

SCHOOL ACTION PLAN

NOTE: DO NOT Complete Prior to Validation Team Visit

The School Action Plan is developed from the Preliminary School Action Plan originally submitted with the school’s Self-Study and updated with the input from the Validation Team. The plan must address every area of concern (“emerging” [2] and “not evident” [1]). Each concern must be noted and addressed. “Operational” [3] indicators may also be addressed in the School Action Plan. This Plan will guide the school through the next five years in a process of continuous improvement prior to the next Self-Study process and Validation Team visit.

The completed School Action Plan must be included with the final submission of the school’s Self-Study to the District Accreditation Commission.

NLSA School Action Plan												
School Name: Faribault Lutheran School School Address: 526 4 th St NW Faribault, MN 55021 LCMS District: MN South Administrator: Chrysteena Saehler Date of Most Recent NLSA Validation Team Visit: November 15-17, 2023												
Accreditation Year		Initial		Year 1: 24-25		Year 2: 25-26		Year 3: 26-27		Year 4: 27-28		Year 5: 28-29
Standard & Indicator Number	Self-Study Concerns & Strategies			Target School Year	Responsible Party	Action Taken	School Year Addressed					
1:05	Intentionally include the mission statement on all school publications, including improvement plan (capital campaign) literature.			2024-2025	Administrator School Board	Update all public materials with the mission statement.						
1:05	Consider further development and implementation of a school-wide discipline philosophy and approach.			2025-2026	The Board	Review current school wide discipline philosophy and add in our consequence steps for clarification. Post around the school grounds & communicate to parents at the beginning of school year.						
1:06	The administrator needs to be able to sit down with new staff members to inform them of their roll and the expectations of their position at FLS			2024-2025	FLS Administrator	A checklist will be used as a formal onboarding process. This involves sitting down with the Administrator to discuss policies and procedures.						
2A:02/2A:03	Develop a plan in which to unite lay people from both congregations to build relationships with school families,			2026-2027	Administrator Teachers School Board	FLS Sunday at each church throughout the year. Intentionally pairing established church members						

	especially the identified unchurched, with intentional evangelism. With the two association churches, the school needs to be more present in them regarding the students. We are planning on slowly implementing more activities for the students to be at either church on Sunday. Also going to work on having more activities that will encompass all parties (Peace, Trinity, and FLS).		Association Churches	with FLS families during those worship days. Church information will be sent out to all FLS families. Encourage social hours during FLS Sundays so that a sense of community begins to form and connections are made.	
2B:01	Ensure that the nondiscrimination statement appears on all materials related to enrollment.	2024-2025	Administrator	Added to all public materials specific to enrollment.	
2B:02	Determine ways for FLS staff and students to engage the community in all its diversity from the surrounding community.	2025-2026	Administrator Teachers	Engage with the blind and deaf school in the community. Learn about the different cultures in Faribault.	
2B:04	FLS needs to provide parents with documents to help them with how to bring Christ into their house and provide parents with more educational opportunities for parents on topics specifically for their children.	2025-2026	Administrator School Board	Looking into the PTO sponsoring parent educational opportunities.	
2A Summary	FLS and association churches need to be more intentional to encourage school families who do not have a church home	2025-2026	Teachers Association Churches	FLS Sunday at each church throughout the year. Intentionally pairing established church members with FLS families during those worship days. Church information will be sent out to all FLS families. Encourage social hours during FLS Sundays so that a sense of community begins to form and connections are made.	

3A:05	Ensure that the administrator's evaluation is aligned with the expectations set forth in the administrator's job description. Consistent evaluations of the administrator and sitting in on teacher evaluations	2024-2025	School Board	A formal review process began in the summer of 2023. Will be implemented every year.	
3A:07	Develop a strategic plan that includes a needs assessment and plans for future needs including finances and facilities.	2024-2025	Administrator School Board	Developing a strategic plan	
3A:08	Utilize an outside source to conduct an annual review or audit of finances.	2025-2026	School Board	In communication with outside companies to complete.	
3B:02	The Administrator should have or be working towards state administrator's Licensure.	2028-2029	Administrator	Take continuing education courses.	
4:02	A more thorough plan needs to be in place for non-rostered teachers. For example, meetings with the pastor, LCMS information presented, mentorship program. Support teachers in obtaining appropriate licensure. Ensure that all non-Lutheran teachers receive appropriate training specifically regarding faith-integration.	2026-2027	Administrator School Board	Continue with the mentor program, but have two specific routes. One program for new teachers and one program for new (but veteran) teachers. Provide a hiring timeline. Document the process and have necessary participants sign off on document. Continue to review teacher licensure each year.	
4:03	FLS should develop a plan for professional development based on specific identified needs.	2024-2025	Administrator	Individualized PD will be based on individual meetings, observations, and outstanding license requirements. If there is a large change that affects the school as a whole, the appropriate PD will be provided.	
4:04	Work towards the full and accurate implementation of a nondiscriminatory salary scale without having to lower the pay for any individuals.	2026-2027	School Board	Discussion has taken place at the board level. This will be an ongoing investigation as to how to create and establish a scale.	

5:04	Follow through with the complete curriculum review and development process by creating a uniform document, integrating the faith across the curriculum, aligning curriculum to standards, and mapping the curriculum. Faith integration needs to be included in the documented and written curriculum for all content areas.	2027-2028	Administrator Teachers School Board	Create a running document that allows for teachers to document how they are integrating the faith within their lessons.	
5:06	Integrate time into the school year calendar for collaborative time to work on curriculum writing and development.	2025-2026	Administrator	Additional PD days have been added to the school calendar.	
5:08	A new curriculum review cycle needs to be developed and implemented	2024-2025	Administrator Teachers	A committee was formed to help establish and maintain a curriculum review cycle.	
6:02	A written and well-developed admission criteria form needs to be developed (placement testing, behavior probationary period, etc)	2025-2026	Administrator	Preschool screening is done for incoming Kindergarten students. Beginning to develop a transfer procedure for new students who are enrolling at FLS.	
6:03	Create and communicate an orientation process for coaches, sponsors, and supervisors of extracurricular activities to reflect the mission of the school.	2024-2025	Administrator School Board	Ministry Safe Training will be mandatory. There will also be a formal onboarding process done that explains the mission of FLS to these individuals and how to conduct themselves and how the kids should also conduct themselves.	
7:03	The school gymnasium has heaving and cracks in the floor and needs a new HVAC system for proper air filtration. The school has a 2 year phased plan for the project along with bids from companies and a budget for fundraising. There is a formed committee who is overseeing the project and fundraising.	2028-2029	Administrator School Board	A gymnasiums committee was formed and meeting hsave been held to form a budget and to discuss the project timeline. Fundraising has started. Custodian job description will be updated summer of 2024.	

	<p>Completion time of the project will depend on fundraising.</p> <p>Review and update the custodian job description which is currently dated 2009.</p> <p>Develop an appropriate strategic plan for addressing long-range ministry needs, including facility needs.</p> <p>In future planning, consider options that would provide a more welcoming entrance for students, staff, and visitors to the facility and address the handicap accessibility within the older portions of the school.</p>			<p>Meeting with companies to discuss how to build and update the current space.</p> <p>Bids for door wrappings have taken place to make the outside look more inviting. Along with redoing the main hallway kids enter.</p>	
7:05	<p>Finalize the Emergency Plan & Procedures by acquiring and inserting the applicable phone numbers that are missing.</p>	2024-2025	<p>Administrator School Board</p>	<p>Meeting with a team comprised of the administrator, EMS, Fire and Police.</p> <p>Updating the plan based on state recommendations and formed to the Faribault community.</p>	