

# 2023-2024 Community School Sponsor Evaluation: Quality Practices Component



July 2023

Office of Accountability



# 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

# Changes to Quality Rubric

**Rubric  
Instructions**

No changes to the instructions for the 2023-2024 sponsor evaluation

**Glossary of  
Definitions**

No changes to the definitions for the 2023-2024 sponsor evaluation

# 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

# B. Application Process and Decision-Making

## Six Standards:

B.01 - Application Process, Timeline and Directions

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B.02 - Rigorous Criteria for New Schools

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B.03 - Rigorous Criteria for Replicators and Schools Seeking a Change in Sponsor

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B.04 - Reviewer Expertise

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B.05 - Reviewer Protocols

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B.06 - Rigorous Decision-Making

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# C. Performance Contracting

## Three Standards:

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



# 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 Reviewer Protocols

# F. Technical Assistance

## Four Standards:

- F.01 – Ongoing Technical Assistance

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- F.02 – Legal and Policy Updates

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- F.03 – Professional Development for Schools

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- F.04 – Relationships with Schools' Governing Authorities

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# Resources

## Guidance on Document Submission for the 2023-2024 Sponsor Quality Practices Review

Combines the Document Submission document and the Quality Document Upload Guidance document into one document

Provides information on identifying and uploading appropriate documents for the quality practices review

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

# Resources

**Quality  
Practices  
Rubric Change  
Log**

Shows changes made from the 2022-2023 rubric to the 2023-2024 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 should use the Department's Narrative Form.






**OPTIONAL Narrative Evidence in Support of Submitted Documentation  
for the Quality Component of the Sponsor Evaluation**

School Year: \_\_\_\_\_

*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 should 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 should 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.

Narrative Form for Quality Review  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
- Sponsors should complete the *Interview Intent Form* and upload it into Epicenter by the specified deadline.
- Evaluators will contact sponsors to set up interview.

# Calculation of Quality Rating and Score

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

Rating is calculated using formula of  $B/A$

- $A$  = Number of total possible points for standards that are applicable to the sponsor being reviewed
- $B$  = Total points received for the standards included in  $A$

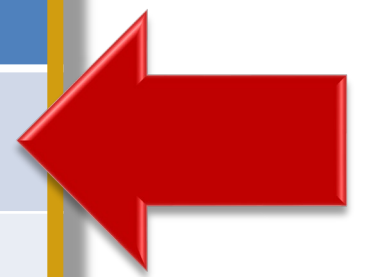
# Calculation of Quality Rating and Score

## Example:

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

# 2023-2024 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





# 2023-2024 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 use the same document under  
multiple standards if needed

# Memo Template

Sponsors submitting documents that exceed 25 pages should use the Department's Memo Template.



**Memo for Document Submission for the Quality Review**

Date: \_\_\_\_\_

School Year: \_\_\_\_\_


Sponsor Name: \_\_\_\_\_

Sponsor IRN: \_\_\_\_\_

Standard: \_\_\_\_\_

Document/File Name(s): \_\_\_\_\_

Page numbers in this document to be reviewed for this standard:

Quality Document Submission Memo 



# 2023-2024 Document Submission

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

Sponsors can reuse documents from a previous evaluation cycle if the same document is applicable for the current cycle.

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

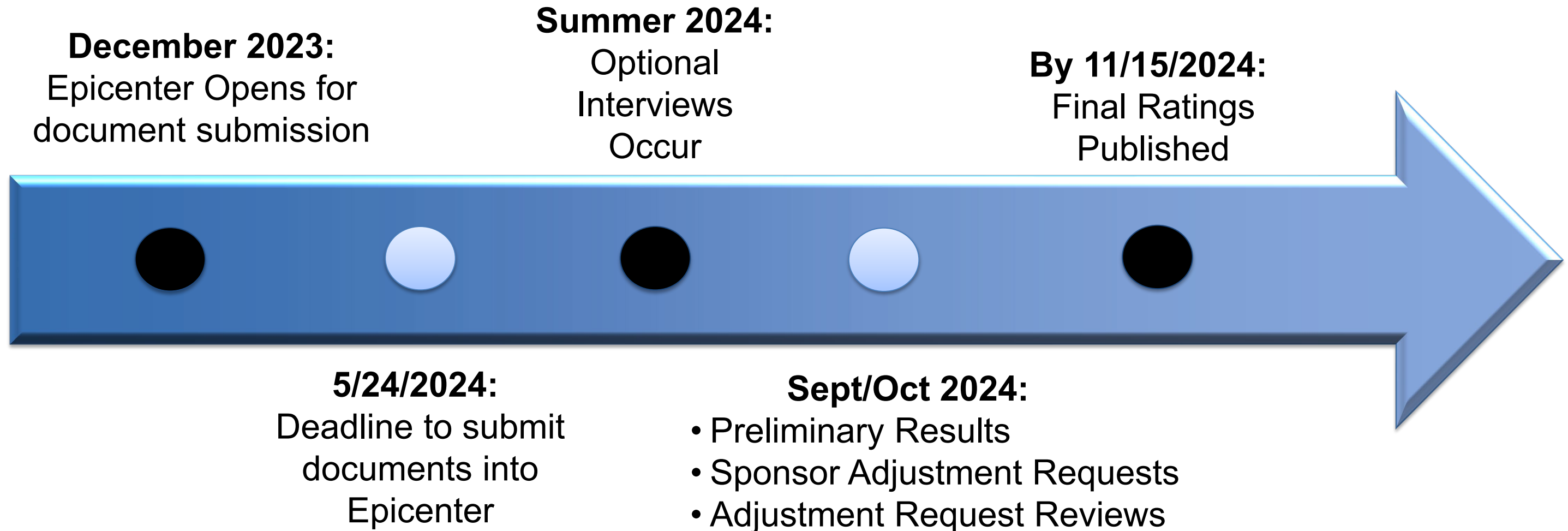


# 2023-2024 Document Submission

## Document submission window

Quality Practices: December 2023 – May 24, 2024

# 2023-2024 Quality Review Timeline



# Questions?

Submit questions to the  
Sponsor Evaluation inbox:

[sponsor.evaluation@education.ohio.gov](mailto:sponsor.evaluation@education.ohio.gov)





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