

Our Lady of Lourdes Site Advisory Council Minutes
Tuesday, May 12, 2026 at 6:30pm

Present:

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

I. Call to order and Opening Prayer

II. Approval of Agenda / April Minutes

- a. Motion to approve by Whitney
- b. Seconded by Bethany

III. Principal's Report – Jeff

Principal Report for Site Advisory Committee

May 2026

Enrollment

- Enrollment for as of 4/19 is 279. 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 - 34	4th - 28	5th - 27
6th - 20	7th - 16	8th - 16

Open Positions

- Will be announcing the kindergarten hire in tomorrow's Lourdes Letter
- Had interviews for the 4th grade position
- Still looking for Heidi Mirao's position

Lourdes Swag

- Here are updates from the uniform committee (Lynn Fink, Fr. Jim, and Kerry Gross)

We discussed the coloration of the Spirit Shirts from last year and an effort will be made in the upcoming year to address this concern (this was due to color bleeding on the fabric used). Spirit Shirts will be screen printed and care will be given to color choices.

School letterhead logo to be used for all printed and embroidered items (uniforms, etc.) while the Cavalier logo will be used and associated with Sports and other activities (non-uniform). It seems to make the most sense to use embroidery on the logo items, with the exception of the Spirit Shirts.

Lynn is continuing to work on getting a Cavalier file (with or without shield) to be used. The file will be shared and our team will make the final decision on what version is best to use.

Colors to be used moving forward will be Maroon, Dark Gray (Charcoal), Light Gray (Silver), Black and White. (In time, retiring the navy and red, but allowing those who have purchased items in those colors to continue to use them - Jeff to be consulted with dress code updates.)

Logo files will be adjusted (light colors to be used for a dark colored item, dark colors to be used for a light colored item) as needed for coloration purposes.

- Need to discuss if we want any changes to Spirit Shirt

Spring Star test window

- Star test window closed on Friday, May 8th
- Will complete an analysis prior to June 12th

ACRE Test pilot

- Our 8th graders piloted an on-line ACRE test (assess student catholic knowledge along with their feelings about Catholic Faith).
- I should have the results next week.

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 6 Beginning Balance	Site Expense YTD	2025-2026 6 Current Balance
\$ 93,529	\$ 88,270	\$ 5,259

VI. Old Business

- A. Teacher Appreciation Week
 - a. Teachers loved it
- B. OLOL Church Picnic Kid's Games Needs - Melissa
 - a. Bring in old toys & candy by Friday morning
- C. TSF Program Updates - Bethany
 - a. TSF exists to strengthen the long-term vitality and mission of Catholic education across all nine GRACE schools.
 - b. Future TSF efforts will reflect a more unified and mission-aligned approach focusing on educator compensation: [GRACE Strategic Plan - Vitality Pt. 1](#)
 - c. Investing in educators remains one of the most important ways we support student success, faith formation, and school excellence.
 - d. Greater alignment across schools creates clearer communication, stronger collaboration, and a more sustainable future for Catholic education.
 - e. SACs play an essential role in building community engagement, volunteer support, and mission-centered fundraising efforts at each site.
 - f. The Advancement team is working to provide clear messaging alignment, shared resources, and practical fundraising toolkits to help support SAC leaders and school communities moving forward.
 - g. GRACE will provide each school with language, content, and education to share with their parent body and stakeholders next school year to better explain everything associated with TSF.
- D. LUL Survey - Megan
 - a. 119 responses
 - b. Top 5:

1. Expansion of middle school electives
 2. Playground or outdoor equipment
 3. Field Trip and offsite
 4. Classroom supplies and materials
 5. Library resources
- c. Idea brought up to give a percentage of LUL money to field trips annually starting 2026-2027
 - d. Jeff will ask staff about their needs after seeing results from survey
 - e. Sue suggested an electronic calendar for the office
- E. Point of Sale system - Megan
- a. GRACE is working on this and Track it Forward
- F. Trivia Night -date TBD
- G. Bounce into Summer
- a. May 30
 - b. Food trucks ordered
 - c. Kids are signed up for mass parts
- H. Musical/Sound System Updates
- a. All set up and ready to go

VII. New Business

- I. Review SAC Nominations
 - a. 4 Applicants were reviewed

II. Next meeting

- A. June 9 @ 6:30 @ The Distillery

VIII. Adjourn

- A. Motion to adjourn by Candice
- B. Seconded by Tammy