DSCS Advisory Commission

Meeting Minutes – November 10, 2026

Called to order at: 6:30 PM

Attendance

Standing members: 11 of 12 present

Standing Member	Role	Attendance
Lynn Sauer	Principal	Present
Vicki Malueg	Staff	Present
Tim Dubey	School Representative, President	Present
Amanda Watry	School Representative	Absent
Jacob Birenbaum	School Representative	Present
Angie Leider	School Representative	Present
Shawna Laumann	School Representative	Present
Joslyn Hurias	School Representative	Present
Janine Morano	OLL Representative	Present
Carli Reuteler	OLL Representative	Present
Hannah Shininger	DS Parish Council Representative	Present
Bobby Slocum	OLL Parish Council Representative	Present

Guests from Safety and Facilities: Michelle Pierson, Holly Masengarb (Marketing), Jeff Sauer, Carla Schommer

Approval of Prior Minutes

- Minutes from the October 13, 2026 meeting were approved. Motion: Carli Reuteler; Second: Hannah Shininger

- **Correction identified after the meeting:** October attendance should read 11 of 12 standing members present, with Joslyn Hurias absent; Shawna Laumann's last name corrected

Agenda Item 1: Principal Report

Presented by: Lynn Sauer, Principal

- **Socktober:** 2nd grade collected 1,433 pairs of socks, which were donated to Family Sharing on 11/11
- **"Let the Light Shine" video:** 136K likes on Instagram!

Agenda Item 2: Safety and EOP Reporting

Presented by: Safety Committee

- Talking with students regularly about safety
- **Reunification site:** Committee visiting OLL on 11/17 to re-familiarize with the site and consider layout improvements. Last walked through 2 years ago; after attending a training conference, the committee has ideas for improvements. Later in the year, hoping to invite some families to walk through the process.
- **Cameras:** Walked through the building with the vendor and identified some coverage gaps; getting a quote
- **Recess:** One designated staff member now walks the playground focused on safety
- **Sound system (long-term):** Exploring a better system with more speakers to cover upstairs and be heard in the loud lunchroom. Safety doors currently affect the ability to hear announcements. Getting a quote.
- **Radios:** Inventory underway; may look at replacements; need to ensure they stay charged
- **Elevator keys:** Inventory almost complete
- **Training calendar:** Being developed, including scenario drills acted out in real time at specific locations in the school
- **Lockdown guidance:** There has been conflicting direction on whether or not to barricade doors (such as in a classroom). Lynn emailed the Ozaukee County Sheriff's Office for clarification.

Agenda Item 3: Technology Report

Presented by: Vicki Malueg, Technology

- **Tech fees:** Not all funds are used each year; the balance rolls over. Rollover funds will purchase new iPads this year, with new Chromebooks in the future.
- **IT vendor:** Very helpful; half the fee is covered by government funding
- **Firewall and Wi-Fi:** Improvements proposed by the vendor
- **Phones:** Moving to Voice over Internet Protocol (VoIP), including both parishes. If the internet goes out, phones will not work; cell phones will be used as backup.
- **Screen time:** Leadership Team continues to work on setting expectations for screen time in classrooms

Agenda Item 4: Long-Range Facilities Plans

Presented by: Tim Dubey, Maintenance

- **Leaks:** Leaks in walls and roof have been repaired and are being monitored
- **Roof:** Will need to be replaced in the next few years
- **Building door #4:** Repaired; cost covered by a donation
- **Library:** Presented by Lynn Sauer. Proposed plan shown (images generated with AI)
  - Library would be internal to the school, not part of Monarch system
  - Grant submitted for shelving; the grantor asked whether the full $25K is needed to finish the project. Award amount not yet known.
  - Also submitting a request to Bruce Krier
  - Plan includes volunteers to read and lead book activities with students
  - The Bookmobile will be kept, since the school library can't stock everything and students request specific books through Bookmobile/Monarch library system

Agenda Item 5: Building and Grounds Walk-Through

Led by: Tim Dubey, Maintenance

- **Locked doors:** New locked doors have doorbells that ring in the nearest classrooms
- **Boiler room:** New cage and shelving for Fish Fry supplies. Ideally all PTA supplies would move here, but space may not be sufficient.

- **Music room:** Leak on the wall near the window. The window is now covered with plywood; a more protective solution is needed, since it faces the outdoor play/garden area.

Agenda Item 6: Survey Update

Presented by: Lynn Sauer, Angie Leider

- Surveys to be finalized before the December 1 meeting (Angie and Lynn)
- May test the survey with Advisory Commission members first
- Still need to determine how to handle families with multiple students
- Plan to send in early January, with results ready by Catholic Schools Week

Action Items

Action	Owner	Due Date	Status
Finalize parent survey	Angie, Lynn	12/1/26	Open

Adjournment

Meeting adjourned at: 7:42 PM

Next meeting: Tuesday, December 1, 2026 at 6:30 PM

Next meeting topics: Fiscal year-end report review, finalize school surveys, long-range planning, school climate and Catholic identity

Minutes taken by: Angie Leider