

## **ROLE AS SPONSOR**

The Board of Governors recognizes the importance of communicating and developing Mid-Ohio ESC's roles and responsibilities as a sponsor. This policy seeks to promote that understanding and to further develop the sponsor's own quality practices.

### **Roles and Responsibilities**

Mid-Ohio ESC shall communicate its sponsorship roles and responsibilities through written guidance ("Written Guidance") to be provided prior to the first day of school. Written Guidance shall further delineate and define the roles and responsibilities of the sponsor, the school, and other parties associated with sponsorship, and shall be aligned with the responsibilities of the sponsor and the school such that it complements the community school contract.

Written Guidance shall be presented annually to the sponsored school's administrators and governing authority prior to the first day of school. Mid-Ohio ESC shall also provide training to administrators and governing authority members on the roles and responsibilities of Mid-Ohio ESC as sponsor as outlined in the community school contract. Said training shall be offered by November 30 of the review year. Sponsored schools shall not be required to attend training offered by Mid-Ohio ESC.

### **Staff Expertise**

The Board directs the Superintendent to develop an organizational chart and job descriptions that indicate a clear structure of sponsoring responsibilities, which shall be designated to specific staff and/or contractors that will fulfill those responsibilities ("Sponsor Staff"). Sponsor Staff shall have expertise in the areas of curriculum, instruction, assessment, special education, school accountability, school governance, and, as needed, English learner instruction, school facilities, and community school law. Mid-Ohio ESC may contract with external sources as needed to carry out its sponsoring responsibilities.

Mid-Ohio ESC shall attempt to have at least two staff members who each possess three or more years of experience in sponsoring community schools (as evidenced by the staff member's resumes and/or bios), and that it has a staff member who is a licensed school treasurer (as evidenced by a copy of the license).

### **Staff Development**

The Board expects the Sponsor Staff to regularly participate in professional development that is aligned with sponsoring responsibilities (e.g., compliance monitoring of current community school

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laws and rules; state and federal funding, including grants; educational programs; instructional delivery, including blended learning and online instruction; requirements of special education; governance; state assessments; health and safety).

Mid-Ohio ESC shall make evidence-based selections for professional development activities. Professional development shall include active training on the skills and education needed to perform or enhance job performance for a position. Professional development shall be based, in part, on areas identified as needing further development, as based upon Mid-Ohio ESC's collection and analysis of data and/or other documentation and evidence (e.g., needs surveys, details from staff resumes, goals from the strategic plan, school performance data, etc.). Professional development activities shall also align with the Mid-Ohio ESC's strategic plan.

All Sponsor Staff must participate in at least one (1) professional development session each year prior to January 1.

#### Goals and Self-Evaluation

Annually, Mid-Ohio ESC shall evaluate its sponsoring obligations and implement strategic actions pursuant to a defined improvement process. The defined improvement process shall be based on the prior year's performance as a sponsor, as reflected in the Ohio Department of Education and Workforce's ("DEW") Overall Sponsor Rating. To the extent Mid-Ohio ESC is required by DEW to adopt a sponsor improvement plan, this shall constitute the defined improvement process. If Mid-Ohio ESC is not required by DEW to adopt a sponsor improvement plan, it should review areas where it was found deficient on the Sponsor Performance Review rubric and when compared to national sponsorship standards (e.g., those established by the National Association of Charter School Authorizers) and develop an improvement plan, which shall include written goals for improvement, to improve deficient areas.

The improvement process and specific action steps based on the findings from the improvement process will be implemented prior to January 1 each year.

Mid-Ohio ESC shall also compare its work to national standards for sponsoring.

#### Allocation of Resources

On an annual basis, Mid-Ohio ESC shall adopt a budget commensurate with its sponsoring responsibilities and has a plan to allocate resources to support its priorities and the needs of its schools. The budget shall demonstrate that revenues fulfill its sponsoring responsibilities. Mid-Ohio's ESC's fees and/or separate agreements shall not include inducements, incentives, or disincentives that may compromise the judgment of Mid-Ohio ESC in approval and accountability decision-making.

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The budget shall be accompanied by a narrative that explicitly addresses how revenues and expenditures relate to and align with sponsoring responsibilities.

Mid-Ohio ESC shall conduct a needs assessment and data analysis to allocate resources that align with its strategic plan and to support school improvement and fulfill its responsibilities. Resource allocation shall be determined based on a needs assessment and data analysis, which shall be conducted prior to March 1.

Quality Practices Rubric: A.02 – Goals and Self Evaluation; A.03 – Roles and Responsibilities; A.05 – Staff Expertise; A.06 – Staff Development; A.07 – Allocation of Resources

Adopted: April 19, 2017  
Revised: April 17, 2018  
Revised: February 27, 2019  
Revised: February 19, 2020  
Revised: February 17, 2021  
Revised: August 18, 2021  
Reviewed and Ratified: August 17, 2022  
Reviewed and Ratified: August 15, 2023  
Revised: August 26, 2024  
Revised: September 24, 2025