## MNSD 2024 NLSA Action Plan - Trinity First Lutheran School 1115 E. 19th St. Minneapolis, MN. 55404 Date of Visit: May 1-3, 2024

	Area of Focus	Questions/Comments	Goal Date	Recorded
1:05	The school's purpose is displayed and reflected in school activities and in the teaching/learning environment in classrooms.	During the next August mission and vision review and publish the mission statement, prominently posting in all classrooms and public areas.  At August mission and vision review, identify methods to assimilate the mission statement into the common language of the ministry.	SY 24-25	
3A: 04	Trinity First is owned and operated in a nontraditional, church school relationship model. There is however a risk of support, input, and accountability changing or dissipating as leadership changes or fi the congregation remnant dissolves.	Trinity First congregation to modify the constitution and bylaws of the congregation to ensure that the school may operate with or without the existence of the remnant in fact as it is currently operating in practice. Consider utilizing an outside consultant to assist with this effort.  Note: This was already done but the constitution uploaded in the NLSA study was an old version. Revisit the current documents to make sure all is well.	SY 2425	
3A: 04	There appears to be a less formal connection between the Board of Education's leadership in practice and what the current policy manual states.	That the guidelines found in the Board Manual be followed in practice  Work with the Board to highlight areas to improve in function and practice to better align with the manual.	SY 24-25	
3B: 02	The administrator meets qualifications for the position	We will consider the feasibility of the administrator obtaining state administrator license.	SY 26-27	
4:02	Full-time faculty members are on the Roster of the LCMS, eligible to be on the Roster or actively enrolled in	We will continue to present opportunity and support enrollment to all full-time LCMS faculty not currently rostered or eligible to be rostered, in an LCMS colloquy or Seminar program through the CUEnet system.	SY 26-27	
4:03	Teachers are informed of, and subsequently evaluated and supported in the continuing pursuit of professional growth and development.	A. Determine a system to track/record the professional development activity that each teacher completes annually.  B. Help teachers identify professional organizations that will help them develop knowledge and skills to enhance their effectiveness in the classroom.  C. Help teachers find and participate in professional development workshops/seminars that meet each teacher's areas of need or interest.  D. Create a checklist/cover sheet showing what documents are essential for inclusion in an employee's personnel file.	SY 24-25	
6:05	School food services meet or exceed national and state guidelines.	School food services meet or exceed national and state guidelines.  Create a plan for mandated training and record keeping of training to ensure accountability.	SY 24-25	
7	Facilities	Trinity First to explore options for expansion through a capital campaign.  Note: This is already in the works, and we are looking for a new Director of Development to help move this forward.	SY 28-29	

Date: 5/21/24. Principal		Pastor	Board Chair:
·	Sarah Wippich	Rev. Jon Kuehne	Dan Riser