



August 1, 2025

## **Capacity Interview Invite and Instructions**

Dear Charter School Applicant:

After reviewing your Executive Summary, Buckeye wishes to invite you to Phase Two of our application process. This step involves participating in a capacity interview. As we continue shifting our focus from *Paper to People*, the capacity interview provides an opportunity for us to meet all members of your team and hear firsthand about the impact you intend to have in the local community.

The Capacity Interview will focus on three key areas.

### **Part One**

The first part of the Capacity Interview will be getting to know the founding team. BCHF wants to fully understand the background and experiences your team members bring to founding a school. This is a chance for your team to show their expertise and how it will lead to the successful launch and sustainability of a dynamic new school. Discussions could range from any of the following topics:

- Academic structure of the school.
- Operations and experience launching a new school.
- Experience with the finances of a community school in Ohio.
- Culture expectations of the school.
- Key traits of the school leader and how this person will be located and supported

### **Part Two**

The second part of the interview will involve an in-depth discussion of the community you propose to serve. Your team should be prepared to discuss all the following topics:

- What are the priorities of the local community overall? By this we mean the larger community. (For example, many of the Northeast suburbs of Columbus are investing heavily in technology training to prepare for Intel).
- What is your community's five- or ten-year plan and how did you gather this information?
- Who are the key stakeholders in the community and what discussions have you had with them?
- How does your proposed school align with the mission of the community?

It is important to stress, we are striving to open schools that align closely with the overall priorities of the local community.

### **Part Three**

The final phase of the interview will give your team a chance to share any remaining thoughts you have about the school or community. We want to ensure you are given an opportunity to clarify and present your full picture. In addition, we will leave time for you to ask any questions you have for our team.

## **Required Participants**

While every founding team is different, we require individuals who can speak to the following topics to be present at the Capacity Interview

- Academic programming (including curriculum, culture, teaching methodology, and special learner populations)
- Data Analysis
- Finances
- Operations (including transportation, human resources, and facilities)
- Board Relations

\*If proposed Board Members are identified it would be bonus for them to attend, but this is not strictly required

## **Next Steps**

Based upon the outcome of the *Capacity Interview*, the applicant may be asked to complete the School Implementation Plan (\*new school application). The Plan will focus on the start-up and execution of the school model. BCHF will assist the founding team in building a strong comprehensive Implementation Plan while breaking down barriers to create the strongest conditions for success in launching the school.

If you have any questions throughout this process, please contact Jason Moore at:

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937-361-9499.