



Lincoln Lutheran School Association Board of Directors
MEETING MINUTES
Monday, July 25, 2016 – 7:00 pm

6:50 – Mr. Ernstmeyer took Board members on a tour of the renovated Science areas.

7:10 pm – Opening Prayer – Scott Ernstmeyer

1. Official Welcome – Rev. Michael Brown and Treva Ptaschek
Treva Ptaschek was officially inducted as the Trinity Lutheran representative to the LLSA Board of Directors.
Pastor Brown was absent due to congregational responsibilities.
2. Recording of Members Present / Recognition of Guests
Present:Cory Bergt, Chris Blomenberg, Jill Fiddler,
..... Bill Miller, Treva Ptaschek, John Roeber, Bryce Wendland
..... Scott Ernstmeyer, Matt Heibel
Absent:Rev. Michael Brown
Guests: Lloyd Wagnitz
3. Agenda Review
 - a. Motion by Bryce Wendland, second by Bill Miller to accept the agenda as presented.
Motion carried.
4. Guest Comments
 - a. Lloyd Wagnitz
 - Gala Final Report
 - Mr. Wagnitz reported on total income, total expenses, net special appeals & net to LLSA operations.
 - Give to Lincoln Day Final Report
 - The total raised was down \$10K from last year, but we received a \$10,000 scholarship gift that was included in last year’s total. We also received a \$5,000 challenge gift, which we did not have this year. We are working to raise alumni participation.
 - The 2017 GTLD has been moved up a week compared to this year.
 - Comprehensive Campaign Update
 - Mr. Ernstmeyer and Mr. Wagnitz reviewed the proposed structure for the campaign.
 - Lloyd has begun reaching out to people to serve in various capacities in the campaign. Board members can expect to hear from Lloyd.
 - Scott reviewed the projected timeline, highlighting the need to make significant progress between now and December on the major gift phase. The public phase is to be rolled out in January, 2017.
 - The lion’s share of the work must be completed in the first year of the campaign, with ongoing contact and follow-up with all donors in the second and third years.
 - Scott and Lloyd outlined campaign issues to be addressed including case statement, campaign materials and projected costs. There will be additional discussion of these topics at the fall LEF/LLSA retreat. A major concept is preparing Lincoln Lutheran for tomorrow, stressing that the campaign goal is to allow every family to pay less in tuition.
5. Consent Agenda
 - a. Approval of Prior Meeting’s Minutes – June 20, 2016
 - b. Approval of Financial Reports –
 - Financial Statement as of June 30

- Account Balances as of June 30
- Treasurer's Report
- c. Development Report
- d. Principal's Report
- e. Executive Director's Report
- f. Ratify Action taken Electronically
 - To peacefully release Jen Bockerman from her Call to teach at Lincoln Lutheran effective June 30, 2016
 - Approval to Extend Call/Contract Offer to Erin Stoll to Serve as Art Teacher
- g. Election of Board Officers
 - President – Chris Blomenberg Vice-President – Jill Fiddler
 - Secretary – Bryce Wendland Treasurer – Cory Bergt

Motion by Jill Weyand, second by Bryce Wendland to approve Consent Agenda as presented.
Motion carried.

6. Board Education

- a. Board Education Calendar for 2016-2017
 - Based on Board feedback, Scott will pursue topics this year that are more operational related. Scott reviewed the proposed calendar with Board members.
 - A good line of topics for the 2017-2018 Board Education calendar may be to ask teachers to attend a Board meeting to present information on their curriculum plans.
- b. Policy 5.13 – Wellness Policy
 - The majority of the policy is reflective of standard language across the school nutrition world. Board members are asked to provide feedback within the next month, and we will bring the policy for approval in August if there are no major concerns.

7. Reports

- a. Executive Director – Strategic Plan
 - See Executive Director Report
 - Enrollment
 - Currently at 329 with 67 sixth graders.
 - Facility Work
 - Parking lot repairs have been completed. Hopefully, this will hold us several years.
 - Scott outlined the work in progress to complete repairs of a water problem in a lower level classroom by the East entrance.
 - New flooring was laid in the boys' restroom off Satellite 7. We also replaced tile in the entryways of S5 – S8.
 - These projects will be paid for out of the contingency funds.
 - Scott is continuing to look at replacing the furniture in the central office. The goal is to replace 20+ year-old furniture and provide a more functional layout. Due to the total project estimate, Scott will request approval by the Board with a cap on total expenditure. We hope to complete the project soon after school starts.
 - Demographic Study
 - Scott reviewed the preliminary demographic report from Visioneering Real Estate. Lincoln Lutheran, the four elementary schools and Christ and Trinity Pre-schools were included in the study. This data should be valuable for K-12 marketing, and brand positioning.
- b. Executive Director - Other
 - 1st Quarter Delegate Assembly Meeting – August 30 – Agenda Review
 - Note: The meeting was moved to the last Tuesday in August rather than the usual Thursday, primarily due to school activities.
 - TIPS Resource
 - Scott reviewed the TIPS Report Incident link on the LL website. After reviewing reports from the past two years, administration feels we are not getting a good benefit and

recommends we discontinue the product. A family paid for the first two years at approximately \$750 per year and we do not want to continue paying for a product that has very limited benefit. The majority of reports submitted are anonymous and do not carry enough information to corroborate the report, so no action can be taken. We would remind families of the avenues available to handle conflicts or incidents and would develop an internal system that would still offer an anonymous method for students or parents to report incidents or concerns. It will be important to communicate what is going away, what is replacing it, and encourage students to talk to an adult if they have an issue.

c. Principal

- Faculty Status –
 - We are fully staffed for 2016-2017. Erin Stoll has been in the building several times and has met with Jen Bockerman to discuss the art curriculum.
 - Other than Elke Hamann, the three new teachers are second career teachers, having made a conscious decision to leave another career to pursue teaching.

8. Action Items –

a. Approval of Agenda for August 30 Delegate Assembly Meeting

- Motion by Jill Weyand, second by Bryce Wendland to approve the agenda for the delegate assembly meeting as presented.
Motion carried.

b. Authorization for Office Cubical Purchase

- Motion by Bryce Wendland, second by Cory Bergt to approve the purchase of office furniture and equipment by the Executive Director to a maximum of \$15,000.
Motion carried.

9. Discussion Agenda

a. Unified Brand Concept

- Scott Ernstmeyer, Mark L'Heureux (Christ) and Matt Stueber (Messiah) have discussed K-12 marketing and unified branding for the Lutheran Schools of Lincoln. They have met with Krista Barnhouse (Faith) and will meet with Dave Geidel (Trinity).
- The core group has worked with the Radius Group to gather some initial information and recommendations. Scott reviewed the materials provided by the Radius Group.
- There is agreement that the Lutheran schools would like to serve non-Lutheran Christian families and other families who are looking for a small school environment, while maintaining our uniquely Lutheran doctrine. The question becomes how we can promote our schools with a unified branding.
- Scott outlined initial ideas discussed with the elementary principals, including continuing to work with the Radius Group. Principals were asked to take the concept back to their church leadership for discussion.

10. Closed Session

- a. 9:08 – Motion by Bryce Wendland, second by Cory Bergt to move to closed session.
Motion carried.
- b. 9:45 - Motion by Bryce Wendland, second by John Roeber to leave closed session.
Motion carried.

11. Closing & Adjournment

- a. 9:46 – Motion by Bryce Wendland, second by Bill Miller to adjourn.
Motion carried.

Next Meeting – Monday, August 15 @ 7:00 pm