



Visiting Team Report for
Ongoing Improvement Process
of



April 12-13, 2012

**300 E 4th Street
Chaska, MN 55318**

952-448-2526

sjschaska.org

FOREWORD

Becoming accredited is a strenuous process. St. John's Lutheran School and its administration are to be highly commended for their efforts in this accreditation process. The self-study document and the various arrangements for the accreditation team were done well. It is the hope and prayer of the members of the visiting team that the enclosed document is one that is accurate and helpful for the continued improvement of St. John's Lutheran School.

The committee hereby expresses sincere gratitude to the faculty, staff and students at St. John's Lutheran School for the opportunity to serve on the visiting team and for the many kindnesses shown to us during our visit. Each of us on the committee has grown as a result of the experience.

St. John's Lutheran School obviously is a good school. This was reflected not only in your self-study but also in the comments and observations of the visiting team. We were delighted with the whole climate of St. John's. The school speaks out for the Christian faith to the students and to the community very effectively.

This report is carefully written and includes specific recommendations that should be considered seriously by the school and the supporting congregation. Not every suggestion needs to be followed, but each should be considered.

The three members of the visiting team worked together as one team, but each member assumed the responsibility to examine in depth several standards. This report combines the talent of all members of the team and of the committees. The report has been written and edited by the team as a whole, with only minor editing done by the team captain.

The team captain, the consultant, and the team member pledge their continued support and assistance should you care to call upon us in the implementation process.

May the Lord richly bless the faculty and constituents of St. John's Lutheran School so that with the Lord's help you might continue to proclaim His Gospel ever more effectively through St. John's Lutheran School.

Team Captain

A handwritten signature in black ink, appearing to read 'Cletus Pfeiffer', written in a cursive style.

Cletus Pfeiffer

Limitations on the Distribution, Use, and Scope of this Document

It is the official intent of the National Lutheran School Accreditation Commission that this report be considered a privileged document, to be submitted by the captain of the visiting team directly to the administration of the school. The distribution of the report and its availability for public consideration beyond that point rests solely in the hands of the school administration. Neither the captain nor the members of the visiting team are authorized to release any of the information contained in this report without the approval of the administration of the school.

The primary purpose of the visiting team has been to examine the educational ministry of the school, including courses of study, learning materials, student needs and interests, staffing, and facilities. The visiting team has attempted to assess the effectiveness of the total school program in meeting the educational objectives the school has established for itself and in meeting national NLSA standards.

It has not been the purpose of the visiting team to evaluate individual teacher performance. The use of this report as an official assessment of any staff person's professional competency would be in violation of the process and the intent under which the school evaluation was conducted. Such use would be inherently invalid since at no time during the team visit has the team been concerned with the evaluation of individual teacher performance.

Accreditation is a process that centers around the self-study conducted by the individual school. The visiting team and its subsequent report are meant to assist the school in its own process as a guideline for continual growth. Neither the team nor its report can be presumed to be the authority for validating any claims regarding health, safety, or personnel issues. Such matters are the sole responsibility of the school.

VISITING TEAM BIOGRAPHY

Captain: Cletus Pfeiffer

LCMS teacher/principal, Retired
5615 23rd Ave. NW
Rochester, MN 55901
Home: **507-252-0300** clet.pfeiffer@charter.net
Mobile: **507-319-7697**

Education: BS, Concordia-Seward; MS and Ed. S., Mankato State University-Mankato, MN

Accreditation Experience: Principal at three schools becoming accredited

Served as consultant for five schools preparing for accreditation

Served as captain or member on 19 teams
NLSA Commissioner from Minnesota South District to National Accreditation Commission

Consultant: David Roth

Present Position: Retired (3/31/2011) – Education Executive MNS District (7/1/1992-3/12/2011)

Education: B.S Concordia Teachers College, River Forest, IL, 1965; Master's Degree in Elementary Administration, University of Cincinnati, 1970

Areas of Expertise: School Administration, Board of Education, Personnel

Accreditation Experience:

School	Accreditation Process	Year
Cross View Early Childhood Center, Edina, MN, OI, Consultant		2010
St. John Lutheran School, Chaska, MN, OI, Consultant		2012
Immanuel Lutheran School, Courtland, Standards, Consultant		
Our Savior Lutheran School, Excelsior, OI, Consultant		
Our Savior Lutheran School, Hutchinson, Standards, Consultant		
Trinity Lutheran School, Janesville, Standards, Consultant		
Zion Lutheran School, Mayer, Standards, Consultant,		
St. James Lutheran School, Northrop, Standards, Consultant		
St. John Lutheran School, Norwood Young American, Standards, Consultant		
St. Paul's Lutheran School, Prior Lake, Standards, Consultant		
Redeemer Lutheran School, Wayzata, Standards, Consultant		

MNS District Accreditation Commission, Member 1992-2012
Attended various NLSA Training Workshops

Team Member: Daniel Young

Present Position: Teacher, St. John's Lutheran School, Young America

Education: B.S. Concordia College, St. Paul 1983


Accreditation Experience: The school at which I teach went through the accreditation process in 2006. This is my first experience on a visiting team.

Accreditation Recommendation

On the basis of our review of the School Profile, the NLSA Standards Checklist, the narrative statements, and the School Improvement Plan for St. John's Lutheran School, we...

... recommend NLSA accreditation.

Name of Team Captain Cletus Pfeiffer

Signature of Captain  Date: April 13, 2012

Team Checklist

- 1 **YES** The school has successfully completed NLSA Phase I.
- 2 **YES** The school has successfully completed the Standards Checklist.
- 3 **YES** The exhibits are appropriate and complete.
- 4 **YES** The school indicated satisfactory compliance with the NLSA Standards.
- 5 **YES** The narrative summary statement for each section indicates valid reasons for incomplete compliance or non-compliance.
- 6 **YES** The needs assessment adequately identifies school and student needs.
- 7 **YES** The School Improvement Plan states valid, student-centered goals for improving the school's program based on identified needs and NLSA standards.
- 8 **YES** The School Improvement Plan provides for an adequate process for addressing the identified goals, including objectives and strategies to be used, a time frame, and methods for evaluation.

THE STANDARDS CHECKLIST REPORT

1. Standard 2A:08: The visiting team changed the rating on this General Indicator of Success from “Fully Met” to “Mostly Met.” This item is being addressed by Goal 1.
2. 2B:10: the statement of nondiscrimination is included in the Student Handbook, but we could not find it elsewhere. This statement needs to be prominent on all print matter that is disseminated to the public.
3. 3B:25: The team changed this General Indicator of Success from “Rarely Met” to “Not Presently Met” because neither of the qualifiers is met by the school principal. We encourage that the Board of Education work with the principal to address this.
4. Standard 8: You have a Wellness Plan in place. Now you need to go back and revise or affirm this plan by putting together a proper team to do so: students, parents, administrator, food service personnel, and teachers. Implementation and documentation follow.
5. Standard 9:04: We recommend that the north and east sides of the vacant lots east of the current playground be fenced prior to being used as a future activity space.

We further recommend that you address any General Indicator of Success which did not receive a “Met in Full” score. Those include the following General Indicators of Success:

2:09, 2:17, 2:25, 3kB:24, 3B:34, 3B:38, 4:02, 4:03, 4:09, 4:16, 4:17, 4:18, 4:19, 5:09, 6:07, 6:10, 6:16, 7B:08, 9:04, 9:08, 10:02, 10:05, 10:07, 10:09

GOALS

Goal 1: The unity of ministry between church and school is evident with the purpose of serving Christ.

Keep this goal as your first and major goal. We strongly advise that you expand this goal to include the issues of communication.

Goal 2: Ensure curriculum, instructional materials, and resources are up to date and relevant.

The visiting team feels that St. John’s Lutheran School needs to re-define what curriculum revision/development means. A textbook is only a tool which is used to implement your curriculum. The textbook is not the curriculum.

Goal 3: Ensure technology is fully integrated into the learning environment.

Goal 4: Ensure third source funding is available for school use.

It will take time to see this goal to completion. Begin with a very solid infrastructure.

Strengths

1. The facilities are very sufficient and very well maintained.
2. The facility is very accessible from all sides for handicapped accessibility.
3. The teaching staff is a very wholesome mix of longevity and youth.
4. There appears to be a high level of harmony and support among staff and school administration.
5. Caring and Christ-centeredness is apparent throughout the school.
6. The reputation of St. John's in the community is very positive.
7. The congregation continues to view the school as a vital ministry and loves and supports it.
8. The chosen goals reflect the perceived needs of the church and school as evidenced by the surveys.
9. School administrative personnel work and relate well together.
10. Parental perception of school is over the top.

Concerns

1. Total building/church/school communication needs to be addressed, as it will be as a part of Goal 1.
2. Dedicated funds are sometimes not available for expenditure when that for which they have been donated becomes a need to be addressed.
3. The teaching staff should dedicate itself to pursuing advanced degrees and/or college credit courses.