



NLSA

National Lutheran
School Accreditation

NLSA Membership Committee Meeting – Part I
(International Center of the LCMS)
Tuesday, July 25, 2017 1:00 p.m.

12:00pm Lunch at the International Center for the NLSA Executive Committee and Membership Committee

1:00pm Membership Committee @ International Center – Walther Room

Attendance: Kevin Gundell, Stu Tietz, Keith Wilharm, Steve Jahnke, Mark Grewe, Crissy Peterson, Clete Pfeiffer, Bob Mayhew, Joel Walters, Jon Mielke, Amy Schultz, Becky Schmidt, Terry Schmidt, Matt Bergholt, Scott Schumacher, Jane Limback, Janet Profilet

Introductions included “What is your view/expectation of heaven?”

Opening Devotions led by Jane Limback, Chair – “The Kingdom of Heaven”

NLSA Core Values were reviewed

Members of NLSA Membership Committee were called on to discuss schools. Schools in **bold/yellow** are recommended to be put on “provisional” status.

- I. Kevin Gundell – No Provisional Schools (there were comments on “major concerns” and “major deficiencies” – Scott read definition of “deficiencies” – on the new materials (face sheet))
- II. Stu Tietz –
 - a. Concordia, Austin (point system concern), but not provisional
- III. Keith Wilharm –
 - a. **Altamont Lutheran Interparish, Altamont, IL** - safety concern (emergency lights, playground surface); required evidence missing (4 provisions) - standard remediation time is one year to fix. “close off playground immediately”

Provisions to be completed by the end of the 2017-18 school year:

1. Produce a staff development plan. (Standard 4 Required Evidence)

2. Conduct an analysis of the results of standardized tests for the past three years and describe how this information will be used to evaluate and improve student learning. (Standard 5 Required Evidence)

Provision to be completed by Sept. 1, 2017:

3. Repair all emergency and safety lights. (7:02, 7:05)

Provision:

4. Immediately install an adequate fall surface in and around playground equipment, and close the playground equipment until such installation is made. (7:05)

- b. **St. Paul, Farmington, MO** – team rated 5.08 is a “1” – automatic provisional – one year

Provision

Develop and implement a procedure for regularly and systematically monitoring and adjusting the curriculum, instruction, and assessment in response to multiple assessments of student learning and examination of professional practice by the end of the 2017-18 school year. (5:08) [Team rated 5:08 as “1”.]

IV. Steve Jahnke –

- a. **Trinity Lutheran, Lombard, IL** – both team and district recommend provisional – Sept. 30, 2017

- i. Safety issue – concerned about streets
- ii. Lock down drills were already done
- iii. Paint tested –

Require and provide for fingerprint background checks for faculty members, and background checks for staff and volunteers by September 30, 2017.

Install a fence or other restraints to prevent students from going onto streets or adjoining property and to prevent vehicular traffic during school hours by May 31, 2018.

Remove and test the peeling paint for lead in the old school building. Make appropriate repairs by August 1, 2017. Deny access to the room for student immediately until repairs are made. *(Note this provision allows you to forego making the repairs, but if you do so you must deny students access to the room(s) until repairs are made.)*

V. Mark Grewe –

- a. Good Shepherd Lutheran, Watertown, WIS - met requirements and fixed deficiency) – no provisional – now in good standing.

- b. **Shepherd of the Lakes, Brighton, MI** – security issues is a major concern, incomplete curriculum, older policies, etc. Team recommends provisional. No “1’s”.... need to talk to the District Commission

The Visiting Team, The Michigan District NLSA Commission, and the NLSA Membership team have recommended that Shepherd of the Lakes Lutheran School receive Provisional Accreditation to allow the school time to complete a written curriculum for each subject and every grade level. Within that curriculum, examples of faith integration will be incorporated under the Holy Spirit's guidance.

Shepherd of the Lakes Lutheran School will also ensure the new security plan is consistently operating as planned for the safety and well-being of Shepherds of the Lakes community.

- c. **Salem Lutheran, Florissant, MO** - 2A:03 team ranked "1" so automatic provisional

The Visiting Team and the NLSA Membership Team has recommended that Salem Lutheran School in Florissant (formally Black Jack), Missouri receive provision accreditation. According to NLSA guidelines, a school cannot be granted full accreditation in good standing if a standard receives a score of 1 in any given area.

Indicator 2:03 – "The school concerns itself with the ministry of the whole church and seeks opportunities to supports and enhance relationships with its congregation, its district and national church body". A score 1 rating was earned by the visiting team. The team cites the following concerns regarding this: a.) Little or no participation in district or national teacher conferences; b.) There is no plan for incorporating families without a church home into the life of Salem Lutheran Church; c.) Not all called teachers are active at Salem Lutheran Church. Other teachers are not involved in their home congregations.

- d. **Zion Lutheran, Lake Stevens, WA** – "1" scored on board 3A:07 – strategic plan not in place – automatic provisional status

The Visiting Team and the District has recommended that Zion Lutheran School receive full accreditation in good standing.

According to NLSA guidelines, a school cannot be granted full accreditation in good standing if a standard receives a score of 1 in any given area. Both the school and the team rated 3A:07 a 1 rating.

LSA Membership Team has recommended that Zion Lutheran School, Lake Stevens, WA receive provision accreditation due to the "1" rating on indicator 3A:07. The School must produce a strategic plan by June 1, 2018.

VI. Crissy Peterson

- a. **St. John's, LaGrange, IL** - two major deficiencies (already taken care of), background checks are not fully complete – remain provisional – by the beginning of the 2017-2018 school year

(4.02) Conduct background checks on all faculty members and all adults who supervise student activities by the beginning of the 2017-18 school year. (will be completed and then verified by Director - Northern Illinois District)

VII. Clete Pfeiffer

- a. **Immanuel, Brandon, FL** – team and district did not recommend provisional, but Clete called Glen on standard “3A:03”, no School Board Manual - background checks are lacking (team mandated those to be done by Sept., 2017). Recommend provisional

Two items in the Visiting Team Report for Immanuel have prompted the NAC to move Immanuel into the Provisional category.

3A:03* YES / NO The governing authority establishes written policies or administrative limitation that empower the administration in operating the school.

Immanuel needs to put in place a Board Manual which contains all policies adopted as well as operating procedures. The items to be included have been detailed in the Visiting Team Report.

Further, the Visiting Team and the FL-GA district have mandated Immanuel to complete background checks as indicated. These background checks shall be completed by September 2017.

***6B:03/6C:04 Complete Action Plan 6 by the start of the new school year. Make Background Checks for volunteers/personnel a priority.**

- b. **St. Paul’s, Arlington, NE** – 1:03 “1” automatic on mission use; student pick up – given to start of fall term to correct it – Provisional status automatic with a “1”

Purpose statements are not clear.

• Indicator 1.03 must be addressed: Must include a written mission statement – send documentation to District Commission to remove provisional status.

• Safety concern – students are running across the highway to be picked up and dropped off. Develop a safety plan and is operational restricting students from running across the highway to be picked up.

- c. **Grace Brenham, TX** – CCLE School – Building Security and Job Descriptions and Salary Scale lacking
- i. Talk to Jackie Vieth and tell her to follow-up on these concerns – share notes
 - ii. We have no jurisdiction over the status

VIII. Bob Mayhew - No provisional schools.

- IX. Joel Wahlers - No provisional schools.
- X. Jon Mielke – No AdvancED schools on provisional
- XI. Becky Schmidt - No provisional, but discussed two schools
 - a. St. John EC, Ellinwood, KS (mold report analysis, toothbrush removal) – both concerns were corrected. Accreditation in good standing
 - b. Grace Lutheran, St. Cloud, FL (concerns shared –toxic cleaning materials – corrected, homeless person living on premise) – worked with church for formal document and lock – corrected
- XII. Amy Schultz
 - a. **Holy Cross EC, Fort Wayne, IN** – Amy had various questions, visiting team had initially recommended provisional – lack of EC Director – Indiana state guidelines for teacher training are not being followed/met. Unsupervised young children, teaching/student ratios, teachers have not had state required hours. District will work with this school, but is concerned about financial implications.

Holy Cross must correct their teacher/child ratios in all classes to meet either the Indiana state guidelines or NLSA indicators. They must plan or implement a method to provide release time for the lead teacher for administrative responsibilities. Determine a way to provide coverage in the classroom to prevent children from being left alone at any time. Develop and implement a plan for staff orientation, training, and development to meet either state guidelines or NLSA indicators.

All corrective actions need to be submitted to the Indiana District Accreditation Commission by May 1st, 2018 with final recommendation for accreditation in good standing by the National Accreditation Commission in July of 2018.

2016 Provisional Schools – Motion to Approve District Recommendations for these 14 schools to return to full accreditation as they have met the requirements explained in the letter of provision sent last year.

SECOND. APPROVED.

Grace Lutheran Little Lambs, Lancaster, CA
 Lutheran High School, Springfield, IL
 Woodlands Lutheran PS, Montverde, FL
 Trinity Lutheran School, Hobart, IN
 Central Lutheran, St. Paul, MN
 Bethany Lutheran School, Overland Park, KS
 St. Paul Lutheran, St. Joseph, MO
 Immanuel Lutheran School, Higginsville, MO
 St. John, Cleveland, OH
 Trinity Lutheran School, St. George, UT
 St. John's Sherman Center, Random Lake, WI
 Immanuel Lutheran, Honey Creek, MO
 Grace Lutheran, Midland, TX

Trinity Lutheran, Freistatt, MO

Districts are recommending second year of provision or revoking accreditation:

Peace with Christ, Aurora, CO – due to lack of annual progress – MOTION. SECOND. PASSED to keep this school on “provisional status” for one additional year.

Calvary Lutheran School, San Lorenzo, CA – School is now Closed. Off Provisional and moved to “Closed”.

First Lutheran School, Fort Smith, AR – The various concerns from last year were reviewed by District, sent to Terry, reviewed by the Membership Committee. Decision pending: TABLE until we talk to Katherine McGrew

(LAST YEAR’S MINUTES on PROVISIONAL)

- a. **First Lutheran School, Fort Smith, AR** – did not like their school action plan, set up a program with the principal and NLSA captain – Recommending for provisional status for one year with the following: The principal reports to the Team Captain each month on the school’s progress with the new school action plan, starting July 15, 2016. The captain will also make a site visit in the spring of 2017, when the school has completed its site improvement plan targets.

2017 Letter of specifics: Nothing was decided on this date. Tabled for further discussion.

Other Business:

Recommendation: To include District Summary Report on provisional when sending items to the Membership Committee/Readers.

Matt reported there will be a new FACE SHEET and the plan is to have the Districts/Commissioners complete those forms. It will be helpful for those sheets to also be included in Membership Committee materials prior to their reviews.

4:15 Meeting Concludes

5:00pm Dinner with the NLSA Executive Committee and Membership Committee (BRIOs)



Wednesday, July 26, 2017

**NLSA Membership Committee Meeting – Part II
(Hilton Airport – St. Louis- Poplar Room 9:00)**

Attendance: Kevin Gundell, Stu Tietz, Keith Wilharm, Steve Jahnke, Mark Grewe, Crissy Peterson, Clete Pfeiffer, Bob Mayhew, Joel Walters, Jon Mielke, Amy Schultz, Becky Schmidt, Terry Schmidt, Matt Bergholdt, Scott Schumacher, Jane Limback, Janet Profilet

Chair Jane Limback welcomes everyone and opens the meeting at 9:04 a.m.

Bible Reading: John 15:13, 15 – “Friends”, Opening with prayer

Follow Up from July 25 Meeting (unfinished or tabled business)

First Lutheran School, Fort Smith, AR – The various concerns from last year were reviewed by District, sent to Terry, reviewed by the Membership Committee. Decision pending: TABLED on July 24 until we talk to Kathryn McGrew on July 25

(LAST YEAR’S MINUTES on PROVISIONAL STATUS)

- a. **First Lutheran School, Fort Smith, AR** – did not like their school action plan, set up a program with the principal and NLSA captain – Recommending for provisional status for one year with the following: The principal reports to the Team Captain each month on the school’s progress with the new school action plan, starting July 15, 2016. The captain will also make a site visit in the spring of 2017, when the school has completed its site improvement plan targets.

Kathryn Reports: Matt has a copy of First Lutheran’s annual report. Difficult situation with administrative changes. Supporting documentation was still missing, unlicensed teachers, relational problems. New principal was working on some of the concerns. New Principal took a call in December. Interim principal communicated with Katherine (as consultant) – visited school in April – they produced materials that were not shared with the Visiting Team. (Crisis Policy, Parent Group developed policies, board minutes, purchased new computers/robotics, coding class, etc, training schedule for tech, started safety training, now principal is evaluated, new evaluation tool for teachers).

Have not started on curriculum mapping – but has made significant progress in other areas.

EXTEND PROVISION for one more YEAR. Moved. SECOND. APPROVED

SPECIFICS:

3A – Board Training needs to be completed

Curriculum Mapping needs to be completed

Teacher Evaluation Tool and process needs to be complete

Volunteer Training

Discuss **River Roads, St. Louis, MO** (table until Mo. District Ex. Alan Freeman arrives) – Stu Tietz

Team recommended accreditation, but had three major concerns: 2.63 rating by team, no “1’s”, District reviewed for “Provisional Status” – financial stability is a major concern – strategic planning has been taken over by District. MOTION. SECOND. PASSED.

POWERFUL PRACTICES (discussion from Membership Committee, Ex. Committee to follow-up)

- Sioux Falls Lutheran School, Sioux Falls, SD – two “powerful practices” –
- Concordia Lutheran High School Tomball, TX – the school shared two, but the visiting team did not document any
 - Strategic planning –
 - Christian Social Action Class – students learn social injustice
- Christ Lutheran, Phoenix, AZ – extended the leadership/service advisory groups, students go into the community with leadership skills and activities
- Early Childhood Center – Zion, Hindsale, IL
- Our Savior Lutheran, Springfield, IL
- Central Lutheran, Newhall, IA – choral concert/ practices with community

SCHOOL SHEPHERD AWARDS

Terry reported we had four nominations.

Some pastors are not comfortable filling out their own letters of support.

SCHOOLS OF DISTINCTION (Dennis Gehrke, Trip Rogers worked on the vetting process – Trip Rogers reported on EBA Accredited with Distinction)

Vetting Process of Reviewers for EBA

11 schools had 3.1 averages for EBA. Two members divided up the 11 reports.

Reviewed all “4”’s.

Reviewed all scores, but philosophically decided it was not their job to alter any scores.

Probably, Maybe, Not (3 categories) – Reviewed the 5% with the Executive Committee

Exec. Committee: Recommended to **add rational statement to visiting team materials as to why this school was given a “4”**

Discussion was held on what the 5% means

EBA Schools being recommended for Schools of Distinction:

- **Shepherd of the Desert Lutheran, Scottsdale, AZ**
- **Sioux Falls Lutheran School, Sioux Falls, SD**
- **St. Lorenz Lutheran School, Frankenmuth, MI**

AdvancED Schools of Distinction: (Jon Mielke reported)

Process: Last year the NAC approved five matrices to determine schools of distinction. Jon reviewed those determining factors – explained this was very objective using mathematical criteria. AdvancED Schools being recommended for Schools of Distinction:

- **Christ Lutheran, Phoenix, AZ**
- **St. Peter’s Lutheran, Columbus, IN**

WASC schools (Joel Wahlers reported) - This is a process we are still trying to figure out. District commissions are trying to connect the process of WASC – don't have the numerical data.

Background:

Joel shared a "Documentation and Justification Statement" for WASC/NLSA. Came up with the numerical system and schools needed to reach 90% - 9 schools were accredited, but did not find any schools that were initially recommended for Schools of Distinction. WASC may develop an additional vetting process, as standards may be too high.

MOTION: to recommend to NAC the five above highlighted schools to be brought forward for Schools of Distinction SECOND. APPROVED.

New materials for EBA will be distributed this afternoon, but will not be posted on LuthEd.org until September 1,, 2017.

Meeting adjourned 11:25 a.m. The Membership Committee thanked Jane for her leadership.