



Transfer School Application Interview Questions

Answers to be compared to application answers and to supplement application written answers.

1. Current Sponsor Relationship

- A. Tell us about why you wish to change sponsors?
- B. What is your history of compliance with your current sponsor? Any corrective action or performance improvement plans? Any probations, non-renewals or suspensions? Do you respond timely to requests for compliance or disciplinary action?
- C. What is your philosophy on the role of the sponsor versus the role of the school?
- D. Do you have an example of conscientious and appropriate action to your current sponsor's requests? What would your current sponsor say about your conscientiousness?

2. Student Population

- A. What is your mission? What about your mission makes you passionate about your students and how does your mission relate to your student population?
- B. How is your school different than what is being offered in the region surrounding your proposed or actual location?
- C. Explain any barriers to academic progress in your school? Is discipline a barrier? Facility? Resources? Safety? Quality of staff? Retention of students? How do you retain students?

3. Educational Program

- A. What is the research behind your curriculum? Is it aligned to the Ohio New Learning Standards?
- B. Why is your education program an effective instructional model?
- C. What are your supplementary services and non-classroom-based learning opportunities or extra-curricular opportunities? If an e-school, what are your extra-curricular opportunities?
- D. How is your curriculum evaluated and modified when necessary? How often?

4. Assessment, Accountability and Academic Record

- A. What are the Ohio required testing assessments?
- B. What are the report card standards, and which do you meet or not meet? [The word “meet” meaning, for purposes of this interview, is a “C,” or, a “meets standards” for a DOPR school?]
- C. What additional assessments do you give and what is your evaluation strategy? How do you use the results to improve education? Are the tests nationally normed?
- D. Tell me your goals for continued improvement and how you have documented educational improvement in the past?

5. Financial Information

- A. What are your checks and balances to your school’s financial stability and success?
- B. Tell me how your audit committee functions and how they handle any audit weaknesses or finding?
- C. How complete are your financial records and are they presented in detail at each board meeting by the treasurer? Is your licensed school treasurer at each board meeting? What materials do you get from your licensed school treasurer and who is that person?
- D. Do you have any contingency plans for lower enrollment or unexpected financial burdens? Any ongoing lawsuits or administrative proceedings? Special audits?

Show the budgeted items for professional fees.

- a. attorneys/legal compliance or lawsuits
- b. accountants, GAAP conversions
- c. auditor of state, regular and special audits, FTE or special education or lunch audits?
- d. any consultants
- e. emergencies
- f. sponsor fee
- g. improvements for facilities
- h. curriculum
- i. technology or equipment

6. Facilities

- A. Describe all facilities, where they are located and the grades served, and any future growth or improvements of the facility.
- B. Is your facility suitable to your mission and population? What needs improvement ideally?
- C. Do you own or lease? From who, if you lease? Is the lessor related to any management company of the school?
- D. How are you transporting students? Home district? Contractor? Do you own any buses?

7. School Leadership and Governance [directed to a governing authority member]

- A. What is the school's biggest risk factor to success, other than obtaining a sponsor?
- B. What has the board or the chief administrator done to ensure and improve the competence of:
 - a. the governing authority
 - b. the chief administrator
 - c. of the teaching staff
 - d. of your treasurer
 - e. of your EMIS coordinator
- C. How often does the governing authority meet? How is attendance at meeting? How long are meetings generally? What are the individual competencies of each member?
- D. What are the primary roles of the Governing Authority, in your opinion? Name three.

**CONFIDENTLY LEADING THROUGH
COLLABORATION, CUSTOMIZATION AND CREATIVITY**