



Transfer School Application Interview Rubric

Proposed School	
Management Company, if any	
Review Team Member	
Date(s) of Review	

The evaluation criteria below provide a framework for the approval of transfer applications for sponsorship. In addition to evaluating the written application provided, the review team will conduct research into the proposed school founders and their history with community schools. The team will also interview the school founders, the board, and any management company.

Each category will receive an aggregate score based on its components. A proposed transfer school must demonstrate a minimum of Effective (2 points) in every category to be considered for a Community School Contract, but the score of this evaluation does not guarantee that a school will be recommended for sponsorship.

Exemplary – 4 Points

The proposed school exceeds expectations and has clearly demonstrated the capacity of developing and operating a successful community school. The school has clearly outlined expectations of the components and has exceeded review criteria established for this standard.

Effective – 3 Points

The proposed school meets the minimum expectation for a community school that is likely to be successful. The school has outlined expectations of the component and has met review criteria established for the standard.

Ineffective or Emerging – 2 Points

The proposed school does not adequately address the component questions or meet the established criteria. It is unclear whether the school is likely to be successful without additional work or development.

Poor or Underdeveloped – 1 Point

The proposed school does not address the component questions and fails to meet the minimum expectations set by the review criteria. The application is poorly researched and the school as presented would be unlikely to succeed.

Current Sponsor Relationship

Criteria	Score
Stated reasons for changing authorizers is clear and compelling	
Strong compliance and disciplinary history including timely and accurate submission of compliance documents	
Strong compliance and disciplinary history including timely, conscientious, and appropriate response to any disciplinary action	
Understanding of role of sponsor versus role of school	
Composite Score	
Comments:	

Student Population

Criteria	Score
Detailed and well researched student population information including particular student needs, and defined grades, and	
How well does the mission relate to the student population and needs and how does the school carry that mission into operations	
Detailed and well researched student population information including student recruitment and retention, disciplinary needs, resources for students	
Composite Score	
Comments:	

Educational Program

Criteria	Score
Quality education program including defined educational goals	
Quality educational program, including researched based curriculum	
Quality educational program, including alignment with Ohio New Learning Standards	
Quality educational program, including effective instructional design model	
Quality educational program, including appropriate supplementary services and non-classroom learning opportunities	
Quality educational program, including description of how curriculum is evaluated and modified when necessary	
Composite Score	
Comments:	

Assessment, Accountability, and Academic Record

Criteria	Score
Detailed assessment and evaluation strategies, including clear understanding of Ohio required testing and report card standards	
Detailed assessment and evaluation strategies, including additional national normed assessments of student growth	
Detailed assessment and evaluation strategies, including description of how assessment data is used to inform instruction	
Detailed assessment and evaluation strategies, including implementation of the Ohio Teacher Evaluations System ("OTES") or other teacher assessments	
Detailed assessment and evaluation strategies, including documented educational success and clear, well-researched goals for continued improvement	
Composite Score	
Comments:	

Financial Information

Criteria	Score
Detailed financials, accounts receivable and payable, balance sheets, aged receivables, payables, and presentation of all to the governing board	
Solid business plan, including contingency plan and/or alternate budget for low initial enrollment and allocations for emergencies	
Active and qualified licensed school treasurer	
Clean audits and handing of findings, weaknesses and legal issues and administrative proceedings	
Composite Score	
Comments:	

Facilities

Criteria	Score
Detailed description of the facilities, including address, grades served, suitability of the space and any future growth plans	
Detailed description of ownership or lease and relationship with lessor	
Is mission hampered or success held back due to condition or type of facility	
Detailed description of the school's plan for transportation of its students	
Composite Score	
Comments:	

School Leadership and Governance

Criteria	Score
Is the competence of the leadership being attended to and improved continually	
Governing board grasp of risks of school for continued existence and success	
Dedication of and degree of relevant and varied talent on the governing board	
Effective governance and management structure, including the school's organizational chart	
Understanding of proper roles of governing board versus administrative leadership	
Composite Score	
Comments:	

Overall Assessment

Criteria	Score
Current Sponsor Relationship	
Student Population	
Education Program	
Assessment, Accountability, and Academic Record	
Financial Information	
Facilities	
School Leadership and Governance	
	Overall Composite Score
Comments:	

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