

National Lutheran School Accreditation

Validation Team Report

Revised September 2022

Martin Luther High School

Northrop, MN

March 21-23, 2023

Sean Martens, Team Captain

Jeff Boehlke

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Kelly Mack

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James Stubkjaer

FOREWARD

Becoming accredited is a strenuous process. The school and its administration are highly commended for their efforts in this ongoing accreditation process. The preparation and the arrangements for the Validation Team were well done. It is the hope and prayer of the members of the Validation Team that the enclosed document is accurate and helpful for the continued improvement of **Martin Luther High School**.

The members of the Validation Team express sincere gratitude to the administration, staff and community of **Martin Luther High School** for the opportunity to serve on the Validation Team and for the kindness shown during the visit.

Martin Luther High School is a good program. This was reflected not only in the Self-Study Report but also in the comments and observations of the Validation Team. The school effectively represents the Christian faith and values not only to its children and families, but also to the surrounding community.

The Self-Study Report is carefully written and includes specific recommendations to be considered seriously by the school and all constituents of **Martin Luther High School** and its sponsoring congregations. Not every suggestion must be followed, however, each is to be considered and addressed in follow-up reports, specifically the annual ongoing cumulative report submitted to the school's district office.

The report was written collaboratively and edited by the Validation Team with minor editing completed by the Team Captain. The report reflects the talents and expertise of all team members. Wherever possible, specific and practical recommendations were made to help address concerns.

The Team Captain, Team Members and the Consultant pledge their continued support and assistance in the implementation process and look forward to hearing about and/or seeing the progress of the School Action Plan.

May the Lord richly bless the staff and constituents of **Martin Luther High School** so that with the power of the Holy Spirit they might continue to proclaim His Gospel ever more effectively to the children and families they serve.

In His Service,

Sean Martens
Validation Team Captain

DISCLAIMER

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 is considered a privileged document, to be submitted by the Team Captain of the Validation Team directly to the administration of the school. The distribution of the report and its availability for public consideration rests solely in the hands of the school administration.

Neither the Team Captain nor the other members of the Validation 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 Validation Team was to examine the educational ministry of the school, including curriculum, learning materials, student needs and interests, staffing and facilities. The Validation Team assessed the effectiveness of the total school program in meeting the educational objectives and National Lutheran School Accreditation Standards.

It is not the purpose of the Validation Team to evaluate individual teacher performance. The use of this report as an official assessment of any staff member's professional competency is a violation of the process and is not the intent of the school evaluation. Such use is inherently invalid since at no time during the Validation Team Visit was the team concerned with the evaluation of individual teacher performance.

The Validation Team and the Validation Team Report assist the school in its own process as a guideline for continuous growth. Neither the team nor the report is presumed to be the authority for validating any claims regarding health, safety or personnel issues. Such matters are the sole responsibility of the school.

Validation Team Member Biographic Information

Sean Martens serves as the Assistant to the President, Education and Commissioned Ministers for the Minnesota South District of the Lutheran Church—Missouri Synod. He has been a Lutheran school principal, instructor, and coach in Minnesota, Nebraska, and Nevada at the elementary, high school and college levels. He earned Bachelor's degrees in Chemistry, Biology, and Secondary Education and Education Masters Degrees (2) in Curriculum and Instruction and Administration from Concordia University, Seward, Nebraska. Martens is a certified AoR Reconciler, a 2003 graduate of the School Leadership Development (SLED) program, and has been a SLED program mentor. Martens has served as a Consultant, Team Captain or team member on more than 25 accreditation teams and serves on the Minnesota South District Accreditation Commission. Martens also serves on COGNIA (AdvancED) accreditation teams and is ELEOT certified.

Jeff Boehlke serves as the principal and 7-8th grade homeroom teacher at Christ Community Lutheran School in Watertown, MN. Jeff also taught at Pilgrim Lutheran in Santa Monica, CA, and St. James Lutheran in Quincy, IL. Jeff is a Concordia University Chicago (BA) graduate in Elementary Education. He also earned an MA in Educational Leadership from Concordia University St. Paul. Jeff has received training in Love and Logic and was part of SLED three. He is also in his second tenure serving on the Board of Directors at Mayer Lutheran High School. Jeff has been a part of four Accreditation teams, once as a captain. He has also been a part of two school accreditation processes at schools where he served.

Joel Landskroener currently serves as the Executive Director at Mayer Lutheran High School in Mayer, MN. He has a B.S. in Secondary Education with majors in Social Studies and Physical Education from Concordia College, Seward, NE, an MA in American History from the University of Maryland, and a MS in School Administration from Johns Hopkins University. He has served schools in Florida, Maryland, Indiana, and Minnesota. Mr. Landskroener served on several AdvanceEd, Cognia, and NLSA accreditation teams, presented at numerous educational and fundraising conferences, and provides leadership as a Board member of MINDEPENDENT, the Minnesota South District of the Lutheran Church Missouri Synod, and the Association of Lutheran Secondary Schools. He is currently a mentor for the SLED program mentor and a lead mentor for the Future Administrator Candidate Training program of the ALSS.

Kelly Mack services as the Academic Dean/School Counselor at Concordia Academy in Roseville, MN. She has worked as an English teacher/Head of Department for ten years in the past at Concordia Academy. She has also worked as an adjunct professor at Concordia University in St. Paul, MN. She earned her Bachelor's Degree in Literature and Writing with a Creative Writing minor at St. Cloud State University. She received her post-baccalaureate degree in Secondary Language Arts teaching with a Lutheran Confessional Minor at Concordia University in St. Paul MN (CSP). She additionally received her Masters in Education Differentiated Instruction at CSP. She is licensed as a Mental Health First Aid instructor, Google Certified Instructor, and TEC21 participant. Mack has served as a team member on one other accreditation team.

REPORT SUMMARY

Overall School Performance Level

Standard	Rating Total	Possible Score
Standard 1	11	16
Standard 2	33	40
Standard 3	27	40
Standard 4	8	16
Standard 5	16	24
Standard 6	11	16
Standard 7	9	12
Total	115	164
Average (total ÷ 41, rounded to hundredths decimal)	2.80	4.00

The Validation Team’s Overall Impression of the School

<INSERT 1 – 2 PARAGRAPHS HERE>

Outstanding Strengths

- Distinct fidelity to Lutheran ethos and LCMS, strong support from Lutheran churches, pastoral involvement.
- Maximize the resources of relationships, volunteers, and financial resources.
- Family atmosphere with staff that are “all-in” on the mission of the school.
- Responsive to the community by the expansion of school into 7th and 8th grades.

Major Deficiencies

No Major Deficiencies

Accreditation Recommendation

We the members of the Validation Team recommend

Accreditation in Good Standing	X
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Provisional Accreditation	
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Denying Accreditation	
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for **Martin Luther High School of Northrop, MN**

A handwritten signature in blue ink, appearing to read "Sean P. White". The signature is fluid and cursive, with a long horizontal stroke extending to the right from the end of the name.

Signature of the Team Captain

TEAM FINDINGS

The Team Findings section presents the Validation Team's evaluation of the NLSA Standards and Indicators. It also identifies Strengths, Concerns and related Recommendations that were identified by the Validation Team through a review of the school's prepared documentation along with observations and interviews that were conducted during the visit.

Accreditation Standards and Indicators

Standards define what's important for schools to be successful. In an accreditation self-study process they provide the educational community with the opportunity to evaluate school's effectiveness, identify strengths and concerns and plan for intentional and continuous improvement. They establish benchmarks that schools must achieve through intentional planning and assessment. The NLSA standards are a compilation of expectations related to what is most important for Lutheran schools. They have been refined and adjusted and align closely with the research based standards that have been prepared by secular partner accrediting agencies. They allow Lutheran schools to use the very best that the educational community has prepared while staying true to the mission of sharing Christ with children and families.

This section contains an evaluation of each NLSA Accreditation Standard and Indicators, conclusions related to strengths and concerns that were identified by the visiting team and evidence and practices that led to the team's conclusions. Indicators are evaluated and rated individually by the visiting team using a four-level performance rubric. The Standard Performance Level is the average of the indicator scores for the standard.

Highly Functional (4) — This is an area of outstanding strength of the school. It not only meets ALL the benchmarks related to the General Indicator of Success, but is supported by extensive documentation and/or observable practices that exceed expectations related to the indicator. This indicator establishes practices for other Lutheran schools to consider. The Validation Team verifies that these practices and/or documentation exceed the Operational (3) level.

Operational (3) — This is the expected rating for a strong Lutheran school. ALL benchmarks must be met completely for this indicator to be considered Operational. The condition is supported with documentation and/or observable practices that support the rating.

Emerging (2) — Improvement is required in this area. If one or more benchmarks are not fully met, the rating must be Emerging. This indicator is recognized as important by the school, but is inconsistently applied. Any benchmark not fully met must be addressed in the School Action Plan.

Not Evident (1) — There is observable conflict or deficiency with this indicator at the school. A majority of the expected benchmarks are not met or addressed with sufficient practices, evidence or documentation. This rating may result in the assignment of Provisional Status. This must be addressed in the School Action Plan.

Standard 1: Purpose

The purpose/philosophy/mission statement serves as the basis for forming school goals, learner outcomes and actions plans, as well as determining a direction for all activities of the school. Throughout the Self-Study process, every area of the school program is evaluated to determine if each aligns with the stated purpose.

Does the school comply with the Required Indicators for Standard 1?

1:01* The school's written purpose embraces a Lutheran identity that is rooted in Holy Scripture and is committed to faith formation, academic excellence and Christian service.

YES

NO

1:02* School leadership and staff members understand and accept the purpose of the school.

YES

NO

Are required evidentiary pieces for Standard 1 prepared and in good order?

Standard 1 Required Evidence*: Written purpose/philosophy/mission statement

YES

NO

General Indicator of Success	Operational Benchmarks	Sources of Evidence	Self-Study Rating	Team Rating
<p>1:03 School leadership (administration and governing board) uses the mission statement as the foundation and reference for all planning.</p>	<ul style="list-style-type: none"> ● The school's purpose was developed in accordance with governance policy. ● The school's purpose is engaged, aligned and enacted with its vision, values, school goals, learner outcomes and student activities. ● The school's mission statement supports and aligns with the congregational mission statement. 	<p>Mission vision statement Website Interview Observation</p>	<p>4</p>	<p>3</p>
<p>1:04 School leadership (administration and board) regularly assembles school constituencies (including but not limited to faculty, staff, parents, students and congregational stakeholders) to review, clarify and renew the school's stated purpose.</p>	<ul style="list-style-type: none"> ● The school's purpose is communicated effectively to staff, students and stakeholders. ● The school regularly evaluates and reviews the alignment of purpose, vision, values, school goals, learner outcomes and student activities. 	<p>PTO handbook Board of Director job descriptions personnel policy manual Student handbook Observation Interview</p>	<p>4</p>	<p>3</p>
<p>1:05 The school's purpose is displayed and reflected in school activities and in the teaching/learning environment in classrooms.</p>	<ul style="list-style-type: none"> ● The school's purpose is displayed in each 	<p>PTO handbook Board of director job descriptions personnel policy manual Student handbook Advent devotional</p>	<p>4</p>	<p>3</p>

General Indicator of Success	Operational Benchmarks	Sources of Evidence	Self-Study Rating	Team Rating
	<p>classroom and in the hallways.</p> <ul style="list-style-type: none"> ● The school's purpose is readily seen on the school's website. ● The school's purpose is included in written communications distributed to families, such as the PTL handbook and promotional materials that are supplied to prospective families. ● School events, curriculum and discipline are aligned with the school's mission statement and purpose and promote a positive teaching/learning environment. 	<p>Church Bulletin Observation Interview Narrative Observation Website</p>		
<p>1:06 New employees are informed about the school's purpose and its appropriate engagement.</p>	<ul style="list-style-type: none"> ● New employees are given an orientation packet and have an orientation meeting with the school administrator. ● New employees utilize mentors to assist them in learning about the 	<p>Job descriptions personnel policy manual Mission vision statement Observation Narrative Interview</p>	<p>2</p>	<p>2</p>

General Indicator of Success	Operational Benchmarks	Sources of Evidence	Self-Study Rating	Team Rating
	school's purpose and how to carry it out. <ul style="list-style-type: none"> • The school's purpose is outlined in the job description for each employee. 			
Total			14	11
Standard One Overall Rating (Total ÷ 4, Rounded to the Nearest Tenth)			3.5	2.752

What is the overall Validation Team rating for Standard 1? <INSERT NUMERICAL VALUE HERE>

Did the Validation Team change any ratings that were assigned by the school?

YES

NO

If YES, what was the justification for changing the rating?

1:03, 1:04, and 1:05 Martin Luther High School met all of the benchmarks in these areas and is doing what a quality Lutheran school is expected to do. The visiting team did not note any extensive documentation and/or observable practices that exceed expectations related to the indicator that would establish practices for other Lutheran schools to consider. Therefore the validation team reduced the score from a 4 to a 3. Unfortunately, the school self-rated on a 4-point scale rather than a 3-point scale. The NLSA consultant did not properly prepare the school for the rating scale. The visiting team adjusted the scores accordingly.

What strengths have been validated by the team in this area?

Staff are “all-in” on the mission of the school, “preparing students for discipleship until Christ’s return.”

What concerns have been validated by the team in this area?

1:06 New employees are not provided with a thorough orientation process.

What recommendations does the team make for concerns that were not addressed by the school in its Self-Study process?

1:06 Develop a comprehensive staff development plan (see also the recommendation for **3B-06, 4:05, 5:06, and 5:07**) that includes:

- staff supervision as the basis for finding growth areas for professional development (**3B-06**).
- New staff orientation that includes the school’s purpose (**1:06**) and support for new teachers with an assigned experienced mentor (**1:06, 4:05**).
- individual support for teacher professional development needs (currently in place).
- school-wide professional development designed to improve instruction and enhance student learning (**5:06**).
- education technology training (**5:07**).
- Consider creative use of funds and support for teacher development - look at ways in which Title money could be used for professional development for all staff.

Standard 2: Relationships

The Lutheran school has a special relationship with its operating congregation(s). The school concerns itself with the ministry of the whole church to fulfill its purpose as a Lutheran school. To do this, the school seeks opportunities to enhance relationships with the local congregation(s), its district and the national church body.

Note: Section 2 is divided into three categories: school and congregation, school and community and school climate. Section 2A, School and Congregation, does not apply when a Lutheran school is operating outside of a highly developed relationship with a single congregation or group of congregations.

Does the school comply with the Required Indicators for Standard 2?

2A:01* The school is operated by one or more of the congregations of The Lutheran Church—Missouri Synod (LCMS) or maintains an active Registered Service Organization (RSO) status with the Synod.

YES

NO

2B:01* A statement of nondiscrimination is evident in school-printed materials and assures that students are admitted without regard to race, color or national origin.

YES

NO

2C:01* The climate of the school flows from and supports the school's purpose.

YES

NO

Are required evidentiary pieces for Standard 2 prepared and in good order?

Standard 2 Required Evidence*: Written nondiscrimination statement

YES

NO

Standard 2 Required Evidence*: School discipline code

YES

NO

General Indicator of Success	Operational Benchmarks	Sources of Evidence	Self-Study Rating	Team Rating
<p>2A:02 The school is an extension of the ministry of its sponsoring congregation(s). Church and school work together effectively to accomplish goals related to a well-defined purpose.</p>	<ul style="list-style-type: none"> ● The pastor is acknowledged as the spiritual leader of the whole congregation, including the school. ● The pastor demonstrates that he is the spiritual leader of the school and congregation. ● The congregation provides spiritual support for the school and its students. ● Pastor(s) and school staff 	<p>Constitution and Bylaws Report Narrative Interview</p>	<p>3</p>	<p>3</p>

General Indicator of Success	Operational Benchmarks	Sources of Evidence	Self-Study Rating	Team Rating
	regularly demonstrate support for each other's ministry.			
<p>2A:03 The school concerns itself with the ministry of the whole church and seeks opportunities to support and enhance relationships with its congregation, its district and the national church body.</p>	<ul style="list-style-type: none"> ● Students participate regularly in congregational life through planned activities available and coordinated with the congregation. ● School staff members are actively involved in worship and congregational life in their parish. ● The school and congregation plan and work together on behalf of families who do not have an identified church home or who do not attend church regularly. ● The school supports LCMS missions. ● Called teachers participate in required district conferences and events. 	<p>Narrative School and Community Enrollment forms Church Bulletins RSO Status paperwork interview</p>	3	3
<p>2B:02 The school's student population reflects the ethnic, racial and economic diversity</p>	<ul style="list-style-type: none"> ● The school studies the community 	<p>Narrative Demographic study Observation</p>	3	3

General Indicator of Success	Operational Benchmarks	Sources of Evidence	Self-Study Rating	Team Rating
of the community in which it is located.	<p>demographics and compares the information to the demographics of the student body.</p> <ul style="list-style-type: none"> ● The school embraces and celebrates the demographic diversity of the students it serves and the surrounding community. ● The school has developed ways to enroll students from the community who do not have the economic resources to support tuition-driven enrollment. 	Interview		
2B:03 The school promotes and encourages the involvement of its teachers and students in community activities.	<ul style="list-style-type: none"> ● The school seeks ways to involve its students and teachers in service to the community. ● Staff members are encouraged and provided with opportunities, planned by the school and its congregation, to participate in community activities and 	Narrative Event Files Posters School Website Observation Staff, student, parent, board, pastors, Interviews	4	4

General Indicator of Success	Operational Benchmarks	Sources of Evidence	Self-Stud y Rating	Team Rating
	service organizations. <ul style="list-style-type: none"> ● Staff members are engaged in community service. 			
2B:04 The school has an active Parent-Teacher Organization and/or other parent support groups.	<ul style="list-style-type: none"> ● The school sponsors educational opportunities for parents and provides a wide variety of parenting resources. ● Support groups (i.e., Parent Teacher League, Booster Club, prayer support groups) contribute to the overall good of the school and congregation to support and maintain the school’s mission and goals. 	Narrative Martin Luther PTL Website Back-to-School Party Parent “Saturday Night Live” event	4	3
2B:05 The school is known, respected and maintains a positive perception in its community.	<ul style="list-style-type: none"> ● The school is known and respected in its community. ● The school regularly and frequently shares information with its constituents. 	Narrative Interviews with Principal and parents Parent Survey	3	3

General Indicator of Success	Operational Benchmarks	Sources of Evidence	Self-Stud y Rating	Team Rating
	<ul style="list-style-type: none"> ● Good relationships exist with the local public schools. ● School facilities are available, when practical, for use by appropriate community groups and activities. 			
<p>2C:02 The school’s Christ-centered ethos is visible and evident to visitors.</p>	<ul style="list-style-type: none"> ● Students demonstrate love for others in response to Christ’s love for them. ● Teachers’ care for student needs is prominently enacted throughout the school. ● Students worship together daily, either in each classroom or in a school-wide appropriate worship experience with other students. ● Classroom environment, hallway decorations and posted classroom projects demonstrate respect for 	<p>Hallway posters Scriptures posted Classroom observation Religion required each year Chapel offered each week staff, student, parent interview</p>	4	4

General Indicator of Success	Operational Benchmarks	Sources of Evidence	Self-Study Rating	Team Rating
	<p>teachers and peers.</p> <ul style="list-style-type: none"> Student behavior is appropriate to encourage growth and to maintain the school's chosen teaching/learning environment. 			
<p>2C:03 Teachers and staff members recognize, value and respect the needs of students.</p>	<ul style="list-style-type: none"> Teachers demonstrate love for all students in Christ. Teachers attend to the individual needs of students. Teachers integrate faith principles throughout the day and pray with their students. Students are challenged to do their best. Students' spiritual needs are given appropriate support by church and school. Law and Gospel are properly divided when discipline is administered. 	<p>Narrative Personnel Manual "Knights for Life" Student Testimony Student Evaluates Principal Student Interviews Parents' Survey</p>	<p>4</p>	<p>3</p>

General Indicator of Success	Operational Benchmarks	Sources of Evidence	Self-Study Rating	Team Rating
	<ul style="list-style-type: none"> ● Staff demonstrates positive school spirit. ● Through the school's discipline code, students are assisted to grow in self-control out of love for Christ. ● When desirable and practical, students are given the opportunity to participate in making school decisions. 			
<p>2C:04 School personnel model Christ's love in their relationships with parents and guardians.</p>	<ul style="list-style-type: none"> ● School personnel are approachable and receptive to parental questions or concerns. ● Parents are viewed by teachers as school partners in the education process. ● Staff members understand and relate appropriately with school families. ● Parents and guardians are made to feel welcome at the school. ● The school provides opportunities for 	<p>Narrative Parent Interviews "Raving Fans" "Saturday Night Live" Parents' Survey</p>	4	3

General Indicator of Success	Operational Benchmarks	Sources of Evidence	Self-Study Rating	Team Rating
	parents to be involved at the school. <ul style="list-style-type: none"> ● The legal rights of parents and legal guardians are protected. ● Parents are encouraged to be positive and supportive of the school. 			
2C:05 Faculty and administration respect and support one another as individual, fellow members of the body of Christ.	<ul style="list-style-type: none"> ● Faculty and administration gather for devotions regularly. ● Faculty and administration speak positively about their co-workers at the school. ● Faculty and administration demonstrate support of one another in tangible ways. 	Narrative Photos of Staff Retreat	3	3
Total			35	33
Standard Two Overall Rating (Total ÷ 10, Rounded to the Nearest Tenth)			3.5	3.2

What is the overall Validation Team rating for Standard 2? 3.2

Did the Validation Team change any ratings that were assigned by the school?

YES



NO

If YES, what was the justification for changing the rating?

2B:04, 2C:04, 2C:04. Martin Luther High School met all of the benchmarks in these areas and is doing what a quality Lutheran school is expected to do. The visiting team did not note any extensive documentation and/or observable practices that exceed expectations related to the indicator that would establish practices for other Lutheran schools to consider. Therefore the validation team reduced the score from a 4 to a 3. Unfortunately, the school self-rated on a 4-point scale rather than a 3-point scale. The NLSA consultant did not properly prepare the school for the rating scale. The visiting team adjusted the scores accordingly.

What strengths have been validated by the team in this area?

For an RSO, Martin Luther High School has a distinct fidelity to the Lutheran ethos and the LCMS, has strong support from the area Lutheran churches, and has heavy pastoral involvement. The school's intentional Christian ministry is clearly evident in the teachers' work among the students. The school's decor and design Christian faith-focused, and the work of the teachers and staff sharing Christ in the community through multiple conduits.

What concerns have been validated by the team in this area?

No significant concerns have been identified by the team.

What recommendations does the team make for concerns that were not addressed by the school in its Self-Study process?

Re-examine the frequency and effectiveness of multiple fundraising events to reduce the burden on parents and other volunteers.

Standard 3: Leadership

Leadership of the school is a major factor in the successful development, implementation and evaluation of the school. Leadership is provided by a variety of groups and people. Two primary leadership components are the board or governing authority and the appointed administrator(s), although some schools may function effectively without a school board. In that case, Section 3A: Governance, would not apply.

Does the school comply with the Required Indicators for Standard 3?

3A:01* The operating organization designates the governing authority and has written policies clearly defining lines of authority, responsibilities and/or limitations of the governing authority.

YES

NO

3A:02* The operating organization has written policies clearly defining governing authority membership.

YES

NO

3A:03* The governing authority establishes written policies or administrative limitation that empower the administration in operating the school.

YES

NO

3B:01* The administrator demonstrates a personal Christian faith, a commitment to Lutheran education and a dedication to the teaching ministry of the governing authority.

YES

NO

Are required evidentiary pieces for Standard 3 prepared and in good order?

Standard 3 Required Evidence*: Board or governing authority handbook or policy manual including policies relating to roles of board, administrator and pastor

YES

NO

Standard 3 Required Evidence*: Administrator’s job description

YES

NO

General Indicator of Success	Operational Benchmarks	Sources of Evidence	Self-Study Rating	Team Rating
3A:04 The governing authority is organized around written policy and understands and operates within its role and function.	<ul style="list-style-type: none">• The governing authority provides for grievance and due process resolution procedures.• The governing authority meets regularly and has clearly defined policies regarding open attendance at meetings and executive sessions.• The governing authority has	Constitution and By-laws Personnel Policy Manual BoD Job Description BoD interview Principal Interview Narrative	4	3

General Indicator of Success	Operational Benchmarks	Sources of Evidence	Self-Study Rating	Team Rating
	<p>established process policies that set forth the style and rules by which the governing authority will complete its tasks and processes.</p> <ul style="list-style-type: none"> ● Governance policies are determined at official meetings and recorded in the minutes, including appropriate updates and changes to policy. ● Minutes are recorded for each meeting and circulated to all members. ● Governing authority policies are collected into a policy manual, separate from the minutes. ● The governing authority makes appropriate reports to the operating organization(s). ● Neither the governing authority nor its individual members involve themselves in the day-to-day operations of the school. 			

General Indicator of Success	Operational Benchmarks	Sources of Evidence	Self-Study Rating	Team Rating
<p>3A:05 Governing authority policy supports effective personnel.</p>	<ul style="list-style-type: none"> ● Written policy delineates roles and responsibilities of the board or governing authority. ● Comprehensive job responsibilities and/or limitations are in place for the administrator. ● The governing authority evaluates the head administrator annually based on the job description. ● The governing authority receives reports from the administrator at each meeting. ● The governing authority has written policies or position descriptions clearly delineating relationships between the head administrator and pastor(s). 	<p>Personnel Policy Manual BoD Job Description BoD interview Principal Interview</p>	<p>3</p>	<p>2</p>
<p>3A:06 Governing authority members meet prescribed qualifications and are trained regarding roles and responsibilities.</p>	<ul style="list-style-type: none"> ● Written policies define qualifications for board or governing authority members. ● Governing authority members are required to participate in 	<p>Personnel Policy Manual BoD Job Description BoD handbook BoD interview Principal Interview</p>	<p>3</p>	<p>2</p>

General Indicator of Success	Operational Benchmarks	Sources of Evidence	Self-Study Rating	Team Rating
	<p>professional development regarding roles and responsibilities of the governing body and its individual members.</p>			
<p>3A:07 The governing authority establishes and employs systematic planning for school improvement.</p>	<ul style="list-style-type: none"> ● The governing authority has a process in place for evaluating the effectiveness of the school that includes a needs-assessment process integral to school-wide systematic planning. ● Long-range goals or desired outcomes are developed from the planning process. 	<p>Narrative Interview</p>	<p>3</p>	<p>2</p>
<p>3A:08 The governing authority provides strong financial leadership for the school.</p>	<ul style="list-style-type: none"> ● The board or governing authority establishes policies that provide for sound budget planning and fiscal operations. ● The board or governing authority approves the budget (including annual tuition and fees) for the school or has developed policies to empower individuals with that responsibility. 	<p>Constitution and By-Laws, Article 5, section 5.11 & 5.12 Delegate Assembly Board of Directors Policy Manual Interview</p>	<p>3</p>	<p>3</p>

General Indicator of Success	Operational Benchmarks	Sources of Evidence	Self-Study Rating	Team Rating
	<ul style="list-style-type: none"> The board or governing authority accepts, reviews and devises strategies to react to concerns expressed in the annual financial audit. 			
<p>3B:02 The administrator meets qualifications required for the position.</p>	<ul style="list-style-type: none"> The principal is a member of The Lutheran Church – Missouri Synod, Rostered or eligible for Roster status. The administrator holds active membership in the congregation supporting the school and is regular in Church attendance and Bible study. The administrator holds current, appropriate state certification or is actively working toward obtaining required certification. The administrator has a master’s degree in education, with no fewer than 12 semester hours in administration or supervision or is actively working toward such a degree. (The 	<p>CMIF database State License database pastor interview principal interview</p>	<p>3</p>	<p>2</p>

General Indicator of Success	Operational Benchmarks	Sources of Evidence	Self-Study Rating	Team Rating
	<p>administrator of an early childhood center has a bachelor's degree, with no fewer than 18 semester hours in early childhood education, or is actively working toward accomplishing this requirement.)</p>			
<p>3B:03 The administrator is provided adequate support to complete required tasks.</p>	<ul style="list-style-type: none"> ● Release time is provided for administrative duties for the school's primary administrator. ● The school administrator is released from teaching duties for at least one-fourth of each day for every 50 students enrolled. (If administrative duties are shared, then release time may be shared.) ● Secretarial assistance is available for school purposes for at least one-fourth of each school day for every 50 students enrolled. ● In a school with more than 200 students, an 	<p>narrative Teacher interview parent interview Schedule</p>	<p>4</p>	<p>4</p>

General Indicator of Success	Operational Benchmarks	Sources of Evidence	Self-Study Rating	Team Rating
	<p>individual is designated as assistant administrator with associated administrative duties.</p>			
<p>3B:04 The administrator is an effective communicator.</p>	<ul style="list-style-type: none"> ● The administrator communicates frequently and regularly with pastor(s) and teachers individually and collectively. ● The administrator communicates effectively and frequently with families and students of all ages. ● A wide variety of venues both personal (one-to-one) and public are regularly used to facilitate effective communication. ● The administrator regularly spends a significant percentage of time listening, observing and speaking with parents, students and teachers. ● The administrator effectively communicates and works together with 	<p>Teacher interview parent interview Principal message for Church bulletin sample</p>	<p>3</p>	<p>3</p>

General Indicator of Success	Operational Benchmarks	Sources of Evidence	Self-Study Rating	Team Rating
	<p>local public school officials.</p> <ul style="list-style-type: none"> The administrator compiles such policies, procedures or practices as appropriate for effective communication to the various school communities into student and/or parent handbooks/manuals. 			
<p>3B:05 The administrator is engaged in the process of developing and managing the budget.</p>	<ul style="list-style-type: none"> The administrator is involved in developing and managing the budget, including expenditures. The administrator has overall responsibility to assure that the budget is managed responsibly, using generally accepted bookkeeping procedures and safeguards. The administrator provides leadership in securing funds and resources, which may include individual, private, corporate, and/or governmental sources. 	<p>Narrative Principal's job description Constitution and Bylaws minutes Board interview Principal interview</p>	<p>3</p>	<p>3</p>

General Indicator of Success	Operational Benchmarks	Sources of Evidence	Self-Study Rating	Team Rating
	<ul style="list-style-type: none"> Funds provided by auxiliary organizations are allocated per governing board policy, in consultation with the school administrator and regularly audited. 			
<p>3B:06 The administrator is committed to personal development and the development of staff members.</p>	<ul style="list-style-type: none"> The administrator provides spiritual leadership for the school community and in the congregation(s) through word and example. The administrator is a member of professional organizations. The administrator provides leadership in curriculum development, staff development, congregational service, public relations, student evaluation and other school-related activities. Levels of responsibility and accountability are clearly defined. The administrator provides leadership for implementation of current 	<p>Narrative Principal interview Staff interview Principal job description</p>	<p>2</p>	<p>2</p>

General Indicator of Success	Operational Benchmarks	Sources of Evidence	Self-Study Rating	Team Rating
	<p>educational technology, including necessary staff development and training.</p> <ul style="list-style-type: none"> • The administrator engages in an ongoing program of professional staff supervision. 			
Total			31	27
Standard Three Overall Rating (Total ÷ 10, Rounded to the Nearest Tenth)			3.1	2.7

What is the overall Validation Team rating for Standard 3? 2.7

Did the Validation Team change any ratings that were assigned by the school?

YES

NO

If YES, what was the justification for changing the rating?

3A-03 Martin Luther High School met all of the benchmarks in this areas and is doing what a quality Lutheran school is expected to do. The visiting team did not note any extensive documentation and/or observable practices that exceed expectations related to the indicator that would establish practices for other Lutheran schools to consider. Therefore the validation team reduced the score from a 4 to a 3. Unfortunately, the school self-rated on a 4-point scale rather than a 3-point scale. The NLSA consultant did not properly prepare the school for the rating scale. The visiting team adjusted the scores accordingly.

3A-05 The principal is not regularly evaluated by the Board

3A-06 There is no established on-going board training process

3A-07 No entity at MLHS is making long-range, strategic planning for school improvement

3B-02 The principal does not have state licensure in administration nor an advanced degree in education with no fewer than 12 semester hours in administration or supervision nor is he actively working toward such a degree.

What strengths have been validated by the team in this area?

- MLHS maximizes the resources of relationships, volunteers, and financial resources.
- Responsible to the community by the expansion of the school into 7th and 8th grades.
- For a school of the enrollment size of MLHS, they are blessed to have such an extensive administrative staff with a Principal (who also teaches some), Director of Development, Book Keeper, Office manager, Guidance Counselor(part-time), and two full-time teachers that help handle discipline (Dean of women and Dean of Men).

What concerns have been validated by the team in this area?

3B-06 The principal is not a member of a professional organization

3B-06 The administrator is not fully invested in leading a program of staff supervision and development including implementation of current education technology training.

What recommendations does the team make for concerns that were not addressed by the school in its Self-Study process?

3A-05 The BoD should Establish an annual Principal evaluation process

3A-06 The BoD should establish ongoing training and onboarding for new member processes.

3A-07 The BoD with help from the Principal or outside consultant, establish a strategic planning process and a strategic plan for school improvement.

3B-02 The principal shall have or be working towards:

1. An advanced degree in education with no fewer than 12 semester hours in administration or supervision.)
2. state licensure in administration.

3B-06 The principal should join a professional organization such as MINNDEPENDENT or LEA and be active in that organization by attending conferences and events. Consider supporting this with budget dollars for membership and conference attendance dollars.

3B-06 Develop a comprehensive staff development plan (see also the recommendation for **1:06, 3B-06, 4:05, 5:06, and 5:07**) that includes:

- staff supervision as the basis for finding growth areas for professional development (**3B-06**).
- New staff orientation that includes the school's purpose (**1:06**) and support for new teachers with an assigned experienced mentor (**1:06, 4:05**).
- individual support for teacher professional development needs (currently in place).
- school-wide professional development designed to improve instruction and enhance student learning (**5:06**).
- education technology training (**5:07**).
- Consider creative use of funds and support for teacher development - look at ways in which Title money could be used for professional development for all staff.

Standard 4: Professional Personnel

Maintaining a qualified and competent staff is an essential quality related to an accredited Lutheran school. The performance of the instructional, administrative and auxiliary personnel, functioning as a unit, should reflect the stated philosophy and objectives of the school.

Does the school comply with the Required Indicators for Standard 4?

4:01* All school personnel express and demonstrate agreement with the stated school purpose.

YES

NO

Are required evidentiary pieces for Standard 4 prepared and in good order?

Standard 4 Required Evidence*: School's staff development plan

YES

NO

Standard 4 Required Evidence*: Non-discriminatory salary and benefit scale or policy

YES

NO

General Indicator of Success	Operational Benchmarks	Sources of Evidence	Self-Study Rating	Team Rating
4:02 Christ-centered teachers have qualities and qualifications necessary for success in	<ul style="list-style-type: none"> All teachers demonstrate a personal relationship with Jesus Christ and a dedication 	Narrative Teacher files Personnel folders Observation	4	2

<p>their defined areas of service.</p>	<p>to teaching in the Lutheran school.</p> <ul style="list-style-type: none"> ● Full-time faculty members are on the Roster of the LCMS, eligible to be on the Roster of the LCMS or are actively enrolled in the colloquy program. ● Teachers have been prepared and vetted following prescribed federal and state mandates for background checks and training. ● Full-time professional staff members have appropriate teaching certificate(s) from the state and meet requirements for their specific assignments. 			
<p>4:03 Teachers are informed of, and subsequently evaluated and supported in the continuing pursuit of professional growth and development.</p>	<ul style="list-style-type: none"> ● Programs for teacher supervision/evaluation/growth have been adopted and are implemented by the administrator. ● Teachers engage in professional development, including spiritual development and are accountable for implementation that supports student learning. ● Teachers attend workshops, conferences, seminars and training appropriate to their position and discipline. ● LCMS Rostered teachers are provided opportunities to attend LCMS events. ● Teachers hold membership in professional organizations. 	<p>Teacher interview Personnel folder Personnel handbook Narrative Teacher Survey</p>	<p>3</p>	<p>2</p>

	<ul style="list-style-type: none"> The school provides opportunity, training and support so that teachers may effectively and appropriately engage technology in classroom instruction. 			
<p>4:04 Teachers and support staff are empowered and equipped to effectively accomplish their assigned task.</p>	<ul style="list-style-type: none"> New teachers receive thorough orientation and are supported with experienced, assigned teaching mentors. Teachers demonstrate and continuously improve knowledge and skills necessary for effective instruction and modeling of Christ-centered values. Policies related to teachers and support staff are established and practiced. The average student-professional personnel ratio is appropriate for the age and level of the students and ensures optimal student growth. The number of staff members is adequate to provide effective instruction and supervision for students at all school activities. The nondiscriminatory salary and benefit scale is adopted and implemented for all personnel. 	<p>Teacher interview Narrative Teacher survey Observation</p>	4	2
<p>4:05 Employees and volunteers serving in support roles have the qualifications and training necessary for success in their defined area of service.</p>	<ul style="list-style-type: none"> Support staff (e.g., teacher assistants, student teachers, nurse) meets state requirements for their specific assignments. 	<p>Narrative Personnel handbook Interviews</p>	3	2

	<ul style="list-style-type: none"> • Appropriate policies related to support staff are established and practiced. • Adequate training for support staff is provided. • Appropriate policies and training for volunteers are in place. • Staff members understand and relate appropriately with students and their families. 			
Total			14	8
Standard Four Overall Rating (Total ÷ 4, Rounded to the Nearest Tenth)				2

What is the overall Validation Team rating for Standard 4? 2.0

Did the Validation Team change any ratings that were assigned by the school?

YES

NO

If YES, what was the justification for changing the rating?

4:02 Not all teachers are rostered or eligible to be rostered

4:03 Teachers work to meet their state licensure requirements on their own; the school does not appear to have adopted a school-wide plan for professional development and lack of resources sometimes is a barrier for the pursuit of professional development.

4:04 Mentorship of new teachers seems to happen organically due to the relationships amongst the staff despite a formal mentorship/orientation for new staff not existing. A strong encouragement would be to look at training in Safe Serve for kitchen staff and ensure non-teaching staff also gain access to training suitable to their position.

What strengths have been validated by the team in this area?

Strong adherence to value the Lutheran heritage in how teaching staff is hired. Teachers are committed to their ministry and display their commitment to their faith and for their students' spiritual development.

What concerns have been validated by the team in this area?

4:05 Ensuring that there is a professional development plan for staff in place, including those who service in non-teaching areas like the kitchen.

What recommendations does the team make for concerns that were not addressed by the school in its Self-Study process?

4:02 Make it policy that all Full-time faculty members are on the Roster of the LCMS, eligible to be on the Roster of the LCMS or have completed or are actively enrolled in the Colloquy or Seminar Program through the Concordia University Education Network (CUEnet).

4:05 Develop a comprehensive staff development plan (see also the recommendation for **1:06, 3B-06, 5:06, and 5:07**) that includes:

- staff supervision as the basis for finding growth areas for professional development (**3B-06**).
- New staff orientation that includes the school's purpose (**1:06**) and support for new teachers with an assigned experienced mentor (**1:06, 4:05**).
- individual support for teacher professional development needs (currently in place).
- school-wide professional development designed to improve instruction and enhance student learning (**5:06**).
- education technology training (**5:07**).
- Consider creative use of funds and support for teacher development - look at ways in which Title money could be used for professional development for all staff.

4:05 Develop policies and training for volunteers and support staff. Specifically, there needs to be an intensive look at the way the current lunch program operates, including training for those serving.

Standard 5: Teaching and Learning

Student learning requires the integration of a well-developed curriculum and instructional design supported by intentional and ongoing assessment. When teaching, learning and assessment are correctly aligned and students are engaged, learning results. In this way, Lutheran schools accomplish one of their primary objectives.

Does the school comply with the Required Indicators for Standard 5?

5:01* The teaching of the Christian faith is recognized as the major purpose of the school, is allotted appropriate time in the daily schedule and is integrated intentionally throughout the curriculum and instruction.

YES

NO

5:02* The written curriculum is developed and is implemented for religion, mathematics, science, reading, language arts, social studies, art, music, physical education and any other subject taught by the school. (Early childhood centers need not segment learning outcomes into specific subject areas.)

YES

NO

Are required evidentiary pieces for Standard 5 prepared and in good order?

Standard 5 Required Evidence*: Written curriculum is developed for every grade level for religion, mathematics, science, reading, language arts, social studies, art, music, physical education and any other subject taught. (Early childhood centers need not segment learner outcomes into specific subject areas.)

YES

NO

Standard 5 Required Evidence*: A current schedule is prepared for each classroom, indicating clearly when subjects (activities) are taught and during what periods.

YES

NO

Standard 5 Required Evidence*: A chart is prepared illustrating the percentage of each school week allocated to each subject (activity), at each level, including a comparison with state guidelines.

YES

NO

Standard 5 Required Evidence*: Analysis of the results of standardized tests administered for each grade level for the past three years, including a description of how this information is used to evaluate and improve student learning, is provided.

YES

NO

General Indicator of Success	Operational Benchmarks	Sources of Evidence	Self-Study Rating	Team Rating
5:03 The school community builds and maintains a vision, direction and focus for student learning.	<ul style="list-style-type: none"> The school prepares students for the next level of education and life. The school aligns its goals, curriculum and measures to those of the next level so that students 	Surveys Test scores School mission Vision statement interviews	4	3

General Indicator of Success	Operational Benchmarks	Sources of Evidence	Self-Study Rating	Team Rating
	<p>transition successfully.</p> <ul style="list-style-type: none"> ● The school quantifies, tracks and publicly celebrates student success. ● School leaders monitor and support the improvement of instructional practices used by teachers to ensure student success. 			
<p>5:04 The school's Christ-centered, written curriculum provides challenging learning experiences and ensures that students have sufficient opportunities to develop life skills, critical thinking skills and applied learning.</p>	<ul style="list-style-type: none"> ● The curriculum is aligned with delineated standards. ● The curriculum is documented, assessed, monitored and challenges all students. ● The curriculum reflects research, best practices and high standards in education and it is designed to ensure that every student receives Christ-centered, rigorous and sequential academic preparation. 	<p>Teacher survey</p> <p>Interview (Student, parent, teacher)</p>	<p>3</p>	<p>3</p>

General Indicator of Success	Operational Benchmarks	Sources of Evidence	Self-Study Rating	Team Rating
	<ul style="list-style-type: none"> ● The curriculum is aligned with LCMS teachings. ● The curriculum ensures that students can pursue their God-given talents and passions. ● The curriculum is used as an opportunity to proclaim the Gospel. 			
<p>5:05 Teachers use a wide variety of instructional strategies that engage students and ensure mastery of learning expectations.</p>	<ul style="list-style-type: none"> ● Teachers implement classroom instructional strategies that provide students with the knowledge, creativity, skills and understanding to become problem solvers, decision makers and socially responsible global citizens. ● Classroom instruction involves a variety of strategies and settings that address diverse student needs and accommodate individual learning styles as fully as possible. 	<p>Teacher Survey</p> <p>-25% acknowledge they do not use a variety of instructional practices.</p> <p>Observation</p> <p>Interview</p>	3	3

General Indicator of Success	Operational Benchmarks	Sources of Evidence	Self-Study Rating	Team Rating
	<ul style="list-style-type: none"> ● Evidence of active student engagement exists in every classroom. ● Service learning is a component of the school's required program. 			
<p>5:06 Teachers intentionally communicate and collaborate to improve instruction and student learning.</p>	<ul style="list-style-type: none"> ● Teachers regularly participate in staff development activities designed to provide professional growth, improve instruction and enhance student learning. ● Teachers pursue opportunities to interact with colleagues seeking ways to improve. ● Teachers work together to share responsibility for student learning. ● Teachers regularly share content, resources, instructional techniques and management skills. ● School leaders empower teachers with time and resources that facilitate opportunities for 	<p>Teacher Survey (40% said no.)</p> <p>Interview</p> <p>Observation</p> <p>Staff Development Plan</p>	3	2

General Indicator of Success	Operational Benchmarks	Sources of Evidence	Self-Study Rating	Team Rating
	communication and collaboration.			
<p>5:07 Technology enhances and enriches the students' learning environment.</p>	<ul style="list-style-type: none"> ● Faculty members are users, instructors and participants in the process of engaging technology with the learning process in schools. ● Faculty members acquire the necessary technology skills to use personally and integrate and guide student learning. ● Clear and intentional planning and protocols for technology are in place. ● Technology is integral to curriculum, instruction, assessment and a tool for teachers to personalize, enhance and improve instruction. ● Student technology skills are sharpened and advanced through the integration of 	<p>Teacher Survey</p> <p>Technology plan</p> <p>Interview</p> <p>Observation</p>	3	2

General Indicator of Success	Operational Benchmarks	Sources of Evidence	Self-Study Rating	Team Rating
	technology into the learning process.			
<p>5:08 Curriculum, instruction and assessment are regularly monitored and adjusted systematically in response to multiple assessments of student learning and examination of professional practice.</p>	<ul style="list-style-type: none"> ● The school monitors, reviews, evaluates and modifies its curriculum based on the use of school-wide student data that is generated by multiple tools and surveys. ● Multiple forms of student assessment drive instructional strategies. ● Student learning is monitored, tracked, recorded and reported regularly and continuously during the time the student is enrolled at the school. ● A comprehensive program that examines student achievement with frequent progress monitoring is used to individualize instruction for student success. 	<p>Survey ACT Scores Aspire Scores</p>	<p>3</p>	<p>3</p>
Total			19	16
Standard Five Overall Rating (Total ÷ 6, Rounded to the Nearest Tenth)			3.2	2.7

What is the overall Validation Team rating for Standard 5? 2.7

Did the Validation Team change any ratings that were assigned by the school?

YES

NO

If YES, what was the justification for changing the rating?

5:03 Martin Luther High School met all of the benchmarks in this areas and is doing what a quality Lutheran school is expected to do. The visiting team did not note any extensive documentation and/or observable practices that exceed expectations related to the indicator that would establish practices for other Lutheran schools to consider. Therefore the validation team reduced the score from a 4 to a 3. Unfortunately, the school self-rated on a 4-point scale rather than a 3-point scale. The NLSA consultant did not properly prepare the school for the rating scale. The visiting team adjusted the scores accordingly.

5:06 School-wide Professional Development focused on improving instruction and enhancing student learning seems to be lacking.

5:07 Staff members are on their own to acquire the necessary technology skills to use personally and integrate and guide students learning.

What strengths have been validated by the team in this area?

Teachers have a strong commitment to their ministry and a unity of purpose.
Some individual teachers expressed that they do their own continuing education.

What concerns have been validated by the team in this area?

There is a very weak plan for staff development in place.

What recommendations does the team make for concerns that were not addressed by the school in its Self-Study process?

5:06, 5:07 Develop a comprehensive staff development plan (see also the recommendation for **1:06, 3B-06 and 4:05**) that includes:

- staff supervision as the basis for finding growth areas for professional development (**3B-06**).
- New staff orientation that includes the school's purpose (**1:06**) and support for new teachers with an assigned experienced mentor (**1:06, 4:05**).
- individual support for teacher professional development needs (currently in place).

- school-wide professional development designed to improve instruction and enhance student learning **(5:06)**.
- education technology training **(5:07)**.
- Consider creative use of funds and support for teacher development - look at ways in which Title money could be used for professional development for all staff.

Standard 6: Student Services

Lutheran schools provide student services that support and enrich the educational experience of each student. Some of these services in this section are required by state or federal mandate. The school may choose to provide others to promote the training of the whole child. It is important that these programs are run efficiently and enhance the overall image of the school in its community.

Does the school comply with the Required Indicators for Standard 6?

6:01* Services offered by the school meet or exceed federal, state and local requirements.

YES

NO

Are required evidentiary pieces for Standard 6 prepared and in good order?

Standard 6 Required Evidence*: Enrollment / admission policy

YES

NO

Standard 6 Required Evidence*: Crisis emergency plan

YES

NO

General Indicator of Success	Operational Benchmarks	Sources of Evidence	Self-Study Rating	Team Rating
<p>6:02 Admission policies, guidance services, behavior-management programs and ancillary services provide a protective framework of necessary support for students to successfully complete the school program.</p>	<ul style="list-style-type: none"> ● Student applicants are admitted per established written admission criteria. ● Permanent cumulative records for each student are maintained, stored and shared in compliance with state and federal law. ● The school administers and practices written procedures for addressing students' emotional, social and psychological needs. ● Procedures are established for evaluating students for promotion and/or graduation. 	<p>School Records Student Parent Handbook Interview with school counselor Interview with students Narrative</p>	<p>3</p>	<p>3</p>
<p>6:03 Extracurricular activities provide opportunities for students to further enhance God-given talents and abilities.</p>	<ul style="list-style-type: none"> ● The school provides a variety of extracurricular activities that meet the needs and interests of the students and reflect the purpose of the school. ● Extracurricular activities are carefully 	<p>student parent handbook background check form student interviews athletic policy form narrative</p>	<p>3</p>	<p>4</p>

General Indicator of Success	Operational Benchmarks	Sources of Evidence	Self-Study Rating	Team Rating
	<p>supervised by trained personnel.</p> <ul style="list-style-type: none"> ● Those who supervise extracurricular activities accept the purpose of the school. ● Background checks are completed and on file for those who supervise extracurricular activities. 			
<p>6:04 The school enacts a wide variety of policies and procedures that ensure the safety of each student and allow the school to comply with national, state and local mandates.</p>	<ul style="list-style-type: none"> ● Immunization documentation, health tests and screenings conducted at the school conform with local and state laws. ● First-aid supplies are available and readily accessible to authorized personnel. ● Requirements for safety are conducted and recorded (i.e., fire, tornado, intruder and other drills). ● Plans are developed and implemented for blood-borne pathogen, asbestos, CPR, 	<p>Computer Safety 4.0 Policy on Child Abuse Crisis Management Document Emergency Exit Posted Staff Interview</p>	<p>3</p>	<p>2</p>

General Indicator of Success	Operational Benchmarks	Sources of Evidence	Self-Study Rating	Team Rating
	<p>first-aid training and the distribution of medication.</p> <ul style="list-style-type: none"> ● Background checks are conducted for all who have contact with students on a regular basis. ● Training for the recognition of child abuse and the protection of children is required for all who have contact with students on a regular basis. ● The school ensures the safety and security of its students when online. 			
<p>6:05 School food services meet or exceed national and state guidelines.</p>	<ul style="list-style-type: none"> ● Care is taken to ensure cleanliness where meals or snacks are consumed. ● Where food service is provided, adequate and qualified personnel are available to plan and serve a variety of well-balanced, wholesome meals in full accordance 	<p>Interview with support staff Observation Membership to Free and Reduce through SJL</p>	<p>2</p>	<p>2</p>

General Indicator of Success	Operational Benchmarks	Sources of Evidence	Self-Study Rating	Team Rating
	with federal guidelines.			
Total			11	11
Standard Six Overall Rating (Total ÷ 4, Rounded to the Nearest Tenth)			2.75	2.75

What is the overall Validation Team rating for Standard 6? 2.75

Did the Validation Team change any ratings that were assigned by the school?

X

YES

NO

If YES, what was the justification for changing the rating?

6:04 was changed to a 2 by the Validation team. The frequency of fire, tornado, and intruder drills do not meet the frequency requirements for the state of Minnesota.

6:03 was changed to a 4 from a 3 by the Validation team due to the customizing the extracurricular activities students participate in. Martin Lutheran High School has formed Coops with surrounding public schools to offer a wide variety of options.

What strengths have been validated by the team in this area?

Martin Lutheran High School has customized the extra-curricular activities for students giving them multiple pathways for participation.

What concerns have been validated by the team in this area?

The hot lunch program in the 2022-2023 school year changed. Current practice is a free and reduced lunch prepared by the St. James Elementary across town three days a week. The other two days a week a vendor (like Subway) is preparing lunch off-site.

What recommendations does the team make for concerns that were not addressed by the school in its Self-Study process?

6:04 Perform the necessary number of fire drills (5) Tornado (1) and intruder/active shooter (5) as required by the state of Minnesota per school year.

Standard 7: Facilities

The Lutheran school's physical facilities include the buildings, land, equipment, maintenance of the property and provisions for health, safety and sanitation. The school is both a place and instrument for learning. As a place for learning, the facilities help children grow spiritually, physically, mentally, socially and emotionally. As an instrument used in the learning process, the facilities demonstrate principles of beauty, harmony, order and utility. Its furnishings and décor are reflective of the Christian mission and purpose of the school.

Does the school comply with the Required Indicators for Standard 7?

7:01* Facilities are well-maintained and free from hazards, providing a safe and productive learning environment.

YES

NO

7:02* Facilities fully conform to all applicable laws, including health, safety and building codes.

YES

NO

Are required evidentiary pieces for Standard 7 prepared and in good order?

Standard 7 Required Evidence*: School floor plan

YES

NO

General Indicator of Success	Operational Benchmarks	Sources of Evidence	Self-Study Rating	Team Rating
<p>7:03 Buildings, grounds and equipment are well maintained, clean and appropriate for the age and number of students.</p>	<ul style="list-style-type: none"> ● The size and design of the buildings and teaching/ learning areas are appropriate for the school’s programs and achievement of learner outcomes (objectives), meet state and local code requirements and provide for special needs. ● All teaching/ learning areas are properly ventilated, lighted and have adequate space for the number and size of the students. ● The buildings are cleaned daily and the restrooms are sanitary. ● School furniture is sufficient in quantity and age appropriate. ● The school administrator(s) participates in the supervision of those who maintain the physical facilities. ● Adequate provisions exist for offices, area for 	<p>Narrative Interviews Walk-Through/Around</p>	<p>3</p>	<p>3</p>

General Indicator of Success	Operational Benchmarks	Sources of Evidence	Self-Study Rating	Team Rating
	<p>students needing care, recreation, library/media center and space for small-group instruction.</p> <ul style="list-style-type: none"> • The school facility supports and provides for the integration of technology and learning. 			
<p>7:04 Physical facilities provide specific (crosses, signs, etc.) and non-specific (attractive, adequate, etc.) Christian witness to the community.</p>	<ul style="list-style-type: none"> • The Christian flag flies alongside the American flag at the same entrance. • Christian banners, pictures and posters are displayed in the hallway, entryway, gymnasium and classrooms. • A cross is hung in a prominent place. • An outdoor sign is a witness to the community. 	<p>Narrative Walkthrough/Around</p>	<p>3</p>	<p>3</p>
<p>7:05 The building and grounds provide a safe school environment.</p>	<ul style="list-style-type: none"> • Policies and procedures are in place to maintain a safe school environment. • The playground and athletic field have fences or other restraints to prevent students from entering 	<p>Health Safety, Welfare Document 2013 Interviews Walkthrough/around</p>	<p>3</p>	<p>3</p>

General Indicator of Success	Operational Benchmarks	Sources of Evidence	Self-Study Rating	Team Rating
	<p>streets or adjoining property and to prevent vehicular traffic during school hours.</p> <ul style="list-style-type: none"> ● The school limits access to the facility, has locked entrances and is secure during normal school hours. ● Crossing guards, lanes and school speed zones are provided where needed. ● A safe, carefully supervised procedure for loading and unloading students in cars, buses and other vehicles is in effect. 			
Total			9	9
Standard Seven Overall Rating (Total ÷ 3, Rounded to the Nearest Tenth)			3	3

What is the overall Validation Team rating for Standard 7? 3

Did the Validation Team change any ratings that were assigned by the school?

YES

NO

If YES, what was the justification for changing the rating?

(NA)

What strengths have been validated by the team in this area?

The overall facilities at MLHS are kept in very good condition, have processes/procedures to clean/fix/ be updated when needed.

The school does an excellent job of providing Christian Witness to all who either drive by or come to and enter the school. The front sign out on the grass could be "bigger" Would there be an area on the building that would be visible from the road that says Martin Luther High School.....

What concerns have been validated by the team in this area?

Make sure that all doors close/lock securely, easily. One door on the West side seemed to stick a little when opened and closing, to ensure door has securely locked and school is/remains safe.

What recommendations does the team make for concerns that were not addressed by the school in its Self-Study process?

(NA)

Review of the School Action Plan

As a school conducts its Self-Study process, it identifies areas needing improvement. These items are usually rated as **2 (Emerging)** showing that the condition is recognized as important by the school but is inconsistently or irregularly applied. It is not supported with sufficient practices, evidence or documentation and there is room for improvement in this area. A rating of **1 (Not Evident)** means there is observable conflict or deficiency with the condition at the school or that the school does not enact this condition.

Items that have been identified as **2 (Emerging)** or **1 (Not Evident)** require planned improvement actions. Over the course of the school's accreditation cycle, the items must be targeted (with a completion date), assigned, evaluated and completed. The School Action Plan is the organization's roadmap, guiding the improvement process during the school's accreditation cycle.

Certain items will be rated as **3 (Operational)**, and while the condition is in place and functionally supported and practiced, it may not always be fully enacted or easily evidenced in every aspect of the school program. The school functions acceptably in this area and the school is not required to develop ways to improve in this area.

In a narrative, please address the following aspects of the school action plan:

- What is the Validation Team's evaluation of the realistic attainability of the plan as a whole?
- Were any items not addressed in the School Action Plan that were identified by the school in its Self-Study Report?
- Does the team wish to target additional action items not identified by the school in its Self-Study Report?

<INSERT NARRATIVE RESPONSE HERE>