



Community School Application for New Start-Up School for 2017-18 School Year

Date Submitted: _____

Proposed Community School Name: _____

Proposed Grade Levels: _____

School District: _____

Proposed Location Address: _____

Contact Person: _____

Contact Address: _____

Contact Phone Number: _____

Contact Fax Number: _____

Contact Email Address: _____

Fiscal Officer: _____

Operator (Management Company), if any: _____

Founding Coalition:

- _____ Individual
- _____ Parents
- _____ Teachers/Administrators
- _____ Operator (Management Company)
- _____ Private Not-for-Profit Business
- _____ Community-Based Organization
- _____ Other Founding Group

Essay Portion

Sponsorship encompasses a great deal of legal responsibility, and we at the Maysville Local Schools take our responsibilities seriously. At the core, we are dedicated to facilitating high quality education to today's students. In Ohio, there are significant consequences for poor performance in academics, finance, operations, and governance. If a school does not perform well, it may be closed automatically by law or by the sponsor and could be subject to civil liability. Therefore, it is extremely important that school founders demonstrate a strong, evidence-based understanding of community school operation before moving forward with the start-up community school process.

Please respond thoroughly to all of the questions listed below. Provide any available data or other substantiation for your answers.

Background and Community Need

1. Briefly explain the reasons that you wish to start a new community school. Provide the proposed school's mission and vision. Indicate whether the proposed school replicates an existing school create by the same or similar founding coalition or educational management organization.
2. Provide the results of the needs assessment for the school in the target location, as well as the process used to assess local need. Describe the characteristics of the community and explain why the educational needs are not currently being met. Cite any specific data or research that supports your position, including current student demographics and academic performance of other schools in the area.
3. List and briefly describe the existing traditional public, public community, private, and parochial schools serving the community. Explain how the proposed community school will be different than existing educational opportunities and how it will attract students.

Student Population

1. Describe your target student population, including demographical information and target percentages addressing race/ethnicity, socio-economic status, at-risk status, special education needs, or other relevant characteristics.
2. Describe the proposed grade levels or age range of students to be served, including any plans for future growth.
3. Describe and explain the anticipated enrollment for the first five years of operation.
4. Describe your plan for recruiting students for enrollment into the school. Provide the anticipated date of opening of the school.
5. Describe any early intervention or other retention strategies that the school will employ to maximize student retention.

Education Plan

1. Explain the school's curriculum and specific instructional materials to be used to implement the curriculum. Demonstrate how this plan correlates with state learning standards and performance assessments.
2. Give an overview of the instructional design and program to be emphasized by the school. Demonstrate how your approach will enhance student achievement. Provide any research that substantiates this approach or demonstrates its effectiveness with your particular target student population.
3. Explain the process the school will follow to evaluate, review, and revise its curriculum on an annual basis.
4. Describe any supplementary services or after-school programming that the school will provide. Explain how these services will enhance program quality and student achievement.

5. Describe the methods, services, and staffing that your school will utilize in order to provide a free, appropriate public education (FAPE) to all students with special needs.
6. Describe proposed methods for involving parents and the community in the education of enrolled students.
7. Provide the proposed school calendar schedule, including instructional days and hours.
8. If this is a replicating school, describe the previous successes or challenges of the Education Plan, as well as any adjustments made to address the successes, challenges, or differences with Ohio required content or assessments.

Assessment and Accountability

1. Describe the assessment program and strategies, including both state requirements and any supplementary assessment.
2. Explain how assessment results will be used to improve teaching and learning.
3. Describe the anticipated performance level of the student population, based on performance index scores in the area in which the school will be located. Describe the measures of student achievement and growth that you expect.
4. Describe how the proposed curriculum and instructional design will be evaluated and modified, if necessary. Describe how teachers will be evaluated.
5. Provide goals for the school using the attached template. Goals should reflect available data on the current academic performance of the target population.

Financial Information

1. Describe the qualifications and experience of the proposed school's fiscal officer.
2. Detail all pre-operational costs and describe how these costs will be covered.
3. Provide a projected first year expenditure budget and projected enrollment. Explain the budget and the process by which enrollment and budget numbers were determined.
4. Indicate the total amount and sources of funds, property, or other resources that you expect to be available through banks, lending institutions, corporations, foundations, grants, etc. Indicate which of these are secured, anticipated, or have firm commitments, if possible.
5. Describe your plans for meeting financial needs if anticipated revenues are not received or are lower than the estimated budget.
6. If the school is associated with an operator (management company), please describe the financial relationship with the operator, as well as the reporting that the operator will provide to the sponsor and governing authority.

Facilities

1. Describe the proposed location of the school and proposed plans for transportation of students. .
2. If you have identified a physical facility, describe the facility, suitability of the space, and provisions for any specialized space needed. If you have not yet identified a physical facility, please describe the needs of the school with respect to the facility and efforts to secure the facility.
3. Describe any purchase or leasing arrangements and construction or renovation that must occur. Include detailed information about the anticipated budget for procuring and maintaining the facility.
4. Indicate what stage the preparations for the facility currently are in and what work has been completed, as well as a proposed timeline for completion.

School Development Team and Governance

Note: All governing authority members and school founders will need to complete a clean FBI/BCI check prior to adoption of the community school contract.

1. For each of the founding organizers and proposed governing authority (board) members of the proposed school:
 - a. List the name and address
 - b. Explain the role of the organizer in the school's development
 - c. Describe the strengths, knowledge bases, and expected contributions
 - d. Describe any relevant past history with school or business development
2. Explain any previous attempts obtain a charter, including the authorizer to which the school applied, and describe the outcome.
3. Describe any outside contractual relationships that will be used to ensure the effective operation of the proposed school. If the school will be contracting with an educational management organization, provide a list of all schools that it has managed, both in Ohio and other states. If any of the community schools it has managed have closed, please indicate this and give a brief explanation for the closure.
4. Describe the anticipated governance, management, and staffing structure for the proposed school.
5. Describe the process that the school will use to recruit and hire licensed teachers.

Charter School Operators/Replicators (if applicable)

This section applies only to those schools attempting to replicate an existing school or open an additional school within an educational management organization network.

1. Describe the capacity of the replicator to operate a new school successfully while maintaining quality in existing schools. Provide a business plan and the growth plan of the replicator.
2. Provide documentation on the educational, organizational, and financial performance of all existing schools for the past three years. Include the most recent financial audits.
3. Explain any never-opened, terminated, or non-renewed schools. *NOTE: Omission of any never-opened, terminated, or non-renewed schools is grounds for denial of this application.*

Conclusion

1. Present any additional information that is relevant or compelling in support of your application for a charter for the proposed school.

If this application is accepted, you will be asked to provide additional information and invited to interview with our review panel prior to final approval. Approval of this application does not guarantee approval of a charter for the proposed school and does not constitute approval to negotiate a contract with Maysville Local Schools.

Note: The application and information submitted to Maysville Local Schools may constitute a public record subject to disclosure under the Ohio Public Records Act.