

Holy Family Strategic Planning Committee Meeting 2/10/2025

Topic	Content	Person responsible	Timing
Call to Order	Agenda Review Attendance/Quorum Declaration Opening Prayer Mission	Judy Hegelund Matt Neely All All	6:00 pm – 6:05 pm
<ul style="list-style-type: none"> • Meeting called to order at 6:07pm • In attendance: Judy Hegelund, Matt Neely, Tonia Hasani, Matt Floore, Trina Santa-Ana, Kristen Baradihi, Jon Myers, Kim Myers, Rene Evans, Capri Hiovich, Bethany Rotole, Vinny Sinacola, Bridget Hondzinski, Fr. Brian • Not present: Rachel Tindall 			

Topic	Content	Person responsible	Timing
Chairperson's Report	Parent Code of Conduct Feedback	Judy Hegelund, Matt Neely, Bridget Hondzinski	6:05-6:30
<p>Parent Code of Conduct Update</p> <ul style="list-style-type: none"> • Positive Reception: The Parent Code of Conduct has been well received by the school community. Families have expressed their support and appreciation for the policy, recognizing it as an important step in ensuring a positive and respectful environment for all students, staff, and families. • Parental Appreciation: Many parents have personally shared their gratitude for the policy, emphasizing how it helps create clear expectations for behavior and reinforces the values that align with the school's mission. <p>Action Items and Key Dates:</p> <ul style="list-style-type: none"> • Families are encouraged to continue supporting the Parent Code of Conduct and to reach out with any feedback or suggestions to ensure the policy remains a beneficial part of the school community. 			

Topic	Content	Person responsible	Timing
Vice Chairperson's Report	Approval of Minutes	Matt Neely	6:30 pm – 6:35 pm
<p>The meeting minutes from the December 2, 2024 meeting were reviewed and approved by all those present at the meeting, with the removal of one duplicated set of bullet points (thanks, Bethany 😊).</p>			

Topic	Content	Person responsible	Timing
Pastor's Report	AOD and Family of Parish Updates	Fr. Brian	6:35 pm – 6:45 pm
<p>Pastor's Report</p> <ul style="list-style-type: none"> • Archdiocesan Pastoral Letter: Father Brian shared the latest pastoral letter from the Archdiocese of Detroit (AOD), which 			

addresses a forecasted shortage of clergy within the Archdiocese. This challenge is expected to impact the availability of priests for various parishes in the coming years.

- **Family of Parishes as an Evangelical Tool:**

The letter emphasizes the importance of leveraging the “Family of Parishes” model as an evangelical tool. This approach will help guide more people into the church, with the goal of fostering stronger communities and encouraging professional engagement with the faith.

Action Items and Key Dates:

- Families are encouraged to stay informed about the shortage of clergy and the role that the Family of Parishes initiative will play in addressing it.

Topic	Content	Person responsible	Timing
Governance and Leadership	Progress against LTP objectives President Role PTG Athletic Advisory Committee Update	Jon Myers Matt Neely Trina Santa Ana/Kristen Baradihi TBD	6:45 pm – 7:00 pm

Governance and Leadership Update:

- Jon provided an overview of the ongoing Catholic school board training series, emphasizing that board members are strongly encouraged to participate in these valuable development sessions.
- **President Search Update:** Matt shared an update on the president search committee. Four candidates have already been interviewed, and the committee is planning a second round of interviews in the coming weeks. The goal is to hire a new president by the Easter timeframe. Additionally, the committee is evaluating potential restructuring of several leadership roles within the school as part of this transition.

PTG (Parent Teacher Group) Update:

- **Staff Appreciation:** The PTG recently purchased new toasters and microwaves for both the North Campus (NC) and South Campus (SC) as part of Staff Appreciation Week to show gratitude for the school’s hardworking staff.
- **Christmas Gift Shop Success:** The Christmas gift shop event was a success, with all proceeds donated to Catholic Charities—a wonderful example of community support.
- **Sledding Day:** The PTG organized a sledding day at NC, which was a huge hit with students and families alike, bringing the school community together in celebration.
- **Popcorn Day:** A new tradition was introduced in January with Popcorn Day, where the PTG used the popcorn maker at both campuses to treat students and staff.
- **Upcoming Staff Lunch:** A staff lunch is planned for February 13th, aimed at showing appreciation for the school’s dedicated team.
- **Talent Show:** The PTG is organizing a Talent Show on March 6th, showcasing the incredible talents of the students.
- **Daddy-Daughter Dance:** The much-anticipated Daddy-Daughter Dance is scheduled for March 9th. As of February 10th, 300 tickets have already been sold, with the event reaching its ticket limit of 600. The theme for the dance will be the Enchanted Fairy Garden, promising an enchanting evening for all attendees.
- **PTG Leadership Transition:** The PTG is currently searching for a new president for the next year, as Kristan will be stepping down after this term. Families are encouraged to get involved and consider nominating potential candidates.

- **Harvest Festival Planning:** The PTG is evaluating the possibility of reformatting or combining the Fall Festival and Trunk or Treat into a new Harvest Festival, aiming to create a more unified event that brings the community together in the fall.

Action Items and Key Dates:

- **Families:** Keep an eye out for updates and details regarding the Talent Show and Daddy-Daughter Dance in the coming weeks.
- **PTG President Nominations:** Families are encouraged to submit nominations for the PTG President for the upcoming year.
- **Fall Festival/Harvest Festival:** Families are invited to share any feedback or ideas regarding the proposed Harvest Festival with the PTG.

Topic	Content	Person responsible	Timing
Mission and Catholic Identity	Progress against LTP objectives Day of Service Debrief	Kim Myers	7:00 pm – 7:15 pm

Mission and Catholic Identity Update

- **Service Day Review:**
Kim shared an update on the Service Day that took place on January 31st. The event was a huge success, with all the students participating enthusiastically in various service projects. While it was the first year of this initiative, valuable lessons were learned, and Kim is already planning to address a few areas for improvement in order to refine the event for next year.
 - **Younger Students (Young 5 through 5th Grade):** These students remained at the North Campus (NC), where they made cards, stuffed donation bags, sorted cans, and bundled clothing. Their efforts supported schools and families in need.
 - **Middle School Students (6th-8th Grade):** These students went out into the community for service projects, gaining a deeper understanding of helping others through direct action.
- **Sacrament Preparation:**
Kim expressed a desire to plan meetings with 1st-grade and 7th-grade families to better prepare them for their upcoming sacraments—First Communion for 1st-grade students and Confirmation for 7th-grade students. These meetings will help ensure that families are fully supported in guiding their children through these important spiritual milestones.
- **Discussion on Catholic Identity and School Values:**
A concern was raised that some families are more focused on finding a private school with a strong sports program rather than a school with a deep commitment to Catholic identity and values. This raised questions about how well the school is maintaining its mission in the face of evolving priorities.
 - The discussion led to the idea of vetting new families more thoroughly to ensure they align with the school’s values. Currently, the school does not conduct interviews with new families to assess whether they truly live out the school's values.
 - Given that the school brings in about 100 new students each year, the logistics of this process are challenging.
 - Next Steps: This concept will be explored further by Bridget who will work to assess a more refined approach to vetting new families, ensuring that those joining the community are committed to the school's mission and Catholic identity.

Action Items and Key Dates:

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<ul style="list-style-type: none"> ● Service Day: Families can expect refinements to next years’ Service Day, with enhanced planning based on this years’ experience. ● 1st and 7th Grade Families: Look out for upcoming meetings to prepare for First Communion and Confirmation. 			
Topic	Content	Person responsible	Timing
Academic Excellence	Progress against LTP objectives Catholic Schools Week Debrief	Bridget Hondzinski	7:15 pm – 7:30 pm
<ul style="list-style-type: none"> ● Bridget reviewed Academic Excellence slides, highlighting: ● The latest intervention data for SC students and success in removing kids from the intervention model at middle of year milestone 			

Topic	Content	Person responsible	Timing
Operational Vitality	Progress against LTP objectives Benefit Evening Finance Council Update	Jon Myers Matt Floore Tonia Hasani	6:45 pm – 7:00 pm

<p>Operational Vitality Update</p> <ul style="list-style-type: none"> ● Facilities Review: Jon provided an update on the facilities of the school. The French associates report indicates that the North Campus (NC) building is in good shape overall, though some updates may be needed soon. The school is working closely with St. Andrew to assess a priority list of initiatives and CapEx investment. ● Crisis Management Planning: The school is working closely with the Rochester Police Department and Oakland County Police Department to test and enhance crisis management planning, ensuring that all protocols are in place for the safety of students and staff. ● Staffing Needs: The school is still in the process of searching for additional staff, including a maintenance staff member, a technology assistant, and playground helpers. Families are encouraged to spread the word and support in any way they can. ● Benefit Evening Success: The recent Benefit Evening was a huge success, with 380 attendees and \$66,000 in sponsorships raised. The school community came together to make the event a memorable evening. The team is currently working on calculating the final profits. Additionally, the school earned a non-uniform day as part of the event’s success. ● Finance Committee Update: The Finance Committee discussed the need to build out a communication plan for fundraising. This plan will help families understand how and where the money is allocated, ensuring transparency and clarity about the school’s financial priorities. <ul style="list-style-type: none"> ○ There is a push to be more transparent about the budget and spending, particularly for larger line items, so that families are informed about where funds are directed. ○ The Finance Committee will work on a proposal for how to implement this and will plan to present it at the next meeting. ● Staff Tuition Discount Exploration: Tonia is exploring the possibility of offering additional discounted tuition to further support current 			
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staff. Currently, the school provides a 25% discount for full-time staff and a 15% discount for part-time staff, which amounts to approximately \$150,000 in savings for employees. Further adjustments to this benefit are being considered to enhance staff retention and support.

Action Items and Key Dates:

- **Staff Recruitment:** Families are encouraged to spread the word about open positions for maintenance, technology assistants, and playground helpers.
- **Staff Tuition Discount:** Families who may have staff members at the school can expect further details on staff tuition benefits soon.

Topic	Content	Person responsible	Timing
New Business	N/A	All	7:45-8:00 pm
<ul style="list-style-type: none"> ● Matt N. to share the meeting/committee structure and meeting dates with the committee, per Trina's request ● Vinnie to provide a written update in the Weekly Wrap highlighting the facilities committee ongoing work. Highlight open facilities staffing needs and add a call to action for families to help share the need to fill open positions within the school. Target the 2/21 or 2/28 weekly wrap. 			

Topic	Content	Person responsible	Timing
Adjournment	N/A	Judy Hegelund	
<ul style="list-style-type: none"> ● Adjourned at 8:26pm 			