



Lincoln Lutheran School Association Board of Directors
MEETING MINUTES
Monday, March 23, 2015 – 7:00 pm

Opening Devotion and Prayer – Rev. Matthew Tooman

1. 6:56 pm - Recording of Members Present / Recognition of Guests

Present: Chris Blomenberg, Jill Fiddler,
..... John Roeber, Bryce Wendland
..... Rev. Matthew Tooman, Scott Ernstmeyer, Matt Heibel
Absent: Cory Bergt, Travis Lebo, Jason Leimbach
Guests:.....

2. Agenda Review

Motion by Bryce Wendland, second by Jill Fiddler to approve agenda as presented.
Motion carried.

3. Guest Comments

4. Consent Agenda

- a. Approval of Prior Meeting’s Minutes – February 23, 2015
- b. Approval of Financial Reports –
 - Financial Statement as of February 28
 - Account Balances as of February 28
 - Treasurer’s Report
- c. Development Report
- d. Principal’s Report
- e. Executive Director’s Report
- f. Approval of Policy Revision – Policy 5.17 – Financial Conditions Policy
- g. Adoption of New Policies
 - 5.21 – Documentation Retention and Destruction Policy
 - 5.22 – Whistleblower Protection Policy
 - 5.23 – Joint Venture Policy
 - 5.24 – Process for Determining Compensation

Motion by Bryce Wendland, second by Jill Fiddler to approve consent agenda as presented.
Motion carried.

5. Board Education

a. Board Policy Review

- Section 3 – Executive Director Limitations
 - Section 3 is intended to address the position of the head of the school and how that position relates to the Board.
 - Scott reviewed the primary intent of each section of the Policy, focusing on Section 3.8 – Long-range Outlook. The Governance Committee discussed what types of issues should be included in a long-range outlook:
 - Enrollment projections – For 2 to 3 years rather than just one.
 - Staffing projections – Based on enrollment projections.
 - Tuition projections – Looking at a 3 to 5 year budget cycle.
 - Facilities’ needs – Addressing concerns of long-range facilities needs with projected upgrade dates and financial impact of necessary upgrades.
 - Curriculum or Program growth – Personnel needs, facilities needs to support program upgrades.
 - Foundation Endowment projections.

- Potential additional items to include:
 - Community issues and how changes in community will impact the long-range planning
 - New location – What does that mean for the ministry?
- Idea to put together the information in a report format
 - Much of the information already exists.
 - Need to pull together the information and organize it into a format that can be evaluated and updated annually.
- Scott will provide the list to Board members in next week's Board mailing.
- Board members should submit thoughts or additional changes to Section 3. If there are no substantive changes, it will be brought to the Board for approval at April meeting.
- b. NASB Standards 7-9
 - Standard 7 – Addresses the role and responsibilities of the school superintendent, the School Board, and individual Board members through the lens of a public school environment. The vast majority of this information applies to the Lincoln Lutheran environment, with our added responsibilities relating to the spiritual component of the school's ministry.
 - Standard 8 – Addresses Board governance and leadership and the Board self-assessment process. The Board self-evaluation process we follow has been in place for five years.

6. Reports

a. Executive Director – Strategic Plan

- See Executive Director Report
- Nebraska LB26
 - Scott provided an update based on his latest contact with the Catholic group that initially proposed the bill. Scott will continue to monitor the status and will share information at the district Principals' conference to bring others in the Lutheran community up to speed on the issue. We don't think there is a strong possibility of moving the bill out of committee this session.
- Science Renovation –
 - David Stirtz has been working on design revisions. We will plan to hold a committee meeting mid-April to review this round of updates. Construction plans are to be completed during April & May. December we will let bids, with a goal to finalize contract negotiations by February and begin construction by April 1, 2016.
 - Funding is at nearly 80%.
 - Includes \$171,000 committed plus the \$300,000 matching gift commitment.
 - We are waiting to hear on the Dunklau grant request.
 - We will submit at least one grant request through the Lincoln-Lancaster County granting process.
 - Christ Lutheran has indicated they want to support the effort. Rev. Schnake has suggested we hold a special LL Sunday in May, provide update on the project, and give individuals an opportunity to support the project.
 - What is the plan if we don't meet the fundraising goal?
 - The \$600,000 goal allows a cushion over the estimate of \$550,000 - \$560,000.
 - If needed, we can use the 2016 Gala Special Project to attempt to raise final funds needed.
- Sustainability Committee
 - The committee met last week, with many good ideas shared. Highlights:
 - Recognition that enrollment and marketing are major issues.

- Discussion of the look of the Lincoln community. Try to bring in leadership from some of the technology based companies and involve them in supporting the process.
 - How can LL position itself to be relevant to the Lincoln community? Partner with organizations in the community – be seen as a resource in serving the needs of those in the community – be seen as a resource for quality employees to meet future needs of employers in the community.
 - Enrollment
 - 273 currently registered.
 - Mr. Ernstmeyer provided information on additional students expected to enroll including Vietnamese students, current students expected to re-enroll, and some students who would be new to the LL system. This could bring us to our targeted enrollment of 304.
 - Scott has been working with the elementary Principals to get out into the congregations and bring the recruiting effort down to the lower grades.
- b. Executive Director - Other
- Trinity will have a Principal vacancy as Merv Dehning has accepted a call to a school in Kansas. Trinity is facing some enrollment challenges and unfortunately has found it necessary to invoke a RIF process.
 - Krista Barnhouse has been called to serve as Principal and she has accepted the call.
 - RSO Visit
 - Our visit team will consist of Scott Ernstmeyer, Matt Heibel, Krista Barnhouse (called administrator), Pastor Dunker (Association Pastor), Angie Schaedel (lay representative), President Russ Sommerfeld, and Don Weber.
- c. Principal
- AdvancED Accreditation
 - Matt continues to work on preparation for the accreditation visit. He outlined the visit process over April 21 – 23 and identified visit team members. Wednesday, the 22nd, the team has asked to conduct interviews with Board members between 3:00 & 4:00. Matt asks that Board members make themselves available if at all possible.
 - The visit team will give their exit report Thursday at the end of the school day.
 - Teacher Resignation
 - Math teacher Matt Haden has submitted a letter of resignation. Board members will be asked to formally accept his resignation.
 - Interviews have been conducted for the Spanish/other teacher position and Matt hopes to make an offer soon.
 - We received numerous applications for the English position. Matt has been narrowing down the candidate pool and will conduct English interviews next week.
 - Matt has begun gathering applicant names for the Math position.
7. Action Items –
- a. Acceptance of Teacher Resignation
 Motion by Jill Fiddler, second by Bryce Wendland to formally accept the letter of resignation from Matt Haden.
 Motion carried.
8. Discussion Agenda
- a. No additional discussion items.
9. Closed Session
 8:06 pm - Motion by Bryce Wendland, second by Jill Fiddler to move to closed session.
 Motion carried.

8:15 pm – Motion by John Roeber, second by Bryce Wendland to leave closed session.
Motion carried.

10. Closing & Adjournment – 8:17 pm

- a. Motion by Bryce Wendland, second by Jill Fiddler to adjourn.
Motion carried.

Next Meeting – Monday, April 27 @ 7:00 pm