

Name of Association

Contact Person

Date Report Submitted (mm/dd/yyyy)

Mailing Address

City

State

Zip

Phone Number

Fax Number

Website

Email

Current Recognition Status

Last Year Status Was Awarded

National Lutheran School Accreditation-NLSA

Katherine McGrew

08/11/2019

400 N Aspen

Broken Arrow

42

74012

918-251-5422

918-251-8365

www.luthed.org

kmcgrew@icaba.org

Choose One

2011

Accredited Schools 2 Years Ago

Accredited Schools 1 Year Ago

Accredited Schools Current School Year

Pre Accredited Schools 2 Years Ago

Pre Accredited Schools 1 Year Ago

Pre Accredited Schools Current School Year

Total in Accreditation Process 2 Years Ago

Total in Accreditation Process 1 Year Ago

Total in Accreditation Process Current School Year

Total Member Schools 2 Years Ago

Total Member Schools 1 Year Ago

Total Member Schools Current School Year

a. New Applications

b. School Site Visits (all purposes)

8

8

7

8

8

8

2

2

1

8

8

7

1

3

c. Schools Awarded Full Accreditation Status (first-time)	0
d. Schools Denied Accreditation	1
e. Schools Placed on Exception, Warning, or Probation	0
f. Accreditation Re-Evaluations	1
g. Total Number of Students Enrolled (all schools in the accreditation process)	848
h. Total Number of Teachers	101
i. Conferences/Workshops/Training Seminars	2
Describe	The commissioner trains teachers from schools currently in the process during the Fall Conference of Lutheran schools in Oklahoma, and also trains all principals each year in accreditation changes and the process.
j. Other Accreditation Activities/Services	1
Describe_1	The commissioner worked closely with an Oklahoma school place on probation in 2018, and the school was able to comply with all requirements of its Action Plan and become fully accredited this past year.
k. Total Number of High School Graduates	2
l. Total Number of School Employees (paid administrators, teachers, instructional staff)	125
m. Median Tuition	\$4310
n. Total Dollar Amount of Need-Based Financial Aid Distributed	\$144,300
o. Total Dollar Amount of Employee Financial Aid (tuition remission)	\$185,000
p. Percentage of Students Receiving Financial Aid	32%
q.. Mean Full-Time K-12 Teacher Salaries	\$34,100
1 Year Ago	
1 Year Ago_1	
1 Year Ago_2	
1 Year Ago_3	
2 Years Age	

2 Years Ago

2 Years Ago_1

2 Years Ago_2

Current School Year

Current School Year_1

Current School Year_2

Current School Year_3

1. Purpose/objectives of the accrediting association

Remained the Same

1. Type of Changes

1. Upload File

2.. Location of Accreditation Association Headquarters

Remained the Same

2. Type of Changes

3. Accreditation and Pre-Accreditation Status Levels

Remained the Same

3. Type of Changes

4. Public Relations Flier and Key Publications

Remained the Same

4. Type of Changes

4. Upload File

5. Articles of Incorporation, ByLaws

Remained the Same

5. Type of Changes

5. Upload File

6. Legal Governing Body

Changed Since Last Reporting

6. Type of Changes

Rebecca Schmidt, acting director, was appointed Director of NLSA

6. Upload File

7. Accreditation Procedures

Remained the Same

7. Type of Changes

Substantive Change Form and Conflict of Interest Form now required when either of those affect new accreditation regulations

7. Upload File	
8. Application Form/Procedures	Remained the Same
8. Type of Changes	
9. Nondiscriminatory Policies	Remained the Same
9. Type of Changes	
9. Upload File	
10. Strategic/Master Plan	Remained the Same
10. Type of Changes	
11. Accreditation Manual/Handbook	Remained the Same
11. Type of Changes	
11. Upload File	
12. Accreditation Fees and Charges	Changed Since Last Reporting
12. Type of Changes	Flat fee rate approved and increased
13. Other Items Related to Standards or Substantive Change	Remained the Same
13. Type of Changes	
13. Upload File	
Upload File (A)	copy_of_opsac_association_school_listing_form - blank.xlsx
Upload File (B)	2018_nlsa_governing_body.docx
Upload File (C-1)	nlsa_nac_summary_to_districts_2019.docx
Upload File (C-2)	nlsa-conflict-of-interest-9-2018-fillable.pdf
Upload File (c-3)	nlsa-substantive-changes-in-accredited-schools-9-2018.pdf
Upload File (D-1)	
Upload File (D-2)	
Upload File (D-3)	
Name	Katherine McGrew, NLSA Oklahoma Commissioner

2018-19 NLSA Officers

NLSA Director—Rebecca Schmidt

National Committee Chairperson—Jane Limback

National Committee Chairperson-Elect—Keith Wilharm

Secretary/Treasurer-Janet Profilet

Executive Board—Former Chairpersons

District Commissioners



August 15, 2019

Dear Colleagues in Christ,

The annual meeting of the National Lutheran School Accreditation (NLSA)– National Accreditation Commission (NAC). NLSA-NAC was held July 30 – August 1 to affirm LCMS schools and conduct the business of NLSA.

The National Accreditation Commission acted on the following items:

NAC awarded accreditation to **131** schools bringing the total number of accredited schools to **682**.

NAC reviewed recommendations submitted from districts. Affirmed changes will be incorporated in the NLSA documents and posted on LuthEd September 1.

NAC affirmed a protocol change for schools seeking dual accreditation with AdvancED. In consultation with Merry Clark and Dr. Eddie Krenson, NLSA is pleased to announce that beginning September 2019, LCMS schools will be able to use NLSA protocol (NLSA EBA in place of AdvancED protocol) as the primary tool for the process. Schools accredited in good standing by NLSA will be required to submit a fee of \$1,200 AdvancED and the annual fee to NLSA.

Reciprocity does not extend to Early Learning programs unless the NLSA EC 2018 document is recognized by the state as an approved protocol for its state-tiered programs. Where NLSA is an accepted protocol, AdvancED will extend dual accreditation to Early Childhood Centers using the NLSA EC 2018 protocol.

For schools with an integrated early childhood program who are **not** interested in accessing a state tiered program, AdvancED will extend dual accreditation for preschool – grade 8 (or grade 12) schools with the completion of NLSA EBA protocol.

We will continue to work with AdvancED to assist schools who have Validation Team Visits in 2019-2020 who have already begun using AdvancED's protocol. Kristin Freeman will be sending you a list of schools in your district that have indicated that they are pursuing dual accreditation. *Please contact your AdvancED schools and inform Kristin regarding the protocol they will be using.*

The NLSA budget was presented with historic data regarding personnel expenses (associate director and coordinator salary, benefits and General and Administrative [G & A] expenses) and general operating costs. Personnel and G & A expenses comprise 74.5% and general operating costs reflect 15.3%. The budget reflects a current surplus of \$50,000 (from staffing changes and preplanning for online accreditation).

An NLSA Online Accreditation Proposal was presented. Three providers (Armature, Open Water, WizeHive) were considered. Armature had the most capacity to serve NLSA needs with:

- a seamless process from application to accreditation
- all school data and the accreditation in one place
- online hosting and access
- payment process functionality
- simple and intuitive

With the budget review and anticipated costs to move forward with the Online Accreditation Proposal, a fee increase is necessary to move ahead with online accreditation submission. The following models were presented:

- Reduction of a Flat Fee
- Implementation of Per Pupil Fee
- Sliding Scale based on School Enrollment
- Flat Fee Structure

NAC approved the Flat Fee Structure with an increase of \$50 each year for 3 years beginning September 2019 in order to move forward with the Armature Online Submission process. The increase will be reflected on the NLSA invoice schools receive at the end of August.

- 2019-2020 - \$650
- 2020-2021 - \$700
- 2021-2022 - \$750

NAC elected its new officers for the Executive Committee. Chairman Jane Limback and Secretary Janet Profilet were warmly thanked for their years of service and new members were welcomed.

Chairman – Keith Wilharm, NID NLSA Commissioner

Chairman Elect – Joel Wahlers, CNH NLSA Commissioner

Secretary – Matthew Schleicher, Texas NLSA Commission Vice Chair

Formal letters affirming accreditation will be sent to each school next week. Minutes from the NAC meetings will be posted on LuthEd at the end of August. We thank the Membership Committee and the National Accreditation Commission for their dedicated work on behalf of schools.

In His Service and yours,

Becky Schmidt

Rebecca S. Schmidt, Ed.D.
LCMS Director of School Ministry
800.248.1930 Ext. 1716
Rebecca.Schmidt@lcms.org



**National Lutheran School Accreditation
Conflict of Interest Policy**

The National Lutheran School Accreditation (NLSA) *Conflict of Interest Policy* is created and implemented to ensure the integrity of the entire accreditation process. Individuals interacting with the process (Validation Team, Team Captain, School Consultant, District Accreditation Commission, National Accreditation Commission, and NLSA National Office Staff) must not have any real or perceived financial, institutional, or personal interest(s) in the outcome of the Validation Team Report or overall Accreditation process that would impact their ability to be objective and independent throughout the entire process.

Prior to your appointment to work with the NLSA process, you will be asked to complete a NLSA *Conflict of Interest Policy and Code of Ethical Behavior Agreement*. Your timely completion of this document will allow for the determination of any real or perceived conflict of interest which would prevent your service to NLSA.

1. CODE OF ETHICAL BEHAVIOR

National Lutheran School Accreditation (NLSA) adheres to the highest level of ethical behavior when interacting with Lutheran schools. All individuals involved in the NLSA process are to adhere to the NLSA *Code of Ethical Behavior* at all times.

2. CONFLICTS OF INTERESTS

Any individual interacting with the NLSA process shall be considered to have a potential or perceived conflict of interest if they have an existing or potential financial or other interest which would interfere with the independent, unbiased accreditation review of the school in question. Please note that an individual with whom you have a close family relationship, such as a spouse or dependent children are constituted as a conflict of interest.

3. DISCLOSURE OF CONFLICTS OF INTEREST

Any established conflicts of interest must be made aware in written documentation to the individual responsible for your work or position appointment (i.e. a Validation Team member with a conflict of interest must disclose this to the Team Captain prior to the Validation Team Visit) at the earliest possible time in the NLSA process.



National Lutheran School Accreditation Code of Ethical Behavior

All individuals interacting with the National Lutheran School Accreditation (NLSA) process are expected to adhere to the NLSA *Code of Ethical Behavior*. The code establishes a general outline of ethical behaviors to be maintained by anyone interacting with NLSA in order to uphold and maintain the confidence of our Lutheran schools and their constituents.

1. Conflicts of Interest

We conduct ourselves in a manner which seeks to avoid a conflict of interest or any appearance of a conflict of interest.

2. Impartiality

We treat all schools and school systems with objective impartiality and courtesy.

3. Confidentiality and Privacy

We treat all information obtained in the NLSA process as confidential and shall not disclose or share information without the express permission of the national NLSA office and the school involved.

4. Transparency

We are committed to providing timely, complete and accurate information at all stages of the NLSA process as per NLSA policies and practices.

5. Responsible Stewardship

We manage the resources of the organization and the NLSA process responsibly and prudently, using organization resources for NLSA purposes only.

6. Signing of Code of Ethics Statement

All individuals interacting with the NLSA process shall be advised of the *Conflict of Interest Policy* and *Code of Ethical Behavior* and shall sign the attached statement.

7. Violations

All alleged violations of the *Conflict of Interest Policy* and/or *Code of Ethical Behavior* shall be immediately brought to the attention of the Director of NLSA. The Director shall inform the indicated individual of the basis for such belief and afford them with an opportunity to explain the alleged violation. If, after hearing the individual's response and after making further investigation as warranted by the circumstances, the Director determines the individual has violated the *Conflict of Interest Policy* and/or *Code of Ethical Behavior*, the Director shall take appropriate disciplinary and/or corrective action.



**National Lutheran School Accreditation
Conflict of Interest Policy and Code of Ethical Behavior Agreement**

I, (Insert Name Here), certify that I have read, understand and will act in accordance with the National Lutheran School Accreditation (NLSA) *Conflict of Interest Policy* and *Code of Ethical Behavior*. Subsequently, I declare that I do not have any conflicting interest nor will I take any action which would constitute a conflict of interest under such policy.

Name:

Signature:

Date:

Validation Team Visit School Name:

Validation Team Visit School City/State:

Substantive Changes in Accredited Schools

For a variety of reasons during an accreditation cycle, a school may choose to make substantive changes in its offerings that significantly alter the status of its school. A school must initiate a substantive change procedure with NLSA if the school experiences a change in any of the following:

- Physical location of school
- Addition of or transfer of programs to new or different buildings
- Grade level configuration
- Type of school
- Change in ownership and/or control
- Change in legal status or form of control of the institution
- Opening a branch or classroom extension
- Change in established mission or objectives
- Addition of courses or programs that represent a significant departure, in terms of either the content or method of delivery, from those that were offered when NLSA most recently evaluated the institution.

School Actions Required

If a substantive change occurs in an accredited school, continuation of accredited status shall require:

- Reporting the changes, in writing, to the respective district office;
- Approval by the district office of the changes and submission of the written changes to the NLSA National Office;
- Approval of the change by the Director of NLSA and;
- A one-day onsite visit by a District Accreditation Commission representative confirming continued standard compliance.

Substantive Change Timeline

All changes should be reported, in writing, by the school within one month of the established change, to its local district office for review and submission to the National Office. The required visit by the District Accreditation Commission representative must occur within 90 days of the implementation of the change. The district is responsible to report any findings related to their visit to the NLSA National Office within two weeks of the conclusion of their visit.

National Lutheran School Accreditation -NLSA
400 North Aspen, Broken Arrow, OK 74012
314.996.11294

www.lcms.org

rebecca schmidt- Executive Director nlsadirector@aol.com

Katherine McGrew- Commissioner kncgrrew@icaba.org

Accredited Schools in Oklahoma	Address	City	State	Zip	Phone	Grades	Email Address	Head of School
First Lutheran School	1104 North Fourth	Ponca City	OK	74601	580.762.4243	K-8	tburnbaum@hotmail.c	David Birnbaum
Good Shepherd Lutheran School	700 N. Air Depot Blvd	Midwest City	OK	73110	405.732.0070	K-8	luteaprin@aol.com	Gary Kuschnerreit
Holy Trinity Lutheran School	308 NW 164th St.	Edmond	OK	73013	405.348.3292	K-8	dswanson@htlcok.org	Debbie Swanson
Immanuel Lutheran Christian Academy	400 N. Aspen	Brokwn Arrow	OK	74012	918.251.5422	K-12	kncgrew@icaba.org	Stephen Zehnder
Messiah Lutheran School	3600 NW Expressway	Okla. City	OK	73112	405.946.0605	K-8	shaight@messiahokc.c	Sharla Haight
Mt. Olive Lutheran School	2337 North Main	Miami	OK	74354	918.540.3456	K-6	mt.oliveschool@yahoo.com	Linda Oleman
St John's Lutheran School	1032 NW. 12th Street	Moore	OK	73160	405.794.8686	K-6	lacy@st.john'smoore.life	