



**2019-2020 SCHOOL TRANSFER APPLICATION  
FOR ST. ALOYSIUS SPONSORSHIP**



## 2019-2020 ST. ALOYSIUS SPONSORSHIP TIMELINE FOR SCHOOL TRANSFER APPLICANTS

2.8.19 - 4.15.19	St. Aloysius is accepting letters of intent and transfer school applications for St. Aloysius sponsorship. All applicants should notify Charter School Specialists (CSS) of their intent to apply as soon as possible. Completed <u>Intent to Apply</u> forms should be sent directly to Angie Mann ( <a href="mailto:amann@charterschoolspec.com">amann@charterschoolspec.com</a> ). <b>Upon review of the Intent to Apply, applicant will be notified of interest and may receive an invitation to complete the school transfer application form.</b>
No later than 4.15.19	Deadline to submit transfer school applications for the 2019-2020 school year via Dropbox. <b>Transfer applications received early will be considered immediately.</b> <i>Applications determined incomplete or lacking required information <b>will not</b> be scored or considered.</i>
No later than 5.1.19	St. Aloysius' review and scoring of transfer school applications.
No later than 5.15.19	St. Aloysius will conduct on-site interviews with applicants that pass the preliminary review and receive an initial score of 50% or higher. Notice will be provided to those applicants that did not pass the preliminary review.
No later than 5.15.19	Applicants may submit supplemental information for consideration during this time. St. Aloysius scores interview and reviews supplemental documentation.
No later than 5.20.19	Charter School Specialists to determine recommendations for St. Aloysius and present recommendations to St. Aloysius Education Committee.
No later than 5.28.19	Recommendations approved by St. Aloysius Education Committee are provided to St. Aloysius sponsorship board for approval.
No later than 5.31.19	Applicants are informed of approval or denial decision. If approved, St. Aloysius will work with applicant's attorney to prepare transfer documentation.
No later than 6.7.19	Deadline for applicants to submit transfer documentation and current sponsor contract to St Aloysius via email to Tammie Osler at <a href="mailto:tosler@charterschoolspec.com">tosler@charterschoolspec.com</a> .
No later than 6.28.19	St. Aloysius submits contracts and required documentation to the Ohio Department of Education via Epicenter.
7.1.19	Sponsorship begins with St. Aloysius.



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Schools seeking to transfer sponsorship would first seek permission from their current sponsor. The current sponsor and St. Aloysius would agree to transfer the school’s current contract to St. Aloysius beginning on July 1, 2019. The school would agree to enter into a new contract with St. Aloysius during the 2019-2020 school year and prior to May 15, 2020.

All sections of this application must be completed to be considered for St. Aloysius sponsorship. If a field is left blank, it will NOT be reviewed or scored. If a question or section does not apply to the school, please enter N/A and provide an explanation stating why it does not apply.

### **REASON FOR NEW SPONSORSHIP**

Why is the governing authority seeking new sponsorship at this time?	Click here to enter text.
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### **GOVERNANCE AND OVERSIGHT**

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

Governing Authority Resumes	Provide an updated bio or resume for <u>each</u> governing authority member as <b>Attachment 1</b> . If necessary, provide a brief explanation that provides additional information or clarification of the governing authority resumes submitted.
Governing Authority Meeting Schedule & Minutes	Provide the school’s board meeting schedule for the past twelve months. Also, provide copies of governing authority meeting minutes for all board meetings held during the past twelve months as <b>Attachment 2</b> .
Governing Authority Consistency	Explain the history and continuity of the governing authority below. Provide evidence that the board has maintained five (5) consistent members and achieved a quorum at each meeting.
Click here to enter text.	

## ACADEMIC INFORMATION / DATA

Educational Model	Provide a summary of the school's educational model as <b>Attachment 3</b> indicating any modification from the community school contract currently posted on ODE's website.
Nationally Normed Assessment Data	Provide nationally normed assessment results for your school by grade for the last three (3) years as <b>Attachment 4</b> . Provide a brief explanation of the data below.
Click here to enter text.	

## FINANCIAL PERFORMANCE

Recent Financials	Provide approved financials from the last twelve months as <b>Attachment 5</b> .
Five-Year Forecast	Provide any recent updates to the school's five-year forecast as <b>Attachment 6</b> . CSS will obtain Five-Year Forecasts available via ODE's website.
Current Budget & Narrative	Include a written financial narrative describing the schools financial position and the governing authority approved current school year budget as <b>Attachment 7</b> .
Click here to enter text.	

## ORGANIZATIONAL PERFORMANCE

Compliance Reports	Provide copies of the two (2) most recent sponsor compliance site visit reports as <b>Attachment 8</b> . For items noted as non-compliant and/or deficient, provide a brief explanation of how the school has remedied any deficiency cited by the sponsor.
Click here to enter text.	
Corrective Actions	If the school received any notice of probation or request for corrective action, please include as <b>Attachment 9</b> and provide explanation of deficiency and remedy below.
Click here to enter text.	
Facility	Describe below the school's current facilities (age of building(s), number of classrooms, common areas, etc.), including a description of grade levels served at each location. Also, describe any planned facility improvements or changes. Provide any updates to the deed/mortgage or lease as <b>Attachment 10</b> or indicate <b>No Change</b> in the Attachment Chart if there has been no change to the community school contract version as posted on ODE.
Click here to enter text.	

Management or Operator Agreement

If the school contracts with a CMO/EMO or ESP, provide any update to the Management or Operator Agreement as **Attachment 11** or indicate **No Change** in the Attachment Chart if the current ODE posted community school contract has the document attached. If the school has made changes to its management structure, please explain below. If the school does not have an operator, indicate **N/A**.

[Click here to enter text.](#)

## REQUIRED ATTACHMENTS

Each required Attachment must be addressed by noting **Attached, N/A, or No Change** in the below Attachment Chart. CSS will collect five-year forecasts and the current community school contract from ODE’s website, so there is no need to include Attachments that have not changed in the current ODE posted version.

Attachment 1	Updated Bio or Resume for <u>each</u> Governing Authority Member	
Attachment 2	Governing Authority Meeting Schedule and Minutes (from the past 12 months)	
Attachment 3	Education Plan Summary	
Attachment 4	Nationally Normed Assessment Data	
Attachment 5	Governing Authority approved Financials (from the past 12 months)	
Attachment 6	Five Year Forecast Updates	
Attachment 7	Current School Year Budget	
Attachment 8	Two most recent Sponsor Compliance Assessments.	
Attachment 9	Any request for Corrective Action or Probation Notices as well as response and description of any non-compliance or deficiency issues.	
Attachment 10	Facility Lease / Mortgage and Description	
Attachment 11	CMO/EMO/ESP Management or Operating Agreement	

In addition to the narrative and attachments provided by the applicant as listed above, CSS will review and evaluate the following documentation to assist the transfer applicant in expediting the document collection.

Attachment 12	Two most recent five- year forecasts	
Attachment 13	Three most recent Audit Reports	
Attachment 14	Financial and Enrollment Information	
Attachment 15	Most recent Full-Time Equivalency (FTE) Review	
Attachment 16	Five-Years of Local Report Cards	
Attachment 17	Most recent year School Annual Report	
Attachment 18	Current Sponsor / Community School Contract	

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

*\* 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.*