

Our Lady of Lourdes Site Advisory Council Minutes
Tuesday, April, 2026 at 6:30pm

Present:

- Michelle Duncan
- Megan Lehmann
- Tammy Ashauer
- Julie Schinkten
- Heather Willems
- Melissa Little
- Brian Fliess
- Bethany Baudhuin
- Whitney Halstead
- Emily Simpson
- Annette Hoslet
- Candice Crabb

Guests:

- I. Call to order and Opening Prayer
- II. Approval of Agenda / February Minutes
 - a. Movement to approve by Tammy
 - b. Seconded by Whitney
- III. Principal's Report – Jeff

MISSION STATEMENT

Transforming the mind, body and spirit through academic distinction, social development and our Catholic faith tradition.

VISION STATEMENT

Striving to become the school of choice, we will foster empathy, inclusivity, and active participation in the community. Together, we will equip students with the knowledge and skills to excel in their chosen future. Guided by faith, our students, families and staff will cultivate a deep sense of purpose, integrity, and compassion, empowering them to be prepared for every good work.

Principal Report for Site Advisory Committee

April 2026

- **Enrollment**

- Enrollment for as of 4/19 is 277. Here is the grade breakdown::

PK3 - 10	PK4 (3 day ½ or full) - 19	PK4 (5 day ½ or full) - 19
K - 33	1st - 28	2nd - 28
3rd - 33	4th - 28	5th - 27
6th - 20	7th - 15	8th - 16

Open Positions

- Have made an offer for the open kindergarten position
- I am in discussions with an individual to replace Mrs. Mirao
- I am working on the open 4th grade .50 position

Furniture

- Ordered approximately \$55,800 of KI furniture
- Ordered approximately \$22,000 of specialized furniture
- We are also having new cubbies outside the preschool rooms free of charge.
- Ordered 4 more round cafeteria tables

Professional Developments

- This Friday we will be spending 3 hours with our CESA coach discussing differentiation in the classroom.
- We will then do a team building activity dealing with communication.

Leader In Me

- Have signed the contract for Leader in Me for next year
- Mrs. Nejedlo and Mr. Vandenberg have used the program at other districts and will be the point people for next year.

New Dishwasher

- GRACE and OLOL SCRIP have agreed on splitting the cost for a new dishwasher.
 - GRACE agreed to pay for extra hourly wage for someone to wash dishes or run dishwasher.
- We will be getting new trays and utensils for next year.

V. Financial Report

3/31/2026

School Year 2025-2026

School	2025-2026 Target	Gross Fundraising Revenue YTD	Fundraising Expense YTD	Net Profit YTD	Over/(Under) 2025-2026 Target
<i>Our Lady of Lourdes</i>	\$ 77,000	\$ 212,228	\$ 30,175	\$182,053	\$ 105,053

OLOL SAC/Principal Directed Site Fund		
2025-2026 Beginning Balance	Site Expense YTD	2025-2026 Current Balance
\$ 93,529	\$ 88,270	\$ 5,259

VI. Old Business

- A. Donuts w/Dad - Tammy - group feedback
 - a. Need more people taking pictures next year-maybe two pairs per floor
 - b. Suggestion-try to get new volunteers in to replenish with younger families
- B. Trivia Night - Michelle recap, group feedback
 - a. Raised about \$2,300 on GiveSmart and another \$1,100 the night of
 - b. Look at different food options-maybe start at 6:00 and do more meal-like food
 - c. Have sign-up at fish fry
 - d. Give away trivia table at Light Up Lourdes or include some in silent auction items
 - e. Could use a Trivia Committee
- C. Teacher Snacks - Melissa update
 - a. SAC has funded a snack area in the teacher lounge for staff
 - b. Melissa will bring in a snack refrigerator
 - c. Teachers were so thankful
 - d. Get some help for next year-maybe middle school students to help put it out
 - e. Set budget for next year- \$18,000 per year/ \$200 per month
 - 1. Motioned by Tammy
 - 2. Seconded by Whitney
- D. 7/8 grade GRACE dance @ NDA - middle school fundraiser opportunity - Melissa
 - a. Once in fall and once in spring
 - b. DJ and snacks - \$8/kid
 - c. They need volunteers or it won't happen any longer
 - d. Can raise about \$300-\$400 per dance to have parents staff the dance
 - e. 5th and 6th grade classes could do this to start raising money for the 8th grade trip
 - f. Keep this in mind for future fundraising
 - g. Contact person is Sarah at NDA
- E. OLOL Church Picnic Kid's Games Needs - Melissa
 - a. Sign-up Genius went out
 - b. All money from the games goes directly to the school
 - c. New Chair-2027-Laura Behling
- F. TSF Program Updates - Bethany
 - a. OLOL is standing out as a great example of how to be successful with TSF volunteers

- b. Bethany will be our representative
- c. What does TSF mean and how can we standardize some of the requirements between schools, where does the money we pay to GRACE (\$77,000) go?
- d. Meet quarterly
- e. Any thoughts should go to Bethany
 - 1. Rename it?
 - 2. Suggestions to make it better
- f. New goal is \$700,000 total for all 9 schools to raise-we will need to raise \$84,000 next year
- g. It is unknown why our goal was raised
- h. GRACE will communicate where the funds are going at some point
- G. Recess equipment care update - Whitney
 - a. Chalk in bins for students based on grade levels
 - b. Balls from roof will be blown up soon
 - c. Basketball hoop nets will be ordered shortly
- H. Middle School FAQ - Megan
 - a. Need a representative to champion the document moving forward (field questions, update as needed, be sure it gets to the right people)
 - b. Tammy will be the liaison for this between Jeff and the new principal
 - c. Will be sent to 4th grade parents before the end of the school year
- I. LUL Survey - Megan
 - a. Include 3k and 4k?
 - 1. YES
 - b. Will be sent out shortly
- J. Parent Mentor Program - idea: one mentor for 5/6, one mentor for 7/8 - group discussion
 - a. TBD based on enrollment numbers for the 2026-2027 school year
 - b. Keep on agenda for next meeting
- K. Point of Sale system - Megan
 - a. Can do through GiveSmart
- L. Catholic Schools Week OLOL Family Dance - Megan/Lexi
 - a. Will meet with Megan and Lexi in the summer to discuss logistics and/or changes
- M. LUL Unsold Ticket Invoices - Jeff
 - a. Megan will meet with Jeff to do this
- N. Incompleted TSF Hour Invoices-Jeff
 - a. Megan will meet with Jeff to do this
- O. 7th/8th grade dinner reception; approve funds (Heather)
 - a. \$500
 - 1. Move to approve by Tammy
 - 2. Seconded by Julie
- P. Bounce into summer - May 30, 2026 after 4:30 mass
 - a. Sign-up to have kids do readings will be out in the Lourdes Letter

VII. New Business

- Q. New SAC members for 2027-2028
 - a. Application requests need to go out in Lourdes Letter to replace 4 members for next year
 - b. Reach out to those you feel would be great at this and encourage them to apply/send in resume by May 11
- R. Sound System
 - a. Need to start renting one for the musical

- b. \$6,700
- c. Lynn has booked for this year's Spring Musical

VIII. Adjourn

- A. Motion by adjourn by Megan
- B. Seconded by Julie

Next meeting is May 12