**National Lutheran School Accreditation**

**District Accreditation Commission**

**Minnesota South District**

**June 8, 2019 – 9 AM**

*Present: Cletus Pfeiffer, Sean Martens, Natalie Marose, Kevin Wilaby*

1. **Opening devotions – Kevin**

*LHM Devotion: "Toward the World" - June 8, 2019*

1. **Welcome to all, sharing, and review contact information.**
2. **Approval of minutes from January 12, 2019**

*Minutes from January 12, 2019 were approved.*

1. **Approval of 2018 schools with at least one Major Deficiency**
   * + 1. **Zion Lutheran School, Cologne**, MN – No non-dissimilatory pay scale for teachers (4.01) not met as a required indicator

*Fulfilled requirement: Sean moves that they be moved from provisional to fully accredited status. Second: Natalie. Approved.*

* + - 1. **St. James Lutheran School, Howard Lake**, MN – (Mark) security was taken care of, “1” on music curriculum, automatic provisional

*Fulfilled requirement: Natalie moves that they be moved from provisional to fully accredited status. Second: Sean. Approved.*

* + - 1. **Martin Luther High School, Northrop, MN** – needs strategic planning approved for Provisional status. The National accreditation committee has voted to place Martin Luther High School on provisional accreditation. The following actions must be taken:
  1. A needs assessment for the school needs to take place.
  2. A current strategic plan needs to be written and submitted to the Minnesota-South NLSA Commission prior to May 1, 2019.

*Fulfilled requirement: Sean moves that they be moved from provisional to fully accredited status. Second: Natalie. Approved.*

* + - 1. **St. Johns, Young America**, MN - safety concerns, recommended by team and District Approved for Provisional Status Recommendation:
  1. St. John’s will: Develop and implement a professional plan that addresses staff supervision, evaluation, professional development (both individual and staff-wide), spiritual development, and the orientation of new staff by May 1, 2019 (Required evidence – Standard 4)
  2. Develop and implement a policy requiring all that come into contact with students on a regular basis be annually trained on mandated reporting and the protection of children by May 1, 2019.
  3. Produce evidence that all required safety drills have been conducted by May 1, 2019.

*Fulfilled requirement: Sean moves that they be moved from provisional to fully accredited status. Second: Natalie. Approved.*

1. **Review Visiting Team Reports and make our recommendations**

**\* = Initial accreditation cycle**

* 1. **Cross View – Edina**

*Natalie moves that they be fully accredited. Second: Kevin. Approved.*

* 1. **Open Arms – Bloomington \***

*Kevin moves that they be fully accredited. Second: Sean. Approved. (Natalie abstained)*

* 1. **Trinity Lone Oak – Eagan**

*Kevin moves that they be fully accredited. Second: Natalie. Approved.*

* 1. **Trinity First – Minneapolis \***

*Natalie moves that they be fully accredited. Second: Kevin. Approved.*

* 1. **Trinity – Janesville**

*This is a provisional accreditation recommendation because of the need to present a plan by May 1, 2020 to address salary scale equitability.*

*Natalie moves that they be provisionally accredited. Second: Kevin. Approved.*

* 1. **St. John – Elk River \***

*Kevin moves that they be fully accredited. Second: Natalie. Approved.*

1. **Review/approve cumulative annual reports**

*Sean moves that all annual reports be approved. Second: Natalie. Approved.*

1. **Discussion/Decision items** 
   1. **Potential nominations for Shepherd Award:** *No nominations.*
   2. **Potential nominations for Best Practice: *Trinity First – Minneapolis:*** *Trinity First serves in an Urban setting, incredibly diverse, and has developed a ministry model that embraces any child/family, many of whom are at risk, to receive and live the faith in a safe and nurturing environment. The faculty and staff is unified in this perspective on ministry. They exemplify what being a servant for Christ should look like in the context of their educational ministry.*
   3. **District-sponsored salary scale discussion – Sean**

*MN South BOD meeting has determined that the district will now longer publish a salary scale, but will utilize the new Concordia Plans tool to determine a salary range for a worker. The churches and schools will not have a district provided scale to refer to, but will have to rely on this tool for guidance. Schools (and churches) should still have a non-discriminatory salary scale in place.*

* 1. **Educator completion of CMIFs – Sean**

*Teachers are not updating CMIF forms. About 60% have updated their forms. Should CMIF completion be directly addressed in the accreditation process? Would NLSA (national level) support this? Should a requirement be part of MN requirements.*

*Will be put on agenda for next meeting.*

1. **Review of schools for 2020 – see uploaded document for information**

*Clet reviewed list with commission.*

1. **Reports**

* 1. **Becky Schmidt has taken care of renewing NLSA with the Minnesota Department of Education.**
  2. **I am in the process of submitting the new Early Childhood process to the Department of Human Services for approval. You might remember that this is the one for which we had to design our Minnesota addition on the last version in order to have it approved.**

*As of June 6, 2019 the new process has been submitted to the MN Department of Human Service.*

* 1. **NAC meets in SL July 31-August 1 2019.**
  2. **NLSA Coaching Event ???**
     1. **September 13 or 20, 2019 – 9:30 AM – 2 PM**
     2. **Invite both 2020 and 2021 schools**
        1. **School coordinators**
        2. **Consultants**
        3. **Would-be captains**

*Date set for September 20, 2019 from 9:30-2:00.*

*How do you get the new ECC process communicated to Minnesota ECC so they understand what is expected? Suggestion was made to create a webinar that could serve this purpose. Clet will check at national level to see if any presentations have been created to introduce the new model.*

1. **Items for NAC to consider**
2. **New business**
3. **Next meeting date: January \_**11**\_\_, 2020** Start: 9:00 AM **Devotions:** Sean
4. **Closing prayer: Kevin**

Minutes respectfully submitted by: Kevin Wilaby