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**Department of
Education &
Workforce**



2025-2026 Community School Sponsor Evaluation: Compliance Component

OFFICE OF ACCOUNTABILITY

JULY 2025

Compliance Component

Ohio Revised Code [3314.016\(B\)\(1\)\(c\)](#) outlines requirements for the Compliance Component as evaluating, “*Compliance with all applicable laws and administrative rules by an entity that sponsors a community school.*”

The Department uses two worksheets to certify compliance:

- Sponsor Compliance Worksheet; one is completed for each sponsor
- Oversight of Schools Compliance Worksheet; one is completed for each school

For information on how to complete the compliance worksheets, review the presentation on the Department’s website titled *How to Complete the Worksheets*.

Changes to 2025-2026 Compliance Process

- New compliance items added
- Edits to existing compliance items
- Refer to the 2025-2026 Compliance Change Log for additional details regarding changes to this year's worksheets.



2025-2026 Compliance Review Process

1. Certification of compliance items is complete by sponsors
2. Random selection of items to be validated, completed by external vendors
3. Random selection of schools for onsite visits, completed by external vendors
4. Evidence collection for validation completed by sponsors, the Department, and external vendor's onsite
5. Validation and scoring is completed by external vendors
6. QA checks on validation are conducted by Department staff
7. Preliminary scores are shared with sponsors
8. Sponsors have the option to submit an Adjustment Request
9. Final results are shared with sponsors and posted for the public



2025-2026 Compliance Review Timeline

December 2025:

Epicenter opens for
evidence document
submission

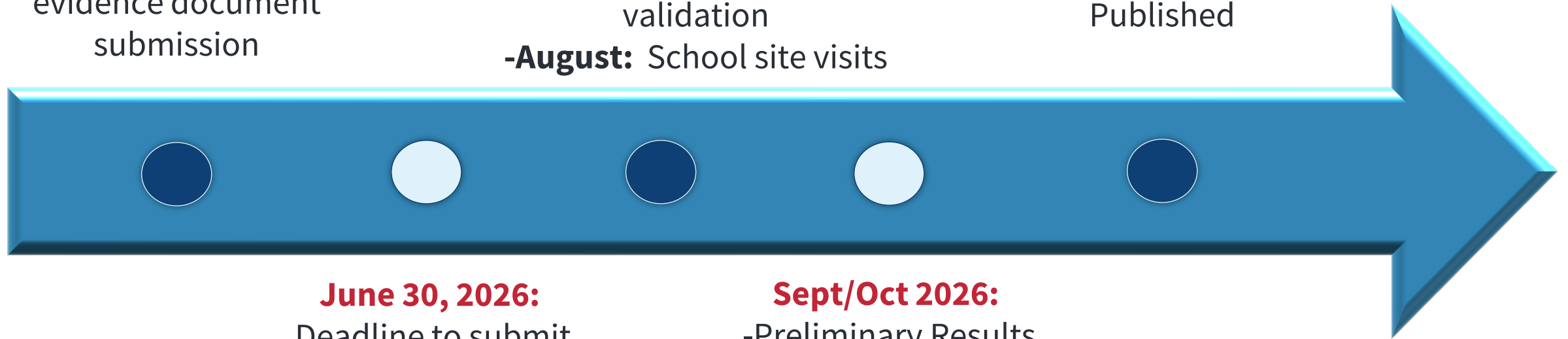
Summer 2026:

-July 1-22: Window to submit
evidence documents for
validation

-August: School site visits

By Nov 15, 2026:

Final Ratings
Published



June 30, 2026:

Deadline to submit
completed Compliance
worksheets, CAPs and
Certification Sign-Off
Form

Sept/Oct 2026:

-Preliminary Results
-Sponsor Adjustment
Requests
-Adjustment Request
Reviews

1. 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, Not Compliant, or Not Applicable for each item on the Oversight of Schools Worksheet. They can use the Efficiency chart on the first tab to batch-fill some items' certifications.

Sponsors indicate an active corrective action plan (CAP) for any applicable items certified as Not Compliant.

Sponsors submit completed worksheets, CAPs, and certification sign off forms to the Department through an online platform called [Epicenter](#).

Oversight of Schools Worksheet: Efficiency Chart

The Efficiency Chart reduces administrative workload for sponsors by batch-filling information into the other tab of the worksheet. The chart groups similar compliance items together based on the type of school, grades served, methods of transportation used, etc.

Answering “Yes” to an efficiency question means the related items are applicable to the school. The sponsor must manually respond to all questions for those items on the other tab of the worksheet, which will result in a certification determination.

Answering “No” to an efficiency question means the related items do not apply to the school. The sponsor will not need to manually respond to questions for those items on the other tab of the worksheet. Question 1 for those items will batch-fill as “No” and the certification determination will batch fill as “Certified Not Applicable”.

Oversight of Schools Worksheet: Efficiency Chart

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

Worksheet Efficiency						
<p>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.</p> <p>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.</p> <p>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.</p>						
		Number of Affected Items	Items to which the Answer to Compliance Component Question 1 will be Copied	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	3	111, 112, 785	Does the school offer grades 6 or greater? Yes/No		
Q4	School Offers Grades 9-12 / High School / Secondary School	20	119, 122, 123, 126, 128, 131, 137, 156, 157, 159, 160, 161, 163, 164, 165, 167, 168, 197, 717, 956	Does the school serve any of the grades 9-12 (high school, secondary school)? Yes/No		
Q5	School Offers Preschool	6	147, 149, 150, 627, 635, 642	Does the school offer preschool? Yes/No		
Q6	School Holds a Credit Card Account	5	522, 523, 524, 525, 526	Does the school hold a credit card account? Yes/No		
Q7	School Provides Transportation	20	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		
Q8	School uses <u>ONLY</u> Public Transit Vehicles or Commercial Carriers (Answer this question only if you've answered Yes to Q8 above)	13	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 <u>ONLY</u> use public transit vehicles and/or commercial carriers to meet those transportation needs? Yes/No		

Enter school and sponsor IRNs here to auto-populates the names to the left

Enter answers to the efficiency questions in this column to batch-fill Q1 answers for some items on the other tab.



Certification Submissions

Sponsors submit ONLY the following documents into Epicenter by **June 30, 2026**:

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



2. Random Selection of Items to be Validated

A list of the randomly-selected compliance items to be validated will be posted on the Department's website on **July 1, 2026.**

Each year, the following items are selected:

- **For ALL schools in a sponsor's portfolio (20 items)**
 - 10 of those items validated by sponsor submitted documentation
 - 10 of those items validated based on Department data
- **For schools in a sponsor's portfolio randomly selected for an onsite visit (10 items)**
 - 10 of those additional school-level items validated by onsite observations
- **For all sponsors (5 items)**
 - 5 sponsor-level items validated with some based on sponsor submitted documentation, and some based on Department data

3. Random Selection of Schools for an Onsite Visit

- A minimum 10% of schools in a sponsor's portfolio will be randomly selected by the external vendor for an onsite review to collect evidence for validation.
- At least one of each type of school (site-based, e-school, dropout prevention recovery) will be randomly selected to be included in the sample.
- The vendor will review 10 items for validation during the onsite review. During the visit, the vendor will review documents supplied at the school to ensure the school can provide evidence of the sponsor's certification determination.

Onsite Visits

A list of schools selected for onsite reviews will be posted after the certification submission deadline.

Prior to the scheduled visit, schools will be notified of which items will be validated during the onsite review.



4. Evidence Collection for Validation

[OAC 3301-102-08](#) allows for Department validation of items on the compliance certification worksheets. Evidence needed to validate items is collected in the following ways:

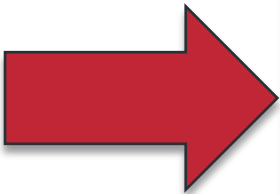
- Data provided by the Department;
- Sponsor-submitted evidence; and
- Information seen during an onsite school review

Sponsors must submit evidence for items designated as “Document Submission” into Epicenter by 11:59pm on **July 22, 2026**

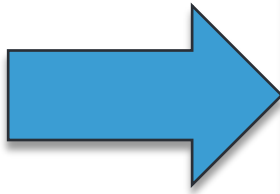


Column R on Oversight of Schools Worksheet: Types of Evidence Collected for Validation

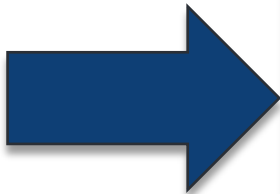
Item will be validated during an on-site visit to the school



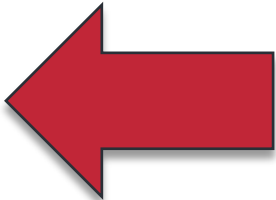
Item will be validated by using data the Department already has on file from the school or sponsor



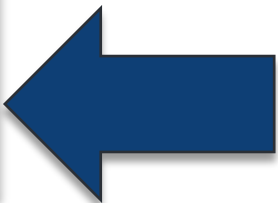
Item will be validated by documents that sponsors submit



Validation Documentation (If Item is Selected for Validation)
Onsite Review Board meeting minutes showing adoption of resolution AND the resolution
Department Data
Document Submission Copy of the guidelines the school developed



Information reviewers will be looking at during the school site visit



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

Reminders: Evidence via Document Submission

- Required submission types are listed in the sponsor's task queue in Epicenter
- If an item is not applicable or not compliant, enter a narrative in Epicenter to satisfy the requirement and to remove the item from a sponsor's task queue
- If an item is 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

Reminders: Evidence via Document Submission

- Use **ONLY** the compliance worksheets that are provided by the Department.
- **Do not** upload **ANY** confidential or personally identifiable information.
- Technical difficulties? Contact the [Sponsor Evaluation staff](#) and/or the [Epicenter Help Desk](#).

5. Validation by External Reviewers

- After evidence for the randomly selected items is collected, an external vendor reviews the evidence to conduct validation.
- The external vendor reviews submitted documentation, data from the Department, and data obtained during their onsite school visits.
- The external vendor's review process incorporates multiple tiers of review and builds in quality assurance checks.



Validation Scores, Ratings, and Justifications

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

7. QA Checks on Preliminary Scores

After the external vendor has completed their validation and calculated preliminary scores, Department staff perform Quality Assurance checks on the scoring of each item.



6. Preliminary Results Shared

After the Department completes quality assurance (QA) checks on the external vendor's scoring, they share those preliminary results with sponsors.

Preliminary results are shared via two submission types in Epicenter:

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

Sponsors have an opportunity to submit an adjustment request within 10 business days of receiving the preliminary results. This requires completing a separate form.



Oversight of Schools Worksheet Scoring

- Each school is evaluated separately on the percentage of *school* items considered substantiated.
- The percentage for each school in a sponsor's portfolio is then averaged.
- The average will be assigned a point value on a 4-point scale, based on set ranges of percentages, as seen in the table on next slide.
- The assigned point value then becomes the score for item S-615 on the Sponsor Compliance Worksheet.



Oversight of Schools Items → Sponsor Item S-615

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

Sponsor Worksheet Scoring

- Each sponsor, is evaluated separately on the percentage of substantiated *sponsor* items.
- This percentage determines the Compliance Component score and rating, based on set ranges of percentages and a 4-point scale, as seen in the table on the next slide.
- All sponsor compliance items are weighted equally, except for Item S-615, which has four possible points.

Component Score and Rating Scale

Points	Percentage of Substantiated <i>Sponsor</i> Items	Component 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





8. Adjustment Requests

- [ORC 3314.016\(B\)\(6\)](#) allows sponsors the opportunity to submit an adjustment request regarding their preliminary scores. It states, “...*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 2025-2026 Community School Sponsor Evaluation Process** presentation for more information on the sponsor adjustment requests

9. Final Results Shared and Posted

- After any applicable adjustments are made, the Department calculates the final results and shares them directly with sponsors via email
- The Department also posts final results on the [Sponsor Evaluation website](#)
- Final results. must be shared and posted by November 15th each year

Summary of Dates To Remember

- Sponsors submit the completed worksheets, the certification sign-off form and any active corrective action plans by **June 30, 2026**
- On **July 1, 2026**, the Department provides a list of items for which sponsors must provide documented evidence used to validate the sponsors' certification
- Sponsors submit evidence for the selected items by **July 22, 2026**
- Onsite school visits take place during **August 2026**
- From **July – early September 2026**, 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 inbox:

sponsor.evaluation@education.ohio.gov



QUESTIONS?

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