School Profile

**Name of School: Trinity Lone Oak Lutheran School**

Address: *2950 Highway 55*

City, State, ZIP: *Eagan, MN 5121*

**Congregation(s):**

Name: *Trinity Lone Oak Lutheran Church and School*

Pastor: *Pastor James Kroonblawd*

Address: *2950 Highway 55*

City, State, ZIP: *Eagan, MN 55121*

**Name the agency currently accrediting your school and the expiration date:**

*Accredited by National Lutheran School Accreditation, expires August 2013*

**School Administrator and Contact Information** *(Telephone number and e-mail address):*

*Principal Sean Martens*

*651 454 1139 (school)*

*952 953 4243 (home)*

*952 261 3157 (cell)*

*principal@trinityloneoak.org*

**Attachments**

\* Attach a list of all members of your school’s planning committee, indicating whether they are teachers, parents, outside consultants, etc. Explain the participatory process used by this committee to assess needs and formulate goals.

\* Attach a copy of your most recent LCMS school statistic report.

\* Attach a copy of all checklists, surveys, test results and other needs assessment data that helped you discern and prioritize your school’s needs.

\* Attach information (sample committee notes, outlines, etc.) that illustrate your preliminary work in defining your SIP goals and/or delineation of achievements required to attain them.

**Community**

Describe significant community information/factors/changes that are affecting your school, its student population, and their needs. Pay particular attention to changes that have occurred since your last accreditation.

Trinity Lone Oak Lutheran School is located in the north east corner of Eagan, Minnesota a young, suburban, and growing part of the Minneapolis-St. Paul metropolitan area. Although bordering the communities of Mendota Heights and South St. Paul, the majority of TLO students reside to the South and West in the communities of Eagan, Inver Grove Heights, Apple Valley, Rosemount, and Farmington.

Eagan is predominantly a white-collar community with an excellent public school system. Eagan schools are new, well equipped, and have a reputation for top ranking performance compared to other Minnesota school districts. Recently, the district has cut back on Physical education, the arts, and middle school athletics.

Over the last 10 years, the demographics of the average TLO student has changed dramatically. Ten years ago, TLO students were 80% members of the church. This number is now about 35%. The number of student families that do not claim a church home is up 10% over the same time period. Increasingly, TLO is approached by families that are dissatisfied by their public school experience. Many of these students have identified and possibly unidentified special education needs.

**Enrollment**

1. Total current school enrollment by age/grade.

|  |  |
| --- | --- |
| ***Pre-k 3 year old*** | ***17*** |
| ***Pre-K 4 year old*** | ***17*** |
| ***Kindergarten*** | ***15*** |
| ***Grade 1*** | ***12*** |
| ***Grade 2*** | ***13*** |
| ***Grade 3*** | ***16*** |
| ***Grade 4*** | ***10*** |
| ***Grade 5*** | ***19*** |
| ***Grade 6*** | ***10*** |
| ***Grade 7*** | ***9*** |
| ***Grade 8*** | ***9*** |

2. Review your responses on the statistics report to the number of students per grade, number of special education students, students’ church membership and students’ race, then discuss any features of your current enrollment that reveal significant or unusual information. Note significant ways in which enrollment or enrollment patterns have changed since your last NLSA accreditation, and if possible, explain why.

In 2006, TLO received the prestigious U.S. Department of Education’s Blue Ribbon School Award. The school was the only private school in Minnesota to receive the award (eight public schools also received the award). The next few years after receiving the award were good enrollment years for school and there was slow but steady growth.

These are challenging times for private, Christian education. Many Lutheran Schools in the Twin Cities area have closed over the last few years. When East St. Paul Lutheran, Mt. Calvary Lutheran, and Lion’s Gate Christian Academy closed, some students transferred to Trinity. While retention rates have remained constant over the last 4 years, transfers have steadily declined. The result is that enrollment has slowly declined over the last 3 years.

Increasingly, TLO has enrolled students whose parents come from south Asia (India, Bangladesh). This is particularly true in the pre-school. The school is exploring ways to further leverage this phenomenon for the benefit of telling the Gospel message to these children and their families.

3. Describe expected enrollment trends over the next five years and explain the reasons for your projections.

Enrollment is projected to remain flat or decline until deeply needed building improvements and changes to the governance structure are made.

4. Provide school enrollment date by grade level and a narrative analysis of enrollment trends for the period.

K-8 Enrollment by Year:

|  |  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
| ’03-‘04 | ’04-‘05 | ’05-‘06 | ’06-‘07 | ’07-‘08 | ’08-‘09 | ’09-‘10 | ’10-‘11 | ’11-‘12 | ’12-‘13 |
| 99 | 115 | 115 | 121 | 116 | 115 | 128 | 127 | 121 | 113 |

Enrollment grew in ’04-05 likely due to a new pastor and principal for the congregation/school. There had been vacancies in both for some time prior.

Enrollment grew again in ‘06-’07 and ’09-’10, likely due to the Blue Ribbon Schools award. The graduating classes of ’06-’07 and ‘07-’08 were the largest to graduate at TLO and were the likely reason there was not growth in the intervening years (K-enrollment and transfers in were good).

Enrollment has been in decline since the ’10-’11 school year. This is likely due to the economic downturn (several families that transferred out mentioned this in their exit interviews).

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
|  | **Students Lost by Grade 2004-2012** | | **Gained by Grade 2003-2012** | |
| **Grade** | **Average** | **As class %** | **Average** | **As class %** |
| **K** | 0.0 | 0% | 14.7 | 100% |
| **1** | 3.7 | 28% | 2.9 | 21% |
| **2** | 1.9 | 15% | 1.7 | 13% |
| **3** | 1.8 | 13% | 2.1 | 13% |
| **4** | 2.2 | 19% | 1.1 | 9% |
| **5** | 1.4 | 11% | 0.7 | 6% |
| **6** | 1.1 | 12% | 1.8 | 17% |
| **7** | 1.6 | 14% | 1.3 | 11% |
| **8** | 1.0 | 13% | 0.5 | 3% |

The table above shows that the TLO’s average enrollment loss are greatest after Kindergarten and 3rd grade. It is believed that the loss of Kindergarten students is primarily due to families using TLO for only one year due the full-day kindergarten offered. There may be a correlation between the higher attrition of students going into grade 4 and the fact that at grade 4 students move to the basement level of the building where there are no windows and worse building aesthetics’.

The greatest enrollment growth (after Kindergarten) occurs with students entering grade 1 and grade 6. It is believed that growth occurs at these grades primarily due to parent dissatisfaction with public education.

5. Comment on the number of eligible congregation children enrolled and the number of children not able to be enrolled due to space limitations. Discuss any significant or unusual features about this information, how it has changed since your last NLSA accreditation, and how you expect it to change over the next five years.

The percentage of TLO congregation children enrolled in TLO school has increased over the years. Unfortunately, the reason for the increase is more due to a decrease in the overall number of children in the congregation.

While TLO congregation is in slow membership decline, the school plays an important positive role to church membership. Nearly every family with children to join the congregation over the last 5 years was either already enrolled in the school or joined the congregation at the time of their child’s enrollment. There have been 5 baptisms of enrolled school children and/or their adult family members over the last 2 years. Additionally, several adult family members of school aged children have joined the congregation by completing the congregation’s new-member class. On the down-side, it is believed that TLO church participation and membership dramatically decreases once all of a family’s children graduate the school.

Two families that had intended to enroll 3 total children in TLO school for the current school year changed their minds after attending TLO church services. Both families indicated that the worship style was not to their liking and decided to give up the non-refundable registration fees ($200 per student).

It is part of the congregations Matthew 19:14 prescription plan to study worship at TLO church.

**Staff** *(This section may be arranged so each of these six criteria are given for each teacher, rather than on six different lists.)*

**Gail Maser – Preschool Teacher**

1. Academic degrees held:

Degree Institution

B.S. Education (Preschool-8th) Concordia University - 1978

2. Academic credit and continuing education units earned over last six years:

Course Institution Semester Graduate Hours

How to teach in a school forest MN-DNR February, 2013 3.5 hours  
Lutheran Educators Conference MN-South District October, 2012 5 hours Portrait of a promise 8-11, 8-12, 8-13 3 hours  
How to teach in a school forest MN-DNR August, 2012 3.5 hours  
Region Teachers Conference St. Paul’s Lutheran School, Prior Lake February, 2012, 6 hours

Lutheran Educators Conference MN-South District October, 2011 8 hours Technology in-service TLO August, 2011 3 hours  
CPR Lifesavers August, 2011 4 hours  
Lutheran Educators Conference MN-South District October, 2010 8 hours

Lutheran Educators Conference MN-South District October, 2009 8 hours

CPR Lifesavers August, 2009 4 hours

LEA Convocation – Minneapolis, MN LEA April, 2008 9 hours

Lutheran Educators Conference MN-South District October, 2008 8 hours

Lutheran Educators Conference MN-South District October, 2007 8 hours

CPR Lifesavers August, 2007 4 hours

3. Teaching or school administration experience: *(List the most recent experience in another school first.)*

Location School Name Dates

Eagan, MN Trinity Lone Oak 1995-

Richfield, MN House of Prayer Preschool 1988-1995

Roseville, MN King of Kings Lutheran school 1978-1980

4. Current participation in congregational activities:

Responsibility Participation

Grandparent's Day Leads Children’s Sermons

Social   
Adult Bible study

Wedding Coordinator

5. Current membership in professional organizations and current teaching certificate held:

Organizations Certificate

LEA Licensed through Minnesota Department of Humans Services

**Rachel Symmank – Kindergarten Teacher**

1. Academic degrees held:

Degree Institution

BS Education Concordia University-Nebraska

2. Academic credit and continuing education units earned over last six years:

Course Institution Graduate Hours

How to teach in a school forest MN-DNR February, 2013 3.5 hours  
Lutheran Educators Conference MN-South District October, 2012 5 hours How to teach in a school forest MN-DNR August, 2012 3.5 hours  
Region Teachers Conference St. Paul’s Lutheran School, Prior Lake February, 2012, 6 hours

Lutheran Educators Conference MN-South District October, 2011 8 hours Technology in-service TLO August, 2011 3 hours  
CPR Lifesavers August, 2011 4 hours  
Lutheran Educators Conference MN-South District October, 2010 8 hours

Lutheran Educators Conference MN-South District October, 2009 8 hours

CPR Lifesavers August, 2009 4 hours

Lutheran Educators Conference MN-South District October, 2008 8 hours

3. Teaching or school administration experience: *(List the most recent experience in another school first.)*

Location School Name Dates

Eagan, MN Trinity Lone Oak Lutheran School 2008-present

Shawnee, KS Hope Lutheran School 1995-1996

Alma, KS St. John Lutheran School 1992-1995

(Early Childhood Director and Teacher)

Grand Island, NE Trinity Lutheran School 1990-1991

4. Current participation in congregational activities:

Responsibility Participation

National Lutheran Schools Week Leads Children’s Sermons

(Mrs. Symmank is an active member of Woodbury Lutheran where her husband serves the church)

5. Current membership in professional organizations and current teaching certificate held:

Organizations Certificate

LEA

**Amy Zenda Johnson – Grade 1 teacher (no information available)**

1. Academic degrees held:

Degree Institution

2. Academic credit and continuing education units earned over last six years:

Course Institution Graduate Hours

How to teach in a school forest MN-DNR February, 2013 3.5 hours  
Lutheran Educators Conference MN-South District October, 2012 5 hours How to teach in a school forest MN-DNR August, 2012 3.5 hours  
Region Teachers Conference St. Paul’s Lutheran School, Prior Lake February, 2012, 6 hours

Lutheran Educators Conference MN-South District October, 2011 8 hours Technology in-service TLO August, 2011 3 hours  
CPR Lifesavers August, 2011 4 hours

3. Teaching or school administration experience: *(List the most recent experience in another school first.)*

Location School Name Dates

4. Current participation in congregational activities:

Responsibility Participation

Leads Children’s Sermons

5. Current membership in professional organizations and current teaching certificate held:

Organizations Certificate

LEA

**Ellen Pittman – Grade 2 teacher**

1. Academic degrees held:

Degree Institution

BA Education Concordia St. Paul

2. Academic credit and continuing education units earned over last six years:

Course Institution Graduate Hours

How to teach in a school forest MN-DNR February, 2013 3.5 hours  
Lutheran Educators Conference MN-South District October, 2012 5 hours How to teach in a school forest MN-DNR August, 2012 3.5 hours  
Region Teachers Conference St. Paul’s Lutheran School, Prior Lake February, 2012, 6 hours

Lutheran Educators Conference MN-South District October, 2011 8 hours Technology in-service TLO August, 2011 3 hours  
CPR Lifesavers August, 2011 4 hours  
Lutheran Educators Conference MN-South District October, 2010 8 hours

Lutheran Educators Conference MN-South District October, 2009 8 hours

CPR Lifesavers August, 2009 4 hours

LEA Convocation – Minneapolis, MN LEA April, 2008 9 hours

Lutheran Educators Conference MN-South District October, 2008 8 hours

Lutheran Educators Conference MN-South District October, 2007 8 hours

CPR Lifesavers August, 2007 4 hours

3. Teaching or school administration experience: *(List the most recent experience in another school first.)*

Location School Name Dates

Burnsville, MN Redeemer, Kuriakos 1990-1991  
Minneapolis, MN St. James 1974-1975  
Bloomington, MN St. Michaels 1973-1974  
Blo0mington, MN Mt. Hope 1969-1972

4. Current participation in congregational activities:

Responsibility Participation

Faculty soup supper coordinator choir member  
prayer partner coordinator Leads Children’s Sermons

Board of Education faculty rep

5. Current membership in professional organizations and current teaching certificate held:

Organizations Certificate

LEA

**Mylee(Pinky) Seeman – Grade 3 Teacher**

1. Academic degrees held:

Degree Institution

BA Education Concordia University St. Paul Minnesota

Minor in Lutheran Confessionalism

2. Academic credit and continuing education units earned over last six years:

Course Institution Graduate Hours

Integrating Technology Concordia University Wisconsin 3 credit course

How to teach in a school forest MN-DNR February, 2013 3.5 hours  
Lutheran Educators Conference MN-South District October, 2012 5 hours How to teach in a school forest MN-DNR August, 2012 3.5 hours  
Region Teachers Conference St. Paul’s Lutheran School, Prior Lake February, 2012, 6 hours

Lutheran Educators Conference MN-South District October, 2011 8 hours Technology in-service TLO August, 2011 3 hours  
CPR Lifesavers August, 2011 4 hours  
Lutheran Educators Conference MN-South District October, 2010 8 hours

Lutheran Educators Conference MN-South District October, 2009 8 hours

CPR Lifesavers August, 2009 4 hours

LEA Convocation – Minneapolis, MN LEA April, 2008 9 hours

Lutheran Educators Conference MN-South District October, 2008 8 hours

Lutheran Educators Conference MN-South District October, 2007 8 hours

CPR Lifesavers August, 2007 4 hours

3. Teaching or school administration experience: *(List the most recent experience in another school first.)*

Location School Name Dates

Eagan MN Trinity Lone Oak Lutheran School July 2009-present

Richfield MN Mt. Calvary Lutheran School August 2004-June 2009

4. Current participation in congregational activities:

Responsibility Participation

National Lutheran Schools Week Leads Children’s Sermons

Recycling coordinator

5. Current membership in professional organizations and current teaching certificate held:

Organizations Certificate

LEA

**Matt Huonder – Grade 4 Teacher and Athletic Director (No information available)**

1. Academic degrees held:

Degree Institution

2. Academic credit and continuing education units earned over last six years:

Course Institution Graduate Hours

How to teach in a school forest MN-DNR February, 2013 3.5 hours  
Lutheran Educators Conference MN-South District October, 2012 5 hours How to teach in a school forest MN-DNR August, 2012 3.5 hours  
Region Teachers Conference St. Paul’s Lutheran School, Prior Lake February, 2012, 6 hours

Lutheran Educators Conference MN-South District October, 2011 8 hours Technology in-service TLO August, 2011 3 hours  
CPR Lifesavers August, 2011 4 hours

3. Teaching or school administration experience: *(List the most recent experience in another school first.)*

Location School Name Dates

4. Current participation in congregational activities:

Responsibility Participation

Junior High Lock-ins Leads Children’s Sermons

5. Current membership in professional organizations and current teaching certificate held:

Organizations Certificate

LEA

**Carol Rose – Grade 5 home room, middle school, physical education**

1. Academic degrees held:

Degree Institution

B.S. Education (PE K-12, El Ed K-8) Concordia St. Paul, 1979

M.A. PE curriculum University of Minnesota, 1989

2. Academic credit and continuing education units earned over last six years:

Course Institution Graduate Hours

How to teach in a school forest MN-DNR February, 2013 3.5 hours  
Lutheran Educators Conference MN-South District October, 2012 5 hours How to teach in a school forest MN-DNR August, 2012 3.5 hours  
Region Teachers Conference St. Paul’s Lutheran School, Prior Lake February, 2012, 6 hours

Lutheran Educators Conference MN-South District October, 2011 8 hours Technology in-service TLO August, 2011 3 hours  
CPR Lifesavers August, 2011 4 hours  
Lutheran Educators Conference MN-South District October, 2010 8 hours

Lutheran Educators Conference MN-South District October, 2009 8 hours

CPR Lifesavers August, 2009 4 hours

LEA Convocation – Minneapolis, MN LEA April, 2008 9 hours

Lutheran Educators Conference MN-South District October, 2008 8 hours

Lutheran Educators Conference MN-South District October, 2007 8 hours

CPR Lifesavers August, 2007 4 hours

3. Teaching or school administration experience: *(List the most recent experience in another school first.)*

Location School Name Dates

Eagan, MN Trinity Lone Oak Lutheran School 1992-present

Minneapolis, MN Trinity First Lutheran School 1992-1993

St. Paul, MN St. Paul Academy 1989-1992

Edina, MN Lutheran H.S. of Greater Mpls 1981-1989

Brookville, New York Long Island Lutheran High School 1979-1981

4. Current participation in congregational activities:

Responsibility Participation

Leads Children’s Sermons

5. Current membership in professional organizations and current teaching certificate held:

Organizations Certificate

LEA

**Julie Wilke – Grade 6/7 Homeroom, Middle School Teacher**

1. Academic degrees held:

Degree Institution

AA Cottey College  
BA Concordia University-St. Paul

2. Academic credit and continuing education units earned over last six years:

Course Institution Graduate Hours

Enhancing Creativity in Students with Gifts and Talents University of Phoenix(Fall 2008) 3 credits

Effective Schools: Restructuring for the Future University of Phoenix(spring 2009) 3 credits  
Technology Integration in P-12 Curriculum University of Phoenix(summer 2009) 3 credits

Course Institution Graduate Hours

How to teach in a school forest MN-DNR February, 2013 3.5 hours  
Lutheran Educators Conference MN-South District October, 2012 5 hours How to teach in a school forest MN-DNR August, 2012 3.5 hours  
Region Teachers Conference St. Paul’s Lutheran School, Prior Lake February, 2012, 6 hours

Lutheran Educators Conference MN-South District October, 2011 8 hours Technology in-service TLO August, 2011 3 hours  
CPR Lifesavers August, 2011 4 hours  
Lutheran Educators Conference MN-South District October, 2010 8 hours

Lutheran Educators Conference MN-South District October, 2009 8 hours

CPR Lifesavers August, 2009 4 hours

3. Teaching or school administration experience: *(List the most recent experience in another school first.)*

Location School Name Dates

4. Current participation in congregational activities:

Responsibility Participation

Occasional junior high youth assistant Leads Children’s Sermons

Board of Education Faculty Rep.

Veteran’s Day Event Coordinator

5. Current membership in professional organizations and current teaching certificate held:

Organizations Certificate

LEA MN license grades 1-6 full-time elem. ed.

**Sean Martens – Grade 8 homeroom, middle school, principal**

1. Academic degrees held:

Degree Institution

B.S. Education (Secondary Bio/Chem) Concordia College, Seward Nebraska, 1991

Master Education (Classroom Teaching) Concordia University, Seward Nebraska, 2001

2. Academic credit and continuing education units earned over last six years:

Course Institution Graduate Hours

How to teach in a school forest MN-DNR February, 2013 3.5 hours  
Lutheran Educators Conference MN-South District October, 2012 5 hours Region Teachers Conference St. Paul’s Lutheran School, Prior Lake February, 2012, 6 hours

Lutheran Educators Conference MN-South District October, 2011 8 hours Technology in-service TLO August, 2011 3 hours  
CPR Lifesavers August, 2011 4 hours

Administrators Retreat MN South District August  
Lutheran Educators Conference MN-South District October, 2010 8 hours

Lutheran Educators Conference MN-South District October, 2009 8 hours

CPR Lifesavers August, 2009 4 hours

LEA Convocation – Minneapolis, MN LEA April, 2008 9 hours

Lutheran Educators Conference MN-South District October, 2008 8 hours

Lutheran Educators Conference MN-South District October, 2007 8 hours

CPR Lifesavers August, 2007 4 hours

3. Teaching or school administration experience: *(List the most recent experience in another school first.)*

Location School Name Dates

Eagan, MN Trinity Lone Oak Lutheran School 1995-present

Seward, NE St. John Lutheran 1995-2004

Las Vegas, NV Faith Lutheran Jr./Sr. 1991-1995

4. Current participation in congregational activities:

Responsibility Participation

Grandparents’ Day Leads Children’s Sermons

National Lutheran Schools Week Personnel committee

Church Council member

Board of Education member

Occasional Bible Study leader

Matthew 19:14 project leader

5. Current membership in professional organizations and current teaching certificate held:

Organizations Certificate

LEA

**Sarah Willmott – Middle school/Music Teacher (No information Available)**

1. Academic degrees held:

Degree Institution

2. Academic credit and continuing education units earned over last six years:

Course Institution Graduate Hours

How to teach in a school forest MN-DNR February, 2013 3.5 hours  
Lutheran Educators Conference MN-South District October, 2012 5 hours How to teach in a school forest MN-DNR August, 2012 3.5 hours  
Region Teachers Conference St. Paul’s Lutheran School, Prior Lake February, 2012, 6 hours

Lutheran Educators Conference MN-South District October, 2011 8 hours Technology in-service TLO August, 2011 3 hours  
CPR Lifesavers August, 2011 4 hours  
Lutheran Educators Conference MN-South District October, 2010 8 hours

Lutheran Educators Conference MN-South District October, 2009 8 hours

CPR Lifesavers August, 2009 4 hours

LEA Convocation – Minneapolis, MN LEA April, 2008 9 hours

Lutheran Educators Conference MN-South District October, 2008 8 hours

Lutheran Educators Conference MN-South District October, 2007 8 hours

CPR Lifesavers August, 2007 4 hours

3. Teaching or school administration experience: *(List the most recent experience in another school first.)*

Location School Name Dates

4. Current participation in congregational activities:

Responsibility Participation

Children’s Message Coordinator Leads Children’s Sermons

5. Current membership in professional organizations and current teaching certificate held:

Organizations Certificate

LEA

**Stephanie Vallin – Band Teacher**

1. Academic degrees held:

Degree Institution

B.A. Elementary Education (music concentration) Concordia University, Seward Nebraska

and Secondary Education (English concentration)

2. Academic credit and continuing education units earned over last six years:

Course Institution Graduate Hours

Region Teachers Conference St. Paul’s Lutheran School, Prior Lake February, 2012, 6 hours

Lutheran Educators Conference MN-South District October, 2011 8 hours Technology in-service TLO August, 2011 3 hours  
CPR Lifesavers August, 2011 4 hours  
Lutheran Educators Conference MN-South District October, 2010 8 hours

Lutheran Educators Conference MN-South District October, 2009 8 hours

CPR Lifesavers August, 2009 4 hours

LEA Convocation – Minneapolis, MN LEA April, 2008 9 hours

Lutheran Educators Conference MN-South District October, 2008 8 hours

Lutheran Educators Conference MN-South District October, 2007 8 hours

CPR Lifesavers August, 2007 4 hours

3. Teaching or school administration experience: *(List the most recent experience in another school first.)*

Location School Name Dates

Eagan, MN Trinity Lone Oak Lutheran School -present

St. Peters, MO Zion Lutheran School 1992-1995

4. Current participation in congregational activities:

Responsibility Participation

Ski Club Children's sermons

Co-leader of Sunday morning Bible study

Instrumental (brass, handbells) director

Mom's in Prayer co-leader,

Piano accompanist for special church music

5. Current membership in professional organizations and current teaching certificate held:

Organizations Certificate

LEA

**Kelly Santana – Spanish Teacher (No information Available)**

1. Academic degrees held:

Degree Institution

2. Academic credit and continuing education units earned over last six years:

Course Institution Semester Graduate Hours

3. Teaching or school administration experience: *(List the most recent experience in another school first.)*

Location School Name Dates

4. Current participation in congregational activities:

Responsibility Participation

5. Current membership in professional organizations and current teaching certificate held:

Organizations Certificate

5. Support staff members (secretary, bus driver, child care, etc.):

Name Function Hours per Week Years at School

Jean Peterson School Secretary 30 9

Sheila Kraft Pre-K aid 19.5 18

Mary Erdman Pre-K aid 13 10

Linda Flannery Aid to Students (K-8) 20 3

Staffing Impact Summary. In paragraph form, summarize each of the following

1. Staffing trends experienced in the last five years and their impact on your school. Be sure to address the impact(s) of both longevity and/or change in your staffing patterns—especially among professional staff and administration.

For the fulltime staff, one teacher has retired, one passed away, one took a call elsewhere, one moved due to family, and one entered overseas mission work. The area of greatest turn-over has been the part-time Spanish teaching position. There has been 3 Spanish teachers over the last 5 years and 5 Spanish teachers over the last 10 years. Overall, there has been an average of one full-time teacher replaced per year and one Spanish teacher replaced every other year.

On New Year’s Day, 2011 Mr. Wayne Coburn, TLO 4th grade teacher, passed away. This had a deep impact on the school community.

b. Professional development experiences and their impact over the last five years.

Professional Development experiences:

2012-2013 School Forest outdoor education (DNR program)

2011-2013 Missional schools – Matthew 19:14 project

2011-2012 Technology resources training

2010-2011 Brain research and education

2009-2012 TLO Curriculum development

c. Changes in staff size or composition and how they have affected school mission or effectiveness.

TLO educational staff has been 12 full and part time personnel over the last 5 years. Over that time frame, the full-time staff has been reduced by one and the part-time staff has gone up by one.

Due to enrollment reductions, part-time staffing was reduced by .4 FTE for the current school year. This has caused a re-alignment of the middle school teaching schedule and increased classroom hours for the principal. Every teacher in the school has given up some prep-time and picked up some additional student contact hours.

**Supplemental Services**

Describe the nature and use of each service your school currently receives from an outside agency. Include library materials, course of study, audio-visual aids, tuition collections, testing and guidance services, health services, services related to school attendance, transportation, and custodial services. Then summarize how this has changed since your last NLSA accreditation and additional services for which you perceive a need.

Trinity Lone Oak Lutheran School has a working relationship with the local public school district, Independent School District number 197. Through this district, TLO receives,

* Special education services – TLO students requiring special education services are bussed back and forth to a close-by public elementary school for the services.
* Hot Lunch Program –Hot lunch is prepared at a District 197 school and then brought to TLO for serving. District 197 also provides a worker who serves the food, cleans the kitchen, and tracks student lunch accounts.
* Health – District 197 provides a school nurse every other Friday. The nurse tracks student immunizations and health records and performs students’ health assessments (eye and ear screening). When not in our building, the nurse is available to answer questions and has come over to our building when needed.
* Guidance services – the school district pays for TLO achievement and state-mandated testing.

Trinity Lone Oak Lutheran School also borders Independent School District number 196. TLO students who reside in district 196 may use public school transportation to our school. Because TLO has a longer school day, there is no return bussing available.

Students in grade 8 that have previously completed algebra may take geometry through Alpha Omega on-line academy. By utilizing this service, students are able to receive high school credit for a geometry course. There is an extra fee charged to families for this course.

Trinity Lone Oak Lutheran Church and School utilizes Belde Building for custodial services. The building is cleaned after school hours and once on the weekend.

**School Profile Summary**

1. Summarize the most significant strengths (programs, mission, personnel, finances, etc.), deficiencies, events and trends that are currently impacting your school. Include a description of how you believe they affect your school’s ministry and service to your students and their families.

**Strengths**

* Strong church support – TLO congregation has supported the school for 130 years. There is a strong tradition of financial, volunteer, and public support from the members and leadership of the congregation.
* Third-source funding support – During the current school year donations to the school will come from the marathon (~$10,000), annual appeal (~$50,000), auction (~$50,000), and annual fund (corporate matching program, ~$25,000).
* Synodically trained staff – all full time teaching staff are synodically trained and all but one are called (the one not called has completed the colloquy program and will likely be called for the next school year). Two of the three part time staff are also synodically trained.
* Marketing committee – TLO has several parents that work professionally in marketing and have updated the school logo/look, website, and promotional materials in the last year. Recently, an active TLO Facebook presence was established as a new venue for communication and current information for prospective families.
* Whole-child approach – At a time when public schools are cutting back on the arts, physical education, and athletics, TLO continues to have a strong, well-rounded education program. All students are involved in music (choir, handbells, and band), physical education is every day, and anyone can compete in athletics. Daily students of all ages have opportunity for social interaction learning through supervised play.
* Family groups – Yearly TLO creates multi-grade level teams lead by 7th and 8th grade students. The teams encourage one another during the once weekly 1st and 4th quarter mileage club. They will eat lunch together once a week and attend chapel weekly in this grouping. 8th grade students are taught servant leadership skills during religion class and have mentoring opportunities as leaders of their team
* Good Location - Trinity Lone Oak is geographically located along a highly visible thoroughfare. The facility, in excellent condition, provides adequate classroom space and also a gymnasium for congregation and school events. The church is well placed for the mission of God to the nearly 11,000 people within three miles of TLO who do not yet know Jesus Christ.
* Friendly/Caring Feel **-** There is a strong sense of “family,” care and compassion among the current families that allows them to enjoy relationships with each other. The family feel and long standing relationships are very strong.

**Deficiencies**

* Spanish program teacher consistency – There has been 5 Spanish teachers over the past 10 years. The program has suffered from the lack of constituency in teachers to develop the curriculum.
* Old building – The school building was originally designed to have 5 classrooms(K-4) with a large basement storage space underneath. When the basement was converted into 4 more classrooms, the conversion was not professionally done and there are many deficiencies including thin walls, no natural light in the classrooms, inadequate bathroom capacity, and low ceilings.
* Lack of ADA compliance – the school end of the building does not have handicap accessibility to the restrooms and drinking fountains. There is no elevator to the lower level.
* Need for an all day-care program for pre-school students – A demographic study of the surrounding community revealed that there is a strong need for daycare. To support this, the school has received frequent requests for all-day care for pre-school children. Although the pre-school recently went to a full-day option (8:00-3:00) it does not provide care for as long as parents are requesting. The greatest impediment to all day care is lack of classroom space, licensing, and administrative support to lead the program.
* Worship style perceived to not be family friendly – TLO has lost both current and potential school families over the worship style of the congregation.
* Technology – TLO’s mobile laptop lab needs the batteries replaced. The projectors and interactive whiteboard technology is available to the basement classrooms and they are not being used by teaching staff. K-3 technology resources are limited to desktop computers in the classrooms. The principal is also technology teacher and trouble-shoots most school and church technology problems. Internal switches need updating to faster speeds to better interact with the new server.
* Limited financial resources – Due to declining numbers and tight budgets, budgets have been cut to the point that there is no more room to cut.
* The congregational governance model makes change extremely difficult, requires trained staff leaders to be consultants to layers of elected boards, and saps the energy of massive numbers of volunteers. Many elected leadership positions have been vacant due to lack of volunteers to make 2 year commitments. Major changes require at least 4 levels of approval (church/school administration, school board, church council, and congregational voters assembly) and several months of time.

**Impacting Events**

* Matthew 19:14 project – TLO congregation is becoming more missional by participating in the MN-South District LCMS’s Matthew 19:14 project. For the last four years the program has provided training to TLO’s church and school administrative staff. A team of pastors, educators, and district staff visited the congregation and school and provided a list of prescriptions TLO should pursue to become more missional. Although TLO is behind in implementing the prescriptions, progress is being made and will continue.
* Highway expansion – In 2014 Highway 55 in front of TLO will add one lane each direction as well as double left and right turn lanes on three of the four sides of the Lone Oak Road intersection. This will result in the left turn into and out of TLO being taken away as well as some property. The project is federally funded improvement of a state highway run by the city of Eagan and involving Dakota county land. The congregational leadership is developing relationships with neighboring property owners in hopes that creative solutions can be jointly sought to improve accessibility to all property involved. The congregation has retained a lawyer to represent the congregation’s interests in this complicated situation.
* Started all-day pre-K option – Due to low afternoon enrollments in the preschool program, TLO began an optional expanded pre-school program for the 2012-2013 school year. Families are able to drop off pre-K students as early as 8:00 a.m. and pick up as late as 3:00 p.m. The core pre-K program remains 9:00-11:30, but families can choose early drop-off, lunch, and afternoon enrichment programs for additional fees.
* Blue Ribbon School Award – In November of 2006 the principal accepted the Blue Ribbon School award from the Secretary of Education in Washington D.C. on behalf of TLO. The school received the award for outstanding (top 10% in the nation) achievement test scores. TLO was the only private school in Minnesota to receive the award that year.
* Death of Wayne Coburn – On January 1, 2010 4th grade teacher and athletic director Wayne Coburn passed away. Lutheran Education across the Twin Cities was impacted by the service of Mr. Coburn in Lutheran Schools. Thousands attended the funeral home visitation and nearly a thousand were at the funeral. TLO students and families continue to be affected by the proud proclamation of Gospel through this experience.

**Trends**

* Downward enrollment trend – School enrollment has been in slow decline for three consecutive years. This has impacted staffing, budgets, and school morale.
* Declining half-day pre-K program – The half-day pre-K program enrollment has declined to the point that the afternoon program is not being offered.
* Increasing numbers of new families that are not formally connected to church. TLO sees this as an opportunity to reach students and families with the Gospel of Jesus.

2. List and describe the resources used in your needs assessments and how they helped to discern, define or measure the impact of school needs. For each, explain (1) how/why you decided to use it and (2) what need(s) it identified.

Resources used for the needs assessment:

1. Teaching staff dreams list – Staff participated in a structured brainstorming activity utilized to discover the needs of the school from the teaching staff perspective. The strongest needs identified were:
2. Facility improvements
3. Technology infrastructure improvement and technology training.
4. Governance structure impediments to change
5. School family exit interviews – This was used to determine what families that left the school thought of their experience at the school. Exit interviews identified the following needs:
   1. facility improvement needs,
   2. communication
   3. staff improvement
   4. leadership/governance concerns
6. Appreciative inquiry of school families – TLO school families were asked a series of open-ended questions during an interview performed by Board of Christian Education members. This was conducted during parent-teacher conferences so that nearly all families were interviewed. Needs identified include:
   1. Facility improvements
   2. Technology improvements
   3. Communication improvements
7. Matthew 19:14 prescription report – a team of pastors, educators, and district personnel visited TLO and interviewed families (school and congregation), staff, and leaders. They shared their findings in a report that identified 5 areas that Trinity Lone Oak Lutheran Church and School needs to address:
   1. **Vision** - TLO recently adopted a new vision and mission statement and Seven Key areas. These could be better expanded within the life of the congregation to increase ownership and unity around the mission of God.
   2. **Discipleship** - There exists a need for a greater commitment to Bible study, Biblical stewardship, Biblical conflict resolution, faith sharing, and other fruits of the Christian disciple.
   3. **Outward focus** - We live in a post church world that no longer values the institutional “church” as it once did in our society. Yet there is still a desperate need for that which the church is built upon: the saving Grace of Jesus Christ. There is a lack of understanding of the ministry needs of the un-churched in the community among the leaders and members of this church.
   4. **Communicate an uncompromising Gospel message to a post church culture** - A greater understanding is needed on how to reach into that post church world without compromising Lutheran doctrine.
   5. **Leadership and Governance** - Alignment is lacking among staff and lay leaders to the mission of the church, reflected in job descriptions, goal setting, volunteer recruitment, training, mentoring, planning and accountability.