2022-2023 Community School Sponsor Evaluation: Compliance Component

Office of Accountability · July 2022

Sponsor Evaluation: Compliance Component

For information on how to complete the compliance certification worksheets, review the presentation titled

How to Complete the Worksheets

Changes to 2022-2023 Compliance Process

- New compliance items
- Edits to compliance items
- Fewer documents to be submitted by sponsor
- Efficiency questions chart on its own tab; sponsors must enter school IRN and sponsor IRN on Efficiency tab

Worksheet Efficiency Chart

		School Name:	Enter School IRN to the right	School IRN:	
		Sponsor Name:	Enter Sponsor IRN to the right	Sponsor IRN:	

Enter School IRN and Sponsor IRN here

Worksheet Efficiency

Answering the questions below will batch-fill the answer to Question 1 on identified items for which the item would be Not Applicable based on that answer. The item questions that may be affected by batch-fill are highlighted in pale yellow throughout the worksheet.
NOTE: If the answer is deleted in the Efficiency area, the auto-filled answer will be deleted from all associated items. If an entry is made directly into the answer cell for any listed item or an answer is deleted, the batch-fill formula will no longer be active for that item.

NOTE: This method of batch-filling the answer to Question 1 for identified items is offered as an efficiency for items that may not apply to the school being reviewed. It does NOT release the sponsor from its responsibility to review all laws and rules or ensure that the worksheet has been accurately completed.

		Number of Affected Items	Items to which the Answer to Compliance Component	Compliance Component Efficiency Question	Answer to Efficiency Question	Outcome of Efficiency Question Responses
Q1	Internet or Computer-Based School	11	106, 115, 186, 218, 219, 302, 317, 430, 437, 717, 953	Is the school an internet or computer-based school? Yes/No		
Q2	Site-based School	3	110, 408, 766, 957	Is the school a site-based school? Yes/No		
Q3	School with Grades 6 or Greater	2	111, 112, 167	Does the school offer grades 6 or greater? Yes/No		
Q4	School Serves Grade 3	2	116, 117	Does the school serve grade 3? Yes/No		
Q5	School Offers Grades 9-12 / High School / Secondary School	18	119, 122, 123, 126, 128, 131, 137, 156, 157, 159, 160, 161, 163, 164, 165, 168, 197, 717, 956	Does the school serve any of the grades 9-12 (high school, secondary school)? Yes/No		
Q6	School Offers Preschool	6	147, 149, 150, 627, 635, 642	Does the school offer preschool? Yes/No		
Q7	School Holds a Credit Card Account	5	522, 523, 524, 525, 526	Does the school hold a credit card account? Yes/No		
Q8	School Provides Transportation	19	637, 638, 639, 640, 801, 803, 804, 805, 806, 807, 808, 809, 810, 811, 813, 814, 815, 816, 818, 820	Does the school (not the local district), or do employees of the school or contracted vendors provide transportation for any of its students? Yes/No		
Q9	School uses *ONLY* Public Transit Vehicles or Commercial Carriers (Answer this question only if you've answered Yes to Q8 above)	14	637, 638, 639, 640, 803, 804, 805, 806, 807, 810, 811, 813, 816	If a school is responsible for the transportation of any of its students, does it ONLY use public transit vehicles and/or commercial carriers to meet those transportation needs? Yes/No		

Enter answers to the efficiency questions in the ***Answer to Efficiency Question*** *column*

2022-2023 Compliance Review Process

1) Sponsors complete certification of compliance items
2) Vendor validates sponsor's certification to determine preliminary score
3) Sponsors review preliminary data and have the option to submit adjustment requests
4) The Department reviews any submitted sponsor adjustment requests and makes final scoring determinations
5) The Department calculates and posts final results

Certification of Compliance Items

- Sponsors complete one SPONSOR worksheet for themselves and one OVERSIGHT OF SCHOOLS worksheet for each of their schools
- Sponsors certify whether school is Compliant or Not Compliant for each item on the worksheet or whether the item does not apply to the school
- Sponsors indicate an active corrective action plan (CAP) for any applicable items marked Not Compliant

Certification of Compliance Items

Sponsors submit ONLY the following documents into Epicenter by **June 30, 2023**:

- Completed compliance worksheets
- Signed compliance certification sign-off form
- Any active corrective action plans (CAPs) for their schools

Validation of Sponsor Certification

OAC 3301-102-08

- Allows Department validation of compliance Items

Randomly selected for BOTH sponsor-level and school-level compliance items

- Includes reviews of:
  - --Data provided by the Department;
  - --Sponsor-submitted evidence; and
  - --Information seen during an onsite school review

Validation of Sponsor Certification

Validation Items

- 20 school-level items will be selected for validation for ALL schools
  - 10 items will be validated by documentation submitted by the sponsor
  - 10 items will be validated based on data available at the Department

- 10 additional school-level items will be selected for validation on site for schools selected for site visits

- 5 sponsor-level items will be selected for validation
  - Some items will be validated by documentation submitted by the sponsor
  - Some items will be validated based on data available at the Department

Column R: Validation Documentation

Item will be validated during a school site visit

Item will be validated by documents that sponsors will submit

Item will be validated by using data that the Department already has on file from the school or sponsor

Validation Documentation (If Item is Selected for Validation)
Onsite Review Board meeting minutes showing adoption of resolution AND the resolution
Document Submission Copy of the guidelines the school developed
Onsite Review Available evidence, which may include samples of notifications to parents, website postings, etc.
Department Data

Information reviewers will be looking at during the school site visit

Documentation that sponsors will need to submit through Epicenter by specified deadline

Onsite Reviews

Random selection of 10 percent of schools in a sponsor's portfolio, with each school type included

The schools selected for an onsite review will be posted after the submission deadline

Schools will be notified of which items will be validated during the onsite review 24 – 48 hours prior to the visit

Representatives from the sponsoring organization are permitted to attend the onsite review. However **ONLY** the school should respond to the reviewer and provide requested documentation.

Validation Items

- List of compliance items to be validated will be posted on the Department's website on **July 3, 2023**

- Sponsors submit evidence for items designated as "Document Submission" into Epicenter by 11:59pm on **July 24, 2023**

Preliminary Results and Adjustment Requests

- **ORC 3314.016(B)(6):** …*If the sponsor believes there is an error in the department's evaluation, the sponsor may request adjustments to the rating of any of those components based on documentation previously submitted as part of an evaluation.*

- Please review ***Overview of the 2022-2023 Community School Sponsor Evaluation Process*** presentation for more information on the sponsor adjustment requests

Preliminary Compliance Results

Two Submission Types:

- Preliminary Compliance Results – School
- Preliminary Compliance Results – Sponsor

Preliminary Item Ratings

Reviewer Response to Initial Score	Reviewer Rating	Justification
	Compliant	
	Not Compliant	
	Not Applicable	

Sponsor Item S-615: Oversight of Schools

Weighted (0 to 4 points)

- Percentage of substantiated items
- Incorporates all school-level items for **ALL** schools in sponsor portfolio

School-Level Scoring (S-615)

Points	Percentage of Substantiated Items
4	98-100%
3	96-97.9%
2	94-95.9%
1	92-93.9%
0	Less than 92%

The school-level percentage of substantiated items determine the points a sponsor receives for Item S-615 at the sponsor level.

Overall Compliance Component Rating

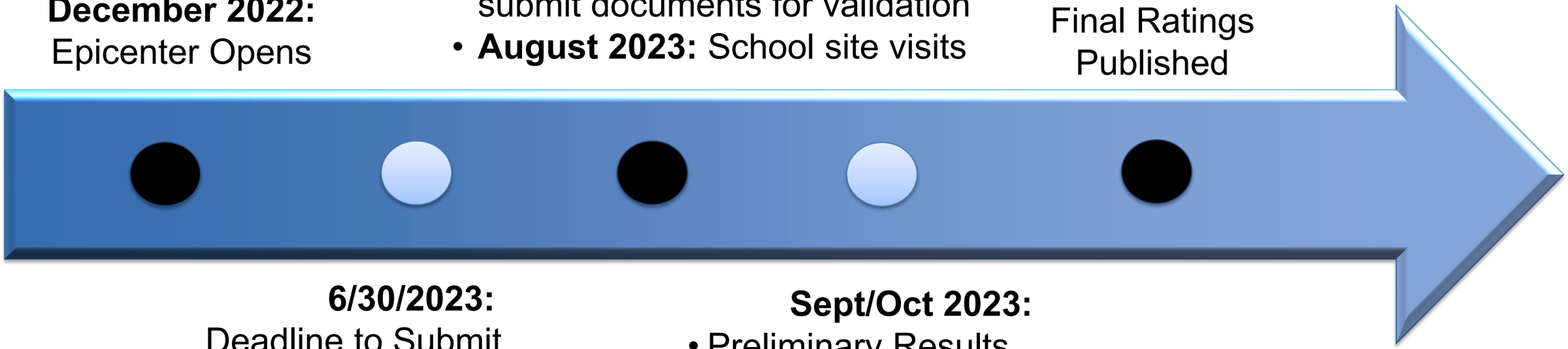
Points	Percentage of Substantiated Items	2022-2023 Rating
4	92-100%	Exceeds Expectations
3	87-91.9%	Meets Expectations
2	84-86.9%	Progressing Toward Expectations
1	80-83.9%	Below Expectations
0	0-79.9%	Significantly Below Expectations

2022-2023 Compliance Review Timeline

December 2022:
Epicenter Opens

- **July 3-24, 2023:** Window to submit documents for validation
- **August 2023:** School site visits

By 11/15/2023:
Final Ratings Published



6/30/2023:
Deadline to Submit Completed Compliance Worksheets, CAPs and Certification Sign-Off Form

Sept/Oct 2023:
- Preliminary Results
- Sponsor Adjustment Requests
- Adjustment Request Reviews

Reminders: Evidence Submission

- Required submission types are listed in the sponsor's task queue in Epicenter
- If item is not applicable or not compliant, enter narrative in Epicenter to satisfy the requirement and to remove item from sponsor's task queue
- If not compliant, a corrective action plan (CAP) can be submitted if the sponsor placed the school on one. If a sponsor has a school on more than one CAP, then all active CAPs for that school should be entered under the same submission type for that school.
- Use **ONLY** the compliance worksheets that are provided by the Department.
- **Do not** upload **ANY** confidential or personally identifiable information.
- Technical difficulties? Contact the Department and/or the Epicenter Help Desk**.**

Dates to Remember

1) Sponsors submit the completed worksheets, the certification sign-off form and any active corrective action plans by **June 30, 2023**

2) On **July 3, 2023,** the Department provides a list of items for which sponsors must provide documented evidence used to validate the sponsors' certification

3) Sponsors submit evidence for the selected items by **July 24, 2023**

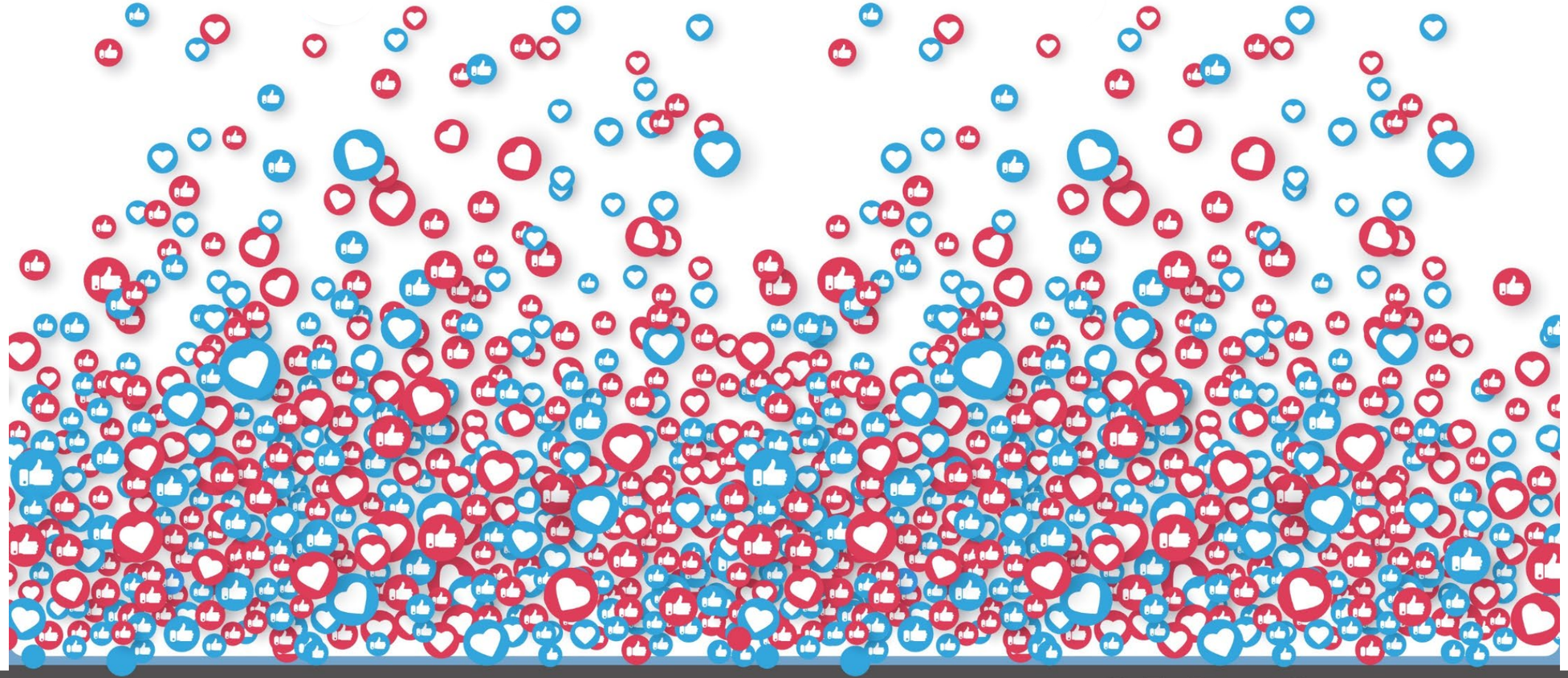
4) Onsite school visits take place during **August 2023**

5) From **July – early September 2023,** reviewers will carry out the validation process on selected items, which includes a review of data provided by the Department, evidence provided by the sponsors and evidence made available during onsite visits at selected schools

Questions?

Submit questions to the Sponsor Evaluation mailbox:
sponsor.evaluation@education.ohio.gov

@OHEducation



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