



**Lincoln Lutheran School Association Board of Directors**  
**MEETING MINUTES**  
**Monday, January 28, 2013 – 7:00 pm**

7:03 pm Opening Devotion and Prayer – Rev. Jacob Heine

1. Recording of Members Present / Recognition of Guests

Present: ..... Daryl Bell, Cory Bergt, Chris Blomenberg, Travis Lebo  
..... Todd Schmeckle, Tom Schulte  
..... Rev. Jacob Heine, Matt Heibel, Scott Ernstmeyer  
Absent: ..... Jason Leimbach  
Guests: ..... Joel Stoltenow

2. Agenda Review

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

3. Guest Comments

- a. Mr. Stoltenow serves as a representative on the LL Faculty Council. He addressed the Board, serving as a faculty representative to summarize views expressed by certain teachers relating to the Reduction in Force process.
  - Comments focused on the professionalism and respect for confidentiality shown by teachers thus far in the process, anxiety on the part of teachers as they await results of the process, concern for how information will be shared with faculty members, concern surrounding faculty morale, and the need for Scott and Matt to have the freedom to work to restore unity within the team.
- b. Board members responded with questions for clarification on faculty attitudes, and with statements of appreciation and support for the faculty, including the statement that our faculty is the school's greatest asset. Mr. Lebo stated the finance committee must look at the hard numbers involved in establishing a budget each year, which unfortunately doesn't show the school's greatest asset – our faculty.

4. Consent Agenda

- a. Approval of Prior Meeting's Minutes – December 17, 2012
- b. Approval of Financial Reports –
  - Financial Statement as of December 31
  - Account Balances as of December 31
  - Treasurer's Report
- c. Development Report
- d. Principal's Report
- e. Approval of 2013-2014 School Year Calendar
- f. Ratification of Lutheran Education Foundation Trustees

Motion by Chris Blomenberg, second by Tom Schulte, to approve Consent Agenda as presented.

Motion carried.

5. Board Education

- Twelve Principles of Governance That Power Exceptional Boards – Principle #4 – Culture of Inquiry – Board members reviewed Principle 4 and discussed the concept in relationship to how the LL Board functions.
- b. Review of Board Authority
  - This was a follow-up item from the September meeting. During the review of Section 2 of the Board Policy Manual, a question was raised as to whether the policy manual adequately addressed where authority lay on issues not specifically addressed in the manual.

- Chris Blomenberg was asked to review Section 2 and the question of authority in light of the overall Policy Manual. Based on his review, Chris believes the lines of authority are clear enough that it is not necessary to write an additional policy. The Board will need to evaluate on an ongoing basis whether the realm of authority is functioning as they feel it should.
  - General consensus of the Board was to accept Chris's evaluation and take no further action at this time.
- c. Policy 5.6 – Financial Payment Policy – Member Congregations
- The policy was reviewed and revised to accommodate changes to the Articles & Bylaws and operational structure since the policy was originally adopted. The intent was to ensure the policy addresses how the LLSA currently functions in our financial relationship to the Association congregations.
  - Board members are asked to provide any comments to Scott. The Governance Committee will review comments and bring the revised policy to the February Board meeting for action.
6. Reports
- a. Executive Director – Strategic Plan
- Site Study
    - Mr. Ernstmeyer reported on committee work in January. The committee has narrowed the field to two sites deemed most worth pursuing. He will continue to bring information to the Board as committee members review the proposals.
  - Warrior Wellness Makeover
    - Brent Johnson is working on equipment evaluation, and has gathered price quotes from three vendors. He will meet with coaches to gather input, and is working toward a final recommendation on equipment.
    - Coaches and staff are very excited about future use of the facility. The project has been well-received by potential donors.
- b. Executive Director - Other
- Board members discussed transition of the golf event to the LEF, and considered alternatives for other events that could replace the funds that normally would have been raised by the golf event this spring. There was positive discussion about an event that would heavily involve the student body and perhaps faculty members.
  - LB14 – Mr. Ernstmeyer reported on the bill's introduction in the current session. It is receiving heavy support from the Catholic School system. Scott will monitor progress on the bill and provide ongoing information to the Board.
- c. Principal
- Curriculum Study Recommendation
    - Mr. Heibel reported on open forums held last week, and on the meeting held with families who were most interested in the future of the Industrial Arts program.
    - Board members discussed a desire to investigate possibilities for a Technical Education or STEM program, and to document potential program offerings and cost. Independent study programs, after school clubs and options through LPS were mentioned as possibilities to support interest in specific areas not offered through Lincoln Lutheran's basic curriculum.
7. Discussion Agenda
- a. Wish List for Potential Grant Requests
- Board members were provided with a copy of the current Major Gifts Policy – 5.9 and the Facility and School Wish List originally developed in 2010, with notes reflecting activities on wish list items to date. With funding of the Lillich Trust expected to occur this summer, we need to start looking at potential grant requests.
8. Closed Session
- a. 9:07 – Motion by Tom, second by Travis to move to closed session.  
Motion carried.

- b. 10:41 – Motion by Chris Blomenberg, second by Cory Bergt to leave closed session.  
Motion carried.

9. Action Items –

a. Action on Curriculum Committee Recommendation

- Motion by Tom Schulte, second by Chris Blomenberg:
  - That the Board of Directors approve the Curriculum Study Recommendation of the Curriculum Study Committee, including the graduation requirements which will be applied to the graduating class of 2017 and subsequent graduating classes until such time as the Board of Directors approves additional changes to the graduation requirements.
- Motion carried, with a vote of 5 for / 1 against.

b. Action on Reduction in Force Proposal – Motion 1

- Motion by Cory Bergt, second by Travis Lebo:
  - That in light of the approved Curriculum Study Recommendation that the Industrial Education Program not be continued in its current form, the Board of Directors directs the Executive Director to formally reduce the Industrial Arts position.
- Motion carried with a vote of 5 for / 1 against.

c. Action on Reduction in Force Proposal – Motion 2

- Motion by Tom Schulte, second by Chris Blomenberg:
  - Given that the Board of Directors has prayerfully considered the final recommendation of the Executive Director concerning reductions in faculty positions as presented to the January 2012 regular meeting of the Board of Directors;
  - And that the Board of Directors desires to maintain appropriate staffing levels for the course offerings of the approved curriculum, as well as levels appropriate for the number of sections necessary to provide a quality education for the students to be served;
  - The Board of Directors has concluded such reductions in force are necessary:
    - in light of the current levels of enrollment,
    - and an expectation of continued lower enrollment as informed by current enrollment levels in the Lincoln area Lutheran primary schools,
    - and to maintain the School's financial viability.
  - The Board of Directors has further concluded that the reduction in force process has proceeded in accordance with the Reduction in Force Policy approved by the Board.
  - Therefore, the final recommendations of the Executive Director concerning such reductions in force are accepted and approved. The Executive Director is requested to notify in writing and in a timely manner, those personnel whose positions have been eliminated or changed.
- Motion carried with a vote of 5 for / 1 against

10. Closing & Adjournment – 10:49

Motion by Todd Schmeckle, second by Cory Bergt to adjourn.  
Meeting closed with prayer led by Pastor Heine.

Next Meeting – Monday, February 25 @ 7:00 pm