

PRELIMINARY SCHOOL ACTION PLAN

A preliminary School Action Plan is developed as the concluding process of the school’s Self-Study. 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 preliminary School Action Plan. The preliminary School Action Plan must be attached to the Self-Study document.

NLSA Preliminary School Action Plan												
School Name: King of Kings Lutheran School												
School Address: 2330 N Dale St. Roseville, MN 55113												
LCMS District: Minnesota South												
Administrator: Jay Schutte												
Date of Most Recent NLSA Validation Team Visit: October 13-15, 2021												
Accreditation Year	<input type="checkbox"/>	Preliminary	<input type="checkbox"/>	Year 1	<input type="checkbox"/>	Year 2	<input type="checkbox"/>	Year 3	<input type="checkbox"/>	Year 4	<input type="checkbox"/>	Year 5
Standard & Indicator Number	Self-Study Concerns & Strategies				Target School Year	Responsible Party	Action Taken		School Year Addressed			
2A:03	King of Kings would like to create a plan for reaching out to unchurch families. During our study we have come to the conclusion this is something that we would like to improve on. Our associate pastor will take the lead on this project.				2021-22	Pastor Vue Lee						
2B:05	Make our name more well known in the community. (This should be part of the strategic plan)				2022-23	Amanda Adkins	A summer program was created.		2022-23			
3A:04	Limited training and professional development for school board members has occurred. We see value in emphasizing and providing education to the members in an effort to gain a better understanding on the importance of their roles and				2023-24	School Board						

	how to use their professional skills to help make a positive impact for the school.				
3A:05	Finish creating the Board of Christian Education Handbook.	2022-23	School Board		
3A:06	Organize a Strategic Planning Committee to create a long term plan that will address increasing enrollment concerns.	2021-22	Jay Schutte	A strategic planning committee was formed.	2021-22
3A:07	Create needs-assessment process for school-wide systematic planning	2022-23	Principal & Board of Properties		
3A:08	Create a policy and procedure that provides for sound budget planning and fiscal operation for the school.	2022-23	Principal & Parish Treasurer		
3B:02	Determine if the principal needs to have a Masters in Education degree.	2024-25	School Board	The board decided that a master's degree was not needed	2021-22
4:05	Develop appropriate policies and training for volunteers.	2023-24			
6:03	Offer non-athletic extracurricular activities.	2022-23	Staff	Cubers Club,	2022-23

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.

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Standard & Indicator Number	Self-Study Concerns & Strategies				Target School Year	Responsible Party	Action Taken	School Year Addressed				
1:04	There isn’t a plan for regular review of the mission statement. Develop a plan for this review.				2021-22	School Board	The school board put this review in their annual task calendar to review at the beginning of each academic year	2021-22				
1:05	The school’s mission statement is visible on many samples of school communication, but not on all promotional materials. Continue to update materials to reflect the current mission statement.				2021-22	Office Staff	We printed the mission statement on all mailing envelopes	2021-22				

2A:03	There isn't a written plan for evangelism to unchurched or underchurched families. Develop a plan for identifying students/families spiritual needs.	2021-22	Associate Pastor		
3A:05	Principal is not annually evaluated. Implement formal principal evaluations on an annual basis.	2022-23	School Board	The school board will send out an annual review. Each year will change the surveying group	2022-23
3A:06	Board members have not received training on roles and responsibilities. Conduct board training annually or anytime new board members come on.	2022-23	School Board	The school board developed a yearly training that will happen at the first meeting of every academic year	2022-23
3A:07	Strategic planning is not formalized. Implement a strategic planning process.	2021-22	Jay Schutte	A strategic planning committee was formed to help create a plan that includes marketing, enrollment, and a building addition	2021-22
3B:02	The principal does not have an administrator's certificate. Explore a realistic timeline and also support the principal towards this end goal.	2021-22	School Board	The school board decided that a master's degree is preferred but not needed	2021-22
4:04	Classroom teachers hold a lot of responsibility in meeting the needs of all students without the support of specialists. Consider the use of LSEM or another format to help meet individual student needs.	2023-24	Principal		
5:07	Technology support is not timely. Consider more effective and timely measures of providing tech support to staff.	2021-22	Jay Schutte	Signed a contract with Cadan Technologies to oversee our	2021-22

				network security and tech support.	
5:08	There isn't evidence of analytical review of student data. Formalize the efforts of reviewing student data to drive curricular decisions.	2022-23	Teachers		
5:08	The curriculum review schedule is post-dated and needs to be projected into future years.	2021-22	Jenny Schultze	A projection of future curriculum reviews were updated on the current document "Curriculum Updates Schedule" document	2021-22
6:02	There is no written plan for identifying social, emotional, or psychological needs of students. Write and follow a plan to accomplish this.	2022-23	Teachers		
7:03	Enrollment trends are growing, but space for classroom expansion is limited. Consider the needs and strategically plan to address this.	2021-22	Jay Schutte	The strategic planning committee focused on enrollment trends and how to expand with a building addition	2021-22 2022-23
7:04	The Christian flag is not located in the same exterior location as the American flag.	2021-22	Jay Schutte	A flag was purchased and added to the outdoor flag pole	2021-22
7:04	Classrooms have minimal displays of Christian symbolism and imagery. Consider more conspicuous evidence of Christian displays in the classrooms specifically.	2021-22	Teachers		