



THE FUTURE



PHOENIXVILLE / KIMBERTON / SPRING CITY TASK FORCE EXECUTIVE COMMITTEE MARCH 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.

March 4, 2015 Committee Chairs Meeting

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

- ❖ Minutes approved by all in attendance
- ❖ February 17 meeting was cancelled.
- ❖ Next meeting is March 31 at SBG
- ❖ Sister Carroll asked Partners in Mission, an independent firm who has previously done work for the Archdiocese, for a bid for a feasibility study. Bernadette provided other companies who could possibly bid on this job. **CLOSED – SCI / BD**
- ❖ Agreement was reached that the Task Force is not ready to do a feasibility study at this time.
- ❖ Discussion centered on the focus of the task force. Agreement was reached that the Task Force has completed its original mission / goal and its focus has now shifted to assisting in the transition of the SBG students. In the new school year, HFS will re-establish a Board and then the Task Force will turn their work over to this Board.

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**
 - HFS continues to invite SBG parents to their events, including grade-specific and school-wide events.
 - Mary Cronin should invite HFS families to their play **ACTION - 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**
 - No report.
 - 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**
- ❖ **Program**
 - Ann Marie presented the current status of registration of SBG students for next year.
 - Letter of Intention was sent to HFS' teachers. Ann Marie will send job openings to Bernadette Dougherty for forwarding to SBG. **ACTION – AMB / BD**
 - Need to be able to contact families whose students are not yet registered. Mary Cronin will forward to Ann Marie the parents who are willing to be contacted by phone. **ACTION – MC**
 - HFS needs to develop their operating principals for their Board of Limited Jurisdiction and provide to Task Force for review. **ACTION – AMB / RJN / RJH / RCO / RGP**
 - Mary Cronin will provide a database dump of students at SBG. **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



TOGETHER WE CAN



AN ACEECC PKSC TASK FORCE COMMUNICATION