



Lincoln Lutheran School Association Board of Directors
MEETING MINUTES
Monday, June 20, 2016 – 7:00 pm

6:50 – Tour of Science Renovation

Opening Devotion and Prayer – Rev. Gary Dunker

1. 7:05 pm – Recording of Members Present / Recognition of Guests

Present:Jill Fiddler, Jason Leimbach,
..... John Roeber, Bryce Wendland
..... Gary Dunker, Scott Ernstmeyer, Matt Heibel
Absent:Cory Bergt, Chris Blomenberg, Bill Miller
Guests:.....

2. Service Recognition - Rev. Gary Dunker and Jason Leimbach

Scott extended formal thanks to Rev. Dunker for serving as Pastoral Advisor for the past year and to Jason Leimbach for his six years service to the Board.

3. Agenda Review

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

4. Guest Comments

5. Consent Agenda

a. Approval of Prior Meeting's Minutes – May 23, 2016

b. Approval of Financial Reports –

- Financial Statement as of May 31
- Account Balances as of May 31
- Treasurer's Report

c. Development Report

d. Principal's Report

e. Executive Director's Report

f. Congregational Reports – Calvary, Redeemer & Trinity

Motion by Jill Fiddler, second by John Roeber to approve the Consent Agenda as presented.

Motion carried.

6. Board Education

a. Board Officer Slate – Proposal for 2016-2017

- Officers to be elected at July meeting via Consent Agenda
 - President – Chris Blomenberg
 - Vice-President – Jill Fiddler
 - Secretary – Bryce Wendland
 - Treasurer – Cory Bergt

b. Operational Topics for Review

- The Governance Committee discussed feedback from the annual Delegate and Pastor survey. Overall, Board members were pleased with the feedback. One item was mentioned that the Board would like to address immediately. There seems to be a level of uncertainty as to how Delegates and Pastors can communicate with the Board, and the level of openness to meeting attendance by guests.

- Scott reviewed potential verbiage for a thank you to Delegate and Pastors for participating in the survey, a reiteration that they are always welcome to attend Board meetings, and a request that they contact their congregational Board representative with questions. Each month Delegates and Pastors will receive verbiage encouraging them to contact their congregational Board representative if they have questions or would like to address the Board at a monthly meeting.
- c. Board Education Ideas for 2016-2017
 - The Governance Committee identified a number of potential ideas for Board education.
 - Topical – Presentations on Administrative process and practices – Scott would arrange for fairly short presentations and discussions at each Board meeting.
 - Supervision of Instruction
 - Segments of Handbooks – T.E.A.M / Human Resource / Leader expectations
 - Hiring Process
 - Curriculum Review Cycle / Curriculum Updates / etc. –
 - Student Reports on Service Projects and other Student Activities
 - Role of the Delegate

7. Reports

- a. Executive Director – Strategic Plan
 - See Executive Director Report
 - Visioneering Report from John Cissel
 - Scott described the process followed to work with John Cissel on visioneering. He explained the involvement of the elementary schools, two pre-schools and Lincoln Lutheran and reviewed the high level results of the study for Lincoln Lutheran.
 - Board members discussed how the information should be used, including:
 - Sharing with the K-12 Marketing Group
 - Strategically, where would it make sense for us to be in the future?
 - Comprehensive Campaign Study
 - A sub-group of the comprehensive campaign committee is meeting to prepare a recommendation to be taken to the full committee meeting Tuesday, June 28.
 - Scott shared results provided by the Steier group and reviewed where each of the initial proposed campaign priorities fell based on feedback from constituents.
 - The Steier Group feels we are in a good position to move to a comprehensive campaign fundraising model.
 - Board members discussed considerations for gearing up and executing a campaign.
 - Enrollment
 - There are currently 329 students enrolled for the upcoming school year.
 - We typically see some movement from this number for a variety of reasons. For example, we believe one family with 2 students will be moving out of town.
 - Abbott Field Partnership with Lincoln Christian School
 - Conversations have been held between LCS, LL and Abbott about the potential of using Abbott field for a home football site. Scott and Matt outlined the work that has been identified to bring the field and facility up to competition condition. Abbott is asking the Abbott Foundation to provide a grant to pay for just over 60% of the work, with LCS and LL sharing the remainder of the cost. LL would like to get a 5-year commitment from the three parties if we were to move ahead on this plan.
 - Scott requests the Board approve spending up to \$20,000 on the initial upgrade project out of the Gym Advertising fund.
 - We would need to have a commitment from Abbott Foundation by July 1 to be able to make the plan work for this year. The necessary site upgrades cannot be

completed by the first football game if work is not started the beginning of July. It may be more realistic for this to work out for the 2017-18 school year.

- Scott and Matt outlined advantages of moving away from our relationship with NWU to this potential partnership.
 - Wrestling Space for this year
 - Mike Staab and Joel Brase have been looking at options for space for the wrestling team. Multiple options are being investigated, including getting a better estimate on the cost of a steel building installed on-site. Scott would prefer we move this direction if at all possible.
 - LEA (Lutheran Educators Association)
 - LEA administration wants to come to the Lincoln/Omaha area for a quarterly meeting. The LEA Board will tour our building Wednesday, the 29th to see what Lutheran education looks like in Lincoln. Christ Elementary Principal Mark L'Heureux sits on the LEA Board.
- b. Executive Director - Other
- Scheduling of 1st Quarter Delegate Assembly Meeting – Tuesday, August 30?
 - This is the fifth Tuesday of the month and hopefully would not interfere with any church meetings. If the Board meeting is moved to the 15th, it will allow adequate time to distribute materials to Delegates after the Board meeting, and would allow both groups to meet prior to fall activities gearing up.
 - Reschedule August Board Meeting – Monday, August 15?
 - Moving the meeting to the 15th instead of the 22nd will allow adequate time to distribute materials to Delegates for their review prior to the Delegate meeting.
 - Scheduling of Fall LEF/LLSA Retreat – Friday, August 19
 - Scott plans to hold this meeting the afternoon of August 19th hopefully at Lincoln Lutheran. We could then encourage Trustees and Board members to attend the Booster Bash immediately following the retreat.
 - Allocation of 2015-2016 Budget Surplus Funds
 - The year-end bonuses approved at the April meeting have been paid to faculty and staff.
 - Scott is requesting that the Board authorize the remaining surplus funds be moved to the special fund and used for site projects. These could include:
 - Parking lot repair
 - Refurbish office area – Scott has scheduled an Eakes representative to come to the office and provide some recommendations.
 - Transportation contingency fund.
- c. Principal
- Faculty Status
 - Art teacher position open.
 - Matt has received interest from several candidates and will begin the process of interviewing as soon as possible.
 - Matt reported on long-term sub needs for faculty absences this fall. We will definitely need one long-term English sub and may need two additional subs.
 - DocMgt
 - We hope to reach conversion in time to cancel our traditional registration day and allow parents to provide required information via the internet.
 - Canvas Conversion – Matt reports this is going smoothly.

8. Action Items –

- a. Abbott Field Partnership with Lincoln Christian School
- Motion by Bryce Wendland, second by John Roeber to authorize LL Administration to commit to up to \$20,000 from the Gym Advertising Fund to support a partnership with LCS for use of the main Abbott Sports Field as a home football site if minimum funding of \$40,000 can be procured from the Abbott Foundation by July 1 for initial

work to prepare the site for competition.

Motion carried.

b. Set 1st Quarter Delegate Assembly Meeting Date – August 30?

- Motion by Jill Fiddler, second by Bryce Wendland to set the 1st quarter delegate assembly meeting to Tuesday, August 30 at 7:30 pm.

Motion carried.

c. Reschedule August Board Meeting – August 15?

- Motion by Jill Fiddler, second by Bryce Wendland to reschedule the August Board meeting to Monday, August 15 at 7:00 pm.

Motion carried.

d. Allocation of 2015-2016 Budget Surplus Funds

- Motion by Jill Fiddler, second by Bryce Wendland to move remaining surplus funds from this fiscal year to the contingency fund to be used for parking lot repair, potentially office refurbish and/or other site maintenance projects.

Motion carried.

9. Discussion Agenda

10. Closed Session

8:50 pm - Motion by Bryce Wendland, second by Jill Fiddler to move to closed session.

Motion carried.

10:02 pm – Motion by John Roeber, second by Jill Fiddler to leave closed session.

Motion carried.

11. Closing & Adjournment

10:03 pm – Motion by John Roeber, second by Jill Fiddler to adjourn

Motion carried.

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