

Lincoln Lutheran School Association Board of Directors
MEETING Minutes
Monday, April 27, 2020 – 6:00 pm (ZOOM)

Opening Devotion and Prayer – **Devotion on hymn “When You Woke That Thursday Morning” and opening prayer led by Pastor Wing.**

1. Recording of Members Present / Recognition of Guests
Present: Scott Ernstmeyer, Bill Miller, Joel Rodencal, Chris Schaedel, Matt Heibel, Tina Barrett, Ruth Tewes, Treva Ptascheck, Jill Fiddler, Pastor Wing
Absent: Greg Sunderman
Guests: None
2. Agenda Review
Motion by Joel Rodencal, Second by Treva Ptascheck to accept the agenda as presented by Bill Miller. Motion Carried.
3. Consent Agenda
 - a. Approval of Prior Meeting’s Minutes – March 2020 – **Doc 2**
 - b. Approval of Financial Reports
 - March 31 Account Balances – **Doc 3a**
 - March 31 Balance Sheet – **Doc 3b**
 - March 31 Financial Statement and Treasurer’s Report – **Doc 3c**
 - c. Advancement Report – **Doc 4**
 - d. Principal Report – **Doc 5**
 - e. Executive Director Report – **Doc 6**
 - f. Congregational Reports – Christ – Redeemer – Trinity – Messiah – **Doc 7**
 - g. Board Policy Manual - Section 2 - Board Self-Governance - **Doc 8**
 - h. Ratify Electronic Vote of April 15 – Teacher Contract – English – **Doc 9**
 - i. Ratify Electronic Vote of April 20 – SBA – PPP Loan Acceptance – **Doc 10**
 - j. Ratify Electronic Vote of April 21 – Teacher Contract – PT Spanish – **Doc 11**
Motion by Treva Ptascheck, Second by Joel Rodencal to accept the consent agenda as presented by Bill Miller and ratify the electronic votes on April 15, 20 & 21, 2020. Motion Carried.
4. Board Education
 - a. Policies for Review
 - 5.1 - Accountability Reporting Policy – **Doc 12 - no updates required**
 - 5.7 - Fundraising Policy – **Doc 13 – The Board was reminded that pre-approval is required for all fundraising activities. An addition was made for a required review of the event a couple weeks after completion of the event.**
5. Reports
 - a. Executive Director
 - COVID-19 Updates - **9 days of online instruction left in the school year as of tomorrow and 4 day school week started last week and is going well.**
 - Strategic Planning Update
 - Long-Range Site Committee Update - **Doc 14 - Put together framework for report to present all information gathered and answer all the questions that have come up. Ultimate goal is that all of the 10 non-negotiables will be addressed in the final report. Next action items will be feasibility study and meeting in 2 weeks on Friday, May 8th.**

- Marketing and Communications Position - **Scott has created a list of tasks and is working with Amanda Heins to put together a job description hoping to bring back to the Board for approval in May.**
 - May Board Meeting Date Change to May 18 - **Moving up to get ahead of Memorial Day Weekend**
- b. Principal
- Enrollment and Staffing Updates - **At stand still due to Covid-19. Lisa McHargue back on board as PT Spanish teacher and Shannon Warrick moves up to $\frac{3}{4}$ time position to pick up the rest of classes. Working to package English and Media Center vacancies into a FT position.**
 - Graduation Plan and Waiver - **Surveyed students and parents and 80% want a real graduation ceremony so looking at the earliest possible date with a goal to complete by July 18, 2020 or have virtual ceremony if not possible by that date. One student has asked for a Graduation Waiver to participate in the graduation ceremony even though they will be short one semester class (5 credits). The Board is also asked to waive 1.5 credit hours for this student due to how credits were earned at a different institution.**
- c. Treasurer
- SBA Program – PPP Loan Update – **Doc 15 - Loan was approved and funded but unknowns as to how the forgiveness will work. Will work to leverage resources for items once we understand what will be forgiven.**
6. Action Items:
- a. May Board Meeting Date
Motion by Chris Schaedel, Second by Tina Barrett to move May meeting to Monday, May 18, 2020 at 6pm via Zoom. Motion Carried.
- b. Graduation Waiver
Motion by Ruth Tewes, Second by Treva Ptaschek to approve graduation waiver for a senior to participate in graduation ceremony even though they will be short one class and waive 1.5 credit hours short of 270. Motion Carried.
- c. Authorize Back-pay and Tuition Forgiveness
Motion by Jill Fiddler, Second by Chris Schaedel to authorize back-pay from PPP and tuition forgiveness from excess operating funds. Motion Carried.
7. Discussion Agenda
- a. School Board Scholarship Fund - **Request to prayerfully consider contribution. Request notification by end of week of intention to give and amount committed to giving.**
8. Closed Session
None
9. Closing & Adjournment
Motion by Treva Ptaschek, Second by Tina Barrett to close and adjourn the meeting. Motion Carried. Pastor Wing closed with prayer.

Next Meeting – May 18, 2020 @ 6:00 pm