

**Bethany Lutheran School
Revised Action Plan 2015**

Task 1: Adopt a benchmark and progress-monitoring program for mathematics that includes intervention for students with specific learning needs.

Rationale: Students with specific learning needs in math will have their needs addressed.

Student Learning Outcome Addressed: “The learner will apply mathematical and scientific skills to life situations.”

Action Steps	Person(s) Responsible	Timeline	Resources Needed	Means to Assess
Explore mathematics benchmarking systems.	Principal, Key Teachers	Spring 2015	Time	Evaluation tools
Adopt benchmark system.	Key Teachers, Principal	Spring 2015	Time, possible financial resources	Benchmark system is adopted.
Train teachers to administer assessments.	Principal	August 2015	Inservice time	Training takes place during inservice hours.
Establish benchmark assessment dates.	Student Success Coordinator, Principal	August 2015	Time	Assessment dates are part of school calendar.
Draft job description for staff math specialist.	Principal, BOS	Fall 2015	Time	Job Description approved by BOS
Hire math specialist to work under Student Success Coordinator.	Principal, BOS	Summer 2016	Time, financial resources	Math specialist is hired.
Schedule “push-in” sessions with Grades K-1.	Math Specialist	August 2016	Time	“Push-in” times are part of K-1 schedule.
Explore and adopt developmentally-appropriate math intervention programs.	Math Specialist	Fall 2016	Time, possible financial resources	Evaluation tools.
Determine math intervention parent communication and protocols.	Student Success Coordinator, Principal, Math Specialist	August 2016	Time	Communication and protocols are in writing.
Launch math intervention program.	Student Success Coordinator, Math Specialist	Fall 2017	Time	Math intervention program is running.

Task 2: School leadership should actively seek, evaluate and secure third-source funding,

Rationale: Third-source funding will give the school the financial flexibility to establish and expand needed school programs.

Action Steps	Person(s) Responsible	Timeline	Resources Needed	Means to Assess
Perform cost/benefit analysis for a thrift store.	BOS Subcommittee	Spring 2015	Time	Analysis is complete and presented to BOS.
Gather input from other Christian schools with thrift stores.	BOS, Principal	<i>Done</i>	Time	Notes form meetings forwarded to BOS
Secure start-up capital	BOS, Principal	<i>Done</i>	\$50,000	Money is set aside in a designated fund, accessible as needed.
Meet with Board of Finance representatives and Church Treasurer to determine the need, if any, to form a separate non-profit entity as well as additional liability insurance.	BOS Subcommittee, Principal	April 2015	Time	Notes from meeting forwarded to BOS
Form thrift store governance board with BOS member as ex-officio member.	BOS Subcommittee	April 2015	Time	Governance board is in place.
Write thrift store business plan.	Thrift store governance board		Time	Plan is in place.
Name the thrift store and develop a logo, website and social media presence.	Principal, Concordia University marketing students	<i>Done</i>	Time	Name, logo, website and social media presence are in place.
Secure rental property.	Thrift store governance board	Summer 2015	Time, Financial resources	Rental agreement signed.
Apply for business license.	Thrift store governance board	Summer 2015	Time, financial resources	Business license granted.
Hire thrift store manager.	Thrift store governance board, BOS	Summer 2015	Time, Financial resources	Manager is hired.
Establish volunteer protocols/policies.	Thrift store governance board, store manager	Summer 2015	Time	Protocols and policies are in place.
Train and schedule volunteers.	Thrift store	Fall 2015	Time	Volunteer schedule is in

	governance board, store manager			place.
Establish donation procedures/begin accepting thrift store donations.	Thrift store governance board, store manager	Fall 2015	Time	Donation procedures are in place, donations are coming in.
Open thrift store doors for business.	Thrift store governance board, store manager	January 2016	Time	Grand Opening

Task 3: Develop a long-range strategic plan for church and school.

Rationale: A long-range plan will ensure the church and school's sustainability.

Action Steps	Person(s) Responsible	Timeline	Resources Needed	Means to Assess
Engage Church Council and BOS in strategic plan discussions.	Principal, Preschool Director, Pastors	Fall 2017	Time	BOS and Church Council are committed to a strategic plan process.
Hire consultant to lead key church and school stakeholders in strategic planning process	Consultant, BOS, Church Council	Fall 2017	Financial Resources, Time	Strategic planning sessions are held, key stakeholders participate.
Finalize strategic plan and outline action steps.	Church Council, BOS, Congregational President, Senior Staff	January 2018	Time	Strategic plan is complete and approved by Church Council
Monitor strategic plan monthly.	Church Council, BOS, Congregational President, Senior Staff	April 2018 ff	Time	Strategic plan progress is included in monthly agendas for BOS and Church Council.
Revise and update strategic plan annually.	Church Council, BOS, Congregational President, Senior Staff	Fall 2018 ff	Time	Strategic plan is updated annually. Update is shared with key stakeholders.

Task 4: Evaluate and refine the Schoolwide Learner Outcomes and develop processes for measuring their effectiveness win student achievement.

Rationale:

Action Steps	Person(s) Responsible	Timeline	Resources Needed	Means to Assess
Participate in “Understanding by Design” training	Principal and Faculty	Spring 2018	Time, Possible Financial Resources	Principal and faculty have participated in UbD training and understand its application in developing Student Learning Outcomes
Evaluate and refine Schoolwide Learner Outcomes and ensure that outcomes are written to be measurable using the UbD model.	School leadership, Faculty, Parents, BOS	Fall 2018	Time	New Schoolwide Learner Outcomes are adopted by BOS. SLO’s are measurable.
Develop means to assess Schoolwide Learner Outcomes	Department leaders, Faculty, Parent Representatives	January 2019	Time	Assessment measures are in place for all SLO’s.
Communicate SLO’s and assessment measures with all key stakeholders	Principal	April 2019	Time	Key stakeholders know the SLO’s and how they are measured.

Task 5: Collaborate with church leadership to assess, document and strengthen evangelistic outreach to school students, families and the community.

Rationale: Bethany Lutheran School serves as one of the mission-outreach ministries of Bethany Lutheran Church. Sharing the Gospel of Jesus is one of the primary missions of the school.

Student Learning Outcomes Addressed: “The learner will demonstrate a personal relationship with Jesus Christ by applying Biblical truth to life.”

Action Steps	Person(s) Responsible	Timeline	Resources Needed	Means to Assess
Working with the Board of Evangelism, the Pastor of Family Life and the Family Ministry Team, identify key players in the evangelism plan.	Principal, Preschool Director, Board of Evangelism, Pastor of Family Life	Fall 2016	Time	Players identified.
Recruit a prayer team who will commit to pray for the efforts of the Evangelism board and the school.	Family Ministry Team	Fall 2016	Time	Prayer team in place.
Utilize the Lutheran School Outreach materials from Lutheran Hour Ministries to evaluate current evangelism efforts and identify new possibilities.	Principal, Preschool Director, Board of Evangelism, Pastor of Family Life	Fall 2016	Time	Evaluation shared with Church Council.
Train the Board of Evangelism and current staff members using the video training series from Lutheran Hour Ministries.	Principal, Preschool Director, Board of Evangelism, Staff Members	February 2017	Time	Training scheduled and completed.
Evaluate and document current evangelism efforts already in place.	Principal, Preschool Director, Board of Evangelism, Family Ministry Team, Pastor of Family Life	Spring 2017	Time	Current evangelism efforts are documented and evaluated for effectiveness.
Working with the Board of Evangelism, the Family Ministry Team and the Board of Evangelism write a formal evangelism plan for outreach to unchurched families.	Principal, Preschool Director, Board of Evangelism	Spring 2017	Time	Written evangelism plan in place.
Establish annual evaluation protocols for evangelism plan.	Principal, Preschool Director, Board of Evangelism	Spring 2017	Time	Evaluation protocols in place.