NATIONAL LUTHERAN SCHOOL ACCREDITATION

**CUMULATIVE ANNUAL REPORT (CAR)/School Improvement Plan**

**(Please use this form and complete on computer.)**

**Part I: Basic Information**

|  |  |  |  |
| --- | --- | --- | --- |
| School Name:  |  | Date of most recent site visit: |  |
| Address: |  | Report is for year (Enter 1, 2, 3, 4…) |  |
| City, State, Zip |  | LCMS District | **Florida-Georgia** |
| License No. |  | Co-accredited by (if any): |  |
| License Expiration Date |  | Co-accredited by (if any): |  |
| School Administrator: |  | Governing Authority Chairperson: |  |
| Administrator Signature: |  | Chairperson Signature: |  |
| Date Signed: |  | Date Signed |  |

This report is due in the FLGA district office no later than April 15. The district accreditation committee will review by June 15.

Send this form electronically to Lynda Voss (lvoss@flgadistrict.org) at the District Office by April 15 each year.

**Fax the first page only with the signatures** to: 407-857-5665

The annual fee is due in the NLSA office in St. Louis and the FL-GA District fee is due in Orlando no later than October 1. Online payments for the FLGA fee can be made by clicking on the link in the footer of any page of our website: <http://flgadistrict.org>

**Part II: List any significant School Improvements or Changes this year: (Fill in as needed.)**

**Part III: Recommendation Report for Indicators:**

1. List any Major Deficiencies first.
2. List all recommendations made by the visiting team and a Target School Year to be addressed.
3. List and date Actions Taken during this school year as well as Actions Taken in previous years of accreditation cycle.
4. To move to the next column, click “Tab.”
5. To add lines to the table for more concerns and recommendations, put the cursor in the last (bottom right) box and click “tab”.

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| --- | --- | --- | --- | --- |
| **Section****&****Indicator Number** | **Visiting Team Concern and Recommendation** | **Target****School****Year** | **School****Year****Addressed** | **Action Taken** |
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**Part IV and Part V are also to be completed by schools having a School Improvement Plan (SIP)**

**Part IV: Recommendations made by the visiting team on the School Improvement Plan:**

1. List all recommendations made by the visiting team and a Target School Year to be addressed.
2. List and date Actions Taken during this school year as well as Actions Taken in previous years of accreditation cycle.
3. To move to the next column, click “Tab.”
4. To add lines to the table for more concerns and recommendations, put the cursor in the last (bottom right) box and click “tab”.

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| **Goal****Obj.****Strategy Number** | **Visiting Team Concern and Recommendation** | **Target****School****Year** | **School****Year****Addressed** | **Action Taken** |
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**Part V: School Improvement Plan Completion Report:**

1. List all strategies from the School Improvement Plan.
2. List and date Actions Taken during this school year as well as Actions Taken in previous years of accreditation cycle.
3. To move to the next column, click “Tab.”
4. To add lines to the table for more concerns and recommendations, put the cursor in the last (bottom right) box and click “tab”.

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| --- | --- | --- | --- | --- | --- |
| **Goal****Obj.****Strategy****Number** | **Strategy** | **Responsible****Person or Group** | **Target School Year** | **School** **Year Addressed** | **Action Taken** |
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**FL-GA Edition, 06-2020**

The following is a brief listing of what is needed from the Administrator that should be clearly listed in the CAR:

* Update the year of your cycle, ie. year 1, 2, 3, 4 or 5
* Date the year a future item is to be addressed, every time, ie. 2021, 2022, etc.
* Bold the comments for the current year or better yet put the current year in a different color of text.
* Color the item you are adding in the comment box as new. Revert the color to black text the next year so the new item(s) always stands out and is easy to find!
* Make sure you list comments in Section I, these can be bullets but the comments must exist.
* You can insert your action plan IF and ONLY IF all the team recommendations have been considered and addressed.