

NLSA Final School Action Plan

School Name: Trinity Lone Oak Lutheran School

School Address: 2950 Hwy 55, Eagan, MN 551218

LCMS District: Minnesota South

Administrator: Kathryn Jones

Date of Most Recent NLSA Team Validation Visit: April 8-10, 2024

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| Accreditation Year | X | Initial | Year 1 | Year 2 | Year 3 | Year 4 | Year 5 *2028-29; NLSA re-accreditation & Validation Team Visit |
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| Standard & Indicator Number | Self-Study Concerns & Strategies | Target School Year | Responsible Party | Action Taken | School Year Addressed |
|--------------------------------|---|-----------------------|--------------------------------------|--------------|--------------------------|
| 1 | A formal strategic plan - aside from the Action Plan - should be developed and implemented. | 2026-27 | BOCE Admin Teachers Council | | |
| 1:04 | Research document management software; implement and consistently use a document management system. | 2024-25 | BOCE | | |
| 1:04 | Devise a process for regular gathering of school constituencies to review, clarify and renew the school's stated purpose. | 2026-27 | BOCE Admin Council | | |
| 2A:03 | Called Workers should seek ways to be more actively involved in worship and congregational life. | 2024-25 | BOCE Teachers | | |

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| 2B:02 | Explore opportunities to celebrate and embrace the diversity of our student body. | 2024-25 | Admin Teachers | | |
| 2B:02 | In partnership with TLOLC, develop a plan for the study of facility needs and upgrades. | 2026-27 | Council BOCE | | |
| 2B:04 | Work with PTCO to establish a schedule of regular meetings; recruit/inform parents about PTCO. | 2024-25 | Admin PTCO | | |
| 2C:05 | Find an external Christian resource that would provide tools for conflict resolution among administration, faculty, staff and board members. | 2024-25 | BOCE Admin Teacher | | |
| 3A:05 | An annual review of the administrator should be completed. | 2024-25 | BOCE | | |
| 3A:06 | School board members need to receive training for their positions. | 2024-25 | Admin BOCE | | |
| 3A:07 | Establish a systematic planning process for overall school improvement. | 2025-26 | Trustees Council BOCE | | |
| 3A:08/3B:05 | Conduct an external audit of finances. | 2027-28 | Council BOCE | | |
| 3B:02 | Consider the feasibility of obtaining an administrator's license. | 2025-26 | BOCE Admin | | |
| 3B:04 | The administrator will create a plan to improve interpersonal communication with staff members that allows for clear, respectful listening, observing, and speaking. | 2023-2024 | BOCE Admin | | |

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| 3B:05 | Conduct an audit of PTCO financials. | 2025-26 | BOCE PTCO | | |
| 4:03 | Conduct teacher observations and formal evaluations on an annual basis at minimum. | 2024-25 | Admin | | |
| 4:05 | Develop a volunteer handbook that defines policies, training, and procedures for volunteers. | 2025-26 | BOCE Admin | | |
| 5:04 | Curriculum documentation in Curriculum Trak should be completed by the next accreditation cycle. | 2026-27 | Teachers Admin | | |
| 5:08 | NWEA MAP training/review of goal setting; using scores to inform instruction. | 2024-25 | Admin Teachers | | |
| 7:05 | Trinity Lone Oak should engage in a safety assessment specific to grounds security and outdoor supervision procedures. | 2024-25 | Admin BOCE Teachers Trustees | | |