

# Technical Documentation for the 2016-2017 Community School Sponsor Evaluation

## Overview

Ohio Revised Code 3314.016 requires the Ohio Department of Education to develop an evaluation system that rates any entity that sponsors a community school based upon three components: Academic Performance, Adherence to Quality Practices, and Compliance with Applicable Laws and Rules. Each component is equally weighted. This document details the business rules for 2016-2017 sponsor evaluation.

The categories for overall ratings are "exemplary," "effective," "ineffective" or "poor." The Department gives a separate rating for each evaluation system component. Those components are Academic Performance, Compliance with Laws and Rules, and Quality Practice.

## **Determination of Relationship Between Community School and Sponsor**

For purposes of the 2016-2017 sponsor evaluations, the Department identifies schools associated with each sponsor during the 2016-2017 school year.

## **Data Collection and Report Distribution**

The Academic Performance component is based on Ohio School Report Card measures. Report card measures are based on data reported to the Department by districts and schools through the Education Management Information System (EMIS).

The Department leveraged its existing contract with the National Charter School Institute to collect sponsor certification and documentation for the Compliance with Laws and Rules component and the Quality Practices component through Epicenter, which is provided at no cost to the sponsors.

## Academic Performance Component

The evaluation framework, recommended by an independent panel and adopted by the Department, states that the Academic Performance component must align to the Ohio School Report Cards.

The Academic Performance component score is based upon all applicable report card measures prescribed for the state report cards under ORC 3302.03 {for community schools operating as traditional school districts} or ORC 3314.017 {for schools operating dropout prevention and recovery programs} and is weighted by the number of students enrolled in each school in the sponsor's portfolio.

The Academic Performance component score will also account for year-to-year changes in the overall sponsor portfolio, as described in more detail below.

## **Statutory Exclusions**

The Academic Performance component score shall not include community schools that have been in operation for not more than two full school years, nor shall they include community schools described in ORC 3314.35 (A)(4)(b) (i.e. “any community school in which a majority of the enrolled students are children with disabilities receiving special education and related services in accordance with ORC chapter 3323”).

While the schools described in ORC 3314.35(A)(4)(b) are not included in the sponsor evaluation, ORC 3314.016(B)(2) provides that the academic performance of these schools shall be reported. For these schools, the individual schools’ report cards are available at [reportcard.education.ohio.gov](http://reportcard.education.ohio.gov).

## **Evaluating Overall Academic Performance for Individual K-12 Schools<sup>1</sup>**

The Academic Performance component scores are calculated using the following rules:

The Academic Performance calculation is based on the graded measures and component grades published on the Ohio School Report Cards.

The report card component grades technical documentation can be found at:

<http://education.ohio.gov/getattachment/Topics/Data/Report-Card-Resources/Sections/Report-Card-Components/Component-Grades-Technical-Documentation.pdf.aspx>.

### *1. Calculating Total Weighted Points*

For each school, the applicable report card component grades will be assigned a numerical value (rounded to the thousandths) based on business rules outlined in the component grades technical documentation. In calculating the total Academic Performance component score for each school, individual component points will be weighted based on the weights described in Ohio Administrative Code 3301-28-10.

The weighting percentages used in calculating the Academic Performance component are as follows:

When a school has a letter grade for all six components, the weighting will be: Achievement – 20%, Progress (Value-Added) – 20%, Graduation – 15%, Gap Closing (AMO) – 15%, Prepared for Success – 15%, and K3 – 15%.

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<sup>1</sup> ORC 3302.03(B)(4), pertaining to school report cards, currently provides that “There shall not be an overall letter grade for a school district or building for the 2013-2014, 2014-2015, 2015-2016, and 2016-2017 school years.” ORC Sec 3302.03(C)(3) provides that the Board shall establish a method for assigning an overall grade for 2017-2018 and beyond. The Board has provided in Ohio Administrative Code 3301-28-10 a method to calculating an overall grade for each school and district. Because there does not currently exist an overall grade for schools and because it is necessary for the evaluation of sponsors to combine academic data from traditional school report cards with dropout recovery report cards, it is necessary for purposes of the sponsor evaluation to arrive at an overall academic performance rating for those schools receiving traditional report cards. Accordingly, solely for purposes of calculating the academic component of sponsor evaluations, each community school that will be rolled up to a sponsor will be assigned an equivalent score that is based on the formula for component and overall grades.

When a school has a grade for both Achievement and Value-Added but only three other component grades, the weighting will be: Achievement and Value-Added 23% each, all others 18% each.

When a school has a grade for Achievement and all other components with the exception of Value-Added, the weighting will be: Achievement 24%, all others 19% each.

When a school has a grade for Value-Added and all other components with the exception of Achievement, the weighting will be: Value-Added 24%, all others 19% each.

When a school has a grade for both Achievement and Value-Added but only two other component grades, the weighting will be: Achievement 27.5%, Value-Added 27.5%, all others 22.5%.

When a school has a grade for Achievement and three other components but not Value-Added, the weighting will be: Achievement 28.75%, all others 23.75% each.

When a school has a grade for Value-Added and three other components but not Achievement, the weighting will be: Value-Added 28.75%, all others 23.75% each.

When a school has a grade for both Achievement and Value-Added but only one other component grade, the weighting will be: Achievement 35%, Value-Added 35%, the others 30%.

When a school has a grade for Achievement and two other components but not Value-Added, the weighting will be: Achievement 36.6667%, all others 31.66667% each.

When a school has a grade for Value-Added and two other components but not Achievement, the weighting will be: Value-Added 36.6667%, all others 31.66667% each.

When a school has a grade for both Achievement and Value-Added and no other component grades, the weighting will be: Achievement 50%, Value-Added 50%.

When a school has a grade for Achievement and one other component but not Value-Added, the weighting will be: Achievement 52.5%, the other component 47.5%.

When a school has a grade for Value-Added and one other component but not Achievement, the weighting will be: Value-Added 52.5%, the other component 47.5%.

When a school does not have a grade for Achievement nor for Value-Added, then all other component grades shall be weighted equally.

For each applicable component, total weighted component points will be calculated by taking the initial component value and multiplying by the weight assigned to the component per the business rules outlined above. The total weighted component points will then be summed to arrive at total weighted points (rounded to the thousandths) for each school. The resulting total for each school will be a number between 0 and 5.

Example: Achievement and Value-Added Plus Three Other Components

Component	Value	Weight	Report Card Component Weighted Points
Achievement	4.225	0.23	0.972
Value-Added	3	0.23	0.690
Graduation	4.525	0.18	0.815
Gap Closing	4.115	0.18	0.741
K-3 Literacy	2.225	0.18	0.401
Prepared for Success	--	--	--
<b>TOTAL WEIGHTED POINTS</b>			<b>3.617</b>

*2. Translating to the Common Scale*

The Total Weighted Points will be converted to a 0 to 4 scale (this scale is the equivalent of the A-F report card grade, which will be published for each school starting in 2017-2018), as provided in the following table:

Overall Academic Performance Score	
Total Weighted Points	Report Card Grade Equivalent
4.125-5.000	4
3.125-4.124	3
2.125-3.124	2
1.125-2.124	1
0-1.124	0

Each Dropout Prevention and Recovery school receives an overall school rating of either Does Not Meet Expectations, Meets Expectations or Exceeds Expectations. The overall school rating of each Dropout Recovery school will be converted to a 0 to 4 scale as provided as follows:

Overall Academic Performance Rating for Dropout Recovery School	
Overall School Rating	Points
Exceeds Expectations	4
Meets Expectations	2
Does Not Meet Expectations	0

The common scale will be as follows:

Overall Academic Performance Rating for School	Dropout Recovery Report Card Rating	Points
4	Exceeds	4
3		3
2	Meets	2
1		1
0	Does Not Meet	0

### 3. Structure of Sponsor Evaluation for Academic Component:

The Independent Panel addressed the methodology for weighting:

*A hybrid approach is utilized to aggregate report card data for the schools in the portfolio. Individual school-level report card data is translated to the common scale for each school in the portfolio and then weighted by the total percentage of the average daily membership of the entire statewide portfolio.*

The following is an example of how the Academic Performance component will be calculated based on a sponsor with two community schools that receive traditional report cards and one school that receives a dropout recovery report card:

School	Overall Academic Performance	Points	ADM <sup>2</sup>	Weight	Weighted Points
Community School #1	4	4	250	X(250/1000)	1.0
Community School #2	1	1	500	X(500/1000)	0.5
Dropout Recovery School # 3	Meets	2	250	X(250/1000)	0.5
Total Weighted Points					2.0

In the event that the number for the weighted points is not a whole number, the number will be rounded from the hundredths to the nearest tenth. For example, 2.356 becomes 2.4 because of rounding.

#### *4. Changes in Portfolio*

ORC 3314.016(B)(1)(a) specifies that “the academic performance component also shall include year-to-year changes in the overall sponsor portfolio.”

Such changes are factored into the Academic Performance component by creating a weighted score for the sponsor’s portfolio of schools sponsored at any time during the 2016-2017 school year, , as well as a weighted score for the sponsor’s portfolio that reflects actions by the sponsor to remove schools from their portfolio prior to July 1, 2017. . The calculation for both portfolios is based on schools’ 2017 report card results. The two weighted scores will be averaged and rounded to the nearest tenth for a final Total Weighted Points.

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<sup>2</sup> ADM refers to the enrollment figure that is reported for each school.

The following is an example of averaging the portfolios. If the sponsor had a portfolio of three schools for the 2016-2017 school year, the calculation for this portfolio would be as follows:

School	Overall Academic Performance	Points	ADM <sup>3</sup>	Weight	Weighted Points
Community School #1	4	4	250	$X(250/1000)$	1.0
Community School #2	1	1	500	$X(500/1000)$	0.5
Dropout Recovery School # 3	Meets	2	250	$X(250/1000)$	0.5
Total Weighted Points					2.0

If, as of July 1, 2017, the sponsor no longer sponsors School #2, the calculation for the new portfolio would be as follows:

School	Overall Academic Performance	Points	ADM <sup>4</sup>	Weight	Weighted Points
Community School #1	4	4	250	$X(250/500)$	2.0
Dropout Recovery School # 3	Meets	2	250	$X(250/500)$	1.0
Total Weighted Points					3.0

The results of the two portfolios are then averaged, resulting in a score of  $(2.0 + 3.0)/2 = 2.5$ .

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<sup>3</sup> ADM refers to the enrollment figure that is reported for each school.

<sup>4</sup> ADM refers to the enrollment figure that is reported for each school.

### 5. *Scale for Academic Performance Component*

Once each school's performance is weighted by its ADM, the weighted points are summed, and relevant changes in the portfolio are addressed, the weighted points are converted to Academic Performance points using standard rounding rules to create the following scale:

<b>Weighted Points</b>	<b>Grade (or Equivalent)</b>	<b>Points Earned for Academic Performance Component</b>
3.5 – 4	A	4
2.5 – 3.49	B	3
1.5 – 2.49	C	2
.5 – 1.49	D	1
0 – .49	F	0

### 6. *Evaluating schools that do not receive report cards*

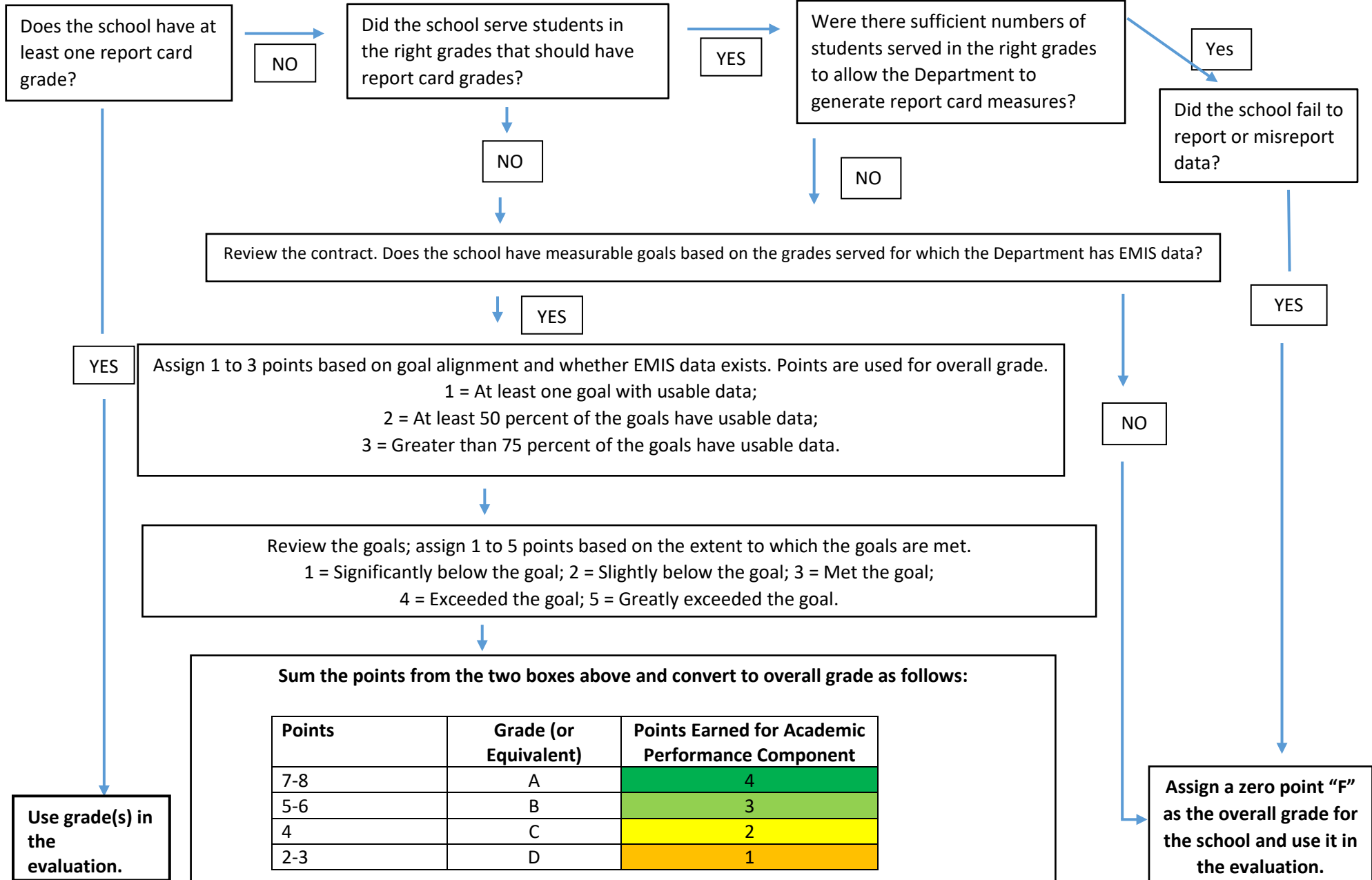
Some schools are not expected to receive any graded report card measures because they do not serve enough students in the relevant grades to generate measures. When no graded performance measures are applicable, ORC 3314.016(B)(1)(a) requires the Department to use measures specified in the contract between the sponsor and the community school. For those schools, the contracts between the schools and sponsors will be reviewed by the Ohio Department of Education's Office of Accountability with the assistance from the Office of Quality School Choice – Community Schools and the Office of Legal Counsel.

The evaluation of schools without graded measures will be conducted using the process outlined in the flowchart below that identifies the objectives set forth in each related contract and the school's performance on those objectives.

In cases where the school served a sufficient number of student grades required to take state tests but the school failed to report required EMIS data to the Department, a zero point ("F") will be assigned to the school's overall rating.



## Sponsor Evaluation Flowchart



## Compliance with Laws and Rules Component

For the 2016-2017 Compliance with Laws and Rules calculation, the current Ohio Administrative Code 3301-102-08 was applied but modified to align with the requirements outlined in ORC 3314,016(B)(1)(c).

The Department compiled the list of all rules and laws that apply to community schools and/or their respective sponsors, which was posted for public comment on Nov. 29, 2016. The Department requested comments no later than Dec. 31, 2016. A finalized list was posted on Feb. 10, 2017, and that list includes up to 19 items identified for sponsor-level certification (using up to nine documents) and 251 items identified for school-level certification (using up to 76 documents per school). A tab has been included that identifies items from the 2015-2016 list that were consolidated or will not be included in the rating.

The Department will review the list on an annual basis and will provide the list for public comment prior to finalizing the list.

The sponsor's score for this component is then determined by equally weighting the sponsor-level items. One of those items specifically addresses a sponsor's oversight of its schools' compliance and incorporates the 251 school-level items to demonstrate sponsor oversight of schools. To assess this item (i.e. the sponsor's compliance with its oversight responsibilities), the vendor randomly selected a 10 percent sample of each sponsor's schools.

For sponsors with fewer than 15 schools, one school in the sponsor portfolio will be used in the score calculation. The vendor also conducted site reviews with the sampled schools, consistent with the administrative rule. The remaining school data is provided in a separate data file on the sponsor evaluation website for informational purposes only.

The items being reviewed for this component are based on actions taken and document submissions during the review period (July 1, 2016 through June 30, 2017), with the exception of the expenditure report, which is due no later than Aug. 15, 2017.

### **FAILURE TO SUBMIT THE SPONSOR OVERSIGHT COMPLIANCE WORKSHEET FOR ALL SPONSORED SCHOOLS MAY RESULT IN THE DEPARTMENT TAKING ACTION PURSUANT TO OHIO REVISED CODE 3314.015 AND OHIO ADMINISTRATIVE CODE 3301-102-07.**

For purposes of scoring Compliance with All Applicable Laws and Rules, Not Compliant items will be deemed as a "miss" under the Administrative Rule.

*Sponsor Submission:* Each sponsor will be required to identify its compliance status for each item on the list for its organization and for each school in its portfolio utilizing a series of certification worksheets. In the worksheets, the sponsor is instructed to answer a series of Yes/No questions that result in the sponsor's certification of compliance:

compliant, not compliant or not applicable. The sponsor was instructed to indicate if the school was placed on a corrective action plan for any school item that is determined to be not compliant. One worksheet was designated for items related to the sponsor. Another worksheet was designated for items related to the sponsor's oversight of its schools' compliance, and the sponsor was instructed to copy that file for each school in its portfolio.

In addition to the completed certification worksheets, the sponsor will be required to upload a signed certification as well as upload supporting documentation for each identified item on the list. The sponsor can reuse any documentation from last year's submission if it is still applicable to this item. Instructions on how to reuse documents in Epicenter will be provided as part of the sponsor training. If documentation is required and the compliance certification is noted as not applicable, the sponsor is instructed to enter a note on the submission request stating that the item does not apply. For any school item with a determination of not compliant for which the sponsor indicated that the school was placed on a corrective action plan, the sponsor is instructed to upload the corrective action plan. All documentation used for the review was collected in the Epicenter system.

**IN THE EVENT THAT A SPONSOR FAILS TO TIMELY UPLOAD THE SIGNED CERTIFICATION BY THE DEADLINE ESTABLISHED BY THE DEPARTMENT, THE DEPARTMENT WILL RELY SOLELY UPON THE INFORMATION THAT HAS BEEN SUBMITTED BY THE DEADLINE.**

The preliminary Compliance Determination for each item is based on a combination of the sponsor's responses to the yes/no questions as well as a review of the required documentation associated with each item. In addition to the reviewer's preliminary compliance determination, the worksheet will describe how the Compliant, Not Compliant, or Not Applicable determination is made based on the combination of sponsor responses and documentation.

*Additional Information Supplied by Ohio Department of Education:* The Department will supply the reviewing vendor with a link to the community school directory on the Department website. The file included basic school and sponsor characteristics (i.e., eSchool, Dropout Prevention and Recovery school, open date, etc.) that would allow the vendor to more easily identify schools/sponsors to which an individual item applied.

*Review Process:* The Department engaged a third party vendor to perform the compliance reviews. Applicable vendor personnel were provided with view-only access to the Epicenter system. Utilizing each submitted Certification Worksheet, the vendor that will perform the review and will enter the appropriate response to two additional prompts for each review item for each sponsor and school:

A. Compliant as Determined by Vendor

The preliminary Compliant / Not Compliant / Not Applicable determination will be made by the third party reviewer. Compliance Determination details for each item

will be included in the worksheet to describe how the compliance status was determined based on a combination of sponsor responses, supplied documentation, existence of a corrective action plan to address school deficiencies, and information provided by the Department.

*Adjustment Request:* HB 49 (effective September 29, 2017) created an opportunity for sponsors to submit a request if they believed that there was an error in the preliminary rating.

The Department provided preliminary results to the sponsors on September 19, 2017 and required submission of adjustment requests by 11:59 pm on October 4, 2017 (i.e. 11 business days). The Department then reviewed the submitted requests and reviewed the evidence and information and determined whether adjustments were valid. The Department notified sponsors of the determination and reasons prior to the release of the final ratings.

Final ratings reflect all adjustment determinations made as a result of the review process.

*Score Calculation:* The Compliance component is scored based on the scoring structure outlined in OAC 3301-102-08, which is based on the number of compliance items that are not compliant (i.e. misses).

<b>Number of Items Not in Compliance</b>	<b>Compliance Rating</b>
Less than 3	Exemplary
3-4	Effective
More than 4	Ineffective

The Compliance component accounts for compliance with all applicable laws based on requirements in ORC 3314.016(B)(1)(c). To do so, sponsors will be evaluated based on up to 19 relevant sponsor compliance items. One of these items represents a sponsor's oversight of its schools' compliance with all applicable laws and regulations. To calculate the sponsor oversight worksheet that then rolls up to the sponsor compliance worksheet, the following process shall apply:

- 1) Each school is evaluated separately on the number of compliance items.
- 2) Every school is evaluated for compliance, but for the sponsor's rating, only a randomly selected sample of 10 percent of a sponsor's schools is considered, consistent with the current administrative rule. If a sponsor had fewer than 15 schools, the rating is based on one randomly selected school in the sponsor's portfolio. If the sponsor had only one school, that school is reviewed.
- 3) For each sponsor, an average of each of its schools' number of items not compliant (i.e. a "miss") will be calculated according to OAC 3301-102-08.

- 4) That average number of school items will represent the sponsor’s determination for the “oversight of its schools’ compliance” item. If the average of school misses is four or less (aligned to exemplary or effective in administrative rule), then the sponsor would receive credit for compliance for that item. If the average of school misses is greater than four (aligned to ineffective in administrative rule), then that item would be rated not compliant.

For each sponsor, the total number of sponsor compliance items that are rated not compliant are totaled, and the Compliance component score is determined by the scale as outlined in administrative code. All sponsor compliance items are weighted equally.

The preliminary and final Compliance with Rules and Laws component rating is based on the levels described in administrative code:

<b>Number of Items Not in Compliance</b>	<b>Compliance Rating</b>
Less than 3	Exemplary
3-4	Effective
More than 4	Ineffective

In addition to a data file that includes the sponsor-level data on the Compliance with Rules and Laws component that includes results of the adjustment review, the Department will publish files that include detailed school-level compliance data. One school-level file will include the schools randomly sampled for the sponsors’ evaluations that includes results of the adjustment review. A second school-level file will include the compliance data for those schools that are report only.

### Quality Practice Component

The Department is required to prescribe quality practices for community school sponsors and develop an instrument to measure adherence to those quality practices. The quality practices must be based on standards developed by the National Association of Charter School Authorizers or any other nationally organized community school organization, in consultation with entities that sponsor community schools.

The Quality Practice review consists of 32 individual standards, grouped into the following 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; and
- F. Technical Assistance and Sponsor Requirements in Rule and Law.

The preliminary and final Quality Practice component rating is based on the percentage of total points earned.

*Sponsor Participation/Submission:* Each sponsor will be given the opportunity to upload documents to Epicenter to address the individual standards of the rubric. Sponsors have the option to participate in an interview in order to further explain their supporting documentation.

*Review Process:* The Department engaged a vendor to perform the Quality Review. Applicable vendor personnel were provided with view-only access to Epicenter.

The reviewers will complete the rubric based on all available information and provide a score for each standard. Interview responses may not stand alone; they must be supported with documentation supplied by the sponsor.

The Department will calculate the overall rating for Quality Practice based upon the data provided by the vendor.

*Adjustment Request:* HB 49 (effective September 29, 2017) created an opportunity for sponsors to submit a request if they believed that there was an error in the preliminary rating.

The Department provided preliminary results to the sponsors on September 19, 2017 and required submission of adjustment requests by 11:59 pm on October 4, 2017 (i.e. 11 business days). The Department then reviewed the submitted requests and reviewed the evidence and information and determined whether adjustments were valid. The Department notified sponsors of the determination and reasons prior to the release of the final ratings.

Final ratings reflect all adjustment determinations made as a result of the review process.

*Calculation Rules:* The following business rules are used when calculating the sponsor's score on the Quality Practice component.

1. The rating is calculated using the following formula:  
$$\frac{B}{A}$$
 where  
A = the number of possible points for standards that are applicable to the sponsor being reviewed  
B = the total points scored in the standards included in A
2. The scores for each standard in the rubric are combined to determine the overall percentage and rating.

- The final Quality Practice component rating and points are determined by the calculated overall percentage of standards met using the following:

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

### Overall Final Rating

*Calculation Rules:* The following business rules are used when calculating the sponsor's overall final score on the sponsor evaluation, which includes any adjustments resulting from the review.

- The overall final rating is based on the ratings in the three components:
  - Academic Performance;
  - Compliance with Laws and Rules; and
  - Quality Practice.
- All three components are weighted equally. The points scored for each component are added together to provide a summative score. Before applying the two business rules, the initial overall rating is determined by the following summative score:

Overall Points	Sponsor Rating
10, 11, 12	Exemplary
7, 8, 9	Effective
3, 4, 5, 6	Ineffective
0, 1, 2	Poor

- In some limited cases, sponsors will not have any available academic data as mandated by ORC 3314.016 (B) (2). For example, if a sponsor only has one school, which is an excluded special needs school, it would not have ANY academic performance data. In these limited cases, the sponsor will be evaluated based on the two available components, which will follow the above rules, but the summative rating will be determined based on the following eight-point scale:

Overall Points	Sponsor Rating
7, 8	Exemplary
5, 6	Effective
2, 3, 4	Ineffective
0, 1	Poor

4. The final overall rating is determined after applying the following additional business rules, which equally applies to all of the components:
  - a. A sponsor can score no better than “Ineffective” if it receives 0 points in any component.
  - b. If a sponsor scores zero (0) in any two components, then the overall rating is “Poor.”