

St. Pius V School

Lynn, Massachusetts

Do your Best...Be Kind to Others...

Multi-Year Plan Evaluation Report May 2019

ST. PIUS V SCHOOL

LYNN, MA

MULTI-YEAR PLAN EVALUATION
REPORT 18 MAY 2019

Ongoing evaluation is critical to the success of the school's multi-year plan. This report will summarize the evaluation of the plan and the accomplishments of the sub-committees. The evaluation process is outlined on the page 4 of the Multi-year Plan.

The administration is charged with completing the annual multi-year plan evaluation report after collecting data from all board members. In May 2018, each objective was evaluated and rated. Those ratings can be found on page 4 of this report

General Summary

The 2018-2019 academic year has been reasonably productive for the Board despite several obstacles which impeded full progress. The most significant accomplishments were made on the advancement and marketing and the planning and policy action plans. Both committees' objectives will be 100% complete by the end of the summer. The advancement/marketing committee should be commended especially due to their initiative and motivation. At this writing, it appears that the motivation of the committee members will pay off with an increase in student enrollment for 2019-2020. The administration believes that the St. Pius V School Board, in particular, and the school community, in general, should be very appreciative of the Board's efforts in 2018-2019.

Three (3) of the ten (10) objectives driving the action plans have been completed (30%). The remaining seven (7) of the ten objectives are partially complete (70%) with projected completion by June or August 2019. The status of all the objectives driving the action plans can be found on page 4 of this report.

Major Accomplishments

The administration held firm on a new procedure whereby funds allocated for next year's operation were retained in a separate account and not utilized to fund any of this year's expenses. In addition, the finance sub-committee supported and encouraged the need to close the gap in the budget which came as a result of lower enrollment and extremely conservative tuition increases over the past several years. The Catholic School Office's Predictability Index has been very helpful with regard to budget and enrollment. Revenue from the annual auction matched last year's event once again with two premiere sponsors at \$5000.00 each.

Overall Board Goals

The Board established two (2) overall annual goals as follows:

1. To collaborate with pastor, faculty, administration, and other constituents as needed to address the enrollment, marketing, finance, and governance issues.
2. To support the faculty and administration's initiative to enhance pedagogy to reach all learners.

Progress on Goal 1 is ongoing. Enrollment continues to be a significant concern. However, the newly created Parent Ambassadors group, the Enrollment Plan, and enrollment projection instrument from the Catholic Schools Office have helped the administration plan for next year's enrollment more realistically, with a possible increase in enrollment. The school held two successful open houses in March and April. Ongoing interactions from the Lynn Catholic Schools, the Lynch Foundation, the Catholic Schools Foundation, and the Catholic Schools Office continue to challenge our parish model, with future directions and governance. For the time being, the pastor and school administration plan for the school to remain a parish school with counsel from the advisory board.

St. Pius V School
Multi-Year Plan

MULTI-YEAR PLAN EVAL REPORT 18 0519

Progress on Goal 2 is complete. The administration has updated the board with regard to the faculty's professional development as detailed under goal two. The faculty has completed eight (8) graduate credits from Boston College and received a certificate for *Teaching Students with Special Needs in a Catholic School*. The faculty and board have responded with support and enthusiasm.

Planning, Finance, and Advancement/Marketing

The planning and policy subcommittee is to be commended for completing both goals on their 2018-2019 action plan. The 5-year Interim Report was submitted to NEAS&C in March 2019. NEAS&C's response to the report will be available in late June 2019. The objective to monitor ongoing initiatives regarding future viability will now become a routine task.

The finance sub-committee should be commended for their detailed analysis with regard to the gap between tuition revenue and operating expenses. This committee encouraged and supported a tuition increase aimed at closing this gap over the next several years. The administration was able to submit a balanced budget with conservative enrollment projections and no planned transfer from the school's endowment. During the summer of 2019, feasibility for air conditioning; design of a presentation showing relative cost and value of education at St. Pius V; and analysis of revenue from fundraising, adjunct programs, and other revenue sources will be completed.

The advancement/marketing sub-committee will have completed all five of their objectives by the end of August 2019. The members of the advancement and marketing sub-committee have demonstrated great enthusiasm and investment, especially with regard to enrollment and marketing. The recently developed enrollment plan, including the creation of the parent ambassador group, has already shown promise. There was a significant increase in attendance at the two Sunday afternoon open houses in March and April. The outreach to the YMCA and St. Joseph Parish continues to yield positive results. During the summer, attention to alumni outreach and grant writing will be addressed.

Report Summary

2018-2019 has been a successful year for the St. Pius V School Advisory Board and its subcommittees. The board is to be commended for its successes.

This report is based on the analysis and evaluation of each objective in the sub-committees' action plans.

P. Maestranzi, M. Webb.

Evaluation of Individual Goals
2018-2019 Objectives
(All of these objectives were supported by detailed action plans)

OVERALL GOALS OF THE MULTI-YEAR PLAN

1. To improve school facility in order to enhance the program
2. To monitor financial variables in order to keep the school affordable while maintaining a stable professional staff and increasing the development efforts.

OBJECTIVE	OVERALL GOAL	OWNERSHIP	STATUS MAY 2019
Carry out and monitor the recently developed Enrollment Plan.	Goal 1	Advancement/Marketing	PARTIALLY COMPLETE TO BE COMPLETED SUMMER 2019
Reach out and recruit students from various groups in and out of the city of Lynn to increase enrollment	Goal 1	Advancement/Marketing	COMPLETE Now routine task VIA Parent Ambassadors
Create marketing materials to support Objective #2.	Goal 1	Advancement/Marketing	PARTIALLY COMPLETE TO BE COMPLETED SUMMER 2019
Facilitate the planning, writing and submission of one grant from a Catholic friendly foundation.	Goal 2	Advancement/Marketing	PARTIALLY COMPLETE TO BE COMPLETED SUMMER 2019
Improve outreach to alumni, especially for the annual auction and annual appeal.	Goal 2	Advancement/Marketing	PARTIALLY COMPLETE TO BE COMPLETED May-June 2019
Review and analyze all fundraising activities, including adjunct programs, and alternative sources of funding, in order to determine future directions.	Goal 1 & 2	Finance	PARTIALLY COMPLETE TO BE COMPLETED SUMMER 2019
Design and facilitate a presentation that emphasizes the value of education at St. Pius V School relative to the cost for families.	Goal 1	Finance	PARTIALLY COMPLETE TO BE COMPLETED SUMMER 2019
Study the feasibility and costs of installing air conditioners in the classrooms on the second floor of the building.	Goal 1	Finance	PARTIALLY COMPLETE TO BE COMPLETED SUMMER 2019
To monitor ongoing initiatives related to future viability as determined in collaboration with the outside entities such as the Catholic Schools Office, the Healey Foundation, the Catholic Schools Foundation, and other Catholic schools.	Goal 2	Planning & Policy	COMPLETE Now routine task VIA General Board Meetings and administrative meetings with CSF and LCS.
To review the NEAS&C 5-Year Interim Report.	Goal 2	Planning & Policy	COMPLETE

