

TRINITY LUTHERAN CHURCH BOARD OF CHRISTIAN SCHOOL POLICY MANUAL

Educational and Operational Planning and Needs Assessment

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Every three (3) years the board shall conduct an in-depth needs assessment, soliciting information from business, industry, labor, higher education, church, and community members, regarding their expectations for adequate student preparation. One purpose of this assessment is to assist the board in developing and evaluating a statement of philosophy for the school. The second purpose of this assessment is to determine the areas of student performance, knowledge, and attitudes, which are judged to be most crucial in meeting school goals.

In conjunction with the in-depth needs assessment of the school, the board shall authorize the SIAC (School Improvement Advisory Committee) representing school personnel, parents, students, and community member, to make recommendations and assist the board in determining the priorities of the school in addition to the basic skills areas of the education program. The SIAC Committee will meet at least three (3) times a year.

This committee will:

1. Look at the standards and benchmarks in specific curricular areas (Math, Reading, Science) and discuss areas of concern as well as areas of success.
2. Look at the, annual progress report, noting trend line data, as well as performance data, and then look at the goals set for the year, again noting strengths and weaknesses.
3. Look at the ITBS scores and note areas of strength and weaknesses. A comparison of state and national norms will be discussed.
4. After studying the information, the SIAC committee will make recommendations to the Board of Christian School concerning those areas that may need improvements as well as suggestions on avenues to pursue to make the weaker areas a strength. They will also point out to the Board, the areas of strength in the school and give suggestions on ways to keep those areas as strengths.

It shall be the responsibility of the principal to ensure the school community is apprised of the board's policies, programs and goals, and has an opportunity to express their thoughts and suggestions for the operation of the school. The principal shall report annually to the board about the means used to keep the community informed.

As a result of the work of the board and the SIAC committee, the board will determine major educational needs and rank them in priority order, develop long range plans to meet the needs,

establish and implement short range plans to meet the goals and to attain the desired levels of student performance, The board will also evaluate and maintain a record of progress that includes reports of student performance and results of school improvement projects, and annually report the school's progress to the committee, community and Iowa Department of Education.