

**REPORT OF THE 2016
FACILITIES STRATEGIC PLAN UPDATE COMMITTEE
ST. MARY OF GOSTYN PARISH**

July 14, 2016

Executive Summary of the
2016 Report of the
SMG Facilities Strategic Plan Update Committee
(**Weighted Rank** is based on priority list, else based on responses and comments of survey--
See Table of Contents for exact sources)

SMG Campus Buildings and Grounds

- Add building automation system to monitor and control major equipment such as boilers and air handling units (improved maintenance and energy savings) -- Bldgs and Grds (B&G) to recommend schedule for phasing/estimates **Weighted Rank #1**
- Better organization of existing storage spaces—Dir. Of Operations **#2**
- Update temperature controls for heating and cooling devices (improved space temperature controls and energy savings) – B&G to recommend schedule for phasing/estimates **#3**
- Improve lighting controls (vacancy sensors) for all hallways, washrooms, offices and other areas. (Shuts off lights when not in use for energy savings) – B&G to get proposals **#5**
- Add playground equipment for school children – SAB & Finance **#8**
- Improvements to streamline system for school drop-off and pick-up – SAB **#10**
- Make Parish Center more easily accessible (add ramp to 1st floor) – B&G for proposals **#13**
- Review railings at Rectory for older parishioners' use

Adoration Chapel

- Test “white sound machine” to mask outside noise still audible despite spring 2013 soundproofing efforts that included more wall-insulation.
- Current location continues to offer vestibule access with keypad and access to washrooms including off-hours, and is well-lit and close to parking including handicapped parking.

Church Building

- Depending on Adoration Chapel test results, test a “white noise machine” for creating a quieter vesting space for priests in the Vesting Room.
- Tweak the sound system, perhaps adding speakers in back of north and south sides of church.
- Temperature control, equipment, and lighting addressed under “SMG Campus Buildings and Grounds” for this location, Adoration Chapel, and all others that follow below.
- Continue to investigate directional registers for cooled air for draft control/elimination. (Apply subsequently to Adoration Chapel).
- Improve access of the church for people in wheelchairs or people with disabilities – Future survey as needs more specifics. **#15**

Gathering Place

- Update and improve Gathering Place kitchen – Parish Council, Users, & Finance **#6**
- Requires additional acoustical work.

Parish Center

- Improve front entrance surface and add center railing at minimum.
- Underground (lower level) needs refurbishing and redecorating as well as provisions for “cubbies” and storage for After School use – B&G due to comments and rank **#12**
- The creation of a vestibule at exit from the Underground to the parking lot will be assessed by B&G.

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SMG School Buildings

- Update and improve school kitchen (see other school items) – SAB & Finance **#7**
- New blinds for classrooms and offices without them – SAB & Finance **#17**
- ACTION DEFERRED TO FUTURE SURVEY (DUE TO COST for first four items, DATA for 5th)
 - Building Addition: new cafeteria/auditorium/banquet space for school (multi-use for school lunchroom, assembly or banquet events) **#4**
 - Building Addition: add vestibule on school gym south entrance (Prairie Street) to secure school and limit dust and dirt tracked into gym (Also safety for those exiting gym) **#9**
 - Building Addition: add on to school to have Pre-K and Kindergarten in same building to consolidate school operations into one main building. (This would free-up spaces at the Learning Resource Center on west side of Douglas) **#11**
 - Building Addition: new, enlarged gym for school **#14**
 - Improved access of the school for people in wheelchairs or people with disabilities **#16**

SMG 2015-2016

Facility Strategic Planning Update Committee (FSPUC)

Membership

Pastor:

Rev. James Schwab

Operations Director:

Vince Zaprzal

Buildings and Grounds:

Arla McMahon, Chair

John Palasz

Finance/Administration Commission:

Jim Nelson

Parish Council:

Greg Reiser

Jim Massura

School Advisory Board:

Andy Carlson

Bill Myers

St. Vincent de Paul:

John Cultra

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INTRODUCTION

At the end of October 2015 Father Jim Schwab, Pastor of SMG since June 2015, requested that two members of several SMG commissions/committees serve as representatives to review and update the 2011-2012 SMG Facilities Strategic Plan. That Plan's Executive Summary (Appendix A.1) had been updated in December 2013 (Appendix A.2) by the Parish Administrator (who left December 2015 after over 7 years at SMG) and the SMG School Principal (who came July 1, 2012 and left June 2014).

An organizational meeting was held on December 3, 2015. It was determined that subsequent meetings should be held on the third Tuesdays for January thru June 2016, beginning at 7:00pm. (See Appendix A.3 for meeting minutes).

The creation of the Facilities Strategic Plan Update Committee (FSPUC) was announced in the January 17, 2016 bulletin (Appendix A.4). The January 19th initial meeting as well as the subsequent meeting schedule were provided so that parishioners with any ideas or questions could contact the committee members.

The final FSPUC included: Father Jim Schwab; Vince Zaprzal (Operations Director); Jim Nelson (Finance/Administration Commission); Gregory Reiser and Jim Massura (Parish Council); John Cultra (St. Vincent de Paul); Andy Carlson and Bill Myers (Student Advisory Board); and John Palasz and Arla McMahon (Buildings and Grounds Committee). Arla McMahon, who had chaired the 2011-2012 Facilities Strategic Plan Committee, agreed to chair the update committee.

It should be noted that in late June 2014 an SMG *Planning & Communications Committee* had been formed by the incumbent pastor Rev. Ernest Norbeck after the owners of 4733 Douglas (the property next to the school) had agreed to sell to SMG. Thus, the purpose of the 2014 committee was to ensure proper research and planning for the development of conceptual drawings to possibly address the 2012 and 2013 Facilities Strategic Plan recommendations. This group's efforts evolved into the Readiness Assessment, which is required by the Diocese of Joliet before any Capital Campaign can begin.

The Readiness Assessment process was initially "paused" in January 2015. Subsequently, it proceeded, and the results of the Readiness Assessment survey were reported in the April 12, 2015 Bulletin (Appendix A.5). The consultant's April 2015 Executive Summary of the Readiness Assessment was published in the May 17, 2015 bulletin (Appendix A.6). Due to Father Ernie's recurrence of ill health and resultant decision to step down as pastor at SMG, the Bishop announced that Father Jim Schwab would replace Father Ernie in June 2015.

The SMG Parish Capital Campaign "Blessed in Tradition, Faith in Our Future" was begun therefore in August 2015; as of May 16, 2016 the pledges were at 99.5% of the \$1,050,000 goal level, with 68.8% of the pledges collected. (Work cannot begin until money has been collected, so work is proceeding in a prioritized process).

With the SMG principal leaving summer 2014, the SMG School has been led for the past two years by a principal and an associate principal—extremely qualified individuals who agreed to come out of retirement for two years – who worked with the continuing assistant principal. The incoming principal (July 1, 2016) comes highly recommended and plans to remain at SMG for a long time!

A new Religious Education Director also began July 1, 2016; former director left for a teaching position.

DATA COLLECTION

A *SurveyMonkey* was created by the FSPUC to query SMG parishioners and staff on their satisfaction with the campus facilities. The survey was accessed via the SMG website (or a QR available in the bulletin). Paper surveys were also available at the church entrance.

The survey contained several parts:

- Demographic collection such as parishioner or school staff; range of years of affiliation with the parish.
- Iterative (looping) process where satisfaction levels ranging from “Strongly Disagree” to “Strongly Agree” (in a total of 7 choices) to “No Opinion” could be captured for 8 specific questions about 10 specific campus locations plus an 11th “Other”.
- A set of 4 questions that had the same satisfaction-level choices. These questions dealt with space availability for booking meetings; financial support for purchasing property adjacent to the school for any future expansion; financial support for purchasing property adjacent to the Church for any future expansion; availability for video conferencing.
- A list of 20 improvements to be ranked in priority order (where #1 is the most important, #20 is least important, and not all items needed to be ranked).
- The final space for additional comments or concerns was answered by 41 responders.

In the 2011-12 space satisfaction survey (different questionnaire), there were a total of 96 responses. Of these, 65 were via the website; the other 31 were paper replies. The 2016 survey had 223 responders of which only 9 were via paper questionnaires. (The SMG website was new in the fall 2012).

The survey itself as seen on-line is Appendix B.1; a copy of the paper survey available at the entrances is Appendix B.2. The tabulated survey results are in Appendix B.3. Because of the number of columns in the survey for the space satisfaction levels, it was almost impossible to print the tabulated results in larger print. As a result, tables were created as legible extracted data.

The May review of the 2016 survey results indicated that the looping process may not have been understood by all responders; that the wording for some of the questions should be improved; and that perhaps 20 items to prioritize were too many. (The specific recommendations for a future facilities space survey are noted at the end of Appendix B.4, which is an analysis of all but Question 18).

However, because of the many comments and replies to Question 18 (Prioritizing the order of 20 specific improvements without a need to include every item), the committee spent their two May meetings discussing the best way to measure the responses to Question 18. It was at the June 21 meeting that an earlier Excel spreadsheet of the responses to the 20 specific was presented that weighted the rankings. In this effort, a ranking of #1 was equal to 20 points, a ranking of #2 was equal to 19 points, down to a ranking of #20 being equal to 1 point. (Spreadsheet is Appendix B.5).

As a subset of the Appendix B.5 spreadsheet, Table 1.0 was subsequently created; it lists the specific items in their original order, identifies only how many responses ranked it #1 or #20, provides the total number of responses to that item, total of points (See **Appendix B.5** for details of points for all the rankings), and the **weighted rank**, which was obtained by dividing the total number of points for an item by the grand total of all the points (12,402).

Thus, Table 1.0 identifies more easily the point differences between various weighted rankings. Table 2.0 eliminated two of the columns of Table 1.0 and lists the action suggestion by the FSPUC at its June 21st meeting.

For completeness of information, Table 3.0 summarizes the results of Question 17, the four specific questions. The two middle questions regarding financial support for either school or campus expansion reflects two divisions of thought as suggested earlier by the Capital Campaign Assessment survey.

Table 4.0 lists the comments from the responses to the final comments box at the end of the survey that is more legible than its source (Appendix B.3).

Table 1.0

Q 18 Priority list: List improvements in the order of importance
 (#1 is the most important; #20 is least important; not all items needed to be ranked)

Orig. Order	Ranking (only some data for #1 and #20 shown here) Point value (where #1 = 20 points, #2 = 19,....#20 =1)	1	20	# Replies in total	Total Points	Wgtd Rank
1	Update temperature controls (programmable thermostats) throughout facility for heating and cooling devices for improved space temperature controls and save energy. This would reduce any over-heating issues.	17	0	49	969	3
2	Add building automation system to monitor and control major equipment such as boilers and air handling units to allow for improved maintenance and energy savings.	5	0	45	1110	1
3	Building Addition: new cafeteria/auditorium/banquet space for school. (multi-use for school lunchroom, assembly, or banquet events)	10	0	35	907	4
4	Building Addition: new enlarged gym for school	2	7	31	490	14
5	Building Addition: add vestibule on school gym south entrance. To secure school and limit dust and dirt tracked into gym.	1	1	37	636	9
6	Building Additions: add on to school to have Pre-K and Kindergarten in same building to consolidate school operations to one main building. (This would free up spaces at the LRC).	3	0	36	628	11
7	Add playground equipment for children.	5	1	41	651	8
8	Update and improve school kitchen.	3	0	32	691	7
9	Update and improve Gathering Place kitchen.	2	0	37	891	6
10	Improve space for after-school care.	1	0	30	623	12
11	Improve lighting controls (vacancy sensors) for all hallways, washrooms, offices and other areas. (This will shut off lights when spaces are not in use).	3	0	28	905	5
12	Make Parish Center more easily accessible (add ramp to first floor)	1	0	26	562	13
13	better organization of existing storage spaces.	4	0	28	977	2
14	New blinds for classrooms and offices without them.	0	0	10	334	17
15	Improvements to streamline system for school drop-off and pick-up of students.	6	0	36	633	10

Table 1.0 (continued)

Q 18 Priority list: List improvements in the order of importance
 (#1 is the most important; #20 is least important; not all items needed to be ranked)

Orig. Order	Ranking (only some data for #1 and #20 shown here) Point value (where #1 = 20 points, #2 = 19,...#20 =1)	1	20	# Replies in total	Total Points	Wgted Rank
16	Improved access of the school for people in wheelchairs or people with disabilities.	4	0	30	403	16
17	Improved access of the church for people in wheelchairs or people with disabilities.	2	2	24	430	15
18	Update and improve lighting levels and lighting controls in church.	0	0	16	301	18
19	Update and improve lighting levels and lighting controls in the library.	0	1	10	56	20
20	Update and improve lighting levels and lighting controls in the Gathering Place.	0	2	20	205	19

Table 2.0

Based on **weighted rank**, action recommended at this time by FSPUC
 (#1 is the most important; #20 is least important; not all items needed to be ranked)

Orig. Order	Point value (where #1 = 20 points, #2 = 19,...#20 =1)	# Replies in total	Total Points	Wgted Rank	Action Suggested by FSPUC
1	Update temperature controls (programmable thermostats) throughout facility for heating and cooling devices for improved space temperature controls and save energy. This would reduce any over-heating issues.	49	969	3	Bldgs & Grds (B&G) to recommend schedule for phasing/estimates
2	Add building automation system to monitor and control major equipment such as boilers and air handling units to allow for improved maintenance and energy savings.	45	1110	1	B&G get estimates for adding to new major equipment
3	Building Addition: new cafeteria/auditorium/banquet space for school. (multi-use for school lunchroom, assembly, or banquet events)	35	907	4	Defer to future survey due to cost
4	Building Addition: new enlarged gym for school	31	490	14	Defer to future...cost
5	Building Addition: add vestibule on school gym south entrance. To secure school and limit dust and dirt tracked into gym.	37	636	9	Defer to future...cost
6	Building Additions: add on to school to have Pre-K and Kindergarten in same building to consolidate school operations to one main building. (This would free up spaces at the LRC).	36	628	11	Defer to future...cost
7	Add playground equipment for children.	41	651	8	SAB & Finance
8	Update and improve school kitchen.	32	691	7	SAB & Finance
9	Update and improve Gathering Place kitchen.	37	891	6	PC, users & Finance
10	Improve space for after-school care.	30	623	12	B&G
11	Improve lighting controls (vacancy sensors) for all hallways, washrooms, offices and other areas. (This will shut off lights when spaces are not in use).	28	905	5	B&G to recommend phases, get proposals
12	Make Parish Center more easily accessible (add ramp to first floor)	26	562	13	B&G to get proposals
13	Better organization of existing storage spaces.	28	977	2	Oper Dir oversee
14	New blinds for classrooms and offices without them.	10	334	17	SAB & Finance
15	Improvements to streamline system for school drop-off and pick-up of students.	36	633	10	SAB

Table 2.0 (continued)

Based on **weighted rank**, action recommended at this time by FSPUC
 (#1 is the most important; #20 is least important; not all items needed to be ranked)

Orig. Order	Point value (where #1 = 20 points, #2 = 19,...#20 =1)	# Replies in total	Total Points	Wgtd Rank	Action Suggested by FSPUC
16	Improved access of the school for people in wheelchairs or people with disabilities.	30	403	16	Future survey
17	Improved access of the church for people in wheelchairs or people with disabilities.	24	430	15	Future survey
18	Update and improve lighting levels and lighting controls in church.	16	301	18	Possibly drop from future survey
19	Update and improve lighting levels and lighting controls in the library.	10	56	20	Possibly drop from future survey
20	Update and improve lighting levels and lighting controls in the Gathering Place.	20	205	19	Possibly drop from future survey

Table 3.0
Q17 REPLIES

	Strongly DISAGREE		NEUTRAL				Strongly AGREE		NO OPINION	TOTAL REPLIES
My first preference for space is often booked by another group	12	6	2	20	5	0	1	40	86	
I would financially support purchasing properties adjacent to the School for any future expansion	21	5	3	20	5	9	18	4	85	
I would financially support purchasing properties adjacent to the Church for any future expansion	22	6	4	17	11	8	14	4	86	
I would benefit from having some space available for video conferencing	25	9	1	14	6	3	2	26	86	

Table 4.0
2016 SurveyMonkey Comments Q19

<u>No.</u>	<u>Comment</u>
1.	The SurveyMonkey's Q19 was the handwritten survey's Q14; that question was answered in 6 of the nine hand-written surveys. The data from all the handwritten surveys was input by the Operations Director; those <i>comments</i> from handwritten surveys appear below in Comments 2., 6., 8., 9., and 10., plus these comments from the sixth survey: reconfigure church to bring congregation together as one unit (moving choir area from center); add 2 nd railing at steps to altar for safety; relocate Adoration Chapel to quieter location to enable quiet meditation; concern as long-time parishioner of the current and future affordability for Catholic education.
2.	Until school enrollment increases, I don't feel purchasing additional property should be considered at this time. Let us take care of the infrastructure we have with improvements that are needed.
3.	This survey was awesome.
4.	If church attendance is any measure of commitment, there should be a committee from SMG and St. Joe's (after they complete their readiness survey) to look at combining the parishes and campuses.
5.	While church is accessible, most of our other spaces are not for anyone with walker or wheelchair.
6.	Before making any decisions to increase the size of the school and expand—the future of catholic education in Downers Grove might be reviewed. Will demographics and enrollment projections hold up to justify the expense and the capital campaign to fund???
7.	We already own property adjacent to the school that could be used for expansion. I feel it is probably enough for future needs. While I strongly feel we should keep what we might use, I don't know that it would be advisable to buy more. As for the Church, there are no properties adjacent to the Church unless this means the rectory or Parish Center.
8.	Community Center for the PARISH with the following-include coffee area for people to gather-space for small & large gatherings-space for funeral & wedding banquets and events-workable kitchen area for "renters" of space-can prepare food/snacks/coffee-make it a welcoming area-this comfortable (this may be the first step to re-introducing people to the church-welcome them socially-get them spiritually).
9.	Would support as a budget expenditure not capital expenditure these items: Lighting controls; ramp to first floor for Parish Center; blinds for offices and classrooms without them; improved access for school and church for wheelchairs. Strongly believe we

(Table 4.0 continued)

<u>No.</u>	<u>Comment</u>
	need to build a community center. We need dedicated space for ministries; space to host 1000-person events and for coffee and lounge for small groups of people. This parish shines when it is hosting. Bring people to events then hopefully they stay for Mass.
10.	Building Addition comment: Space for school children to have lunch. Both kitchens need to be updated. SVDP needs space outside of church proper to handle incoming and outgoing.
11.	1. Note my comments on the Underground. I am not sure if this space is being utilized as well as it could be. 2. Something should be done in order to encourage people to show more respect for quiet around the adoration chapel. 3. Something should be done in order to encourage more respect for the sacred worship space (commonly described as the church) before and after Mass (i.e. reduce noise levels). The last major renovation around 2002-2001 including enclosure of the narthex, which provides abundant space for conversations before and after Mass. Also, we have much sidewalk around the church building for such conversations in good weather. The sacred worship space does not need to be a place of grocery store gossiping.
12.	Major need is to house the pre-school, after-school and kindergarten programs. They were added without adding needed space for them. A school addition to house all these programs and improve the school facilities, including a non-paved playground is the main need. It is also essential to stop all the child traffic back and forth across Prairie Street. Buy the needed property and expand the school.
13.	The grounds around the church and parish center need to be kept up better. It has been looking pretty shabby. There needs to be a permanent fix for the parish center steps. They were supposedly fixed last year and now look just as bad as before the fix.
14.	SMG school needs a lunchroom. Children should not eat lunch in classrooms
15.	SVDP needs garage space
16.	New A/C very noisy.
17.	Need more space in school and church for parish events, and possibly more parking.
18.	It is difficult to pick from list of "Priorities" since I haven't been active in these places recently. However, none of them seem to really be a Priority.

(Table 4.0 continued)

<u>No.</u>	<u>Comment</u>
19.	Appreciate the fact that the buildings are old, and improvements are going to be difficult and expensive. Prioritization is going to be key.
20.	No
21.	Since I do not have reason to use the school facilities, I did not answer questions regarding that part of our parish complex. This does not mean I am not concerned about the school but I leave that ranking to parishioners better acquainted with the use of the school building.
22.	Sell those houses you purchased. Regardless of everything we try to do, school enrollment is not and will not grow. Improve facilities only.
23.	Many of us are parishioners who come to St. Mary's for church and affiliated programs. The school is an adjunct, not the parish's primary mission. Yet it often seems the opposite is true and the doors of the church are primarily open for us a[s] a funding mechanism for parents who do not, for whatever reason, do not want to send their children to one of the numerous highly rather public schools in the area. While it is certainly the right for anyone to choose to send their children to school at St. Mary's, or any other private school for that matters, it is not appropriate to continually ask the rest of us to pay for this luxury. I have been in the school on numerous occasions and the majority of suggested projects could in no objective way be passed off as actual needs. We have attended mass frequently at other parishes as of late, and despite most not being anywhere close to being as financially blessed as St. Mary's the near constant request we receive for school funding was somehow absent.
24.	Changing the layout of our Church should be looked at. No on sits in the center pews and we have lost weddings to neighboring parishes because we have no center aisle.
25.	With declining school enrollment I think major building additions for school use should be delayed. In time the school will likely consolidate with St. Joe's and building additions and renovations can possibly be paid for by a dual congregation. Focus facility improvements on younger children so as to not limit enrollment.
26.	I think you could benefit MOST from looking at what you have and retooling existing spaces. Then put an effort into maintaining those improvements by keeping things up to date, clean and repaired. Also, lawn maintenance has been dismal and we need to be a good neighbor by keeping down the weeds, trimming the bushes and mowing the lawn.
27.	I'm trying to complete the survey on my iPad mini but its not allowing me to select more than one item for each of the questions? When I select one it automatically Unselects the previous? Very frustrating? ...

(Table 4.0 continued)

<u>No.</u>	<u>Comment</u>
28.	Put in an elevator in the Parish Center.
29.	SMG school building needs a dedicated cafeteria. Eating in the classrooms is messy, hot and does not allow the children to socialize with friends/siblings not in their homeroom class. Would also avoid students having to cross the street to use the Gathering Place for functions. Bathrooms in the school are extremely outdated and not well-maintained (often smell). Junior high students all need to be in one area—currently 6 th graders are on 2 different floors and away from the rest of the middle school. Vestibule and full-size gym would also be nice. The plumbing in the school kitchen needs to be addressed—the water coming from the pipes is always cloudy.
30.	More handicapped parking
31.	[I] am opposed to any improvements to the school that the entire parish pays for. School improvements are the financial responsibility of the families who use/have attended the school. The school building improvements on this survey should be an extremely low priority for the parish, especially since we have other pressing infrastructure needs
32.	Since I use so few of the facilities at this time in my life, no. I have supported every capital campaign this parish has undertaken in the 48 years I have been a parishioner. My children went to the school but now it appears that most of the improvements are school related and so few benefit from this in relation to the numbers that benefit from parish wide improvements.
33.	Before buying new lighting systems please consult with utilizing what we have and or making the lightening a healthy option – we may not need to buy new things – plenty of options to renew space – for example taking out ceiling tiles – which get damaged by water pipes – the area in classroom would look bigger just taking those out – filtering bad lighting and or assessing the classrooms need for light...Almost every room has natural light-
34.	I believe a system using key cards should be installed for the facilities. This would eliminate replacing costly keys and give administrators more control of who enters buildings and specific areas. If a key card is lost all you do is delete that card from the computer and the card is inactive. Also, access to areas can be monitored. Installation of lighting sensors would also eliminate lights left on for an extended period of time. People complain there is a lack of meeting space. Meeting space is available, sometimes they just don't want that room or area. PC temperature control is awful.
35.	While I support buying properties around St. Mary's, I view it as a diocesan strategy rather than a parish strategy. Demographics alone do not favor school or Church

(Table 4.0 continued)

<u>No.</u>	<u>Comment</u>
	expansion. However, consolidation of schools makes sense and the fact that we are not land-locked provides us with a strategic advantage.
36.	We need an equal balance of expenditures across all three areas, but need to keep in mind that improving some key school facilities will draw in more parishioners because of the increase in enrollment that will occur. Accessibility, space concerns, and the lack of any playground are noticed by prospective families. It is something we can address while making capital improvements to the other Parish facilities. While we are nearing the end of 16 years in the school, as a parishioner I would hope other parishioners would see the value in the upgrade.
37.	Buy as many neighboring lots as possible. This school must build a school addition, gym, cafeteria, playground, community center to show significant value for paying for the education. The "Catholic" experience is not enough these days. A significant facilities 5 year plan needed to start years ago. Please invest in major upgrades. "Make no small plans."
38.	I personally feel that the parish does not need to purchase any additional property and that current and future enrollment figures do not justify any expansion of the school building.
39.	I know we can always make improvements and it is difficult to keep all parishioners happy, but I would really like to focus on how much we have here at SMG and thank God for His blessings. We are very fortunate and we should be grateful, AMEN.
40.	This is Jim Massura. Feel free to contact me if any further clarifications are needed.
41.	With school enrollment down over the past several years, it does not make much sense to do any type of new construction regarding the school since we are no where close to capacity. Overall, I am very happy with St. Mary's.

SPACE UTILIZATION

In January LeAnne Brown, who coordinates all the space reservations for committees, commissions and other groups needing SMG meeting space or wanting to use the school gym after-school (when not being used by the school teams), provided a file of all the 2015 reservations by day (Monday through Sunday) for each group with location and time. (Appendix C). For the Adoration Chapel, the goal is 24 hour/7 days per week visitation and is coordinated by the Adoration Chapel co-chairs.

There continues to be gym space rented off-site for SMG basketball practices. The annual cost for that in 2010-2011 was \$6,025. Rental cost is avoided in cases where an SMG coach has access to free gym space elsewhere than SMG. Since the SMG gym is sized even smaller than junior high regulation size, off-site rental offers a side advantage of practicing on a larger floor space.

Whereas the availability of meeting space was a major concern in 2012, a review of the *SurveyMonkey* results discussed under the RESULTS AND RECOMMENDATIONS and shown in Table 3.0 does not support that concern.

RESULTS AND RECOMMENDATIONS

As noted in DATA COLLECTION, at the June 21st meeting the FSPUC recommended action for each item prioritized in Q18 (See Table 2.0). The Executive Summary (page i and repeated in Appendix D.1) addresses both the items from Table 2.0 and also the comments captured for each of the specific locations recorded in the looping process.

A “white noise” machine will be obtained and tested to combat the continuing Adoration Chapel sound problem and, if successful, tested in the Vestry.

Many of the issues with Church lighting and temperature control issues will be addressed through the work being done via the Capital Campaign; the Building and Grounds Committee (which includes the Pastor and Operations Director) will continue to work closely with the Finance/Administration Commission. The new SMG school principal is automatically a member of the Student Advisory Board (SAB).

It was determined during the data gathering for the Readiness Assessment that the Parish Center *per se* is well-built but old. Its improvements are part of the Capital Campaign projects.

From discussion about the Learning Resource Center (LRC), it was generally agreed that the restrictive set-back requirements in force in Downers Grove for new construction precludes ever having such a large footprint built new on that lot. Any changes in function would be dependent on future Religious Education (new director began July 1, 2016) and SMG School plans.

The underlying premise for SMG School in the 2012 report was to “build on the success and high demand for the SMG preschool and all-day Kindergarten with, hopefully increased attendance at the SMG grade school.” In 2000 SMG K thru 8 had 600 students versus 406 in 2014. (Appendix D.2).

However, in fall 2014 St. Joseph School opened full day Kindergarten; Kindergarten enrollment at SMG fell to 38 students from the 59 in 2013. In fall 2015 St. Joseph added a third PreK classroom, enrolling 60 (it had been 43 in 2014) compared to SMG’s 70 (it had been 65 in 2014). The decision by District 58 (Downers Grove public school system K thru 8th grade) to begin offering full day Kindergarten in some of its schools may make further inroads into the SMG School market.

In fall 2015 for the first time ever St. Joseph School had more students (482 including PreK, 422 excluding PreK) than SMG School (467 including PreK, 394 excluding PreK). (Appendix D.3). The increased attendance numbers at St. Joseph School implies a greater number of parishioners there with young families. The diocesan approval for St. Joseph to initiate a \$7million capital campaign that replaces some of the classrooms, its cafeteria and very small school gym implies the parish has strong support for its school. The new construction is intended to expand into the parking lot that is on the same side of Main Street as the church.

The SMG School now has available expansion space as well as playground space adjacent to the school property. Recalling that fall 2014 reflected a sudden change in SMG school leadership and that a new and excellent principal begins at SMG for fall 2016, there is every confidence that SMG will meet the challenge to increase its “market share” of students. Per the open comments box at the end of the *SurveyMonkey*, of the 41 replies, there were 24 that didn’t refer to the school at all, 10 that were against

school improvement, and 7 replies for improvements. (These improvements emphasized lunchtime out of classroom space and playground improvements; only two mentioned the gym).

In fall 2015 Holy Trinity School in Westmont had 161 students in its K thru 8 program, down only 1 student from fall 2014. It remains to be seen if the recent decision to move the Westmont public schools from an open classroom concept will impact on Holy Trinity School's enrollment figures.

Appendix D.4 contains the diocesan school enrollment information plus other school attendance information available in December 2015. This data was used to create Appendix D.3.

The number of Religious Education students using the SMG school classrooms for Wednesday and Thursday RE classes after regular school hours also shows a reduction in numbers (Appendix D.5). Again, opportunity for Religious Education begins with the new Religious Education Director.