

ORGANIZATION CHART

BUSINESS

Charged With:
Maintaining and improving the assets and processes of Lutheran High School.

Enables Our Mission By:
Managing efficient processes, maintaining campus, and creating secure digital environments to express the mission of LHS through our facilities, technology, and personnel.

- Tasked with:
- Facilities
 - Technology
 - Payroll & Benefits
 - Accounts Payable/Receivable
 - Data Management



Dr. Doug Kuhlmann

Head of School

Human Resources, Finance,
Insurance, Contract, Grants,
Policies



Kelley Erhardt

Controller

Financial Reporting,
Budgeting, Accounts
Payable/Receivable



Marsha Gee
**Database
Management
Coordinator**

System support,
bookkeeping



Dave Leppien

**Director of
Facilities**

Oversees facility operations,
Facility Budgets, Security and
Contractors. Directs Custodial
and Maintenance Functions.



**Ron Stepney &
Kevin Vanlandingham**
Custodians

Maintain and Clean
Facilities, Event Assistance
and Set Up, Special
Projects.



Jalen Bethany
**Field
Maintenance**

Athletic Field Prep
and Maintenance.



Allison Tripp

**Technology
Coordinator**

Technology Liasion with ENT,
Canvas, Tech Assistance with
Students & Faculty/Staff,
Copiers.



Green Clean
Cleaners

Custodial Services
after School hours.

ORGANIZATION CHART

ADVANCEMENT

Charged With:

Sharing the mission of LHS with our community as a means to develop opportunities for supporting our ministry through community events, alumni engagement, and development efforts.

Enables Our Mission By:

Developing relationships with our community as a means to encourage gifts of time, talent, and treasure from our constituency to drive forward our needs as a school.

Tasked with:

- Communications
- Marketing
- Admissions
- Events
- Development



Dr. Doug Kuhlmann

Head of School

Church/School Relations,
Alumni, Branding/Marketing,
Wish List, Annual Giving, Hall of
Honor, Planned Giving & Special
Gifts Needs



Micah Braddy

Director of Admissions

Admissions/enrollment,
shadow program, future
cougar events, summer
camps



Brent Hickenbottom

Events Coordinator

Fundraising, Service Projects,
Community Events, Volunteer
Programs, Parent's Club, Grad
Night, Booster Club, Corporate
Sponsorships



Amy Maier

Marketing & Communications Coordinator

Communications, Marketing,
Cougar Connection, Annual
Report, Mass
communications, Website



Caitlin Varady

Outreach Coordinator

Social Media,
E-Communications, Design,
Website, On campus &
Fundraising Events



Kelsi Geuns

Community Relations & Alumni Coordinator

Alumni Association &
Engagement, Reunion
Planning, Event Assistance,
Community Outreach &
Special Projects

ORGANIZATION CHART

SCHOOL

Charged With:
Helping our students to grow in the Gospel, academically, and personally. Providing opportunities for our students to serve in Christ, their neighbors, and their world.

Enables Our Mission By:
Creating an academic environment that is rooted in the word of God and rigorously college preparatory. Offering extracurricular activities that foster spiritual and personal growth in all dimensions. Providing faculty and staff who emulate and encourage service in Christ. Teaching and empowering students to become servant-leaders.

- Tasked with:
- Student Services
 - Discipline
 - Athletics/Activities



Dr. Doug Kuhlmann

Head of School

School Policies, Budget
and Finance



Dr. Jon Bernhardt

Principal

Director of the School,
Head of Faculty



Erin Mooney
Director of Student Services

Student Scheduling, College
and Career Counseling,
Mental Health Support,
Academic Support, Learning
Center Liaison



Vince Braddy
Assistant Principal

Corrective Action Policies,
Attendance Policies,
Safety and Security, Crisis
Management



Brian Scheller
Spiritual Life Coordinator

Coordinate Chapel for the
School, Develop Small Group
Leaders & Plan Activities and
Devotions for their Groups,
Senior Retreat Coordinator.



Melvin Bethany
Director of Activities

Oversee the Athletics
and Activities, Liaison
between MSHSAA and
LHS, Scheduling of
Activities



Teachers



Julie Schmidt
Administrative Assistant, School Office

Attendance, Front Desk
Reception, Greet &
Assist Visitors, Prepare
Daily Announcements



Corey Dowden: Counselor



Sue Krauss: Registrar



Shelli Junkel:
**Administrative Assistant,
Student Services**



**Jana Leppien: Assistant
Director of Activities**



**Jenoa Olson: Activities
Coordinator**



**LASE
Specialized
Education**