

**NATIONAL LUTHERAN SCHOOL ACCREDITATION
CUMULATIVE ANNUAL REPORT/School Improvement Plan**

(Please use this form and complete on computer.)

Part I: Basic Information

School: Our Savior School Address: 23290 Highway Seven Excelsior, MN 55331

LCMS District: MN South School email address: fred.limmel@oslcs.org School Administrator: Fred Limmel

Co-accredited by (if applicable):

Date of most recent NLSA site visit: April 2014 Report is for year (Circle one) Five-year Cycle 1 **2** 3 4 Site visit
 Seven-year Cycle 1 2 3 4 5 6 Site visit

Administrator Signature _____ Date _____

Governing Authority Chairperson Signature _____ Date _____

This report is due in your district office no later than May 15. The district accreditation committee will review by June 15.

The annual fee is due in the NLSA office no later than October 1.

Part II: Recommendation Report for Indicators:

1. List any Major Deficiencies first. **There were no Major Deficiencies.**
2. List all recommendations made by the visiting team and a Target School Year to be addressed.
3. List and date Actions Taken during this school year as well as Actions Taken in previous years of accreditation cycle.
4. To move to the next column, click "Tab."
5. To add lines to the table for more concerns and recommendations, put the cursor in the last (bottom right) box and click "tab".

Section & Indicator Number	Visiting Team Concern and Recommendation	Target School Year	School Year Addressed	Action Taken
1:06	It is the recommendation of the visiting team to review the goals, of Our Savior mission and vision statements, and create an action plan	2015.16	2015.16	Two congregational meetings. January 31, 2016: presented to our congregation exactly how OSS supports and implements the

	to communicate the goals to all stakeholders.			Vision, Mission, and Core Values of this congregation on a daily basis. March 20, 2016: presented for the congregation's approve a strategic plan to accomplish 1. Growing the School, 2. Improving the visibility of the within the congregation, 3. Participating in the value-based ministries of the congregation, and 4. Solidifying the fact that OSS has the committed investment of the congregation for doing ministry. The Congregation approved the plan by a huge majority vote.
2:09	It is apparent that there is an intentional process followed by school and church when unchurched families become members of the school. While this process is in place, it is not a written procedure. It is the recommendation of the visiting team that a written procedure be established to ensure consistency in the future.	2016.2017		
2:11	The visiting team, administration and education committee all see the need for progress in this area. Please refer to the recommended goal.	2015.2016	2015.2016	This school year we have been collaborating with the Preschool Marketing Group. They have assisted us in creating a stronger Google Authority. The steps are too numerous to outline for this document. We have also built and successfully launched a new website which is getting more and more traffic all the time. We have also been advised on our newly created marketing packets. This goal will be on-going as we continue to seek ways to be more relevant to our community.
2:15	It is the recommendation of the visiting team that the ranking be moved from a 2 to a 3. The church and school provide a unified ministry to the community. The churches hosting of parent classes and resources meets the requirements of this general	2014.15	2014.15	OSS agrees to move the ranking of 2:15 from 2 to 3 based on the number of adult Bible forums, small group Bible studies, and the beginning of our 3D study of The Story this school year. OSS also supports the Mothers of Preschoolers program that meets e.o.

	indicator of success.			Friday.
3A:05	You have identified the need to make firm and communicate the fact that School Committee meetings are open to interested parties.	2015.2016	2015.2016	This information is in our Parent Handbook and has a prominent mention in our fall Back to School Parent Meeting.
3B:24 & 3B:25	We recommend that your principal direct efforts toward beginning to take coursework to validate and support his position as principal.			
3B:32	As per your observation, be certain that job descriptions for support staff are accurate and current.	2016.2017		
3B:38	As per your observation, the care and maintenance of your volunteers needs attention in the form of job descriptions and support materials.			
4:02	Clarify Our Savior's goals and position regarding the necessity and timeliness of staff Synodical roster participation or roster eligibility.			
4:07	It is the recommendation of the visiting team to include appropriate staff related policies located in the "Congregational Personnel Manual" in the Teacher Handbook. It is also recommended to include a signature page affirming that workers have read and agree with the policies that govern Our Savior Lutheran School.	2016.2017		
4:08	Score is downgraded to 1- no volunteer policies were evident. See also 3B:38	2016.2017		
5:08	It is the recommendation of the visiting team that this general indicator can be met in full by adding a curriculum focused section into the annual parent survey.			
6:02	It is the recommendation of the visiting team to upgrade this to a 3.	2014.2015	2014.15	OSS agrees with the visiting team to upgrade this score from a 2 to a 3, thus meeting this indicator of success.

6:05	It is the recommendation of the visiting team to create a written plan and staff training to address how interventions are addressed for remediation as well as acceleration. The internal I.E.P. form is a good starting point.	2016.2017		
6:09	It is the recommendation of the visiting team to upgrade this to a 3.	2014.2015	2014.15	OSS agrees with the visiting team to upgrade this score from a 2 to a 3, thus meeting this indicator of success.
6:13	It is the recommendation of the visiting team to follow through with the comment listed – to address the non-profit library over the summer.	2016-2017		
6:15	It is the recommendation of the visiting team to upgrade this score from a 1 to a 2.	2014.2015	2014.15	OSS agrees with the visiting team to upgrade this score from 1 to 2, due to the fact that the staff has been trained to use the on-line library software. OSS continues to strive to reach this indicator of success.
7A:06	The teaching staff clearly knows and does the right things to address students' emotional, social, and psychological needs, but the school does not have these procedures written. Write them.			
8:03	You observed the potential need for a "No Parking" sign in the drop-off lane in the front of school. While we did not observe the need for that we support the concept of keeping traffic moving through this area. You may also want to consider adding to the signage the notation to "Pull forward to end of driveway."	2014.2015	2014.15	OSS has allocated funds from its Spring Gala to purchase and use three rolling signs instructing people in the driveway that they may Not Park in this area. Teachers working the bus duty line hold parents accountable to "pulling forward." The new signs will begin being used in September 2015.
10:07	If the Minnesota South District salary scale is not the adopted compensation guideline, it is the recommendation of the visiting team to create, adopt, and implement a policy addressing salary scale and guidelines that are fair and equitable. This scale should take into account years of service, education level, and regular year-over-years percent	2016.2017		

	increases(cost of living adjustment). An internal scale should be consistent, i.e. every teacher is making 70% of the district guidelines. This policy should be included in the Teacher Handbook.			
11:07	It is the recommendation of the visitation team that this be upgraded from a 2 to a 3. While additional reports could be generated, annual reports are established and are more than adequate for evaluation.	2014.2015	2014.15	OSS agrees with the visiting team to upgrade this score from a 2 to a 3, thus meeting this indicator of success. OSS has many systems in place to evaluate the safety of our campus.

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".

Section & Indicator Number	Visiting Team Concern and Recommendation	Target School Year	School Year Addressed	Action Taken
Goal 1	The visiting team sees the need for marketing and approves this goal. However, we feel that this goal should be expanded to include not only the surrounding community but also the congregation itself.	2014.2015	2014.15	As a direct result of OSS contracting with Lutheran Schools Consulting Team, OSS has embarked upon a strong marketing plan that especially includes working with our congregation. Plan includes letters to members; follow-up phone calls; personal meetings both on campus and in the homes of the members. Targeted Families included those with students ready to enter preschool or kindergarten. Plan includes "Sunday Morning slides" highlighting events in the school, fundraisers, and open houses. Plan includes the principal speaking during announcements. Plan also includes targeting congregations in

