



**NLSA National Accreditation Commission
(Hilton Airport – St. Louis)
Wed., July 25, 2017 1:00 p.m. – Part 1**

Attendance: Zach Brewer, Mark Brink, Paul Cain, Merry Clark, Chris Cody, Kristie Flora, Dennis Gehrke, Mark Grewe, Kevin Gundell, David Glienke, Sally Hiller, Steven Jahnke, Jane Limback, Heidi Malone, Robert Mayhew, Katherine McGrew, Jon Mielke, Warren Paul, Chrissy Peterson, Jon Peterson, Clet Pfeiffer, Allen Piepenbrink, Janet Profilet, Trip Rodgers, Sarah Sailer, Scott Schumacher, Jim Scriven, Carol Smallwood, Muriel Stark, Merrilee Sump, Stu Teitz, Bill Unzicker, Joel Wahlers, Kenneth Waibel, Fred Weiss, Keith Wilharm, Charles Winterstein, Jackie Vieth, Terry Schmidt, Rebecca Schmidt, Matthew Bergholt, Susan Green

1:00pm **Opening Remarks** were made by Scott Schumacher

Introductions began at 1:02 p.m.

1:15pm Opening Devotions were led by Keith Wilharm

Glossary of Accredited Faith Terms.....Random Thoughts on the Accreditation of Faith
Acts 2:22 – Salvation comes to us undeserved – We have many major deficiencies
Jesus is our School Shepherd – he puts us in “good standing”

1:30pm 2017 **Director’s Report** given by director, Terry Schmidt

Critical Targets are still **leadership** (largest candidates slate for administrator training; SLED 30, 36 Flame Participants; sharing **powerful practices** (Effective Team Ministry, Meeting every student’s needs, Admin/Board Functions; Securing a supportive pastor during vacancy; gifted and talented, disaster relief, integrated approach between Religion and Chapel); **servng children better** (faith component, strong work ethic, effective communicators, critical thinking skills)

Statistical Data: 501 elementary, 266 ECC, 58 high schools
670 accredited, 180 or co-accredited, 10 new candidates, 12 lapsed

Fees will be discussed later.

Policy needed by executive committee on Granting Extensions (32 granted in 2016/17), including an increase of fees.

NLSA has Co-accrediting Partnerships with AdvancED, WASC, Middle States

We have many partnerships with state non-public agencies.

Various districts were listed that have more than 40 accredited schools.

Joel Wahlers (WASC), 4,000 schools are accredited, commission meets 3 x per year, accredits approx. 700
Discuss legal issues, hiring new president, outside research group was utilized for the study of effectiveness

Scott Schumacher (AdvanceED), 33 indicators, leadership capacity, plus 16 additional indicators that address the spiritual aspect; recent history the past four years:12, 14, 19, but only 6 schools went through AdvancED in 2016/17 ELEOT tool, classroom observation tool; Scott shared statistics on learning environment ratings and showed how close (or even above) the AEN average of all advanced domains. Visits look for an Index of Educational Quality Scores – 270 IEQ average scores/national 2.79 – still room for growth. Training for AdvancED will take place tomorrow afternoon.

Jackie Vieth – CCLE (with Rev. Paul’ Cain) – 16 Consortium of Classical Lutheran Education (CCLE) schools currently accredited. 2 schools coming up for next year.

EBA Scoring Results – this trend shows visitation teams are getting a handle on appropriate scoring. Training has paid off, but we can still do better.

3.01 2015 (69 schools)
2.93 2016 (73 schools)
2.84 2017 (65 schools)

TERMS

- “Candidate” School is a school eligible for re-accreditation or new accreditation.
- Accredited in Good Standing – THIS IS THE GOAL, our schools needs to achieve this level, significant goal
- Accredited with Provision (rating of “1” on any indicator, will automatically be defined as a provisional school –this is not a disgrace, it just means something significant is to be directed by the District to improve within one year)
- Accredited with Distinction
- Concern vs. Deficiency: Concern should be addressed in your school action plan; deficiency has a severe negative effect (ministry, quality of education, health or safety).
- Powerful Practice – innovates and exceeds accreditation expectations. It is uncommon and significant reward for - the students; improves overall ministry opportunities or improve the overall quality of education.
- School Shepherd Award – has been established to honor a faithful pastor who has provided outstanding encouragement, support and service to his school.

Terry encourages each District to honor the pastors who were nominated at a District Pastor’s Conference.

Editing and Rebranding Materials - Matt Bergholt

Presented new binders for NAC Members. Standardized now (99% complete).

Will post on September 1st.....in the meantime, you are asked to mark edits and proof, send edits to Matt Bergholt.

This process was (is) necessary in order to move to the on-line piece. Projected date for full implementation is approximately two years from now.

Dr. Becky Schmidt – Section N – Amazing two year project/work with the Early Childhood Programs with the goal to bring those centers into the Accreditation process in a quality way. She will share more tomorrow. All materials will be available during 2018-2019; however, ten schools will be utilized as “pilots” this year.

Terry shared a picture of the original task force – spoke briefly about his succession planning. Education Executives will be involved in some of the replacement process for Terry’s replacement – Terry intends to stay until the end of June, 2018.

Encouragement – National offices works on behalf of every Lutheran School; linking schools to systemic change; recognizing quality and encouraging commitment to intentional ongoing improvement.

“Since 1986 no single program or process has done so much to improve the overall quality of Lutheran schools”. Terry ended with words from Philippians, Chapter 1.

Scott demonstrated the LuthEd site; showed the NLSA drop down menu; all materials will be available on that site.

Break – 3:00 – 3:15

Membership Committee Report - presented by Jane Limback

2016 Provisional Schools to be reinstated to accreditation in good standing:

MOTION: To reinstate all 14 of these schools to accreditation as schools in good standing: PASSED

Grace Lutheran Little Lambs, Lancaster, CA
Lutheran High School, Springfield, IL
Woodlands Lutheran PS, Montverde, FL
Trinity Lutheran School, Hobart, IN
Central Lutheran, St. Paul, MN
Bethany Lutheran School, Overland Park, KS
St. Paul Lutheran, St. Joseph, MO
Immanuel Lutheran School, Higginsville, MO
St. John, Cleveland, OH
Trinity Lutheran School, St. George, UT
St. John's (Sherman Center) Lutheran School, Random Lake, WI
Immanuel Lutheran, Jefferson City (Honey Creek), MO
Grace Lutheran, Midland, TX
Trinity Lutheran, Freistatt, MO

MOTION:

It was recommended to accept the District's recommendation to place **Peace with Christ Lutheran School, Aurora, CO** to the list of provisional schools. PASSED

First Lutheran School, Fort Smith, AR – MOTION to grant this school on an additional year of provisional status.

MOTION:

The Membership Committee reviewed **104 candidate schools and is recommending approval for these schools to receive accreditation in good standing.** (Membership Members read the names of all 104 candidate schools). PASSED.

During the Membership Committee's Work, there are 11 schools that have been recommended to receive accreditation on provisional status: Details for rationale behind the provisional status is noted in the Membership Committee reports/minutes.

MOTION:

The Membership committee would like to grant the following 11 schools accreditation with "provisional" status. PASSED

Altamont Lutheran Interparish, Altamont, IL
St. Paul Lutheran, Farmington, MO
Trinity Lutheran, Lombard, IL
Salem Lutheran, Florissant, MO
Shepherd of the Lakes, Brighton, MI
Zion, Lake Stevens, WA

St. John Lutheran, LaGrange, IL
St. Paul's, Arlington, IL
Immanuel Lutheran, Brandon, FL
Holy Cross Early Childhood, Fort Wayne, IN
River Roads Luthearn, St. Louis, MO

As Terry previously reported, **32 Schools Filed for Extensions** in 2017

Trip Rogers reported the vetting process for EBA Schools of Distinction – beginning with the 11 schools that had scores greater than a 3.1 to be put into consideration. Trip went on to explain other aspects of the vetting process, including the use of the guideline to consider the top 5% of EBA schools.

Questions/Comments: It has been recommended to add a statement to documentation on the team report for rationale/justification on why a school met all the benchmarks, but exceed the expectations and received a “4”.

2017 Schools of Distinction Recommendations:

5 schools have been recommended by the Membership Committee for approval of accreditation with this status:

MOTION:

The following five schools will receive accreditation as schools of distinction. PASSED.

EBA Schools being recommended for Schools of Distinction:

- **Shepherd of the Desert Lutheran School, Scottsdale, AZ**
- **Sioux Falls Lutheran School, Sioux Falls, SD**
- **St. Lorenz Lutheran School, Frankenmuth, MI**

Jon Mielke reported on the six schools that were accredited through AdvancED.

AdvancED Schools being recommended for Schools of Distinction:

- **Christ Lutheran School, Phoenix, AZ**
- **St. Peter's Lutheran School, Columbus, IN**

Joel Wahlers reported on status and vetting process of WASC schools. Due to their criteria at this time, they are not recommending any WASC schools for the category of Accreditation with Distinction.

The NAC group celebrated and sang the Doxology with beautiful voice in thanksgiving to God for our Lutheran Schools.

Jane concluded with thanking the Membership Committee for their hard work.

NLSA Business Meeting led by Chair, Scott Schumacher

- **Early Childhood/Elementary School Reporting** – explained various options in how schools and their early childhood centers can apply and conduct their accreditation visits. Becky Schmidt further explained the rationale behind conducting a separate study for your early childhood centers.
- **Clarity Use the School Survey** - Each NLSA process SHOULD use the school survey as a required tool. This is not an option. Schools can add to the survey to individualize the data needed; however, may not take away from the NLSA questions required. Comments were made to suggest the same survey template and rubrics for consistency.
- **Classroom Observation Tool** – Can be used as a resource, not mandatory to use. Valuable to share your comments with the Executive Committee. Team captains feel free to use it. Matt may put this on the LuthEd site if it is very clear that this is currently an optional tool. The tool is not connected to your EBA

score, but this type of tool could be transformational. Encourage NLSA to develop a similar tool in the future that can be used by Districts. **Ex. Committee Agenda Item**

- **Conflict of Interest Statement** - Jane spoke to what Kansas is doing as a requirement to be reciprocal with Kansas Accreditation. Highly recommended to have team members, consultants, captains should all sign the conflict of interest statement. **Ex. Committee will further review.** Joel may send a copy of the WASC schools' statement.
- **AdvancED reporting** – How do AdvancED schools report their annual reports? This topic comes up often. There is a resource that Indiana developed – RESOURCE to be shared, not a guideline. The tool for annual reports is up to the District.
- **Curriculum Validation** – Atlas Rubricon is a tool to use; Curriculum track has similar statements– there are many other tools to use to map out your curriculum. There is a tool rubric guide shared by the Indiana District. Susan will e-mail the sample version of the curriculum tool. Again, a resource, not a required tool. Mapping curriculum should be collaborative and can even be completed in Google.
- **Chair-elect ballots** - Jane Limback will be our new NLSA Executive Committee and NAC Chairman; so there are two candidates for chair-elect: Keith Wilharm and Tom Wrege have decided to allow their names to stand. One vote per District. Vote will take place tomorrow morning.
- **Raising fees** - Matt Bergholt, from the NLSA staff, explain the rationale of the new fee structure. A rationale statement paper was shared with NAC members. Synod, from top down, will not accept deficit programs/budgets. Proposing raising the fee from \$450 to \$600. Reasons for increase:
 - Cover existing and anticipated NLSA expenditures
 - Align with the LCMS office of National Mission Budgetary Expectations.
 - Allow for “future proofing” of staffing and positional changes
 - Ensure a prolonged time between fee increases
 - Increase program deliverables (marketing, banners, awards, etc.)

Various members spoke for support of the fee increase and understood the rationale behind the needed increase. Other members shared concern that the fee increase would further eliminate or discourage some smaller schools from seeking or keeping accreditation. Discussion was held regarding District support.

When does the new fee take place? September 1, 2017. Schools that previously applied for NLSA at the \$450 rate would not be assessed the higher fee.

Chairman Scott Schumacher closed Day 1 of the NAC meeting at 5:28 p.m.

5:30pm Hospitality

6:00pm NLSA Banquet (held at Hilton Airport)



Thursday, July 27, 2017 – 8:00 a.m. –Part II
NLSA National Accreditation Commission
(Hilton Airport – St. Louis)

Attendance: Listed on the front page (Day 1) of the minutes with the addition of Alan Freeman.

8:00am Opening Devotions led by Joel Wahlers

Devotion on “Peace” Colossians 3:12-17, 23-24 – it is essential for our schools to work on relationships
v. 24 “You are serving the Lord Jesus Christ.” Joel closed his devotion with the “peace” of the benediction.

8:10am NLSA Business Continuation

Minutes for 2016 NAC Commission: (Motion to approve minutes. PASSED)

Chair-Elect Voting: Ballots were collected and tallied by Jane and Janet.
Mr. Keith Wilharm won this election and will become the Chair-elect.

NLSA Fees: Given that there has not been a dues increase for four years and our costs have increased, the NAC has to deal with the problem. We MUST keep our stuff in place and continue to provide services for our schools.

One MOTION was discussed, but did not formalize for a vote. The NAC moves to approve a dues increase of \$100 from \$450 to \$550 this year, effective as of September 1, 2017. This increase supplies a large enough increase to cover the project costs of NLSA.

MOTION:

NAC accepts the recommendation from the staff and increase the fees to \$600, effective September 1, 2017. PASSED.

Suggestions and Discussion took place. Information was suggestion that the Executive Committee will attempt to share updated budget projections to Commissions and District Executives ahead. Various suggestions were made: Graduate the fees 4% each year, which is approx. a \$25 per year for five years.

Another suggestion for amendment: Fee increases may occur each year, but will be reviewed at the annual NAC meeting.

Application form needs to say: New schools pay the application fee at the time of application.

The NAC annual agenda needs to include fee and NLSA budget updates and discussion.

Clarification Statements (from District recommendations): Scott discussed 16 recommendations (via power point slide show) that were shared from the District Commissions & Reports. Some of these were discussed at previous times.

- 1) All NLSA documents should be completely aligned with each other. – listed on www.luthed.org by September 1st.
- 2) Written curriculum is a requirement of accreditation. Mapping takes curriculum development to a higher level, and should be part of the school’s program.

- 3) It would be helpful if we could use typed signatures. NOT ready for this for official documentation. We need to ensure integrity and security in the process.
- 4) Classroom observation tool: tool from Indiana copyright has not yet been approved to make this an official tool.
- 5) Needs to be a universally accepted Cumulative Annual Report. DISTRICTS are responsible for these reports; however there is a template available on luthed.org
- 6) AdvancED or WASC reports – This is up to the Districts to require the additional cumulative reports. Scott shared a report format from Indiana yesterday.
- 7) Captains should follow up with schools one year after the accreditation visit. Great idea, but this will be up to each District.
- 8) Fees – were already discussed. No further discussion. Further action will be needed on a fee structure for various scenarios of schools with early childhood centers.
- 9) Clarity of protocol for elementary schools that run early childhood center:
 - Various options are currently available. EBA schools can apply as one school or two entities and provide for one expanded or a separate visitation team.
 - If two boards, there should be two separate visits.
 - Becky recommends that ECC use the current protocol with currently still one visit, with expanded team.
 - Beta testing for ECC materials will be presented to ten schools in 2017-2018.
- 10) Consider changing the benchmark 4.02, “full time faculty member are on the roster.....” Will not change what Synod has directed.
- 11) Detailed guidelines should be given on how to move from a “3” to a “4”
 - 3 is a desired rating and is a good score.
 - Additional guidelines are not available, but refer to the definitions.
 - **Executive Committee can work on additional examples on how to receive a “4”.**
 - Can NLSA (through Districts) give examples or hold other simulation exercises
 - **Innovate, exceed, uncommon, significant student award, calculated risk**
- 12) Make financial responsibilities of schools clear.
 - It is the responsibility of the schools and we feel that is clear. NLSA cannot provide fees for captains. Clear in consultant’s manual.
- 13) 3A: Some indicators are not applicable for policy-based governance –
 - **Executive Committee can look at addendum or new indicators for policy-based.**
- 14) Continue to move forward with affiliation efforts with other regional or national programs. Middle States, WASC, AdvancED already have affiliations. NLSA will continue to work with NCPSA

Executive Committee Report on Work they do:

Manages Powerful Practices
 Consider Extension Requests
 Support the NLSA staff

Upcoming Committee Work

Early Childhood Protocol
 Conflict of Interest Statement
 Classroom Observation Tool
 Extension Request Guidelines
 Clarifying Document
 Succession Planning
 Review and Update NLSA Policy Manual

Reminders:

Expense Reports
Clarifying Documents will be sent out by Scott
Pray
Look for Minutes when they are finalized
Lunch may be moved up
Training this afternoon

MOTION:

The NAC wishes to formally thank Mr. Terry Schmidt for his years of leadership and service as the Executive Director of School Ministry. PASSED

MOTION:

The NAC wishes to direct the Executive Committee send a letter to President Rev. Matthew Harrison and Rev. Bart Day that includes two parts:

Thanking them, on behalf of the NAC, for Mr. Terry Schmidt's service and dedication to the NLSA process; and

In the process of finding replacement position, that the NAC highly requests that the person replacing Terry holds a high value and belief in the improvement of schools through the NLSA process. PASSED

9:30am Break – 9:50

9:55 am Closing Devotions led by Director Terry Schmidt

Closed with Philippians, chapter 1 "I thank God for you....."
Terry concludes each report/meeting with these words from Paul.

Pray with Joy.....Our Lutheran Schools are "Joy factories"
Partnership in the Gospel
Proceed with Confidence – God will carry it to completion
Prayers that God's grace be with all.

Scott Schumacher concluded the meeting at 10:05 a.m. with thanking Terry Schmidt one more time.
The NAC members closed once again with the singing of the Doxology

Lunch provided at 11:15

Training: AdvancED eProve Training (Hilton Airport – St. Louis)

12:00pm to 4:00pm

+++ Thank you for your service to our Lutheran schools through NLSA! +++