

Lincoln Lutheran School Association Board of Directors
MEETING Minutes
Monday, August 19, 2019 – 6:00pm

Opening Devotion and Prayer – **Led by Pastor Dan Wing**

1. Recording of Members Present / Recognition of Guests
Present: Bill Miller, Chris Schaedel, Ruth Tewes, Matt Heibel, Tina Barrett, Treva Ptascheck, Joel Rodencal, Scott Ernstmeyer, Jill Fiddler
Absent: Greg Sunderman
Guests: none
2. Agenda Review
Motion by Jill Fiddler, Second by Tina Barrett to accept the agenda as presented by Bill Miller.
Motion Carried.
3. Consent Agenda
 - a. Approval of Prior Meeting's Minutes – July 2019 – **Doc 2**
 - b. Approval of Financial Reports
 - Account Balances as of July 31 – **Doc 3a**
 - June 30 Balance sheet – **Doc 3b**
 - c. Advancement Report – **Doc 4**
 - d. Principal's Report – **Doc 5**
 - e. Executive Director Report – **Doc 6**
 - f. Policy 5.3 – Claims Against the LLSA – **Doc 7**
 - g. Policy 5.5 – Enrollment Policy – **Doc 8**
 - h. Policy 5.11 – Racially Non-Discriminatory – **Doc 9**
 - i. Policy 5.16 – Personnel Policy – **Doc 10**
 - j. Ratify electronic action – Part-Time Student – **Doc 11**
Pulled Policy 5.11 from consent agenda for further review.
Motion by Chris Schaedel, Second by Tina Barrett to accept the consent agenda as presented by Bill Miller, minus Policy 5.11 - Racially Non-Discriminatory.
Motion Carried.
4. Board Education
 - a. 2019-2020 Board Education Topics and Calendar – **Doc 12**
5. Reports
 - a. Executive Director
 - Strategic Planning Update - **Materials emailed today for board retreat this Friday. Simplified version will be shared at Delegate Assembly next week. Committees will meet again one last time in early September and strategic plan will be finalized at the end of September.**
 - Office Team Structure – **Doc 13**
 - Insurance Claim Update - **Status update - Completed roofs, pulling off gutters early Saturday morning to paint. Following week will put new gutters on. Cost for the school will be \$2000 in deductible payments.**

- SimpleStrat – Recruitment Campaign and Website/App work - **New recruitment campaign theme: Be More. A one page sell sheet was presented as well as mockup of website front page redo as well as the new app. The website and app will be rolled out together sometime in September.**
 - Proposed Delegate Assembly Agenda- **Doc 14**
- b. Principal
- Enrollment update - **296 students are enrolled. Junior class and 8th grade class are the 2 smallest right now. Am-van program had historical high of 17 students, with an average of 15 students, but only 4 this year and no new students. This has a big impact on the budget. Efforts are being made to strengthen the program.**
- c. Discussion of Policy 5.11
Consensus to change Policy 5.11 – Racially Non-Discriminatory to state, “Lincoln Lutheran may give preference at admissions as outlined in the LLSA Enrollment Policy.”
Motion by Jill Fiddler, Second by Treva Ptascheck to accept the change as presented by Bill Miller.
Motion Carried.
- d. Treasurer Report
- Final Operating Statement as of June 30 – **Doc 3c**
 - Final 2019-2020 Budget– **Doc 3d**
- The Board reviewed current financial information and had a chance to ask clarifying questions regarding how the fiscal year finished, the budget for the upcoming year, and the need to absorb the contingency fund to meet this year’s budget shortfall.**
6. Action Items:
- a. Approve Final June 30 Financials
Motion by Ruth Tewes, Second by Joel Rodencal to approve the final June 30 Financials as presented by Tina Barrett.
Motion Carried.
- b. Approve Final 2019-2020 Budget
Motion by Jill Fiddler, Second by Chris Schaedel to approve the Final 2019-2020 Budget as presented by Tina Barrett.
Motion Carried.
- c. Approve Use of Contingency Funds for 2019-2020 Budget
Motion by Jill Fiddler, Second by Treva Ptascheck to approve the Use of Contingency Funds for 2019-2020 Budget as presented by Tina Barrett.
Motion Carried.
- d. Approve Delegate Assembly Agenda – August 27, 2019
Motion by Ruth Tewes, Second by Tina Barrett to approve the Delegate Assembly Agenda as presented by Scott Ernstmeyer.
Motion Carried.
7. Discussion Agenda
- a. None
8. Closed Session
- a. None
9. Closing & Adjournment

**Motion to close and adjourn the meeting by Chris Schaedel, Second by Treva Ptascheck.
Motion Carried.**

Next Meeting – Monday, September 23, 2019, @ 6:00 pm