

# SCHOOL ACTION PLAN

**NOTE: DO NOT Complete Prior to Validation Team Visit**

The School Action Plan is developed from the Preliminary School Action Plan originally submitted with the school’s Self-Study and updated with the input from the Validation Team. The plan must address every area of concern (“emerging” [2] and “not evident” [1]). Each concern must be noted and addressed. “Operational” [3] indicators may also be addressed in the School Action Plan. This Plan will guide the school through the next five years in a process of continuous improvement prior to the next Self-Study process and Validation Team visit.

**The completed School Action Plan must be included with the final submission of the school’s Self-Study to the District Accreditation Commission.**

<b>NLSA School Action Plan</b>												
<b>School Name: Zion Lutheran School</b>												
<b>School Address: Cologne, Minnesota</b>												
<b>LCMS District: Minnesota South</b>												
<b>Administrator: Tom Marcsisak</b>												
<b>Date of Most Recent NLSA Validation Team Visit: March 13-15, 2023</b>												
<b>Accreditation Year</b>	□	<b>Initial</b>	□	<b>Year 1</b>	□	<b>Year 2</b>	□	<b>Year 3</b>	□	<b>Year 4</b>	□	<b>Year 5</b>
Standard & Indicator Number	Self-Study Concerns & Strategies				Target School Year	Responsible Party	Action Taken	School Year Addressed				
1:06	Improve new employee orientation (further develop orientation plan)				23-24	Board of Ed						
2A:03	With all of the new growth in the school, expand the evangelism program				23-24	Admin Board of Ed Elders Pastor						
2B:02	Not diverse...??? (continue to offer what we have to the community)				Ongoing	Board of Ed						
3A:05	The administrator will be evaluated yearly by the school board				Ongoing	Board of Education						

3A:06	The School Board will do an on-going training and professional development	2023 & Ongoing	Admin		
3A:07	Long range planning goals will be developed	23 & Ongoing	Admin Board of Ed Faculty		
3B:02	Principal not certified (seek future administrators that have completed some administration training-SLED)	24-25	Board of Ed		
3B:03	Administration time for principal will be increased based on the number of students enrolled (Between 50-75 students – ¼ time; between 75-100 students – ½ time; between 100-125 students -3/4 time)	23-24	Board of Ed		
3B:03	Secretarial help will be increased based on the number of students enrolled (Between 50-75 students – ¼ time; between 75-100 students – ½ time; between 100-125 students - 3/4 time)	23-24	Board of Ed		
4:01	Although the Development Plan is done, it needs to be expanded	23-24	Admin		
4:02	Teachers not rostered/licensed (continue to pursue rostered (or colloquy) and licensed teachers to fill future openings)	Ongoing	Board of Ed		
4:04	New teachers will have more orientation training and be assigned a mentor to help familiarize them with routine and be there for support	23-24	Admin Faculty		
4:04	Salary schedule needs to be continued to be adjusted towards equity	23 & ongoing	Board of Education Treasurer		
5:08	Curriculum review and mapping (continue to work on Curriculum Trak)	Ongoing	Faculty		
6:04	Child Abuse Awareness (hold child abuse awareness training programs)	Ongoing	Admin		

6:04	<p>Preschool will follow exempt state guidelines for number of children (20) allowed per class with a 4 hour maximum time limit per day (MN245A.03-26) and/or consider any of the following:</p> <ol style="list-style-type: none"> <li>1) Split preschool and Kdg into two classrooms with 2 teachers</li> <li>2) Obtain a certified license from the state of MN</li> <li>3) Partner with an outside licensed agency to provide extended care services</li> <li>4) Drop Preschool to expand KDG focu</li> </ol>	2023	Board of Ed Admin		
7:04	<p>Signage-community awareness (continue to monitor and update website/social media) – With the expansion of 212 to four lanes and a new interchange, explore new signage along 212</p>	Ongoing	Admin		
7:05	<p>Children must be within visible adult supervision during recess at all times</p>	Ongoing	Admin Faculty		