



Catholic Pastoral Center
Diocese of El Paso

Office of Education

April 26, 2010

Dear Parents, Faculty, Staff and Students:

On February 6th the Search Committee for Cathedral High School Principal began the search process. The committee was comprised of several members of the Advisory Board, a member of the CHS Alumni officers and two teachers selected by Mr. Manny Lopez Advisory Board Chair. Bishop appointed Fr. Marcus McFadin, a member of the Cathedral High School, Inc. Board and Fr. Richard Matty, Rector of the Cathedral. I sit on all Search Committees as an ex-officio member. Fr. Matty was unable to attend the first two meetings and was replaced with Deacon Saul Pacheco who will be ordained a priest in June and assigned to the Cathedral Parish.

The first task of the Search Committee was to identify the competencies and qualities of a Catholic School principal. The Search Committee considered those qualities required to lead Cathedral into the future and those minimum requirements established by the Texas Catholic Conference Accreditation Commission. An ad was written and approved by the committee members and I posted it at the direction of the committee. We received five applicants for the position. The committee reviewed the qualifications of the applicants and selected the most qualified applicants, given the criteria of competencies and qualities established. All meetings of the Search Committee were confidential following Diocesan and EEOC protocol. While the committee interviewed and considered the strongest applicants, a final consensus was not adequately achieved. It has been recommended to the corporate board that the search be re-opened and anyone who applied previously may choose to leave their file active by notifying the Office of Education. The Bishop, as Chair of the corporate board accepted this recommendation.

Following the committee's recommendation the Bishop received the resignation of two of the committee members. It was Bishop's desire to replace them and he selected Bro. Edwin Gallagher, principal at St. Joseph's School and Rose Gailey past parent and Advisory Board member of Cathedral High School. Both individuals have accepted the request to serve. The search has been expanded and at the direction of the committee with approval of the Bishop ads have been placed in the Houston Chronicle, San Antonio Express News and Dallas Morning News in Texas and the National Catholic Reporter for nation-wide circulation. The earlier ads were placed on the NCEA website, El Paso, Inc and sent out to all Catholic School Superintendents in Texas for dissemination in their dioceses as requested by the Search Committee.

I understand that all of you are eager for the selection of a principal for Cathedral High School. Bishop, the Search Committee and I are eager for a final selection as well, but

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we are committed to following the appropriate process and ensuring we have carefully considered each candidate against competencies, qualities and future needs of the school, spiritually and academically. We will be using an external search consultant to help us in this process. The proposed timeline for the revised search process is as follows:

May 19 – Final date for receipt of applications

TBD – Pre-screen of candidates, selection of finalists

TBD – Finalists interview for position, parents, students and alumnae invited to meet the final candidates

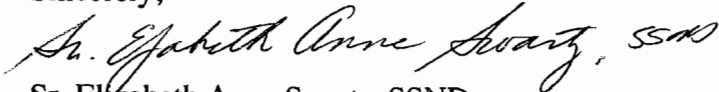
TBD– Recommendation to the Cathedral High School, Inc. Board made for final selection and appointment

Bishop and I request that you demonstrate your commitment to Cathedral High School, as well as your desire for a strong principal to lead the school, by supporting the Search Committee process. As you can appreciate, confidentiality is critical in this process, as it would be for any employment hiring process. There have been a number of inaccurate rumors regarding the Selection Committees discussions and execution of the process that have unfortunately been circulated as fact. As stated in an earlier letter to you, this is a formal process and the person selected will be selected on their qualifications, the established criteria and their responses not by election or by petition. The recommendations of the Search Committee are just that –recommendations. The CHS, Inc. Board will make the final selection and appointment, in accordance with Diocesan policy.

As further clarification, I am currently the superintendent for two dioceses – El Paso full-time and San Angelo part-time. I also sit on four boards and three committees plus my congregational obligations. There are also several projects that need to be completed – the Summit goals and objectives in both dioceses, the revision of the High School Religion Curriculum guide in El Paso and a high school exploratory study being done for the San Angelo diocese. At this time I have no intention of leaving either diocese nor do I have any desire or inclination to be principal at Cathedral High School now or in the future.

I ask for your prayers and support as you let the Search Committee do their job so that after reviewing applications, interviewing and discussion they may present to the CHS, Inc. Board the best possible candidate(s). We will confirm the date of our “Meet and Greet” for the candidates and look forward to seeing you then.

Sincerely,



Sr. Elizabeth Anne Swartz, SSND
Superintendent