

**Luther High School
Conference of Delegates Meeting Agenda May 9 , 2012 7:30 PM**

1. Opening Devotion **Chairman, Pastor Mark Wessel**

2. Mission Statement review

MISSION STATEMENT

Luther High School provides a Christ-centered education that encourages and equips students for life and for eternity.

VISION STATEMENT

Luther High School desires that its students, mindful of baptismal grace, live the holiness that God gave to them in Christ.

OBJECTIVES

Therefore, Luther High School will keep Christ in higher education by:

1. faithfully proclaiming and applying the Word of God through the teaching of classes, life skills, and activities in accordance with the Lutheran Confessions.
2. promoting spiritual growth and maturity through the proper use of God's Law and Gospel
3. encouraging and training students to testify and witness to the Gospel of Christ throughout their lives
4. instilling a desire for knowledge, understanding and wisdom while taking "every thought captive and making it obedient to Christ." -- 2 Corinthians 10:5

3. Minutes **Secretary, Dr. Gregg Henckel**

4. Principal's Report **Mr. Paul Wichmann**

5. Education Committee Report **Mr. Jon Hahm**

6. Finance Committee Report **Mr. Kyle Rupprecht**

7. WELS Ministry of Christian Giving Report **Mr. Harry Mears**

8. Building and Grounds Committee Report **Mr. Dave Ekhoﬀ**

9. Luther High Foundation Report **Mr. John Pieper**

10. Ministry of Christian Giving **Mr. Harry Mears**

11. Friends of Luther & Good Steward Store Report **Pastor Roger Sachs**

12. Old Business -

13. New Business

- a. **BOC Nominations (Election in August COD Meeting) Current Board members who terms expire in 2012: Pastor Mark Wessel (completing second term), Mr. Dave Ekhoﬀ (completing second term), Mr. Bruce Jentz (completing first term), and Pastor Mark Kutz (completing first term)**

- b. **Letter from St. John's Lewiston**

14. Adjourn with Lord's Prayer

**Luther High School
Conference of Delegates Minutes
February 8, 2012**

1. **Opening Devotion** by Pastor Mark Wessel
2. **Minutes** for both Nov and Dec meetings approved as presented Dr. Gregg Henckel
3. **Principal's Report** presented Mr. Paul Wichmann – see attached
 - A. Mr Schaper has returned his call to Winnebago
4. **Education Committee Report** presented Mr. Jon Hahm – see attached
 - A. Request by two families to allow co-op participation
 - B. COD notified of the establishment of an ad hoc committee to evaluate athletic co-op participation.
 - C. Motion to grant BOC the authority to decide upon participation specifically in gymnastics co-op based upon the recommendation of the ad hoc committee by April 1st. Motion defeated.
5. **Finance Committee Report** presented Mr. Kyle Rupprecht– see attached
 - A. 2012-13 Tuition & Fees Schedule - recommendation of 5% tuition increase with an expected 34% increase in congregational commitment needed to balance budget as currently anticipated– increase of 1st Assoc student of \$255 to \$5,355. Tuition amount approved.
 - B. Motion to approve LES band fees and schedule passed.
 - C. Motion to approve international student tuition rates and fees passed.
 - D. Tuition and fees timeline changes approved.
 - E. Payments policy approved
6. **Ministry of Christian Giving Report**
7. **Building and Grounds Committee Report** presented by Mr. Dave Ekhoﬀ– see attached
8. **Luther High Foundation Report** presented by Mr. John Pieper– see attached
 - A. Up about 55,000 since end of year report
 - B. Dec 30th, two LLCs took possession of donated properties
 - C. Noted appreciation for the hard work done by Dr. Larry Lindesmith in establishing the LLCs
 - D. Establishing separate accounts for the rent payments generated
9. **Friends of Luther Report** presented by Pastor Roger Sachs– see attached

10. Good Steward Store Report presented by Pastor Roger Sachs– see attached

11. Old Business:

12. New Business - Election of LHS Foundation Committee Members

A. Members elected are Wade Hackbarth and Dan Kunz

13. Adjourn with Luther's Evening Prayer and a prayer for Ruth Gullixson Webber

**Luther High School Conference of Delegates
Principal Report
May 9, 2012**



ENROLLMENT UPDATE - At this time we have received 59 freshmen applications. With this year’s graduating class numbering 69 at this time it appears our projected enrollment will be less than our current enrollment of 278. At this time the number of transfers to other schools and transfers from other schools is uncertain.

GRADUATION – The graduation service for the "Class of 2012" will be held on Sunday, May 29th at 2:00 PM. The class verse is ***“For I know the plans I have for you,” declares the LORD, “plans to prosper you and not to harm you, plans to give you hope and a future..” Jeremiah 29:11*** Pastor Richard Pamperin will preach for this special occasion, Pastor Andrew Schultz will serve as liturgist and Mrs. Rachel Arnold will be the organist.

LHS Class of 2012 Post High School Plans

MLC – Education	WLC	BLC	2 or 4 Year College	Military	Technical College	Work
8	1	1	27	5	24	3

We pray that God continues to guide and bless them in their future endeavors.

HOUSING REQUEST If you are able to provide room and board for students or and MLC student teacher during the 2012-13 school year, please contact Mr. Wichmann at 783-5435 ext 100.

INTERNATIONAL STUDENT HOUSING

Luther High School International Student Tuition & Fees

1. Luther High School International student tuition rate is \$7000
2. Host family receives \$5000 for room & board
3. Host family receives \$2500 in tuition credit to be used for current student or Tuition Assistance
4. \$500 designated to LHS foreign student fund (funds to be used at Board’s discretion)
5. Total cost to foreign students payable to Luther High School \$15,000
6. Other standard participation fees for athletics and music also apply to international students.
7. Limit number of foreign students to 5 for 2012-13 and evaluate entire program at end of 2012-13 school year
8. International Students must comply with Luther High School admissions policy requirements

SELF – STUDY UPDATE -

Greetings in the Name of Jesus, Whom We Serve:

The purpose of this report is to provide the Administration, Faculty and Board of Control of Luther High School with a comprehensive commentary on the work of the WELSSA Visitation Team. This commentary includes identification of strengths and areas which, in the opinion of the team, could be improved. Our observations were NOT designed to assess the performance of individuals who serve at the school. Our work and this report focus on the school as a whole. While we did observe each teacher's classroom, your administrator at work, the students, and most others who serve at the school, our goal was to consolidate all that we observed and learned into a report which focuses on your entire school's ministry, not on a single individual.

You invited us to your school to validate your school's Self-Study Report and to make a recommendation regarding your accreditation status. All team members recognized their key role in the entire process. We clearly recognized that many people willingly helped with your self-study. We commend all who worked hard to complete this work. "Well done, good and faithful servants of Jesus." We join you in asking our gracious God to grant you the wisdom, strength, and determination to continue your faithful efforts so that you continue to grow in your service to our Lord Jesus.

The Visitation Team worked diligently at the task you assigned us. We used our gifts, talents, knowledge, and experience as we talked to people, observed your school in action, and evaluated numerous written materials.

We went away from our visit to your school confident that all of your work, time and effort has, and will continue to produce innumerable blessings for everyone at your school. We reaffirmed why our Lord permitted you to have a school. We evaluated and revised the means you will use to help you in your efforts to achieve your mission. We examined every aspect of your school's program and in that process we identified the numerous blessings our Lord has given your school. We also identified areas that need some work. We are confident that as you consider these things you will make every effort to make Luther High School a better school. We saw every indication that you are intent on having your school serve as a strong, vibrant tool to advance the Gospel of Jesus Christ.

Purpose of the Team's On-site Visit

We had one primary purpose during the days that we were at your school: to verify the validity of your Self-Study Report. Your Steering Committee and the subcommittees faithfully evaluated your school's ministry on the basis of WELSSA's fifteen Self-Study Standards. They identified strengths, weaknesses, and they proposed some ideas for making improvements. The visiting team examined all of your school's work to validate your conclusions.

Visiting Team Members:

Wayne Baxmann, Team Captain
Retired WELS Lutheran high school administrator, Colgate, Wisconsin

Bob Bock
Professor, Luther Prep School, Watertown, Wisconsin

Peter Donndelinger
Instructor, Aquinas High School, La Crosse, Wisconsin

Oliver Lindholm
Retired WELS pastor, La Crescent, Minnesota

Mitch Schultz
Instructor, Western Technical College, La Crosse, Wisconsin

Jon Woldt
Staff Minister, St. Matthew's Lutheran Church, Winona, Minnesota

Visiting Team Member Assignments:

Standard One:	Mission, Vision and Objectives
Pete Donndelinger and Jon Woldt	
Standard Two:	The School and its Relationship with
Congregations	
Wayne Baxmann and Oliver Lindholm	
Standard Three:	The School and its Relationship with the
Home	
Mitch Schultz and Jon Woldt	
Standard Four:	The School and its Relationship with the
Students	
Oliver Lindholm and Jon Woldt	
Standard Five:	The School and its Relationship with the
Community	
Wayne Baxmann and Oliver Lindholm	
Standard Six:	The School and its Relationship with WELS
Wayne Baxmann and Oliver Lindholm	
Standard Seven:	The School's Plan for Enrolling Students
Bob Bock and Oliver Lindholm	
Standard Eight:	School Climate
Pete Donndelinger and Mitch Schultz	
Standard Nine:	School Governance and Administration
Bob Bock and Mitch Schultz	
Standard Ten:	Professional Personnel
Bob Bock and Pete Donndelinger	
Standard Eleven:	Curriculum
Bob Bock and Mitch Schultz	
Standard Twelve:	Instruction

	Pete Donndelinger and Mitch Schultz
Standard Thirteen:	Student Services
	Pete Donndelinger and Jon Woldt
Standard Fourteen:	Physical Facilities
	Wayne Baxmann and Jon Woldt
Standard Fifteen:	Information Management
	Wayne Baxmann and Bob Bock

Visiting Team's Mode of Operation

We had a carefully developed game plan in place before we arrived at your school. The following list will demonstrate the care we took in preparing and conducting the visit.

1. Each of us was appointed to the team far enough in advance so that we could study the **WELSSA Handbook** material and learn of our responsibilities as team members.
2. Each team member received a copy of your school's Self-Study Report prior to our visit. This gave us the opportunity to study that report and become acquainted with your school and its personnel before our visit.
3. Our Team Captain assigned each member of our team the task of studying specific standards from your Self-Study Report in order to prepare ourselves for our work at your school. We reviewed our assignments and determined how we would accomplish those tasks.
4. Once on site, we observed every classroom and every teacher to gather information about classroom instruction, management, and relationships within the school.
5. We interviewed administrators, teachers, other staff people, students, parents and board members. In each of those interviews we had specific information that we sought to obtain. From those interviews we gained valuable insights so that we could verify the accuracy of the evaluations your school made in ministry, not on a single individual.
6. We reviewed every item in the fifteen standards and validated our findings with **INTERVIEWS, OBSERVATION OR DOCUMENTATION** provided. We consulted with one another often so that we could share information and arrive at conclusions which were accurate and which we could share with you in our report.
7. We identified and agreed on your school's strengths and areas that need improvement.
8. We sought the Lord's guidance throughout our visitation process.
9. We worked collaboratively to prepare our oral report, including our recommendations, at the conclusion of our visitation.
10. This written report is the summation of our findings and our recommendations.

Team's Focus

In all that we did, we focused on your school and its ministry. Our work and this report look at your school as a whole. While we did observe each teacher's classroom, your

administrator at work, the students, and most others who serve at the school, our goal was to consolidate all that we observed and learned into a report which focuses on your entire school's ministry relative to the fifteen standards.

Detailed Analysis of the School's Self-Study Report

The team used your school's Self-Study Report to carefully and thoroughly analyze the school. In this Written Report each of the fifteen Self-Study standards and their various sub-sections received detailed attention. This report contains **Commendations and Recommendations** for each of the standards. Refer to pages 11 to 53 of this report for a complete analysis of the Fifteen Standards.

Summary of School's Strengths:

1. Your called workers form an effective ministry team. They respect one another, communicate effectively, and place their focus on serving the Lord and His people.
2. The administrator of your school uses his talents, energy, and time well.
3. The school faculty is experienced and gifted. They are a blessing to students, parents, and the association.
4. The parents of school families actively participate in their children's education by showing interest and volunteering their time and efforts.
5. The school's multi-faceted tuition assistance program is exemplary.
6. *Good Stewards Store* is a model for other schools to follow.

Areas for Improvement:

Based upon our observations, interviews and evidence provided the Visitation Team makes the following recommendations. Note: the asterisked items need immediate attention.

1. Institute a plan to enhance the ongoing, personal (not just text messages or emails) communication with parents/guardians that would include personal, follow-up phone calls or visits . The plan would not only include the "crisis" time contacts, but a plan to improve the parent/guardian – teacher/administration relationship on a regularly, scheduled basis.
2. In serving the changing families with the unchanging Word of God, continue to look for opportunities to provide for their needs. This may include the following:
 - Offer specific opportunities to connect the home with the Christ-centered instruction at Luther in the form of home devotion ideas and applications for living their faith.
 - Review activities scheduled and offer opportunities (maybe a day or two of the month) for students & ministry team members to go home soon after the school day (more family time.)

- Find ways for students not involved in athletics, music or drama to find a “niche” here at Luther
3. Strive to improve communication between school and home.
 4. Encourage broader use of Christian counselors in the area as needed.
 5. Take greater advantage of electronic communication media to further public relations efforts of the school.
 6. Strive to improve recruitment for ministry
 7. The school needs to develop a more extensive system of follow-up for inquiries and potential new students.
 8. The school’s administration needs to implement an organized classroom visitation/observation procedure
 9. Faculty members should pursue state teaching licensure.
 10. Course syllabi need updating.
 11. Create and maintain a data base of instructional materials and resources.
 12. * **Improve safety procedures throughout the school.**
 13. * **Improve building security**
 - **Lock all exterior doors during the school day.**
 - **Install and monitor video cameras at primary exterior doors.**

The table below summarizes our findings for each of the Fifteen Standards:

Luther High School

Standard	Number	# Fully Met	# Part. Met	# Not Met	#Asterisk	* Achieved	* Not Met
1	10	10	0	0	7	7	0
2	10	9	1	0	6	6	0
3	13	13	0	0	3	3	0
4	12	12	0	0	9	9	0
5	9	9	0	0	1	1	0
6	5	5	0	0	4	4	0
7	6	5	1	0	3	3	0
8	9	9	0	0	3	3	0
9	51	48	2	1	23	23	0
10	18	15	3	0	6	6	0
11	17	17	0	0	4	4	0
12	33	30	2	1	8	8	0
13	30	26	4	0	12	10	2
14	10	9	1	0	3	2	1
15	13	13	0	0	8	8	0
Totals	246	230	14	2	<u>99</u>	<u>96</u>	<u>2</u>

Scoring:

Each item Fully Met = 1 point
Each item Partially Met = .5 point

All asterisked items MUST BE FULLYMET

Number of points needed for Accreditation 209.1
Number of points needed for Exemplary Accreditation 233.7

Number of points achieved 237

Two asterisked items were Partially Met

Accreditation Recommendation:

Because Luther High did not meet some of the asterisked items (required for Full Accreditation) the Visitation Team cannot recommend Exemplary Accreditation even though you accumulated a sufficient number of points to receive this status. Based on our evaluations the Visiting Team will recommend to the WELS Commission on Lutheran Schools that Luther High School receive **PROVISIONAL ACCREDITATION** at this time.

The Visitation Team further recommends that Luther High School strive to rectify designated deficiencies (Standards 13.20, 13.25 and 14.3) not later than the start of the 2012-13 school year. Two members of the Visitation Team will validate the corrections and then recommend that the school receive Exemplary Accreditation.

Concluding Comments:

Thank you to everyone at Luther High School. It was our privilege and pleasure to serve you. You warmly welcomed us. Adults and students displayed their warmth and kindness in their greetings and conversations. You efficiently took care of all of our needs. Your words and actions displayed a sincere interest in the ministry the Lord has laid in front of you. It was evident to us that you earnestly desire to serve Him in the very best way possible. Our prayer is that God will guide, direct, and bless your work to maintain your school's strengths and do all necessary to improve the areas that need to be addressed.

*Luther High School's Visitation Team
Wayne Baxmann, Team Captain*

Education Committee Report for May 9, 2012 COD Meeting

- A. ALHSO – Area Lutheran High School Online
 - a. www.alhso.org
 - b. Classes available online for \$200 per course (plus ancillary costs of books, etc.) paid by students/parents
- B. Handbooks reviewed and approved for 2012-13 (Athletic, Music, Student/Parent)
- C. Co-op Ad Hoc Committee Report
- D. Dress Code Ad Hoc Committee Report
- E. State Teacher Licensure
 - a. MLC providing grant money
 - b. Rosenberg and Hagedorn will take summer classes
 - c. Required for Student Teaching Supervision
- F. 2012-13 Calendar to be published by late May/early June

**Conference of Delegates
B&G Report
May 9, 2012**

- A. Blacktop Striping:** Modern Striping will router and fill cracks, recoat and reconfigure the commons parking lot (\$2845).
- B. ACE Lighting:** The lights in the new gym were replaced with 6 lamp 4 foot fluorescent fixtures over Easter break. After the \$50/fixture rebate the cost is \$4000. The payback 3.5 years. Cell tower account funded the project.
- C. Cell Tower:** Airadigm (AirFireMobile) has learned that our cell tower is not in compliance with FAA height regulations. Options are to get a variance, lower the tower, or put a red signal beacon on the top. Present city ordinance does not allow for a red signal beacon. Airadigm continues to work on the problem. They are optimistic.
- D. Furnace Warranty:** The secondary heat exchanger on one of the six 1993 addition furnaces developed a problem which is covered under the 20 year warranty. We only paid the labor to replace it (appx. \$300). The service tech checked the remaining furnaces to make sure we don't have any other problems. One furnace needs to be monitored.
- E. Meeting with Construction Express:**

The following results from the meeting with Dave Hollstrom:

1. Budget Number for chapel/auditorium – 1.5 million
2. Budget number for classrooms – 350,000
3. The state will have to reapprove the plans. Their approval is good for only one year.
4. Dave will call Jon Molzahn, who approved the first plans for the state, to get feedback on the implication of new codes.
5. Comments.

1. The budget numbers are double what they were on 4/1/99. This hopefully will allow for upgrades and additions.
2. Because of the one year limit on approved plans, we will have to wait for the money before we move ahead with redoing the plans and submitting them to the state. If we were to receive the money next December, we could still build next summer.

Preliminary report indicates that sprinklers will be required and some structural additions made to meet the fire rating for the load bearing common wall with the existing building.

- F. Summer Jobs List:** Reviewed by B&G.

Seven Christian Estate Planning Seminars:

1. Trinity Lutheran Church in Goodview, MN on December 4,2011 with 15 people in attendance
2. St. John's Lutheran Church in Dakota, MN on Thursday, March 15, 2012 with 25 in attendance
3. Mount Calvary Lutheran Church in La Crosse on Sunday, March 11, 2012 with 20 in attendance and Principal Wichmann
4. First Lutheran Church of La Crosse on Sunday, March 18, 2012 with 28 in attendance and Principal Wichmann
5. St. Matthew's Lutheran Church of Stoddard, WI on April 15, 2012 with 20 in attendance and Principal Wichmann
6. "A Knight on a Safari" dinner and auction; renewed many contacts, several former pupils and their spouses
7. Grace Lutheran Church of La Crosse on Sunday, April 15, 2012 with 20 in attendance and Principal Wichmann
8. St. John's Lutheran Church of Barre Mills, WI on Sunday, April 29, 2012 with 17 in attendance and Principal Wichmann
9. TOTALS= 7 Christian Estate Planning Seminars (5 with Principal Wichmann); 145 total attendees

Action Category

Action Type	2007	2008	2009	2010	2011	2012	2013	Total
Meeting								
CG Mtg w Allied Professional (F:F)	8	4	41	23	11	7	0	94
CG Mtg w Ind (F:F Initial)	9	23	15	0		3	0	51
CG Mtg w Ind (F:F w CP rep)	0	0	2	0	0	0	0	2
CG Mtg w Ind (Face:Face)	33	58	191	142	85	17	0	526
CG Mtg w Ind (Phone)	0			0	0	0	0	2
CG Presentation, hosted by Org	10	8	12	7	9	3	0	49
Totals:	60	94	262	172	106	30	0	724

1 action category(s) listed

6 action type(s) listed

* Group presentations & one-on-one donor meetings recorded by CGC with 'LHS represented' marker.

St. John's Evangelical Lutheran Church

A member congregation of the Wisconsin Evangelical Lutheran Synod



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Rev. Michael A. Lindemann

Rev. M. John Dermé

February 3, 2012

To the Luther High School Music Department:

On February 2, 2012 the Board of Elders of St. John's met for its regular February meeting. The Elders have been regularly discussing the issue of fellowship at their meetings for almost two years. At this meeting they continued their discussion and adopted a resolution as a result of their discussions. The resolution is enclosed. If there are any questions, we would be happy to try to answer them on behalf of the Elders.

We pray that our Lord Jesus continue to bless the work of Luther High School to his glory and the blessing of his people.

On behalf of the St. John's Board of Elders,

A handwritten signature in black ink that reads "Michael A. Lindemann". The signature is written in a cursive style.

Pastor Michael Lindemann

A handwritten signature in black ink that reads "M. John Dermé". The signature is written in a cursive style.

Pastor John Dermé

Enclosure

Resolution to Luther High School Music Department

Whereas the teaching of Scripture concerning fellowship is the unit principle (1 Cor. 1:10), and

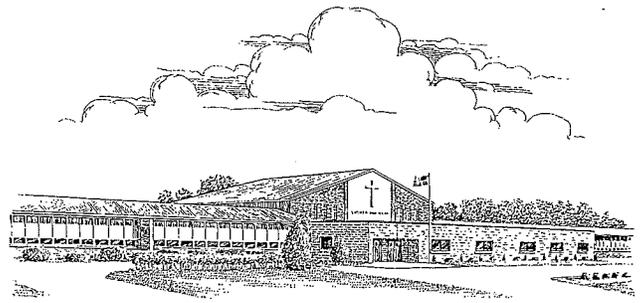
Whereas the current practices of Luther High School allow anyone to be a member of the traveling choirs, and

Whereas it is the reasonable assumption of our members that all choir members are WELS or ELS members,

Therefore be it resolved that St. John's Lutheran Church of Lewiston, MN requests that only choirs entirely made up of WELS or ELS members participate in our worship services.

Luther High School Music Department

(608) 783-5435 ext.443
e-mail:ruppjim@luther.k12.wi.us



1501 Wilson St
Onalaska WI 54650

James Rupprecht
Music Dept Chairman

March 30, 2012

St. John's Evangelical Lutheran Church
Board of Elders
180 Williams St.
Lewiston, MN 55952

To the Board of Elders,

The Luther High School Music Department as well as Luther High School thank you for your letter.

Your letter was shared with the Board of Control this past week. The issue of fellowship is a serious matter to you as well as Luther High School. We appreciate your studies on this issue. We can assure that any group from the Music Department participating in your worship services will be all WELS members. We are pleased to honor your request.

St. John's Lutheran Church is truly a blessing to Luther High School. The Music Department enjoys bringing our groups to Lewiston to worship together. We pray that we may continue to work together in spreading the gospel and praising our Lord.

On behalf of the Luther High School Music Department and Luther High School,


James Rupprecht, Chairman
Music Department


Paul Wichmann, Principal

Band Director

Handbells

Jazz Band