

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



Matt Aslin
Director of Maintenance
 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

Dr. Doug Kuhlmann

Head of School

Dr. Jon Bernhardt

Principal

Kelley Erhardt
Controller

Marsha Gee
Database Management Coordinator

Matt Aslin
Director of Maintenance

Ron Stepney & Kevin Vanlandingham
Custodians

Dave Schoedel
Field Maintenance

Micah Braddy
Director of Admissions

Green Clean
Cleaners

Brent Hickenbottom
Events Coordinator

Caitlin Varady
Outreach Coordinator

Allison Tripp
Technology Coordinator

Kelsi Geuns
Community Relations & Alumni Coordinator

Amy Maier
Marketing & Communications Coordinator

Erin Mooney
Director of Student Services

Corey Dowden: Counselor

Sue Krauss: Registrar

Shelli Junkel: Administrative Assistant, Student Services

Kevin Kuehl
Assistant Principal

Brian Scheller
Spiritual Life Coordinator

Heather Masa: Assistant Director of Activities

Melvin Bethany
Director of Activities

Jenoa Olson: Activities Coordinator

Teachers

LASE
Specialized Education

Julie Schmidt
Administrative Assistant, School Office

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



Kevin Kuehl
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



Heather Masa: Assistant Director of Activities



Jenoa Olson: Activities Coordinator



LASE Specialized Education
 Inspiring children to reach their God-given potential