



**Lincoln Lutheran School Association Board of Directors**  
**MEETING Minutes**  
**Monday, September 28, 2020 – 6:00 pm**

Opening Devotion and Prayer – **Led by Scott Ernstmeyer**

1. Recording of Members Present / Recognition of Guests  
**Present: Tina Barrett, Bill Miller, Joel Rodencal, Lori Lane, Scott Ernstmeyer, Matt Heibel, Fran Benne, Mike McClellan, Chris Schaedel**  
**Absent: Treva Ptaschek, Pastor Miller**
  
2. Agenda Review  
**Motioned by: Tina Barrett 2<sup>nd</sup> by: Lori Lane Motion Carried**
  
3. Consent Agenda
  - a. Approval of Prior Meeting's Minutes – August 2020 – Doc 2
  - b. Approval of Financial Reports
    - August Month End Account Balances – Doc 3a
    - August Month End Balance Sheet – Doc 3b
    - August Month End Operational Budget and Treasurer's Report – Doc 3c
  - c. Advancement Report – Doc 4
  - d. Principal Report – Doc 5
  - e. Executive Director Report – Doc 6
  - f. Ratification of 09-10-2020 Electronic Action regarding roof replacement – Doc 7**Motioned by: Joel Rodencal 2<sup>nd</sup> by: Tina Barrett Motion Carried**
  
4. Board Education
  - a. Book Discussion – Chapter 6 – School Within a School  
**Discussed LuHi Academy in Parker, CO and the Lights Academy program**
  - b. Policy 5.15 – Succession Plan – Doc 8  
**Discussion on wording and proposed changes on finding temporary successor and handling of off-site files**
  
5. Reports
  - a. Executive Director
    - Strategic Planning Update – Doc 9  
**Discussed committee makeup and needs as well as timing. Committee's will get going soon to start discussions.**
    - Marketing and Communications Position Update  
**Peg is back in the office as of today. She will begin working on relationship building and completing an internal audit of communication.**
  
  - b. Principal
    - Covid Adjustments Update – Doc 10  
**Presented changes to document per additional findings and recommendations from various health sources.**
    - Attrition Report – Doc 11  
**Presented updated report with 2020-21 numbers. Recap of reasons why students left. Discussions on how this relates to students in feeder schools.**

c. Treasurer

- PPP Loan and Forgiveness Update

**Have started the process of documentation via a portal provided by the bank. Slow process as banks are still figuring requirements and documentation needed.**

6. Action Items

a.

7. Discussion Agenda

- a. ED Annual Goals

**Shared goals with board based upon job description and strategic planning metrics.**

8. Closed Session

9. Closing & Adjournment

**Motioned by: Chris Schaedel 2<sup>nd</sup> by: Tina Barrett Motioned Carried**

Next Meeting – October 26, 2020 @ 6:00 pm