



**Lincoln Lutheran School Association Board of Directors**  
**MEETING MINUTES**  
**Monday, March 28, 2016 – 7:00 pm**

Opening Devotion and Prayer – 6:58 pm

1. 7:03 pm – Recording of Members Present / Recognition of Guests  
Present: ..... Cory Bergt, Chris Blomenberg, Jill Fiddler,  
..... John Roeber, Bryce Wendland  
..... Gary Dunker, Scott Ernstmeyer, Matt Heibel  
Absent: ..... Jason Leimbach, Bill Miller  
Guests: .....
2. Agenda Review  
Motion by Cory Bergt, 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 22, 2016
  - b. Approval of Financial Reports –
    - Financial Statement as of February 29
    - Account Balances as of February 29
    - Treasurer's Report – February
  - c. Development Report
  - d. Principal's Report
  - e. Executive Director's Report
  - f. Approve Policy 5.4 – Credit Card Use Policy
  - g. Approve Policy 5.8 – Investment Policy
  - h. Approve Policy 5.18 – Conflict of Interest Policy
  - i. Ratify Action taken Electronically
    - Approval to Extend Contract Offer to Matt Kristalyn to Serve as English Teacher
  - j. Ratify Action taken Electronically
    - Approval to Extend Contract Offer to Elke Hamann to Serve as 6<sup>th</sup> Grade TeacherMotion by Jill Fiddler, second by Cory Bergt to approve Consent Agenda as presented.  
Motion carried.
5. Board Education
  - a. Mission Directed Governance – Book study – Pages 103-119
    - Board members discussed highlights of the two chapters including: the difference between Board and Administrative policies, and the necessity to be visionary in the organization of the school.
  - b. Board Policy Manual – Section 2
    - Board members reviewed each sub-section noting recommended amendments from the Governance Committee. This was an initial read-through of recommended amendments. Board members are asked to review the document, providing any additional suggestions for changes. If there are no significant changes, the Board will be asked to approve the amended Section 2 via Consent Agenda at the April Board meeting.
  - c. LEF/LLSA Linking Agreement
    - The majority of amendments to the agreement reflect the completion of the transition of development activities to the LEF. The term has been changed from the first two

versions of three-year agreements to an annual agreement that will automatically renew each year.

- The group discussed periodic review of the agreement and suggested review should be added to the review cycle for the Board Policy Manual.

## 6. Reports

### a. Executive Director – Strategic Plan

- See Executive Director Report
- Science Renovation Project
  - Work began on trenching for plumbing and other demolition in the new Science area over the holiday weekend. Decisions on some equipment will be made within the next week to allow for correct placement of electrical outlets.
- Christ Lutheran Building Plans
  - Potential Partnerships
    - Scott has had a couple of discussions with Christ representatives concerning Christ's plans for property acquisition and construction of a Room211 South sanctuary. Christ will continue to provide updates and LL will evaluate whether any potential partnership may be appropriate.
  - K-12 Education Assessment
    - Scott shared information about an available resource last month. Principals from all four feeder schools have indicated an interest in being part of the process of looking at demographics across current school populations and general population in the neighborhoods. The is to gain a better picture of potential school families now and over the next five to ten years.

### b. Executive Director - Other

- Comprehensive Campaign Feasibility Study
  - The Steier group has scheduled the study April 25 – May 27.
  - Nearly 2/3 of the cost has been covered through donations.
  - Scott provided a handout to the Board, explaining the direction the study will take and what LL needs to do to prepare for the study. He requested Board members provide feedback on potential elements of the campaign. Several ideas were provided at the meeting.
  - A conference call is scheduled for the next round of planning.
- ALSS Conference
  - Scott and Matt reported this was a good conference with valuable ideas being provided in the areas of:
    - Youth In the church and the challenge of engaging them in the church. Specific traits of millennials and how this impacts churches and schools.
    - Data driven decision making.
    - Advancement and fundraising.

### c. Principal

- Enrollment Status – Enrollment for 2016-2017 stands at 317 students, which is 104% of our target enrollment of 306.
- Staffing Status for 2016-17
  - We believe we have an additional teacher who will not return to LL next fall. Search for a replacement will begin immediately.
- Parent-Teacher Conferences
  - Matt reviewed attendance statistics for spring parent-teacher conferences. With the exception of 6<sup>th</sup> grade, attendance was very poor.
  - Matt's recommendation is to hold spring conferences only for 6<sup>th</sup> grade. Sixth grade students and teachers would receive a day off to compensate for teacher time spent in conferences.

- Matt reviewed actions he and Julie Frederick take now to work with students who are struggling academically.

7. Action Items –

a. LEF/LLSA Linking Agreement

- Motion by Cory Bergt, second by Bryce Wendland to approve the amended linking agreement as presented.  
Motion carried.

8. Discussion Agenda

a.

9. Closed Session – No closed session items

10. Closing & Adjournment – 8:38 pm

- a. Motion by Bryce Wendland, second by Cory Bergt to adjourn  
Motion carried.

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