performance measures throughout the year.

D.05 – Performance Monitoring

D.05 – Performance Monitoring: The sponsor reviews each school’s academic performance annually using data related to the terms in each school’s performance framework.

Key Indicators:

- The sponsor has a process for evaluating each school’s academic outcomes against their performance frameworks on at least an annual basis.
- The sponsor collects data related to its schools’ contract performance measures throughout the year.

FAILURE OF THE SPONSOR TO SUBMIT EVIDENCE OF REVIEWING THE ACADEMIC PERFORMANCE OF ITS SCHOOL(S) WILL RESULT IN THE SPONSOR RECEIVING 0 POINTS FOR THIS STANDARD.

1 Point	2 Points	3 Points	4 Points
The sponsor submitted evidence of reviewing at least one of its school’s academic performance during the review year.	The sponsor submitted evidence of reviewing academic performance of all schools that receive a renewed or extended contract during the review year.	The sponsor submitted evidence of reviewing the academic performance measures outlined in the contract for each of its schools during the review year.	3-Point Requirements –and– The sponsor submitted evidence that it collects data related to the terms in each school’s contract performance measures during the school year.

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

D.05 – Performance Monitoring

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

D.05 – Performance Monitoring

Documentation Guidance:

D. Oversight and Evaluation		
Quality Rubric Standard	Examples of Relevant Documents	Examples of Unacceptable Documents
D.05 – Performance Monitoring <i>The sponsor reviews each school's academic performance annually using data related to the terms in each school's performance framework.</i>	<ul style="list-style-type: none">- Evidence of the sponsor reviewing academic performance of its school(s)- Evidence of the sponsor collecting data on its schools' performance throughout the school year	<ul style="list-style-type: none">- Performance framework from the contract

D.06 – Intervention

The sponsor defines its systems for intervention and corrective action, and it intervenes when a school violates the contract and/or is academically deficient.

D.06 – Intervention

Key Indicators

- The sponsor describes conditions that may trigger intervention apart from statutorily required language.
- The sponsor describes the types of actions and consequences that may ensue apart from statutorily required language.

D.06 – Intervention

Key Indicators (continued)

- The sponsor outlines a process for resolving issues to avoid possible actions and consequences apart from statutorily required language.
- If the school violates the contract or is academically deficient, the sponsor intervenes.

D.06 – Intervention

D.06 – Intervention: The sponsor defines its systems for intervention and corrective action, and it intervenes when a school violates the contract and/or is academically deficient.

Key Indicators:

- The sponsor describes conditions that may trigger intervention apart from statutorily required language.
- The sponsor describes the types of actions and consequences that may ensue apart from statutorily required language.
- The sponsor outlines a process for resolving issues to avoid possible actions and consequences apart from statutorily required language.
- If the school violates the contract or is academically deficient, the sponsor intervenes.

FAILURE OF THE SPONSOR TO SUBMIT EVIDENCE THAT IT IS AWARE OF ITS OBLIGATION TO INTERVENE IN ACCORDANCE WITH OHIO LAW WILL RESULT IN THE SPONSOR RECEIVING 0 POINTS FOR THIS STANDARD.

1 Point	2 Points	3 Points	4 Points
The sponsor's reviewed contract(s) state conditions that may trigger intervention according to statutorily required language.	1-Point Requirements –and– The sponsor submitted evidence that it communicates, apart from statutory language, the conditions that may trigger intervention through the contract or separate guidance –or– If there is evidence of a school contract violation and/or performance deficiency, the sponsor provides evidence of intervening.	2-Point Requirements –and– The sponsor submitted evidence that it communicates, apart from statutory language, the types of actions and consequences that may ensue, through the contract or separate guidance.	3-Point Requirements –and– The sponsor submitted evidence that it communicates a process for resolving issues to avoid possible actions and consequences, through the contract or separate guidance.

NOTE: The entire body of submitted documentation may be taken into account during the review of this standard.

Optional: 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.

D.06 – Intervention

FAILURE OF THE SPONSOR TO SUBMIT EVIDENCE THAT IT IS AWARE OF ITS OBLIGATION TO INTERVENE IN ACCORDANCE WITH OHIO LAW WILL RESULT IN THE SPONSOR RECEIVING 0 POINTS FOR THIS STANDARD.

1 Point	2 Points	3 Points	4 Points
<p>The sponsor's reviewed contract(s) state conditions that may trigger intervention according to statutorily required language.</p>	<p>1-Point Requirements –and– The sponsor submitted evidence that it communicates, apart from statutory language, the conditions that may trigger intervention through the contract or separate guidance –or– If there is evidence of a school contract violation and/or performance deficiency, the sponsor provides evidence of intervening.</p>	<p>2-Point Requirements –and– The sponsor submitted evidence that it communicates, apart from statutory language, the types of actions and consequences that may ensue, through the contract or separate guidance.</p>	<p>3-Point Requirements –and– The sponsor submitted evidence that it communicates a process for resolving issues to avoid possible actions and consequences, through the contract or separate guidance.</p>

NOTE: The entire body of submitted documentation may be taken into account during the review of this standard.

Optional: 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.

D.06 – Intervention

Optional: 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.

D.06 – Intervention

Documentation Guidance:

D. Oversight and Evaluation		
Quality Rubric Standard	Examples of Relevant Documents	Examples of Unacceptable Documents
D.06 – Intervention <i>The sponsor defines its systems for intervention and/or corrective action, and intervenes when a school violates the contract and/or is academically deficient.</i>	<ul style="list-style-type: none">- Guidance documents that communicate conditions that may trigger intervention, consequences that may ensue and/or a process for resolving issues to avoid possible consequences- Evidence of the sponsor sharing its intervention policy with schools prior to the beginning of the school year- Any instances during the 2016-2017 school year in which the sponsor has intervened due to a school's contract violation of performance deficiency, and the corresponding evidence of how the intervention was carried out	<ul style="list-style-type: none">- Examples of intervention that occurred prior to July 1, 2016

D.07 – Reports

The sponsor annually provides reports to its school(s) that summarize fiscal, operational, and academic performance.

D.07 – Reports

Key Indicators

- The sponsor annually provides each school with a report summarizing its fiscal performance and operational compliance to date against the terms of the contract.
- The sponsor annually provides each school with a cumulative report that summarizes the school's academic record over the contract term against the performance framework.

D.07 – Reports

Key Indicators (continued)

- The sponsor directly informs each board about its school's performance.

D.07 – Reports

D.07 – Reports: The sponsor annually provides reports to its school(s) that summarize fiscal, operational, and academic performance.

Key Indicators:

- The sponsor annually provides each school with a report summarizing its fiscal performance and operational compliance to date against the terms of the contract.
- The sponsor annually provides each school with a cumulative report that summarizes the school’s academic record over the contract term against the performance framework.
- The sponsor directly informs each board about its school’s performance.

FAILURE OF THE SPONSOR TO SUBMIT EVIDENCE OF PROVIDING ITS SCHOOL(S) WITH REPORTS REGARDING COMPLIANCE OR ACADEMIC PERFORMANCE WILL RESULT IN THE SPONSOR RECEIVING 0 POINTS FOR THIS STANDARD.

1 Point	2 Points	3 Points	4 Points
The sponsor submitted evidence that it provides its school(s) with a report regarding compliance and academic performance that is broad in nature, and only when compliance problems arise.	The sponsor submitted evidence that it provides each of its schools with an annual report that summarizes the school’s fiscal and operational compliance and academic performance.	2-Point Requirements –and– The sponsor submitted evidence that it provides each of its schools with an annual performance report that relates the school’s performance against its contract <u>and</u> includes multiple years of data.	3-Point Requirements –and– The sponsor’s submitted annual performance reports identify areas of strength and areas for improvement –and– The sponsor’s annual performance reports summarize the school’s performance over the contract term and state the school’s prospects for renewal.

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

D.07 – Reports

FAILURE OF THE SPONSOR TO SUBMIT EVIDENCE OF PROVIDING ITS SCHOOL(S) WITH REPORTS REGARDING COMPLIANCE OR ACADEMIC PERFORMANCE WILL RESULT IN THE SPONSOR RECEIVING 0 POINTS FOR THIS STANDARD.

1 Point	2 Points	3 Points	4 Points
<p>The sponsor submitted evidence that it provides its school(s) with a report regarding compliance and academic performance that is broad in nature, and only when compliance problems arise.</p>	<p>The sponsor submitted evidence that it provides each of its schools with an annual report that summarizes the school's fiscal and operational compliance and academic performance.</p>	<p>2-Point Requirements –and– The sponsor submitted evidence that it provides each of its schools with an annual performance report that relates the school's performance against its contract <u>and</u> includes multiple years of data.</p>	<p>3-Point Requirements –and– The sponsor's submitted annual performance reports identify areas of strength and areas for improvement –and– The sponsor's annual performance reports summarize the school's performance over the contract term and state the school's prospects for renewal.</p>

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

D.07 – Reports

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D.07 – Reports

Documentation Guidance:

D. Oversight and Evaluation		
Quality Rubric Standard	Examples of Relevant Documents	Examples of Unacceptable Documents
D.07 – Reports <i>The sponsor annually provides reports to its school(s) that summarize fiscal, operational and academic performance.</i>	<ul style="list-style-type: none">- School reports produced by the sponsor regarding academic performance, fiscal and operational compliance- Annual reports produced by the sponsor that compare the school's performance against its contract and includes multiple years of data- Evidence that the reports were shared directly with the schools	<ul style="list-style-type: none">- Required annual sponsor report to the Department- Reports produced by the school

D. Oversight and Evaluation

- Has transparent oversight, intervention and evaluation processes and shares how it will monitor academic, operational and financial performance
- Reviews and provides feedback on the enrollment and financial records of each school monthly

D. Oversight and Evaluation

- Conducts onsite reviews at least twice per year while school is in session
- Provides its school(s) with a report after each site visit and follows up with schools regarding any areas needing improvement

D. Oversight and Evaluation

- Reviews each school's academic performance annually
- Defines its systems for intervention and corrective action, and intervenes when a school violates the contract and/or is academically deficient
- Annually provides reports to its school(s) that summarize fiscal, operational, and academic performance.

2016-17 Evaluation Document Submission

Document submission window in Epicenter:

- Quality Practice: February 3 – April 30

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