July 13, 2026
CENTRAL LUTHERAN SCHOOL

Our mission: Providing students with a quality education built on a firm Christian foundation, so they grow in the knowledge of Jesus as their Savior and become loving servants to others.

Board of Directors Meeting

The meeting began with Heidi Williams leading the Board in a devotion.

Call To Order
With a quorum of board members present, the regular meeting of the Board was called to order by President, Nick Hach. Roll call was as follows:

Board Members

Name	Roll	Name	Roll
Dawn Embretson	Present	Nick Hach	Present
Heidi Williams	Present	Jeremy Chihak	Present
Kristin Stien	Present	Jake Roetman	Present
Greg Silhanek	Present	Audrey Roberts	Present
Kurt Slouha	Absent		

Others in Attendance

Name	
Frank Parris	Pastor Schultz

Minutes from Previous Meeting
MOTION was made by Dawn Embretson to accept the minutes from the June 15, 2026 meeting. Jake Roetman seconded the motion. MOTION CARRIED.

Financial Report
Financial Report Presented – Financial balances provided: Lunch account and special account balances were discussed; allocated donations and expenses reviewed. Discussion centered on workman's compensation payments (quarterly vs. lump sum), clarifying budgeting and payment schedule. Clarification on revenue, expenses, and how non-budgeted items (like athletics) are accounted for in financial statements.

MOTION was made by Jake Roetman to accept the financial reports. Jeremy Chihak seconded the motion. MOTION CARRIED.

Committee Reports
Principal's Report /Admissions Director Report – A new preschool enrollment was reported, with 20 four-year-olds now enrolled. Upcoming tour for a potential kindergartner. Some families still owe lunch payments. Recent attempts to enroll students in certain grades could not proceed due to class capacity.

Policy Committee – Met to discuss needed policy updates; changes to be presented at next meeting.

Facility Committee – Stage floor of facilities updates complete; shed installed and old one removed. Reviewed shed project cost including cement. Phone system installation scheduled; network cabling completed. Training for staff on new phone systems planned for August. New cabinets arrived; removal of old ones scheduled for the 25th. Sanitary product dispensers updated in restrooms. Playground upgrades completed, except for moving dirt to fill in cinder blocks holes. Discussion on relocating dumpsters for better access and safety.

Athletic Committee – Suggestion to host volleyball and basketball games at a temporary high school location to introduce students to the facility and encourage high school enrollment

Marketing/Enrollment Committee – Need to organize school representation at local parades (Atkins, Shellsburg, etc.).

Technology Committee – Projector installed in library; work ongoing to move a computer with specialized door software (may need vendor assistance). New battery backup for internet here and waiting to be installed. Chromebook and iPad carts being relocated and secured. Interventionist space created in the library.

Endowment Committee – Reviewed account balances. Committee to explore moving funds into CDs or other interest-bearing accounts; options to be presented next meeting.

Long Range planning – No report this month.

Old Business

New Business

A. **Lightwell Insurance Information (Kristin, Frank)-** Considering changing insurance providers; collecting quotes from Lightwell Insurance and aiming to coordinate with church for unified building and contents policy
B. **Discipline Procedures (emailed out in June)** Teachers and principal proposed revising discipline procedures, incorporating the 'Cougar Code' behavior plan with biblical references and clearer expectations. Discussion about parent, student, and teacher covenants to encourage shared responsibility and communication. Addressed specifics: parent notification when students sent to office, clarity of lunch detention policies, and changes to handbook language for consistency and legal compliance (e.g., smoking policy). Board and staff discussed proactive parent meetings to explain discipline procedures and set positive tone
C. **Review, discuss, vote on Handbooks (Parent/Student, Employee, Volunteer, PS, KFJ)-** Updates to music program participation requirements and allergy documentation reviewed. **MOTION was made by Dawn Embretson to accept the proposed changes to the Parent/Student, Employee, Volunteer, PS, KFJ and Crisis handbooks. Audrey Roberts seconded the motion. MOTION CARRIED.**
D. **Set date for Board/Staff picnic-** August 16.

Debriefer – Major discussion focused on revising discipline procedures and updating handbooks, including clearer expectations through the "Cougar Code" and stronger parent communication. The board approved the revised handbooks with minor edits and agreed to pursue insurance quotes, explore endowment investment options, and complete several facilities updates. Key follow-ups include finalizing discipline procedures, coordinating insurance coverage, researching endowment investments, and organizing school participation in local parades.

MOTION was made by Dawn Embretson to adjourn the meeting. Jake Roetman seconded the motion. MOTION CARRIED.

Next regular meeting August 17, 2026 @ 6:00PM.
The meeting was closed with the Lord's Prayer.

Respectfully submitted,
Kristin Stien, Secretary 2026