



THE FUTURE



PHOENIXVILLE / KIMBERTON / SPRING CITY TASK FORCE EXECUTIVE COMMITTEE MARCH 31, 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 31, 2015 Committee Chairs Meeting

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

- ❖ Minutes approved by all in attendance
- ❖ Next meeting is April 28 at HFS
- ❖ Sister Carroll presented the current 2015-2016 HFS enrollment numbers in the March meeting of the Executive Board of Elementary Education. The Board offered congratulations on the progress to date. Sister Carroll and Deborah Brillante also presented the draft operating principals for a Board of Limited Jurisdiction. Discussion centered on the specifics of the document. HFS' pastors and principals will review the document for use in developing a governance structure for HFS.

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 HFS' registration for next year. There are currently 437 students registered (PS-8), of which 79 are from SBG (74 are K-8). This is 60% of the SBG students and 56% of their families. There are still 27 SBG and 5 HFS unregistered students. Ann Marie gave Father Pacitti a list of all SBG students and their current status. Help is needed to determine the registration status of the "missing" 27 SBG students. **ACTION – AMB / BD / RGP / MC**
- Letter of Intention was sent to HFS' teachers. Ann Marie sent job openings to Bernadette Dougherty for forwarding to SBG. **CLOSED – AMB / BD**
- Mary Cronin forwarded to Ann Marie the parents who are willing to be contacted by phone. **CLOSED – 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 provided a database dump of students at SBG. **CLOSED – 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