



**2019-2020 EXISTING COMMUNITY SCHOOL SEEKING NEW SPONSOR
APPLICATION FOR ST. ALOYSIUS SPONSORSHIP**



2019-2020 EXISTING COMMUNITY SCHOOL APPLICATION FOR SPONSORSHIP WITH ST. ALOYSIUS

St. Aloysius is pleased to invite applicants from quality community schools seeking new sponsorship beginning July 1, 2019. St. Aloysius, partnering with Charter School Specialists since 2005, is one of the most respected and top-rated sponsors in Ohio. St. Aloysius enables and supports quality community school success and a commitment to strong partnerships between the sponsor, governing authorities and leadership teams.

Community School contracts are granted only to those applicants that have a sound plan for, and demonstrate the capacity to operate a quality, high performing community school. Each application is reviewed, and additional data is collected for St. Aloysius to make a final determination as to whether to offer a community school contract. The school must notify their current sponsor of the desire to non-renew their charter contract at least 180 days prior to the expiration of their current contract.

Please note, St. Aloysius cannot accept applications from conversion schools for the 2019-2020 school year.

Please review the following document to familiarize yourself with the complete Application/Contract process:

- CRITICAL DATES TIMELINE FOR 2019-2020 EXISTING SCHOOL APPLICANTS

Existing community school applicants should submit notification of your intent to apply for an existing community school contract to Angie Mann via email at amann@charterschoolspec.com.

If you have any questions regarding the process, please feel free to contact me through phone or email. We look forward to working with you and welcome the opportunity to answer any additional questions you may have.

Sincerely,

David L. Cash

President, Charter School Specialists

On behalf of St. Aloysius

dcash@charterschoolspec.com / 614 837-8945

2019-2020 St. Aloysius Sponsorship
Critical Dates Timeline for 2019-2020 Existing School Applicants

The Timeline for submitting a preliminary agreement application, and subsequent final contract and attachments for St. Aloysius sponsorship is as follows:

8.13.18 – 1.31.19	St. Aloysius begins accepting applications for existing community schools desiring St. Aloysius sponsorship via Dropbox. All applicants should notify Charter School Specialists (CSS) of their intent to apply. Notices of <u>intent to apply</u> should be sent directly to Angie Mann (amann@charterschoolspec.com). Upon receipt of the intent to apply, the applicant will receive an application form to complete.
8.22.18	St. Aloysius to provide a Web-Ex training for application process.
1.31.19	Deadline to submit all quality existing school applications for the 2019-2020 school year via Dropbox. <i>Applications determined incomplete or lacking required information will not be scored or considered. Applicants will be asked to resubmit during the next application period in 2020-2021.</i>
7.9.18 – 2.1.19	St. Aloysius’ review and scoring of all quality existing school applications.
9.3.18 – 2.15.19	St. Aloysius will conduct on-site interviews with applicants that pass the initial application phase. Notice provided to those that did not pass the initial application phase.
9.3.18 – 2.15.19	St. Aloysius scores applications and on-site interviews. Applicants may submit supplemental information during this time.
2.4.19	St. Aloysius to provide a Web-Ex training on the contract process.
2.18.19	Charter School Specialists to determine recommendations for St. Aloysius and present recommendations to St. Aloysius Education Committee.
2.22.19	Recommendations approved by St. Aloysius Education Committee provided to applicants. St. Aloysius to provide contract template and attachments, including recommendations for submitting attachments and link to Web-Ex training on contract process.
3.22.19	Deadline for all applicants to submit initial contract attachments to St Aloysius via Dropbox.
3.26.19	St. Aloysius board meeting ratifying decision of St. Aloysius Education Committee.
4.12.19	St. Aloysius provides comments on attachments for all existing schools to be sponsored by St. Aloysius in the 2019-2020 school year.
4.15.19 – 4.19.19	Phone calls scheduled to review attachment scores.
5.10.19	All final contract attachments must be submitted in Dropbox.
5.15.19	St. Aloysius and applicant board sign contract.
5.31.19	St. Aloysius submits all new community school contracts to the Ohio Department of Education via Epicenter.

This application must be completed in its entirety.

Each section of the application must be completed to be considered for sponsorship. If a field is left blank, it will NOT be reviewed and will be returned to the applicant. If a question/section does not apply to the school, please enter N/A and provide a detailed explanation stating why it does not apply.

GENERAL INFORMATION

Name of the Primary Contact for the application and the Organization completing the application on behalf of the school:

Name of School	Click here to enter text.
Primary Contact Person	Click here to enter text.
Organization	Click here to enter text.
School Address	Click here to enter text.
City, State, Zip	Click here to enter text.
Phone Number	Click here to enter text.
Email Address	Click here to enter text.

Provide any additional names and email addresses of school personnel/stakeholders that need to be copied on communication regarding this application.	Click here to enter text.
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ADDITIONAL CONTACT AND SCHOOL INFORMATION

School Treasurer	Click here to enter text.
EMIS Coordinator	Click here to enter text.
School Leader/Principal	Click here to enter text.
Superintendent	Click here to enter text.
Local School District	Click here to enter text.
Current Sponsor	Click here to enter text.
Management Company (if applicable)	Click here to enter text.

REASON FOR NEW SPONSORSHIP

What is the reason the governing authority is considering other sponsorship at this time?	Click here to enter text.
Provide the names of any additional Sponsors that you have applied to or will be applying to:	Click here to enter text.

EXECUTIVE SUMMARY

Provide a summary of the school that includes the purpose, population served and educational model:	Click here to enter text.
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Non-Renewal Notice:

Has the governing authority provided a non-renewal notification to the current sponsor? If yes, provide a copy of the notification as <u>Attachment 1</u> .	Click here to enter text.
Has the sponsor provided a non-renewal notification to the governing authority? If yes, provide a copy of the notification as <u>Attachment 2</u> .	Click here to enter text.
Has the school participated in a high stakes review within the past five (5) years? If so, provide a copy of the most recent high stakes review as <u>Attachment 3</u> .	Click here to enter text.

GOVERNANCE AND MANAGEMENT

The governing authority formally plays a vital role in the school's success and future existence. The governing authority sets policies, establishes the budget and is the fiduciary agent for the community school. The governing authority is responsible for compliance with the community school contract and applicable local, state and federal laws. The governing authority of the community school will be the responsible entity and contracting party for any community school contract. Ohio Revised Code requires no fewer than five (5) members.

Explain the history and continuity of the Governing Authority. Provide evidence that	Click here to enter text.
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the Governing Authority has maintained five (5) board members and consistently has a quorum at each meeting.

Governing Authority Member Information:

Name	Role on Board	Contact Information Address, Phone and Email	Previous or Current Board Experience	Term of Service
Click here to enter text.	Click here to enter text.	Click here to enter text.	Click here to enter text.	Click here to enter text.
Click here to enter text.	Click here to enter text.	Click here to enter text.	Click here to enter text.	Click here to enter text.
Click here to enter text.	Click here to enter text.	Click here to enter text.	Click here to enter text.	Click here to enter text.
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Name	Role on Board	Contact Information Address, Phone and Email	Previous or Current Board Experience	Term of Service
Click here to enter text.	Click here to enter text.	Click here to enter text.	Click here to enter text.	Click here to enter text.

Governing Authority Resumes	Provide a bio or resume for <i>each</i> governing authority member as Attachment 4 . If necessary, provide a brief explanation that provides additional information or clarification of the governing authority resumes submitted.
Click here to enter text.	
Governing Authority Meeting Minutes	Provide the governing authority meeting schedule for 2017-2018 and copies of the governing authority meeting minutes for all governing authority meetings held in 2017-2018 as Attachment 5 . If necessary, provide a brief explanation of the governing authority meeting minutes.
Click here to enter text.	

EDUCATIONAL PROGRAM

This section focuses on the educational program of the proposed school.

Please complete the education plan attachment that is provided with this application and submit as Attachment 6. If the application is approved, the education plan attachment will become part of the contract agreement. The education plan is broken down into the following sections:

- 6.3a Mission, Vision, Philosophy
- 6.3b Curriculum
- 6.3c Instructional Delivery Methods and Resources/Materials
- 6.3d Continuous Improvement and Professional Growth
- 6.3e Prevention and Intervention
- 6.4a Goals and Performance Indicators
- 6.5 Assessment Plan
- 8.1 Organization and Staffing

ACADEMIC DATA

Local Report Cards	Provide a copy of the most recent five (5) years of local report cards as <u>Attachment 7</u> .
Click here to enter text.	
Performance and Accountability Plan and Data	Provide a copy of the performance and accountability plan from your current sponsor contract and data showing how the school is meeting the goals established in this plan as <u>Attachment 8</u> .
Click here to enter text.	

ENROLLMENT

Provide the enrollment reported by the school on September 1, January 1 and June 1 for the past five (5) years in the table below.

	September 1	January 1	June 1
2017-2018 School Year	Click here to enter text.	Click here to enter text.	Click here to enter text.
2016-2017 School Year	Click here to enter text.	Click here to enter text.	Click here to enter text.
2015-2016 School Year	Click here to enter text.	Click here to enter text.	Click here to enter text.
2014-2015 School Year	Click here to enter text.	Click here to enter text.	Click here to enter text.
2013-2014 School Year	Click here to enter text.	Click here to enter text.	Click here to enter text.
Provide a brief explanation of the enrollment including clarifying any fluctuations in enrollment.	Click here to enter text.		

FINANCIAL PERFORMANCE / BUSINESS PLAN

Five-Year Forecast	Provide the most recent five-year forecast as Attachment 9 . If necessary, provide a brief explanation of the data contained in the five-year forecast.
Click here to enter text.	
Audits	Provide five (5) most recent audits as Attachment 10 . If the Auditor of State has identified findings for recovery, please provide details stating how these findings have been resolved.

Click here to enter text.	
Current Financials	Provide the last three (3) months of board approved financials and supporting board meeting minutes showing approval as <u>Attachment 11</u> . If necessary, provide a brief explanation of the information contained in the current financials.
Click here to enter text.	
Financial and Enrollment Reviews	Provide copies of the last six (6) months of financial and enrollment reviews conducted by your current sponsor as <u>Attachment 12</u> . If necessary, provide a brief explanation of the financial and enrollment reviews provided.
Click here to enter text.	
Full-Time Equivalency (FTE) Review	Provide a copy of the most recent full-time equivalency (FTE) review conducted by the Ohio Department of Education as <u>Attachment 13</u> . If necessary, provide a brief explanation of the FTE review.
Click here to enter text.	
Current Budget	Provide a copy the current school year budget as <u>Attachment 14</u> . If necessary, provide a brief explanation of the data contained in the current budget.
Click here to enter text.	

ORGANIZATIONAL PERFORMANCE

Compliance Assessments	Provide copies of the two (2) most recent compliance site visit reports conducted by your current sponsor as <u>Attachment 15</u> . If any items are non-compliant, provide a brief explanation of the reason for non-compliance and explain any steps taken to achieve compliance.
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Click here to enter text.	
Annual Report	Provide a copy the schools most recent annual report as <u>Attachment 16</u> . If necessary, provide a brief explanation of information contained in the annual report.
Click here to enter text.	
Management or Operator Agreement	If your school contracts with a Management Company or Operator, provide a copy of the Management or Operator Agreement as <u>Attachment 17</u> . If your school does not contract with a Management Company or Operator, enter N/A in the box below.
Click here to enter text.	
Staffing	Provide the staff and school leader retention rate for the past three (3) years. Please provide any additional comments that may clarify the retention rates in each of the three years.
Click here to enter text.	
Transportation Plan	Explain the school's current transportation plan and provide a copy of the plan as <u>Attachment 18</u> .
Click here to enter text.	
Facility	Describe the school's current facilities (age of building, number of classrooms, common areas, etc.), including a description of grade levels served at each location. Provide a copy of the current lease or deed/mortgage as <u>Attachment 19</u> . Please indicate if changes regarding the facility are planned for the near future.
Click here to enter text.	
Corrective Action Plans	Has the school been on a corrective action plan from either the current sponsor or ODE within the past two (2) years? If yes, provide copies of all corrective action plan requests and school responses for the past two years as <u>Attachment 20</u> .

Click here to enter text.

**Probation or Suspension
Status**

Has the school been on probation and/or received an intent to suspend notice? If yes, provide copies of all probation or intent to suspend notices and any school responses as **Attachment 21.**

Click here to enter text.

ATTACHMENTS REQUIRED

Attachment 1	Non-Renewal Notification from Governing Authority to Current Sponsor (if available)
Attachment 2	Non-Renewal Notification from Sponsor to Governing Authority (if available)
Attachment 3	High Stakes Review
Attachment 4	Bio or Resume for <u>each</u> Governing Authority Member
Attachment 5	Governing Authority Meeting Minutes
Attachment 6	Education Plan Attachment
Attachment 7	Local Report Cards
Attachment 8	Performance and Accountability Plan and Data
Attachment 9	Five-Year Forecast
Attachment 10	Provide 5 most recent Audits
Attachment 11	Board Approved Financials and Supporting Meeting Minutes
Attachment 12	Financial and Enrollment Reviews
Attachment 13	Full-Time Equivalency (FTE) Review
Attachment 14	Current School Year Budget
Attachment 15	Compliance Site Visit Reports Conducted by Current Sponsor (2 most recent)
Attachment 16	School's Annual Report
Attachment 17	Management Agreement or Operator Agreement
Attachment 18	Transportation Plan
Attachment 19	Lease or Deed/Mortgage
Attachment 20	Corrective Action Plans (if applicable)
Attachment 21	Probation or Suspension Notices (if applicable)

****Each Attachment required must be included with this application and checked off on the above table or the application will be returned.***

Acceptance and Certification

I hereby certify the information in this application is complete and accurate to the best of my knowledge. I affirm my obligation to promptly inform St. Aloysius of any material change. I understand if the application is incomplete, it may not be considered for sponsorship.

Applicant Signature: _____ Date: _____

If more than one applicant, please have additional applicant(s) sign and date below:

Applicant Signature: _____ Date: _____

Applicant Signature: _____ Date: _____

Applicant Signature: _____ Date: _____

Applicant Signature: _____ Date: _____

** St. Aloysius accepts this application under its authority as an authorized sponsor of community schools in the State of Ohio. It is under no obligation to approve the application.*