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**Department of
Education &
Workforce**



Compliance Review of the Sponsor Evaluation: Completing The Compliance Certification Worksheets

OFFICE OF ACCOUNTABILITY

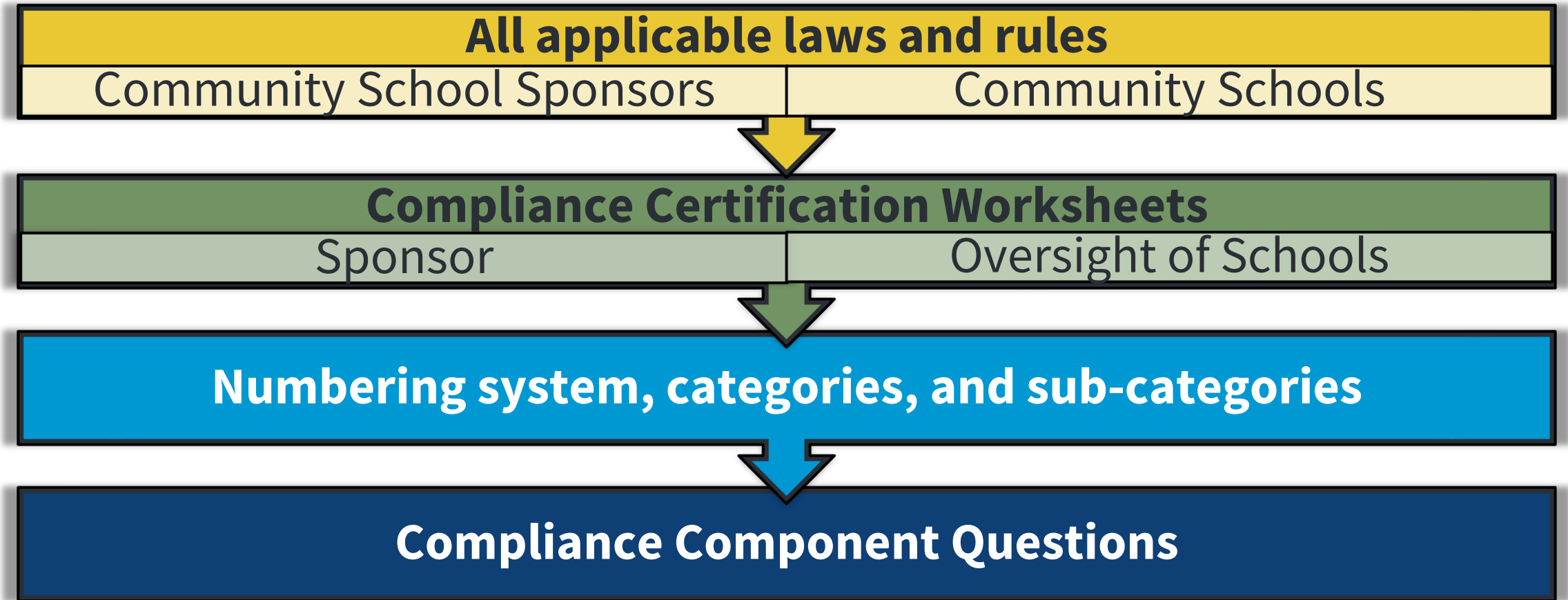
JULY 2025

Presentation Focus

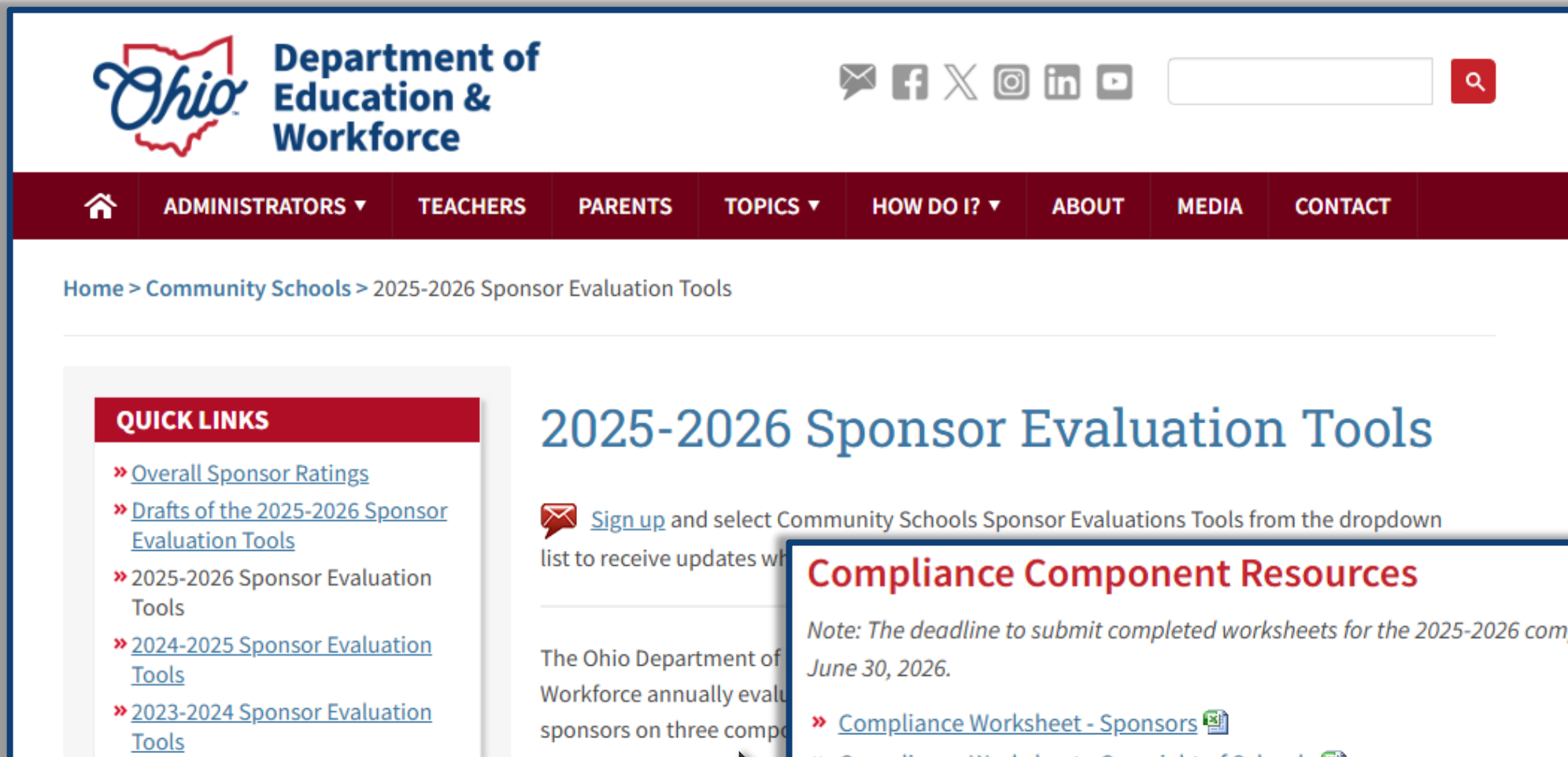
This presentation focuses on how to complete the compliance worksheets

Refer to the Compliance Component presentation for the school year in question for updates to the compliance process and deadlines for document submission

Compliance Certification Worksheets



Where To Find The Worksheets




Ohio Department of Education & Workforce

Home > Community Schools > 2025-2026 Sponsor Evaluation Tools

2025-2026 Sponsor Evaluation Tools

QUICK LINKS





- » [Overall Sponsor Ratings](#)
- » [Drafts of the 2025-2026 Sponsor Evaluation Tools](#)
- » [2025-2026 Sponsor Evaluation Tools](#)
- » [2024-2025 Sponsor Evaluation Tools](#)
- » [2023-2024 Sponsor Evaluation Tools](#)

 [Sign up](#) and select Community Schools Sponsor Evaluations Tools from the dropdown list to receive updates when available.

The Ohio Department of Education & Workforce annually evaluates community school sponsors on three components:

Compliance Component Resources

Note: The deadline to submit completed worksheets for the 2025-2026 compliance review is June 30, 2026.

- » [Compliance Worksheet - Sponsors](#) 
- » [Compliance Worksheet - Oversight of Schools](#) 
- » [Compliance Worksheets Change Log](#) 
- » [Compliance Component Presentation](#) 
- » [How to Complete the Worksheets Presentation](#) 

Worksheet Columns: Oversight Of Schools/Sponsor

Item Number	ORC Section	ORC 3314 reference	OAC Section	OAC/ORC Section Title	Applies To	Category	Sub-Category	OAC/ORC Effective Date	OAC/ORC Description
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Compliance Component Question 1	Answer to Question 1	Compliance Component Question 2	Answer to Question 2	Certification Determination	Corrective Action Plan	Answer Regarding CAP	Validation Documentation (If Item is Selected for Validation)
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These two columns appear on the Oversight of Schools spreadsheet only





Certification Determination Results

**Sponsor
Certified
Compliant**

**Sponsor
Certified Not
Compliant**

**Sponsor
Certified Not
Applicable**

Compliance Item Certification

Single Component Question Example - #171

Compliance Component Question 1	Answer to Question 1	Compliance Component Question 2	Answer to Question 2	Certification Determination	Corrective Action Plan	Answer Regarding CAP
Does the school have written policies and procedures regarding students with disabilities and ensures that services are provided to the students as required by OAC 3301-51-05? Yes/No	No			Sponsor Certified Not Compliant	If the Certification Determination is <i>Sponsor Certified Not Compliant</i> , did the sponsor previously identify the non-compliance and place the school on a Corrective Action Plan? <i>CAP Copy Required</i>	Yes

Reminders About Corrective Action Plans

Should bring school to compliance status by the next review cycle

MUST contain:

Actionable steps

Dates and deadlines

Address **SPECIFIC** compliance item

Previously submitted CAPs will be reviewed by evaluators and are included in 2025-2026 review

All CAPs are uploaded to Epicenter under one submission type



Compliance Item Certification


Double Component Question Example - #102

Compliance Component Question 1	Answer to Question 1	Compliance Component Question 2	Answer to Question 2	Certification Determination	Corrective Action Plan	Answer Regarding CAP
Is the school a party to an agreement for joint education program(s)? Yes/No	Yes	If yes, does the school ensure that it does not charge tuition and/or fees to students participating in the joint education program(s)? Yes/No	Yes	Sponsor Certified Compliant		



Compliance Item Certification

Double Component Question Example - #102

Compliance Component Question 1	Answer to Question 1	Compliance Component Question 2	Answer to Question 2	Certification Determination
Is the school a party to an agreement for joint education program(s)? Yes/No	No	If yes, does the school ensure that it does not charge tuition and/or fees to students participating in the joint education program(s)? Yes/No		Sponsor Certified Not Applicable

Compliance Item Certification – “AND”

Oversight of Schools Item #402

Compliance Component Question 1	Answer to Question 1	Compliance Component Question 2	Answer to Question 2	Certification Determination	Corrective Action Plan	Answer Regarding CAP
Did the school have any cases of truancy? Yes/No		If yes, did the attendance officer institute proceedings for violations of compulsory education laws AND keep records? Yes/No				

Compliance Item Certification – “OR”

Sponsor-Level Item S-605

Compliance Component Question 1	Answer to Question 1	Compliance Component Question 2	Answer to Question 2	Certification Determination	Corrective Action Plan	Answer Regarding CAP
Are you planning to open a new startup or conversion community school during the upcoming school year? Yes/No		If yes, did you receive a proposal and enter into a preliminary agreement and adopt and execute a contract pursuant to ORC 3314.02, OR are you exempt from this provision? Yes/No				



Worksheet Efficiency Chart

- Batch-filled responses to Question 1 on compliance items
 - Have similar Question 1 criteria (and thereby can be grouped together)
 - Have a response of “No” to Question 1 (and are therefore not applicable to the school)
- Sponsor must answer questions through the chart that precedes the actual worksheet items
- If entry is made directly into the answer cell for any listed compliance item or an answer is deleted, *the auto-fill formula will no longer be active for that item*



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					
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 Question 1 will be Copied	Compliance Component Efficiency Question	Answer to Efficiency Question
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-populate 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.

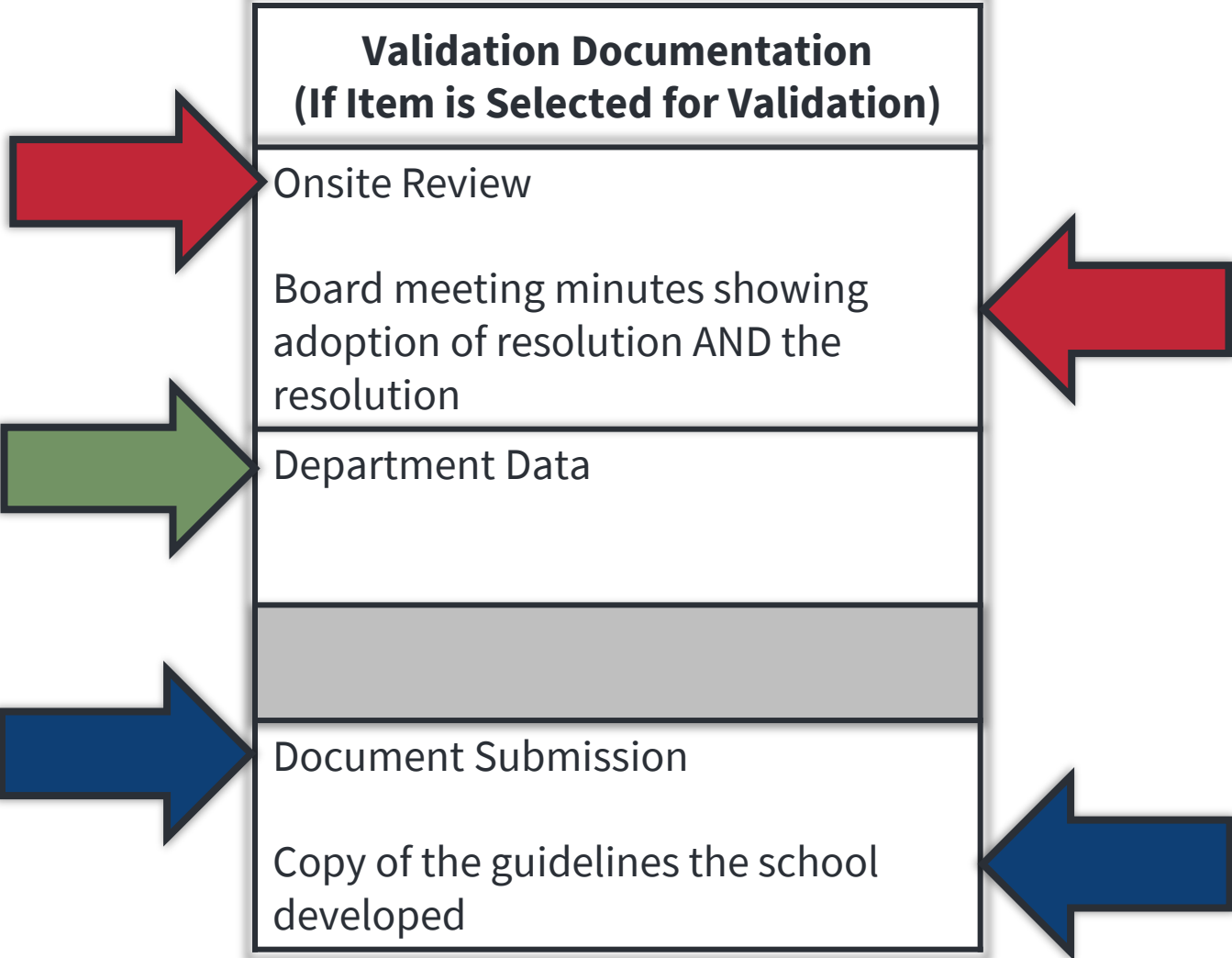


Column R on Oversight of Schools Worksheet: Types of Evidence Collected for Validation

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



Information
reviewers will be
looking at during the
school site visit

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

Reminders

- Complete the identification fields (school IRN, sponsor IRN, etc.) at the top of the Efficiency Questions tab
- Each compliance item should display a certification determination
- Upload all applicable corrective action plans as one submission
- Use only the worksheets found on the Department's website for the appropriate school year
- Do not change or edit the worksheets

What Happens After The Worksheets Are Completed?

- Sponsors submit the completed worksheets into Epicenter by the specified deadline
- After the worksheet submission deadline, the Department provides sponsors with a list of items for which sponsors must provide documented evidence for validation
- Sponsors then submit documented evidence for the selected items by the specified deadline
- Reviewers will complete the validation process by examining documentation submitted by sponsors, through an onsite visit to the school and/or by using data provided by the Department

QUESTIONS?

Submit questions to the
Sponsor Evaluation inbox:

sponsor.evaluation@education.ohio.gov



QUESTIONS?

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