

## **RENEWAL OF SPONSORED SCHOOLS**

Pursuant to Ohio law, the Board of Education may renew or non-renew a sponsor contract with a sponsored school. This policy explains the renewal application process and the procedures to be followed if non-renewal occurs. In the event of any conflict, ambiguity or discrepancy between the provisions of this policy and the sponsor contract, the provisions of the sponsor contract shall prevail.

**In years in which renewal is to occur, application reviewers may be trained on the renewal process.**

### **Application for Renewal**

The Board requires all community schools sponsored by the District to apply for renewal of their sponsor contract through a renewal application.

The Board directs the Superintendent to develop an application for renewal (“Renewal Application”). The Renewal Application shall require the sponsored school to provide the following:

- a. multiple years of student achievement,
- b. multiple measures of student achievement,
- c. financial audits for each year,
- d. site visit reports,
- e. other compliance reports,
- f. status reports on other required interventions, and
- g. other criteria determined applicable.

The Board directs the Superintendent to adopt a documented, systematic renewal process. The process must include a defined timeline for renewals, a **scoring rubric** ~~criteria~~ used to evaluate Renewal Applications, clear directions for Renewal Applications, and guidance for application.

The Renewal Application and all documentation related to the renewal process must be posted on the District’s website.

### **Completed Applications**

Completed Renewal Applications shall be reviewed by the District’s sponsor staff to determine whether the school is fiscally and operationally viable, has satisfactorily achieved its contractual standards, and is faithful to the terms of the sponsor contract. The District’s sponsor staff shall provide evidence-based recommendations to the Board regarding contract renewal.

**Procedure for Renewal or Non-Renewal**

The Board adopts the following procedure for renewal and non-renewal of sponsored schools.

1. The District's sponsor staff shall make a recommendation to the Board regarding renewal. The Board shall pass a resolution of its intent to renew or non-renew the sponsor contract.
2. The District shall notify a community school of proposed non-renewal, in writing, no later than January 15 of the year the Board intends to non-renew the contract. The notice must include:
  - a. The reason(s) for the intended non-renewal;
  - b. The effective date of the non-renewal;
  - c. A statement, notifying the school of the right to appear, upon request, before the Board at an informal hearing to challenge the reason(s) for the intended termination; and
  - d. The request to appear must be made within fourteen (14) days of receiving the request, in writing.
3. The informal hearing shall be held within fourteen (14) days of the District's receipt of a request for the hearing.
4. No later than fourteen (14) days after the informal hearing, the Board shall issue a written decision either affirming or rescinding the decision to non-renew the contract.
5. The non-renewal of the contract shall be effective upon the later of the following: (a) the date the sponsor notifies the school of its decision to terminate the contract; or (b) the effective date of the termination specified in the notification of termination.
6. The District shall notify the school's families of non-renewal by ~~April~~ **January**-15 of the year of non-renewal.

Quality Practices Rubric: E.01 – Renewal Application; E.02 – Renewal and Non-Renewal Decisions; E.03 – Non-Renewal Notifications

Adopted: **November 14, 2018**  
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