



**Lincoln Lutheran School Association Board of Directors**  
**MEETING MINUTES**  
**Monday, August 27, 2012 – 7:00 pm**

7:04 – Opening Devotion and Prayer – Rev. Michael Brown

1. Recording of Members Present / Recognition of Guests

Present: .....Daryl Bell, Cory Bergt, Chris Blomenberg, Travis Lebo, Jason Leimbach,  
.....Todd Schmeeckle, Rev. Jacob Heine, Matt Heibel, Scott Ernstmeyer  
Absent:.....Tom Schulte  
Guests:.....Rev. Michael Brown, Angela Danielson

2. Agenda Review

Motion by Travis Lebo, second by Cory Bergt to approve meeting agenda as presented.  
Motion carried.

3. Guest Comments

4. Consent Agenda

- a. Approval of Prior Meetings' Minutes – July 30, 2012
- b. Approval of Financial Reports – Account Balances as of July 31
- c. Development Report
- d. Principal's Report
- e. Ratification of Action to Offer Contract to Julie Carr
- f. Approval of Concordia Plans Health Insurance Election for LLSA

Motion by Todd Schmeeckle, second by Chris Blomenberg to approve consent agenda as presented.

Motion carried.

5. Board Education

a. Personnel Policy

- Board members reviewed the final draft which reflected minor changes made as a result of Board member feedback.

b. Financial Conditions Policy

- Board members reviewed the final draft and discussed an acceptable level of capital debt as a percentage of total assets. The agreement was that the policy should state capital debt should not exceed 50% of non-depreciated assets.

6. Reports

a. Executive Director Report

- Site-Location Study
  - RFIs were routed to developers late last week. Scott published a communication to LL families explaining the process.
  - The RFI is posted at [www.lincolnlutheran.org/rfi](http://www.lincolnlutheran.org/rfi).
  - A campus tour will be held Wed., Sep. 5 @ 6:30 for developers. They will be asked to submit questions by mid-September. The committee will meet to answer questions and will post all questions and answers on the web site so all developers see the same information.
  - Scott sent a letter to our NRD representative requesting written verification as to whether we are no longer part of the Dead Man's Run project. We have not yet received a response.
- Joint Development Study
  - Scott reported there appears to be a general agreement that the LEF & LLSA should move forward with efforts at joint development. This would involve

adjustments to the operational budget. The committee is looking at developing a three to four year plan.

- Westminster Christian Academy Visit
  - Scott & Matt will spend a ½-day at Westminster Academy in the greater St. Louis area. They will tour the campus and hold discussions with leadership concerning site relocation and their recent STEM (Science, Technology, Engineering & Math) project.
- K-12 Marketing
  - The Lutheran Schools of Lincoln Marketing Grant approved by the LEF will provide a pool of \$14,000 to be matched by LSOL members for K-12 marketing efforts over the next two years. Lincoln Lutheran, the four Association Elementary Schools and Good Shepherd Lutheran have shown general support for the project. Scott will take a formal proposal to each of the schools to gather final approval and signatures.
  - Working with a consultant, the goal is to present all Lutheran Schools in Lincoln as a strong, unified pre-K through 12 system, with each elementary school offering a unique educational environment.
- September Board Meeting
  - Scott is scheduled for hip surgery Sept. 12. He probably will not be back in the office until Sept. 25 or 26. The Board will meet on their regularly scheduled day of the 24<sup>th</sup> and will focus on review of Section 2 of the Board Policy Manual and several additional policies due for periodic review.
- Agenda for September 6 Delegate Assembly Meeting
  - A draft agenda was routed to Board members. No changes were noted.
- Wrestling Program
  - LL has participated in a wrestling coop program with Lincoln Christian for four years. Unfortunately, the interest level at both schools has dropped to the point that it no longer appears to be a viable program. Administration recommends we not renew the coop agreement.
  - Administration will continue to monitor student interest levels in activities. If the interest level is high for an activity, we would pursue coop options.

b. Principal's Report

- Attrition Report
  - Matt reviewed the attrition report he forwarded to Board members. A number of students who did not return this year were students who were borderline to attrition last year, but decided to return to LL at the last minute. Between last year's lower than normal attrition rate and this year's higher than normal attrition rate, the two-year average is about the norm over the last seven to eight years.
- Block Scheduling
  - Matt noted it is really too early to do a systematic gathering of information on satisfaction with block scheduling. Late in first semester would be a good time to begin evaluating this. General comments thus far have been positive. The most common statement is that it makes the school day go fast.
  - We will continue to see improvement in teaching within the block schedule model as teachers gain additional experience.
- Curriculum Committee
  - The committee continues to work on evaluation and will begin gathering information from parents and other constituents. The committee member who works for the NDE has been gathering information on programs offered in similar size schools across Nebraska. The committee has also gathered information on curriculum in Lutheran schools across the nation. A focus of the study is what curriculum is offered in the schools viewed as schools of excellence.
  - September late start meetings will involve faculty members meeting in groups to discuss their perception of the future of their curricular areas. Molly Cassidy

and Ruth Lohmeyer are working on HS graduation requirements to meet entrance requirements at post-secondary schools.

- The goal is to bring information to the Board at the December meeting.

c. Finance Committee

- Budget Revisions

- Travis reviewed details of the changes from the preliminary budget to the revised budget. Factors impacting the budget included enrollment lower than budgeted and personnel expense lower than budgeted due to replacing retiring faculty with faculty having fewer years' experience.
- After accounting for these factors, a modest deficit remained. Board members discussed the best way to reach a balanced budget and expressed opinions on priorities for adjustment.

7. Action Items –

a. Policy Approval – Personnel and Financial Conditions

- Motion by Cory Bergt, second by Chris Blomenberg, to approve the Personnel Policy as presented and the Financial Conditions Policy with the adjustment to the debt level percentage as discussed.

Motion carried.

- September Meeting Schedule - No action

b. Set Agenda for September 6 Delegate Assembly

- Motion by Todd Schmeeckle, second by Travis Lebo to approve the agenda for the September 6 Delegate Assembly as presented.

- Motion carried.

c. Approval of Revised Budget to be Presented to Delegates

- Motion by Cory Bergt, second by Jason Leimbach to approve the revised budget with adjustments made to result in a balanced budget. Adjustments to be made to the Development budget and to the personnel budget to reflect decreased expense due to delay in filling the Development Assistant position.

- Motion carried.

8. Discussion Agenda

- a. No discussion

9. Welcome of New Board Members

- a. Rev. Jacob Heine as Pastoral Advisor

- b. Cory Bergt as Messiah Board Representative

10. Closed Session –

- a. 9:17 – Motion by Travis Lebo, second by Todd Schmeeckle to move to closed session. Motion carried.

- b. 11:11 – Motion by Todd Schmeeckle, second by Daryl Bell to leave closed session. Motion carried.

11. Additional Business

- a. Motion by Todd Schmeeckle, second by Jason Leimbach that Scott Ernstmeyer exceeded Executive Director Limitations as outlined by Todd Schmeeckle in closed session.

Motion failed with a closed ballot vote of 1 for / 5 against.

12. Closing & Adjournment

- a. 11:14 – Motion by Travis Lebo, second by Chris Blomenberg to adjourn. Motion carried.

Next Meeting – Monday, September 24 @ 7:00 pm