



**Lincoln Lutheran School Association Board of Directors  
MEETING MINUTES  
Monday, October 27, 2014 – 7:00 pm**

Opening Devotion and Prayer – Rev. Matthew Tooman

1. 7:00 – Recording of Members Present / Recognition of Guests
2. Agenda Review  
Move Trinity and Messiah congregational reports to the November meeting.
3. Guest Comments
  - a. None
4. Consent Agenda
  - a. Approval of Prior Meeting's Minutes – September 22, 2014
  - b. Approval of Financial Reports –
    - Financial Statement as of September 30
    - Account Balances as of September 30
    - Treasurer's Report
  - c. Development Report
  - d. Principal's Report
  - e. Executive Director's Report
  - f. Congregational Reports – Christ, Faith

Motion to approve the consent agenda with the change to move Messiah and Trinity congregational reports to the November consent agenda.  
Motion carried.
5. Board Education
  - a. The Landscape of Lutheran Education
    - Mr. Ernstmeyer provided an overview of two comparable size high schools – Lutheran High of St. Charles County, MO and Parker Lutheran south of Denver, CO. He provided information on:
      - Student demographics – Lutheran vs. non-Lutheran
      - Enrollment and expected enrollment trends
      - Socio-economic status of the areas
      - Self-identified strengths of each school
      - Self-identified weaknesses/threats to the ministry of each school
      - Organizational structure.
    - Matt Heibel will provide information on faculty supervision and evaluation at the November meeting.
    - Lloyd Sommerer will provide information on 1:1 initiative implementation at the December meeting.
  - b. Board Policy Review
    - Section 1 – The Strategic Plan
      - Section 1 was updated to reflect changes to the Vision Statement and core values, along with some minor refinement of wording.
    - Policy 5.15 – Policy for Emergency Succession Plan for Executive Director
      - The only change recommended is that the review schedule become a bi-annual rather than annual process.

- Policy 5.19 – Accounting Capitalization Policy
  - The new policy is proposed based on recommendations from the auditors, including a recommendation to make this effective July 1, 2013 so it is applied for the 2013-2014 financial/audit year. Implementing this process should improve tracking of purchases.

## 6. Reports

### a. Executive Director – Strategic Plan

- Science Renovation – Funding Update and Proposal
  - Scott reviewed a funding proposal summary with Board members. The summary shows a list of potential revenue sources, the proposed request for funding, amounts verbally committed and level of confidence in the committed amount. A number of the potential donors will not be making gifting decisions until early in 2015. Because we will not have definite information on commitments for perhaps six months, Scott and Lloyd Wagnitz feel we need to slow down on the project and delay project startup to spring, 2016. The Renovation Committee would still plan to meet and work with Architectural Design Associates (ADA) on plans for the project with a goal of issuing RFPs November, 2015 and starting construction March, 2016.
  - The recommendation brought to the Board is:
    - that the LLSA sign a letter of agreement with ADA for their architectural/design services
    - that a commitment be made to start construction work spring, 2016
    - that the project be scheduled for completion by the start of the 2016-2017 school year.
  - Board members discussed whether to make the Science Renovation the Special Project for the 2015 Gala or whether it might be more effective to make it a “bridge-the-gap” project for the spring, 2016 Gala.
- Strategic Plan Update
  - Board members reviewed changes to our 4-page Strategic Plan summary. Updates were made to the document to reflect the revised Vision and corresponding changes to the Values and Critical Target Areas.
  - The next step is for the Executive Team to meet and begin development of a timeline to pursue the goals over the next 12 – 18 months.

### b. Executive Director - Other

- Fine Arts Sound Enhancement Project
  - The fund raiser held in conjunction with the Fall Sampler Concert and soup supper raised \$5,000 to supplement the \$8,000 already committed. The project is now fully funded. Work has begun work on the ceiling acoustic tile installation and will then move to wall tile installation. An evaluation of the sound system will be conducted over the next two weeks, followed by work on refurbish and enhancements. We would like to complete the project by the HS drama presentation, but may not be able to complete it until Christmas break.

### c. Principal

- We are nearing completion of the MAPS testing process. We will plan to complete this process fall and spring of the school year.
- Matt reported the school year has gone well thus far. He reported on personnel items including one maternity and one paternity leave for second semester.
- Wrestling program – Matt reported 8 to 10 boys may go out for the team.
- The HS Teachers’ Conference held October 17 was an attempt to bring the faculty from the four Nebraska Lutheran High Schools together. Only three participated, but it was a good experience for our faculty.

7. Action Items –
  - a. Approval of Science Renovation Architectural Plan by ADA
    - Motion by Chris Blomenberg, second by Bryce to approve the Science Renovation Architectural Plan by ADA and to schedule project startup spring, 2016 with completion of the project by the start of the 2016-2017 school year.  
Motion carried.
  - b. Approval of Revisions to Board Policy Manual – Section 1 – The Strategic Plan
    - Motion by Jill Fiddler, second by Cory Bergt to approve revisions to Policy Manual Section 1 as presented.  
Motion carried.
  - c. Acceptance of Proposed Policy 5.19 – Accounting Capitalization Policy
    - Motion by Cory Bergt, second by Chris Blomenberg to adopt Policy 5.19 as presented.  
Motion carried.
8. Discussion Agenda
  - a. Sustainability
    - Follow-up on the topic of sustainability was discussed by the LEF Executive Committee at their October meeting. The document shared with the Board was the result of that discussion. Scott asked Board members to review and consider the outline of the process to pursue a study on sustainability.
    - Board members discussed general direction, the need for a joint effort between the LEF and the LLSA, and timeline for a study.
    - Scott will reach out to other schools to see if he can gather some suggestions on how other schools pursued a sustainability study.
9. Closed Session  
No items for closed session.
10. Closing & Adjournment
  - a. Motion by Cory Bergt, second by Chris Blomenberg to adjourn.  
Motion carried.
  - b. Meeting closed with prayer at 8:37 pm.

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