

**NATIONAL LUTHERAN SCHOOL ACCREDITATION**  
**STANDARDS BASED CUMULATIVE ANNUAL REPORT/School Improvement Plan**  
(Please use this form and complete on computer.)

April 26, 2013

**Part I: Basic Information**

School: Mayer Lutheran High School    Address: 305 5<sup>th</sup> Street NE    City, State, Zip: Mayer, MN 55360


LCMS District: MN South    School e-mail address: kwilaby@lhsmayer.org

School Administrator: Joel Landskroener, Exec Dir office: 952-657-2251 x305  
Kevin Wilaby, Principal office: 952-657-2251 x317; Cell: 952-426-8496

Co-accredited by (if applicable): Advanc-ed (North Central Accreditation)

Report is for year (Circle one) 1 2 3 4 **5** 6 (Time to Re-apply)  
Date of most recent NLSA site visit: April 9-10, 2008

LCMS District: Minnesota South

Administrator's Signature  Date 4/26/13

School Board Chair's Signature  Date 4/26/13

(By this coming from the email address above I state that each recommendation in the Visiting Team Report either has or will receive serious consideration for action.)

**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 15.**

**Part II: List any significant School Improvements or Changes this year: (Fill in as needed.)**

2012-2013

**Re-organization of English Curriculum:** The curriculum has been redesigned to include an honors track, which will eventually include two AP courses. The old curriculum utilized topical semester courses and these courses are being absorbed into four one-year courses. These courses will provide an academic spiral of content to help student learn and advance their competencies through repeated practice.

**On-going Accreditation Work:** The School Improvement Plan (SIP) was finalized. Implementation of it has begun, but work is on-going in order to make the implementation manageable within the demands that are placed on the faculty. The entire faculty went through a 6+1 Traits workshop in order to build a common understanding of good writing as well as to begin developing a common vocabulary to use across the curriculum. This workshop addressed faculty training requirements that were part of the SIP. An AdvancEd parent survey was conducted. In addition, computerized end of course surveys have been made available to faculty and are beginning to be implemented during this year.

**Weighted Grades in AP Level Courses:** In order to encourage more students to take a rigorous academic track through high school, we are implementing weighted grades for student in AP courses and courses that are in the process of becoming AP courses. The faculty is being encouraged to look at the AP courses that can be incorporated into a high school curriculum, which may lead to more AP courses being offered. The weighted grades will begin in 2013-2014.

**Crusader Period Evaluation:** Crusader Period is an academic assistance period that occurs twice a month within the regular school day. The faculty has begun an evaluation process of the program and will be looking for ways to enhance the effectiveness of it. The evaluation process will be completed by the end of the 2012-2013 school year.

**Expansion of Koinonia:** Koinonia is a student lead Bible study program. Each Koinonia group is made up of students from grades 9-12 and a faculty or staff member serves as a mentor for each group. The number of meeting dates was expanded significantly for the 2012-2013 school year.

2011-12:

**Review of Mission – Christian Leadership Definition:** The faculty engaged in a mission statement review process that forced us to create a definition of what we are attempting to accomplish, by God's grace, when we say that we are preparing the next generation of Christian leaders. The new definition will be presented to the Board of Directors, parents, and students for input as we move forward in our accreditation work.

**School Improvement Plan Revision:** The faculty is working to identify school improvement goals, strategies and assessments that will become part of revised school improvement plan. Surveying will be occurring as well to help us identify and affirm goals that will be implemented in 2012-2013.

**AdvancEd Quality School Standards:** Evaluation of the ministry of Mayer Lutheran High School has occurred in respect to AdvancEd Quality School Standards.

**Assessment of Ministry Programs:** The faculty evaluated the current programs that are part of our intentional Christian leadership program in an effort to help us identify strengths and weakness so that adjustments to our programs can be made. This was done in conjunction with the work that occurred when we initiated the review of our mission (noted above).

**New Programs:** Ecology Club and Una Voca Choir (see Part III below for more information on these programs)

**Freshmen Seminar Course:** This course was added to address the diversity of our freshmen in regards to their preparation for high school academics. This course focuses on two areas: Technology Skills and Study Skills. The vision is that we can equip students with the skills they need to succeed in our technology environment (Moodle/Windows Live/File Organization/etc.) and provide them with study skills and reading strategies that will enable them to be successful.

**Launching of Genesis Virtual Academy:** Mayer Lutheran High School will launch a Lutheran online high school, which will begin serving students in the fall of 2012.

**Curriculum Review:** Our Theology and English departments have completed their curriculum review process. The Technology and Art departments are working on their curriculum reviews which are scheduled to be completed by December 2012.

**End of Course Surveys (Test Run):** The department chairs have created an end-of-course survey which will be tested by them in their classes as the 2011-2012 school year ends. The data received will be analyzed to determine if the survey was able to generate meaningful information. Based on the results of the survey and the knowledge gained from the test run, we will modify the survey. It will then be introduced to our faculty for use in the 2012-2013 school year. The survey is being designed to do all data compilation and will be pushed out through Moodle (our learning management system).

2010-11: We continue the implementation of the writing improvement program. Teachers are having students engage in formal and informal writing assignments. Each semester teachers turn in a writing summation sheet that analyzes the strengths and weaknesses that are observed in student writing. This process allows teachers to target specific writing skills for additional instruction or practice in order to work towards increased levels of writing competency.

Our school calendar was adapted in order to provide teachers with more professional development opportunities. The year the faculty participated in MOODLE training, Reading Workshop, Writing In-service, and a Behavior Interventions workshop.

We continued our Leadership program. In this program student heard from keynote speakers Paul Douglas (weatherman and entrepreneur) and John Busacker (Inventure Group). Students worked in grade level teams to learn more about themselves, leadership, in school improvement planning sessions, and seniors participated in service projects.

Through our faculty meetings we engaged in discussions about student performance, specifically looking at student achievement and barriers to student success. Out of these discussions two initiatives emerged.

First, a committee was formed to plan a new course for all freshmen in an effort to help them transition into high school academics. In this course students will learn organizational strategies, reading comprehension strategies, study skill strategies, and technology skills related to the education provided by Mayer Lutheran High School such as MOODLE, Windows Live (which is new to Mayer Lutheran this year), Internet research and discernment skills, and more. The decision regarding implementation timing for this course has not been made as of yet.

The second initiative will provide students who need extra assistance from a teacher with time to make it happen. In this program the teachers issues passes to the students so that they can report to the teacher during a designated period of time. Students can use this time to make up tests, quizzes, and homework. Teachers can use this time to assist students through tutoring and mentorship.

2009-10: A school-wide writing improvement program was implemented. Going into the school year the teachers participated in an in-service to equip them to provide formative assessment for student writing as well as training in creating rubrics. The teachers have been providing the students with writing activities in their classes and recording a summary of one project in each class that is placed on file. This summary shows the strengths and weaknesses of the student writing that has occurred.

In order to provide additional Christian leadership opportunities for our students we implemented Koinonia groups this year (2009-10). Students were assigned to groups by mixing the grade levels, and these groups were assigned to a teacher. However the leadership of these Bible study groups is provided by students. The student leaders were chosen by Mayer Lutheran High School's administrative team. Each student who was identified as a leader accepted the challenge to lead their peers in Bible study. They meet with the Spiritual Life Director prior to 'Koinonia' days in order prepare

for leading the Bible study. These groups have met twice each month. This program is providing significant opportunities for students to practice Christian leadership skills and exercise their faith in Christ.

Going into the 2009-10 school year the faculty reviewed the discipline policies found in the Parent/Student Handbook. This review led to the decision to revise the consequence structure of these policies in order to emphasize the power of the relationships that our teachers build with their students. This has impacted the student perception of how rule infractions are handled. Rather than responding to infractions in a procedural manner, our desire was to utilize relationships, demonstrating compassion for students balanced with helping students understand the reason behind policies. This has reduced the number of disciplinary referrals, and it appears to have had a positive impact on teacher/student relationships as well. This process began with the faculty examining the school climate and determining four fundamental values to establishing a better educational and ministry climate at Mayer Lutheran High School. These statements are:

1. Individuals respond to God's love for them in their actions.
2. Respect is part of a flourishing Christian learning environment. Respect for God, others, and property is demonstrated by each individual.
3. Accountability and personal responsibility is a bi-product of respect and will be evident in decisions and actions.
4. Community/climate is enhanced through understanding.

These statements are currently under review by the faculty in an effort to identify problematic areas in our climate and to formulate plans to address them.

**Part III: Recommendation Report: (List any Major Deficiencies first.) (To move to the next column, click "Tab.")**

**(Parenthetical comments are samples of how the form is to be completed.)**

Section & Standard Number	Visiting Team Concern and Recommendation	Target Year	Year Addressed	Action Taken
(X Student Services 10A:04)	(The School Discipline Policy is not in the Faculty Handbook. <b>Include this policy in the Faculty Handbook.</b> )	(2005)	(2005)	<b>(Faculty Handbook revised summer of 2004. Student Discipline Policy now included.)</b>
	<u>Concern:</u> A shared understanding of and a unity in ministry among faculty in not always evident. <u>Recommendation:</u> Emphasize and strengthen the Partners in Ministry program to most effectively impact the unity in ministry.	2012-13	2012-13	The Partners in Ministry program was not utilized do to a need for more meeting time around school improvement and accreditation. The faculty has continued to meet for a monthly Bible study, this year based on C.S. Lewis's "The Screwtape Letters". Each faculty meeting agenda provides an opportunity for faculty to share the positives that have occurred since the last meeting.
	<u>Concern:</u> There may be an insufficient number of activities	2012-13	2012-13	The STEM club grew this year, through the addition of a

	<p>available in curricular and co-curricular activities to emphasize and strengthen the intentional Christian leadership program.  <u>Recommendation:</u> Develop and implement a plan that will integrate the Christian leadership goals with the available resources.</p>			<p>second robotics team. The number of athletic team opportunities has remained the same. Work is being done to create co-op agreements with area schools in order grow programs and maintain opportunities for student participation. Koinonia, ACT projects, and the annual mission trip continue to be key Christian leadership activities for students to participate in. Through our Christian Leadership program the juniors work to identify school-wide needs and ways to address them. Sometimes these ideas become part of our schools programs and culture. (These are student driven initiatives.)</p>
	<p><u>Concern:</u> A shared understanding of and a unity in ministry among faculty in not always evident.  <u>Recommendation:</u> Emphasize and strengthen the Partners in Ministry program to most effectively impact the unity in ministry.</p>	<p>2011-12</p>	<p>2011-12</p>	<p>Partners in Ministry continues to be utilized. Faculty is encouraged to share positive community enhancing events and accomplishments with each other during 'sharing' time in faculty meetings.</p>
	<p><u>Concern:</u> There may be an insufficient number of activities available in curricular and co-curricular activities to emphasize and strengthen the intentional Christian leadership program.  <u>Recommendation:</u> Develop and implement a plan that will integrate the Christian leadership goals with the available resources.</p>	<p>2011-12</p>	<p>2011-12</p>	<p>An attempt to start an Ecology club is occurring. If this club is to become part of Mayer LHS's program it will require strong student leadership. Our STEM club expanded the robotics program, due to interest, to launch a second team. The Quiz Bowl/Knowledge Bowl team fielded a varsity and a b-squad this year on a consistent basis. We added a select choir, requiring auditions, this year. The other co-curricular areas have remained unchanged. Our curriculum saw the addition of a new class for our freshmen called <i>Freshmen</i></p>

				<i>Seminar.</i> In all of our programs we strive to integrate faith and Christian leadership principles.
	<p><u>Concern:</u> A shared understanding of and a unity in ministry among faculty in not always evident.</p> <p><u>Recommendation:</u> Emphasize and strengthen the Partners in Ministry program to most effectively impact the unity in ministry.</p>	2010-11	2010-11	We have continued using our partners in ministry groups to facilitate conversation and ministry support. Our theme for the 2010-11 school year was "Prepared to Encourage" (1 Thes. 5:11). In our faculty meetings we began taking time to share the positive things that we have observed happening. It has been helpful in getting our eyes off of the challenges and in seeing and even celebrating the successes of our ministry.
	<p><u>Concern:</u> There may be an insufficient number of activities available in curricular and co-curricular activities to emphasize and strengthen the intentional Christian leadership program.</p> <p><u>Recommendation:</u> Develop and implement a plan that will integrate the Christian leadership goals with the available resources.</p>	2010-11	2010-11	We have continued our intentional leadership program. We added a service component for the senior class. We added a STEM club to our co-curricular offerings. The STEM club has focused on robotics and the JETS (Junior Engineering Technical Society) programs. Our robotics team finished 2 <sup>nd</sup> in the state competition. The robotics phase of STEM also allowed us to partner with two of our parents who became co-mentors for the team. We did see that both the JETS and robotics teams pulled in some students who were not involved in other co-curricular activities.
	<p><u>Concern:</u> A shared understanding of and a unity in ministry among faculty in not always evident.</p> <p><u>Recommendation:</u> Emphasize and strengthen the Partners in Ministry program to most effectively impact the unity in ministry.</p>	2009-10	2009-10	The faculty continues to meet on a monthly basis in intentionally chosen groups to discuss the educational ministry of Mayer Lutheran High School. A topic for all the groups to discuss is provided, but often the groups will move from the initial topic to pursue and discuss timely aspects of

				their ministry together. We continue to work on developing a sense of unity within our faculty and school community.
	<p><u>Concern:</u> There may be an insufficient number of activities available in curricular and co-curricular activities to emphasize and strengthen the intentional Christian leadership program.</p> <p><u>Recommendation:</u> Develop and implement a plan that will integrate the Christian leadership goals with the available resources.</p>	<b>2009-10</b>	<b>2009-10</b>	An intentional leadership plan was developed following the accreditation visit in April of 2008. This plan has been implemented each school year since. The program in 'book-ended' with two Leadership Summits in which speakers are brought to teach the student body about Christian leadership. In addition the students meet in grade-level seminars three times during the year. Each grade level has a unique program established that allows students to address aspects of Christian Leadership, from the characteristics of leadership through taking the characteristics and applying them to their lives.

TO ADD LINES TO THE TABLE FOR MORE CONCERNS AND RECOMMENDATIONS, PUT THE CURSOR IN THE LAST (BOTTOM RIGHT) BOX AND CLICK "TAB."