




**Part III and Part IV are also to be completed by Ongoing Improvement schools**

**Part III: Recommendations made by the visiting team on the school Improvement Plan:**

1. List all recommendations made by the visiting team and a Target School Year to be addressed.
2. List and date Actions Taken during this school year as well as Actions Taken in previous years of accreditation cycle.
3. To move to the next column, click "Tab."
4. To add lines to the table for more concerns and recommendations, put the cursor in the last (bottom right) box and click "tab".

<b>Section &amp; Indicator Number</b>	<b>Visiting Team Concern and Recommendation</b>	<b>Target School Year</b>	<b>School Year Addressed</b>	<b>Action Taken</b>
<b>2A:08</b>	<b>The visiting team changed the rating on this General Indicator of Success from "Fully Met" to Mostly Met". This item is being addressed by Goal 1</b>	<b>2015</b>		
<b>2B:10</b>	<b>The statement of nondiscrimination is included in the Student Handbook, but we could not find it elsewhere. This statement needs to be prominent on all print matter that is disseminated to the public.</b>	<b>2013</b>	<b>2013</b>	<b>All appropriate committees, administrators and program directors understand and now follow this recommendation.</b>
<b>3B:25</b>	<b>The team changed this General Indicator of Success from "Rarely Met" to "Not Presently Met" because neither of the qualifiers is met by the school principal. We encourage that the Board of Education work with the principal to address this.</b>	<b>2015</b>		

<b>Standard 8</b>	<b>St. John's has a Wellness Plan in place. Now St. John's needs to go back and revise or affirm this plan by putting together a proper team to do so: Students, parents, administrator, food service personnel, and teachers. Implementation and documentation to follow.</b>	<b>2014-2015</b>		<b>This is completed and will be included in additional reviews.</b>
<b>Standard 9:04</b>	<b>We recommend that the north and east sides of the vacant lots east of the current playground be fenced prior to being used as a future activity space.</b>	<b>2015</b>		<b>This has been discussed and bids will begin to be secured an arrangements made according to zoning/city rules.</b>
<b>2:09</b>	<b>The school has and effectively implements a written evangelism plan for families with children in the school who do not have an identified church home or do not attend church regularly.</b>	<b>2016</b>		<b>To be completed for 2016-2017 school year. The Board of Education along with the Pastor's are committed to defining what it means to be a member at St. John's.</b>
<b>2:17</b>	<b>All staff are encouraged to participate in community activities and service organizations.</b>	<b>2013 and ongoing</b>	<b>2014</b>	<b>Community organizations and events are encouraged and embraced by staff</b>
<b>3:B24</b>	<b>The administrator holds current, appropriate state certification.</b>	<b>2016</b>		<b>The Principal does not hold State Certification</b>
<b>3:B34</b>	<b>The administer visits each classroom and evaluates individual teacher performance at least annually. These evaluations are discussed with the teacher.</b>	<b>2013</b>	<b>Spring of 2013</b>	<b>Mr. Pallas has performed formal observations of all teachers. This is being done on an annual basis.</b>
<b>3:B38</b>	<b>Levels of responsibility are clearly defined for all professional and volunteer staff persons.</b>	<b>2015</b>		<b>As part of this process, job descriptions have been redeveloped that will help clarify responsibilities and ensure better accountability.</b>
<b>4:09</b>	<b>Appropriate policies and training for volunteers is in place.</b>	<b>2016</b>		<b>To be Completed for 2016-2017 school year</b>
<b>4:02</b>	<b>All full-time faculty members are on or eligible to be on the roster of Synod.</b>	<b>2016</b>		<b>We will continue to hire the very best classroom while considering the Called teacher if equal or better.</b>

4:03	Professional staff members have appropriate teaching certificates from the state and meet requirements for their specific assignments.	2015		The principal does not currently hold an administrator license.
4:16	Each teacher is a member of at least one professional organization.	2016		Teachers are encouraged to join professional organizations
4:17	A program of staff development is provided wherein professional personnel have opportunities and support for professional and spiritual growth.	2015		Spiritual life as a teaching staff is very strong, with devotions and prayer time. Teachers are encouraged and take part in any opportunities of interest.
4:18	A nondiscriminatory salary and benefit scale has been adopted by the board and implemented for all personnel.	2014		We are aware of and consistently operate under proper guidelines at the state and federal level.
4:19	Teachers who have congregational leadership responsibilities are given appropriate time and compensation for those responsibilities.	2015		There are a few staff that consistently are called upon to teach and lead bible study or confirmation. However, additional compensation or comp time is not offered.
5:09	Parents are informed about the curriculum and participate in its evaluation.	2013	Spring 2013	Parents are on the committee for the reading curriculum and will be on future committees for all curriculum evaluation.
6:07	Materials are available and used for children with special needs such as remediation, enrichment, and extension of learning.	2015	Spring 2013	LSEM continues to provide special ed services in addition to our local school district. Leveled readers, Accelerated Reading and grade advanced math are also provided.
6:16	The school has adopted and put in place a comprehensive technology plan.	2016		We have grown leaps and bounds in every aspect of technology. Going from a lab, to actually adding mobile carts with Chromebooks and integrating technology into the everyday classroom. An updated curriculum needs to be put in place.
7B:08	Provisions are made for appropriate storage of food brought from home.	2014		If a unique circumstance may arise, staff steps in to handle appropriate handling and storage of food brought from home.

9:08	The school administrator participates in the supervision of those who maintain the physical facilities.	2014		We often communicate with each other and meet once a week in a formal meeting. However, it is not my job to supervise him.
10:02	The congregation provides financial support for the school.	2015		The congregation does support the school. The goal is 70% school funded and 30% church assistance.
10:05	The school financial plan is coordinated with the operating congregation's financial plan.	2013	2013	We have a unified budget between the church and school.
10:07	Salaries reflect the current district recommended salary scale and salaries are reviewed annually.	2016		The goal (of the church) is to pay teachers at 70% of the MN. South Guidelines. This will always be a sore spot that being 30% below guidelines is an acceptable goal.
10:09	Funds provided by auxiliary organizations are allocated according to board policy and in consultation with the school administrator.	2013	2013	PTL and our annual dinner auction serve as the largest contributors to the school. We also receive support from the local VFW, Lions, and American Legion.

**Part IV: School Improvement Plan Completion Report:**

1. List all strategies from the School Improvement Plan.
2. List and date Actions Taken during this school year as well as Actions Taken in previous years of accreditation cycle.
3. To move to the next column, click "Tab."
4. To add lines to the table for more concerns and recommendations, put the cursor in the last (bottom right) box and click "tab".

Goal Obj. Strategy Number	Strategy	Responsible Person or Group	Target School Year	School Year Addressed	Action Taken
G#1 OB#1 Sa	St. John's Lutheran Church is more visible within the school.	All Cong and School Staff	2015	2015-2016	Intentional improvements have been made. It is a welcomed addition and one we hope continues.

<b>Sb</b>	<b>St. John's Lutheran School is more visible within the church.</b>	<b>All Cong and School staff</b>	<b>2015</b>	<b>2013</b>	<b>8<sup>th</sup> grade students participating in church service at Auburn Manor with the elderly</b>
<b>Sc</b>	<b>St. John's Lutheran Church and School is more visible throughout the community.</b>	<b>All Cong and School Staff</b>	<b>2014</b>	<b>2014</b>	<b>With things such as: Love Inc; Christmas in May; Taste of Chaska; Live Nativity,...we are in the community</b>
<b>G#1 OB#2 Sa</b>	<b>Church promotes church related functions by inviting school families to attend activities.</b>	<b>Church Staff</b>	<b>2015</b>	<b>2014-2015</b>	<b>We are continuing to be intentional and showing improvements</b>
<b>Sb</b>	<b>School promotes school related functions by inviting church families to attend activities.</b>	<b>School Staff</b>	<b>2015</b>	<b>2014-2015</b>	<b>We are continuing to be intentional and showing improvements</b>
<b>Sc</b>	<b>Church and School maintain an accurate joint calendar of events and activities offered.</b>	<b>Church and School secretaries</b>	<b>2014</b>	<b>2014</b>	<b>Through great inter-office communication between secretaries we are being deliberate in sharing and things continue to improve</b>
<b>Sd</b>	<b>Church and School publish a calendar of special events through the Weekly Word and the Monthly Messenger.</b>	<b>School Admin. and Pastors and secretaries</b>	<b>2014</b>	<b>2014</b>	<b>This has been done consistently and information can be easily obtained through each other's lines of communication</b>
<b>G#2 OB#1 Sa</b>	<b>Establish specific curriculum committees consisting of teachers, parents, and school board.</b>	<b>School Administration</b>	<b>2013</b>	<b>2013</b>	<b>Committee was formed for the Reading Curriculum with all of the recommendations.</b>
<b>Sb and Sc</b>	<b>Establish and Implement a schedule for renewing curriculum by specific subject area.</b>	<b>Teachers and School Admin.</b>	<b>2012</b>	<b>2012</b>	<b>Schedule is set for an seven year rotation and approved by the Board of Ed.</b>
<b>Sd</b>	<b>Provide enhanced instructional materials for the classroom as needed.</b>	<b>Teachers and School Admin.</b>	<b>2015</b>	<b>2015 ongoing</b>	<b>Great strides have been made and continue with interactive technology as seen in Chrome labs, Smart tv, New Science Lab.</b>
<b>OB#2 Sa, Sb,Sc</b>	<b>Establish a plan of implementation and funding</b>	<b>School Admin.</b>	<b>2013</b>	<b>2013 ongoing</b>	<b>Started Futura Spanish classes 5-8 grade and had great results. working to add 1-4 grade in order to have full program.</b>

	that enhances the current Spanish Curriculum.				
<b>G#3 OB#1 Sa</b>	Complete installation of laptops and SMARTboards into remaining K-8 classrooms.	School Admin.	2012	2012	All K-8 classrooms have access to laptops and SMART Boards.
<b>Sb</b>	Continue to maintain and update the existing computers and software in the computer lab	Tech Comm. School Admin.	2014	2014	Completely replace lab with computers and monitors. Putting together a comprehensive sustainable technology integration plan.
<b>Sc</b>	Continue to look to improve the current school website and enhance school to home communication	Tech Comm. School Admin. Teachers	2012	2012	Established a web-based grading program. Our school website needs to be re-designed to better serve as outbound communication.
<b>OB#2 Sa</b>	Provide in-service for SMARTboard training.	School admin.	2012	2012	This is ongoing. Fall of 2012 all teaching staff went to SMART Board training.
<b>Sb</b>	The staff will participate in workshops that will enhance technology in the classroom	Teachers and Principal	2013 On going	Fall 2013	In August the staff will participate in S.T.E.M. at St. Thomas University.
<b>OB#3 Sa</b>	PreK-2 <sup>nd</sup> grade students participate weekly in keyboarding readiness activities.	School Admin and Computer teacher	2014	2014	Yes- Kid Keys is our program in use
<b>Sb</b>	3 <sup>rd</sup> -8 <sup>th</sup> grade students participate weekly in keyboarding program to help them become more proficient in their keyboarding skills	School Admin and Computer teacher	2014	2014	Yes- Kid Keys is the program used
<b>Sc</b>	Students become familiar with application software such as word processing spreadsheets, powerpoint, web browsers etc.	School Admin and Computer Teacher	2014	2014	All upper level students learn and master these skill in order to be proficient in high School
<b>Sd</b>	Students apply their knowledge of the application software in classroom projects	All Teachers	2014	2014	Projects and assignments are geared towards utilizing these applications

<b>G#4 OB#1 Sa</b>	<b>Consider creating a separate third source income account for better accountability of expenditures.</b>	<b>School Admin</b>	<b>2012</b>	<b>2012</b>	<b>Non budget income is in a designated school account that has been established within the budget.</b>
<b>Sb</b>	<b>Clearly communicate prior to each major fundraiser how the specific funds raised will be utilized.</b>	<b>Principal Teachers And PTL</b>	<b>Fall 2013</b>	<b>2013-2014</b>	<b>We are doing a much better job of holding ourselves accountable by clearly explaining use of funds</b>
<b>Sc</b>	<b>Give updates promptly following each fundraiser</b>	<b>Principal and School Secretary</b>	<b>2012</b>	<b>2012</b>	<b>Each fundraiser total is given in the News and Notes as soon as totals are in.</b>
<b>Sd</b>	<b>Establish a timeline for completion of the designated projects once the money is available and report when the purchase is completed.</b>	<b>Principal and School Secretary</b>	<b>2014</b>		<b>This can be a time consuming process but it needs to be done. In past years much trust was broken by not using funds as communicated.</b>
<b>OB#2 Sa</b>	<b>Church and School assist in providing extra funds for hands-on materials for the Early Childhood program by creating a specific fund for early childhood materials.</b>	<b>School and Church Admin.</b>	<b>2015</b>		<b>The Early Childhood program receives financial help when required. However, it is at the point where it mostly provides for itself as income supports needed expenditures.</b>
<b>Sb and Sc</b>	<b>Strive to continue to advertise and implement our current third source funding opportunities.</b>	<b>School and Church Admin</b>	<b>2013 and on going</b>		<b>It is critical to have a clear definition of Third Source Income. What does it mean? How can it be used? Who can use it?</b>
<b>OB#3 Sa</b>	<b>The principal, School staff, or designated people increase personal visits to potential donors.</b>	<b>Principal</b>	<b>2015</b>		<b>In order to obtain realistic goals in this area professional training must be afforded the worker.</b>
<b>Sb</b>	<b>Intentionally set up a program that includes visits for estate planning and memorials.</b>	<b>School Admin</b>	<b>2014</b>		<b>As part of this professional training these areas will be included as focal points.</b>
<b>Sc</b>	<b>Be more proactive about searching for and applying for grants.</b>	<b>Principal</b>	<b>2014</b>	<b>2014</b>	<b>Have access to funding (stipend) to actively target qualified individuals with this unique experience.</b>

<b>Sd</b>	<b>Investigate opportunities to utilize the Thrivent Choice Dollars program</b>	<b>School And Church Admin</b>	<b>2014</b>	<b>2014</b>	<b>This comes and goes based on Thrivent Employee's commitment to our Church and school. It helps immensely if that person keeps it in the forefront vs. us just mostly having it in print.</b>
-----------	---	--------------------------------	-------------	-------------	---