



Lincoln Lutheran School Association Board of Directors

MINUTES

Monday, April 22, 2013 – 7:00 pm

Opening Devotion and Prayer – Rev. Jacob Heine – 7:05 pm

1. Recording of Members Present / Recognition of Guests

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

Absent:.....

Guests:..... Lynn Bartels, Sheryl Gartner, Carl Johnson,
..... Tim Schmidt, Cindy Sorensen, Doug Stucky

2. Agenda Review

- a. Addition of Closed Session as Item 9.
- b. Motion by Tom Schulte, second by Todd Schmeackle to approve agenda as amended.

3. Guest Comments

Board members and guests introduced themselves.

- a. A number of the guests are new delegates and had questions concerning what information is shared with delegates on a regular basis and how the information is routed. Daryl Bell outlined the information flow. There were also questions about the specific role of delegates and the Delegate Assembly. The “new delegate” information will be routed to all delegates.
- b. Questions were asked concerning the ongoing student recruiting process and recruitment of faculty to replace those leaving. Mr. Ernstmeyer and Mr. Heibel outlined both processes.

4. Consent Agenda

- a. Approval of Prior Meeting’s Minutes – March 25
- b. Congregational Reports
 - Christ, Faith, Messiah & Trinity
Jason amended his report concerning status of a Call to a 5th grade teacher.
- c. Development Report
- d. Principal’s Report
- e. Ratification of Electronic Action taken to Offer Call to Elizabeth Kelly and Contract to Renae Lebo

Motion by Jason Leimbach, second by Cory Bergt to approve consent agenda with the amendments noted to the Trinity report. Jason will forward an amended report to Board members.

5. Board Education

- a. Twelve Principles of Governance That Power Exceptional Boards – Principle #7 – Compliance with Integrity
 - Daryl reviewed the Principle with Board members.
- b. Policy 5.9 – Major Gifts Policy
 - Discussion of policy updates began at the March meeting. Based on feedback from the Finance Committee the item was removed from the Consent Agenda for further discussion by the Board. After discussion no changes were made to the draft.
- c. Exit Interviews
 - Scott shared the process he has followed to poll other schools as to their procedures for exit interviews, both for employees leaving and for current families deciding not to

return for the following school year. He did not find much in the way of organized procedures among other schools.

- He outlined the current process followed at Lincoln Lutheran and Board members discussed potential activities to enhance the process.

6. Reports

a. Executive Director – Strategic Plan

- Warrior Wellness Makeover
 - Scott estimates we are within \$5,000 of the \$100,000 goal. There are a few donor requests outstanding, so we hope to reach the goal by early summer.
 - HS students have been offered the chance to earn service hours by helping with initial demolition work this Thursday & Friday. It appears there will be plenty of volunteers. The goal is to have all demolition work we can do finished by May 17. The contractor is scheduled to come in May 20 and feels they can complete the project and have us using the facility in July.
- Debt Renewal Process
 - We are awaiting word from the legal side as to specifics of documents required to amend the agreement. Once we get that answer, we can move ahead with US Bank. The timeline is to finalize the process by September.

b. Executive Director - Other

- School Climate
 - Scott has shared feedback from initial rounds of faculty meetings. He has presented the faculty with some initial action items and asked for volunteers to lead them. He hopes to be able to share additional information in the next week or two.
- Spring Fundraiser – Give to Lincoln Day
 - Scott provided handouts concerning GTL Day. We are gearing up for a special push this year to make up for funds lost by not holding a spring golf tournament, and are trying to use this as a way to maximize end of year giving for the AFD.
 - Board members were asked to identify 5 persons/families in their sphere of influence who may not currently support LL and challenge those people to donate this year.
- Reschedule May Board Meeting – Scott proposed rescheduling to May 20 – The normal schedule would be May 27, Memorial Day.

c. Treasurer – Financial Reports

- Financial Statement as of March 31
- Account Balances as of March 31
- Treasurer's Report
 - Travis provided a detailed financial report through the 3rd quarter of the fiscal year. Bottom line is that the Finance Committee expects we will experience an operating deficit this year.
 - He also discussed challenges the Finance Committee may face in finalizing the 2013-14 budget. The RIF delay will result in significant unfunded dollars coming into the budget.
 - Account Balances – The account balances are very healthy right now.

d. Principal

- Enrollment Information
 - Scott reviewed the enrollment summary.
- Personnel Update – Request for approval of contract offer
 - English/Spanish – Elizabeth Kelly visited today and has given a verbal acceptance of Call.
 - Business – Renae Lebo has accepted our contract offer.

- Music – Based on interviews Matt requests the Board approve the offer of a contract to Sam Eschliman for the part-time Music position. Scott Morris knows Mr. Eschliman and he comes with outstanding recommendations.
- Math – Matt hopes to complete interviews and make a recommendation by the end of this week.
- Guidance Director – The interview process continues.
- Finance Assistant – Nancy Maul has resigned, so we will begin this search process.

7. Action Items –

a. Approval of Amended Major Gifts Policy – 5.9

- Motion by Chris Blomenberg, second by Cory Bergt to approve the amended Major Gifts Policy as presented.
Motion carried.

b. Reschedule May Board Meeting

- Motion by Travis Lebo, second by Tom Schulte to reschedule the May Board meeting to Monday, May 20 at 7:00 pm.
Motion carried.

c. Approval of Contract Offer

- Motion by Tom Schulte, second by Cory Bergt to extend a contract offer to Sam Eschliman to serve as part-time Music teacher.
Motion carried.

8. Discussion Agenda

a. Educational Technology – Potential project of one-to-one technology.

- Scott and Matt outlined ideas for this potential project, looking at implementation for the 2014-2015 school year. They would like to establish a study committee that would begin investigating the topic this summer.

9. Closed Session

9:15 pm – Motion by Cory Bergt, second by Tom Schulte to move to closed session.
Motion carried.

9:31 pm – Motion by Jason Leimbach, second by Travis Lebo to leave closed session.
Motion carried.

10. Action Following Closed Session

a. Peaceful release from Call for Alex Niederklein

- Motion by Chris Blomenberg, second by Tom Schulte to grant Alex Niederklein a peaceful release from Call as MS Science teacher.
Motion carried.

11. Closing & Adjournment

9:32 – Motion by Jason Leimbach, second by Chris Blomenberg to adjourn.
Motion carried.

Meeting closed with prayer.

Next Meeting – Monday, May 20 @ 7:00 pm