



# THE FUTURE



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## PHOENIXVILLE / KIMBERTON / SPRING CITY TASK FORCE EXECUTIVE COMMITTEE FEBRUARY 4, 2015 MEETING MINUTES

Chairs of the Task Force Committees meet on a bi-monthly basis and report on the actions of the various work groups. Below are the minutes of these meetings.

**Actions in Red are closed. Initials for action items belong to committee chairs.**

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### February 4, 2015 Committee Chairs Meeting

**Attendees:** Sr. Carroll Isselman, Rev. John Hutter, Rev. John Newns, Rev. Charles O'Hara, Rev. Gary Pacitti, Ann Marie Braca, Deborah Brillante, Mary Cronin, Bernadette Dougherty, and Leo Parsons (by phone). **Absent:** Beth Briglia, Cathy Cane, Peg Egan

- ❖ Minutes approved by all in attendance
- ❖ Next meeting is February 17 via Conference Call
- ❖ Sister Carroll took the task force recommendations to the Executive Board of Elementary Education on December 11, 2014. The Executive Board did not approve the recommendation, but rather asked that a feasibility study which includes a fiscal study, be completed. When we are ready for such a study, Sister Carroll will ask Partners in Mission, an independent firm who has previously done work for the Archdiocese, for a bid for a feasibility study. Bernadette will provide other companies who could possibly bid on this job. **ACTION – SCI / BD**

### OPEN ACTION ITEMS

- ❖ Questions raised to the Task Force that were beyond the realm of their responsibilities were passed to OCE for response. **ACTION-AMB / BD / LP**
- ❖ Need to confirm alignment of expectations between SBG and Foundation for Catholic Education for 2014-2015 school year **ACTION-LP**
- ❖ Plan task-force-wide meeting at HFS to familiarize members with HFS. Invite school advisory boards to meeting. **ACTION-AMB**

### Committee Reports:

- ❖ **Pastoral Planning Area**
  - No report
  - The pastor's concerns were referenced in various points in the meeting.
- ❖ **Marketing/Communication**
  - Registration for 2015-2016 school year is now open and update regarding enrollment will be provided regularly. **CLOSED-AMB**
  - Provided flyer for Shadow day opportunities to SBG students. **CLOSED-AMB**
  - Provided first HFS Newsletter for SBG parents on January 23. Newsletters will be provided every two weeks. **CLOSED-AMB**
  - Emails to SBG parents will go out under separate headings. They should be sent to Father Pacitti and Mary Cronin for distribution. **ACTION-AMB / RGP / MC**
  - Plan task-force-wide meeting at HFS in October, and develop specific goals for the meeting. **ACTION-SCI**
  - Developing HFS "brochure" for SBG parents. **ACTION-AMB**

❖ **Demographics**

- No report
- Look at Census data to assist with a feasibility study. **ACTION-CC**
- Create an interest survey as discussed above. **ACTION-CC**

❖ **Facilities**

- Looked at proposal to create a phased-in approach, keeping in mind what is critical and what is manageable from a financial perspective. **CLOSED-LP**
- Bernadette Dougherty will forward OCE documentation regarding facilities requirements for a new school. **CLOSED-BD**
- Discussion centered on proposal for phased-in approach. Father Pacitti presented SBG parish's requirement to focus proposed plans solely on school buildings and not other parish property.
- Committee will look at proposal again to try to streamline it, taking into consideration the parish requirements. **ACTION-LP**
- Looking for approval to move forward in creating a formal budget and a formal feasibility study from a professional organization **ACTION-LP**
- Next meeting February 16

❖ **Program**

- Ann Marie presented the current status of registration of SBG students for next year. Currently 52 students from 29 families have registered. There is a need to determine which students have registered and who is still on the fence or has chosen another school. Mary Cronin will provide a database dump of students at SBG. Father Pacitti will inform Ann Marie as to which students have asked for parish transfers. **ACTION – MC / RGP**
- SBG students have been taking advantage of shadow days.
- Ann Marie has spoken to any SBG parents who have already visited HFS. Mary Cronin will provide a list of the other parents who wish to be contacted and those who do not. **ACTION-MC**
- Develop detailed transition plan. **ACTION – BD**
- Define additional school resources needed for HFS next year. **ACTION – AMB**
- Create academic transition plan. **ACTION – AMB / MC**
- Working with Facilities committee to define preliminary needs for a premier school in the PKSC area. **ACTION – BD**

❖ **Finance**

- No report – Committee chair has resigned
- Work with facilities committee to create several financing models for a phased approach. **ACTION –**
- Develop finance committee by-laws for HFS. **ACTION –**
- Define SBG resources available for HFS and those SBG would prefer to keep at their location. **ACTION – RGP**

❖ **Development**

- No report
- Created document regarding development opportunities and constraints and necessary next steps and forwarded to Sister Carroll and Peg Egan. **CLOSED – BB**



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