



Lincoln Lutheran School Association Board of Directors
MEETING Notes – No Quorum
Monday, April 26, 2021 – 6:00 pm

Opening Devotion and Prayer – **Matt Heibel offered an opening devotion and prayer**

1. Recording of Members Present / Recognition of Guests
Present: Bill Miller, Fran Benne, Tina Barrett, Chris Schaedel, Scott and Matt
Absent: Michael McClellan, Treva Ptaschek, Lori Lane and Joel Rodencal
*****No official quorum present so there are no official “minutes” for this meeting**
2. Agenda Review – **Agenda was reviewed – one item was added under the Principal Report (Update on Accreditation Visit)**
3. Consent Agenda – **No Action Taken – Board will take electronic action to be ratified at the May meeting.**
 - a. Approval of Prior Meeting’s Minutes – March 2021 – Doc 2
 - b. Approval of Financial Reports
 - March Month End Account Balances – Doc 3a
 - March Month End Balance Sheet – Doc 3b
 - March Month End Operational Budget and Treasurer’s Report – Doc 3c
 - c. Advancement Report – Doc 4
 - d. Principal Report – Doc 5
 - e. Executive Director Report – Doc 6
 - f. Congregational Reports – Doc 7
 - g. Board Policy Manual – Section 3: Executive Director Limitations – Doc 8
4. Board Education
 - a. 5.21 - Documentation Ret. and Destruction Policy– Doc 9 – **No changes presented**
 - b. Board Readiness – **Tabled to next meeting**
 - c. Board Annual Self-Evaluation Process – **Expect to see some communication on the Self-Evaluation process in the next 7-10 days.**
5. Reports
 - a. Executive Director
 - Strategic Planning Update
 - Committees Overview – Doc 10 – **Scott shared a brief update on all committees.**
 - EANS Update – Budget due in May – **A final budget will come before the Finance Committee and Board prior to the May 17th Board Meeting. We have been informed there will be a second round of EANS funding that will have an impact on overall planning.**
 - Give to Lincoln Day Funds – Site Study Costs – **Each year there is a fair amount of general giving during Give To Lincoln Day. Those undesignated funds are typically rolled into the current campaign efforts. This year our campaign has exceeded its funding target and there is a need to provide funds towards the study of future site options. The Finance Committee and LEF Executive Committee have endorsed utilizing this year’s undesignated gifts for this purpose. The Board will be asked to take electronic action later this week to approve such use.**
 - b. Principal
 - Covid Updates – **Covid numbers remain very low and currently there is no one on our list.**
 - Graduation Plans – **We will be limiting seating at graduation to the student, parents plus 10 additional guests.**

- Enrollment Update – **Current enrollment stands at 306 (target of 301). One class that has ballooned has been 7th grade – which currently sits at 54 with 2 additional students interested. Administration recommends that the Board authorize opening a 3rd section to include hiring one additional staff member to cover this need. The Board is asked to take action on this electronically later this week.**
- Accreditation Visit Update – **Matt shared some initial information from the Accreditation Team Report which was received last Friday. He will work on putting together a summary to be shared with different groups over the next few weeks.**

6. Action Items

- a. GTL Day Fund Utilization and Civil Engagement
No Action Taken – Board will take electronic action to be ratified at the May meeting.
- b. Expand 7th Grade to a 3rd Section – adding one Full-Time Teacher
No Action Taken – Board will take electronic action to be ratified at the May meeting.

7. Discussion Agenda

- a. Board Scholarship – **It appears we will have \$1100 committed by the Board towards the Annual Board Scholarship. Thank you!**
- b. Future Site Acquisition – What do you want to see in a report/recommendation?
 - Logistics – Doc 11
 - Site Recommendation – Doc 12
Board members are asked to watch their emails for a homework assignment regarding both Doc 11 and 12.

8. Closed Session - **None**

9. Closing & Adjournment – **Meeting wrapped up at 7:24**

Next Meeting – May 17, 2021 @ 6:00 pm