

**Lincoln Lutheran School Association Board of Directors**  
**MEETING Minutes**  
**Monday, May 18, 2020 – 6:00 pm (Zoom)**

Opening Devotion and Prayer – **Devotion & opening prayer led by Paston 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 Chris Schaedel, 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 – April 2020 – **Doc 2**
  - b. Approval of Financial Reports
    - April Month End Account Balances – **Doc 3a**
    - April Month End Balance Sheet – **Doc 3b**
    - April Month End 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 – Faith – Calvary – Holy Savior – Immanuel – **Doc 7**
  - g. Board Policy Manual
    - 5.1 - Accountability Reporting Policy – **Doc 8**
    - 5.7 - Fundraising Policy – **Doc 9**
  - h. Ratification of 05-12-2020 Electronic Vote regarding EOY Staff Gifts – **Doc 10**  
**Motion by Treva Ptascheck, Second by Tina Barrett to accept the consent agenda as presented by Bill Miller and ratify the electronic vote on May 12, 2020. Motion Carried.**
4. Board Education
  - a. Policies for Review
    - 5.13 – Wellness Policy – **Doc 11 - No major changes suggested by the Governance Committee. Only revision made to supplemental procedures manual regarding vending machines. Confirmed the policy complies with state and federal guidelines.**
  - b. Administrative Review Plans - **LEF & Scott will bring Lloyd's evaluation to the Board for review. Scott will also bring Matt and Joel's evaluations to the Board for review in June. Scott's review will begin later this week and Bill will compile the results to review with the Executive Committee before presenting to the Board in June.**
5. Reports
  - a. Executive Director
    - COVID-19 Updates – LL Promotion/Celebration - **Discussion on what's next and planning for the future to return to some form of normalcy. Moving forward with a simplified version of**

**summer camps. Inspirmedia is putting together a highlight video of virtual learning experience to use as a celebration and recruitment piece, as well as a press release.**

- Strategic Planning Update
  - Long-Range Site Committee Update - **Doc 12 - In process of collecting additional information from staff and donor groups. Chris reported that the committee met May 8th and worked through the timeline and confirmed a cautious consensus pending feasibility study. Goal to meet twice more before the June Board meeting.**
- Marketing and Communications Position Job Description – **Doc 13 - 50-60% done but won't be finalized until the person is selected and we can wrap their skills set into it as well.**

b. Principal

- Enrollment and Staffing Updates - **Not much activity in terms of enrollment due to Covid-19 and end of the school year. After interviewing 4 candidates, Ian Ball is recommended for a full time English/Media Center teaching position.**
- Graduation Scenarios - **Met with Inspirmedia to discuss virtual graduation. Surveyed students and parents wanted an in person graduation ceremony, but now that has past may be more in favor of virtual ceremony than waiting another month or more. Will survey again and await Dept. of Education recommendations for June and July.**

c. Treasurer

- SBA Program – PPP Loan Update – **Doc 14 - Loan is in place and will have no problem spending on qualified expenses through the end of the year. Application for forgiveness was released on Friday and should be no problem having 100% forgiven.**

6. Action Items

- a. Release funds for Nutrition program and Covid-19 Financial Aid  
**Motion by Joel Rodencal, Second by Treva Ptascheck to release funds for the Nutrition program and Covid-19 Financial Aid. Motion Carried.**
- b. Contract offer for full-time teaching position - English/Media Center  
**Motion by Chris Schaedel, Second by Tina Barrett to offer contract for full-time teaching position - English/Media Center. Motion Carried.**

7. Discussion Agenda

- a. Board Self Evaluation – **Doc 15 - Received good feedback and no real surprises other than more participants than in the past. May want to change the survey moving forward, either how present questions or score questions, so we can engage more deeply in future discussions.**
- b. Inquiry regarding School Funding Model – **Doc 16 - Christ has a rapidly growing student population at LL approached us to review the funding model and Association church tuition model. It is slated for review sometime next year so we will make every effort to complete that study in the next 12-13 months.**

8. Closed Session

**None**

9. Closing & Adjournment

**Motion by Chris Schaedel, Second by Tina Barrett to close and adjourn the meeting. Motion Carried. Pastor Wing closed with prayer.**

Next Meeting – June 22, 2020 @ 6:00 pm