

Immaculate Heart Central School

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Agenda October 28, 2025 Regular Meeting

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Education Council

Ann Marie Curtis
Tyler Grable
Marisa Hamlin
Shannon Jones
Arika McCargar

Christine Missert
John Rhone
Sister Shirley
Lindsay Sparacino

Superintendent

Sister Ellen Rose

Principal

Amy Mitchell

School Pastor

Father Demo

2025-2026 Goals of the Immaculate Heart Central School

Benchmark: 2.5

Faculty uses the lenses of Scripture and the Catholic intellectual tradition in all subjects to help students think critically and ethically about the world around them.

Benchmark: 2.7

The theory and practice of the Church's social teachings are essential elements of the curriculum.

Benchmark: 7.4

Curriculum and instruction for 21st century learning prepares students to become expert users of technology, able to create, publish, and critique digital products that reflect their understanding of the content and their technological skills.

Benchmark: 7.6

Classroom instruction is designed to engage and motivate all students, addressing the diverse needs and capabilities of each student and accommodating students with special needs as fully as possible.

Benchmark: 9.1

School-wide programs for parents/guardians provide opportunities for parents/guardians to partner with school leaders, faculty, and other parents to enhance the educational experiences for the school community.

Goals of the Immaculate Heart Central Education Council

To create an annual prioritization of capital repairs needed to each of our Facilities.

To enhance the efforts in advancement.

I. OPENING PRAYER- FR. DEMO

II. ROLL CALL

Called to order at _____ p.m. by President _____ with the following members:

Present:

Excused:

Members from the community/guests:

III. ADOPTION OF THE AGENDA

Resolved that this Education Council approves the agenda as published.

Motion made by: _____ Seconded by: _____ Vote:

IV. APPROVAL OF THE MEETING MINUTES – August 26, 2025

Resolved that the Education Council approves the minutes as published.

Enc. #1 IHC Education Council Meeting Minutes from August 26, 2025

Motion made by: _____ Seconded by: _____ Vote:

V. PRESENTATION:

VI. PUBLIC COMMENT

VII. COMMITTEE REPORTS

- 1. Principal’s Report – Amy Mitchell - Principal Report
- 2. Finance Committee- Sister Shirley - Finance Report
- 3. Advancement Committee- Christine Missert - Advancement Report
- 4. Catholic Culture- Fr. Demo
- 5. Buildings and Grounds Committee - Jon Rhone - Buildings and Grounds Report
- 6. Safety Committee

Motion made by: _____ Seconded by: _____ Vote:

VIII. NEW BUSINESS

a. Executive Session

Motion made by: _____ Seconded by: _____ Vote:

Exit motion made by: _____ Seconded by: _____ Vote:

IX. ADJOURNMENT

Resolved, that at _____ pm that this meeting be adjourned.

Motion made by: _____ Seconded by: _____ Vote:

Enclosure #1

Minutes

IHC Education Council

DATE August 26, 2025

TIME 6 pm

MEETING CALLED TO ORDER BY Arika McCargar

IN ATTENDANCE

Arika McCargar, Amy Mitchell, Shannon Jones, Lindsay Sparacino, Christine Missert, John Rhone, Marisa Hamlin, Tyler Grable, Father Demo, Sister Shirley, Sister Ellen Rose

Excused- Ann Marie Curtis

APPROVAL OF AGENDA AND MINUTES

The agenda for this meeting were approved by Christine Missert and seconded by Lindsay Sparacino
The minutes from the June 23, 2025 meeting were approved by Lindsay Sparacino and seconded by Marisa Hamlin

PRESENTATIONS

There were no presentations at this meeting

PUBLIC COMMENT

There were no public comments at this meeting

MINUTES

Sister Ellen Rose came to speak to the Council regarding the Board of Governors, the Code of Ethics, and the Constitution put forth from the Diocese. She spoke about the Education Council Assessment and how it can be used to create a great Council to help IHC grow and thrive. Sister suggested adding the Mission Statement to the top of the meeting's agenda to constantly remind the Council of their purpose. She spoke of how a Secretary and co-chair are needed for this Council and suggested making some goals (suggested two) that are measurable for this year.

Principals Report: Amy Mitchell went through her Principal's Report. She mentioned she has an additional 8th grader and two 10th graders interested in the school and felt like she could achieve her goal of 248 students enrolled. An aide, Laura Belina, has been hired for 4th grade due to high enrollment in the class and parent concern. Laura is also certified in case the class hits the max number of 28 and needs to be split. Overall, Amy feels like the consolidation has gone very well and school will be ready on first day of school.

Advancement: Christine spoke of the plan for fundraising plans throughout the year with mailers, 12 Days of Christmas gift cards, Gala, and Race for Education. She is looking for additional help with those as well. The amount Advancement hopes to raise over the school year is \$90,000. Some of these funds would help to finish the blinds and also be put towards the playground.

Buildings & Grounds: John Rhone spoke of things coming together for the opening of school. Amy talked about new flooring in Pre-K classroom being complete.

Catholic Culture: Fr. Demo spoke of the new Parochial Vicar that has joined him and that he has been introduced to Kurt Robbins and Kaitlin and Jake Backus because of his love of soccer. Fr. Demo is hoping the new Parochial Vicar is able to help and be involved in soccer as much as possible to build relationships with the older students. Father mentioned there would be a steady clergy presence at the school and that he and Amy are working closely together.

Safety: There is currently no one as head of safety committee but it was determined that due to all the policies and plans being recently updated, there wasn't a need to have a Safety Committee at this time, could be more ad hoc like Nominating Committee when looking for new members. Mrs. Mitchell is working with Doyle to get two exterior doors key fobbed so teachers can move in and out of the building easily.

Finance: There is currently no head of the Finance Committee due to Eric Kreb's resignation so Amy gave the financial report. She mentioned even though \$150,000 was raised, there is just over \$91,000 in the account due to some funds being paid over time. The \$300,000 that was seen last year but not for this, was Covid money from the government that was moved from a CD account into the normal IHC account in case it was needed due to decrease in enrollment. There is also a decrease in tuition money because some families who pay in full for a year, have not yet. It was determined that Tyler Grable and Sister Shirley would run the finance committee because of their backgrounds.

Since there is an open Council spot, Marisa and Shannon will run the Nominating Committee. Committee will be looking for potential members to present to the Council at next meeting

Amy will be asking Kim Murrock if she would be willing to come to meetings to write meeting notes for creation of minutes. Shannon suggested an app that could record the meeting so that the minutes were easier to write and will be researching that. Lindsay volunteered to write meeting minutes as well as be Council co-chair.

Amy would like to have a cell phone policy in place and have an updated Handbook for the consolidated school. Members are tasked with thinking of a policy that they believe makes sense as well as read through and edit the current handbook.

Meeting was adjourned at 8:05pm by Arika McCargar

NEXT MEETING

September 23, 2025 at 6pm in IHC Library

Enclosure #2

Principal's Update**October 28, 2025****Enrollment as of October 27, 2025**

Grade Level	Total # of Students
JK	19
Kindergarten	19 (+1)
1st Grade	16
2nd Grade	21 (+1)
3rd Grade	20 (-1)
4th Grade	27 (+1)
5th Grade	14
6th Grade	22
7th Grade	20 (+1)
8th Grade	6 (-1)
9th Grade	13 (+1)
10th Grade	15 (+1)
11th Grade	21 (+1)
12th Grade	16 (+1)
Total Enrollment	249

Enrollment- Our current enrollment is 249 students. Our hope was to reach 250 and we are one student away from that. We did have a total of 251 students at the start of the school year, however, two international students had to withdraw early. We were very busy with inquiries and tours right up to the first day of school. It has slowed down, however, we continue to receive inquiries.

Consolidation Update- Donations continue to come in. The donations received totals \$161,832.00. We have moved funds from the consolidation account (\$90,000) into the operating funds in order to make a payment to the construction company. We have made 3 payments to them. The balance due is \$33,855.60. We have made arrangements to pay

the balance in November. There has been a significant donation promised toward the consolidation of \$50,000. We should receive it in January. In addition, a small committee chaired by Mr. John Morgia continues to work on a plan to obtain more funds in order to continue working on additional projects that would improve our school. Examples would be a playground, repair of the roof, repaving of the parking lot, interior and exterior paint, additional blind replacement and window replacement. Now that we have raised sufficient funds to cover the cost of the construction, we would like to move forward with the other items we initially had planned. Repairs to the roof and addition of the playground are the top items on the list.

Building and Grounds- With the help of RSI roofing and Jake Johnson, we have made repairs to the roof over the gym. Basketball season is fast approaching and last season we did experience leaks on the gym floor. In addition, the company that installed the boiler system has serviced it and given Mr. Perin a tutorial on how to run it more efficiently this coming winter. It seems to be in good condition currently. Additionally, due to the lack of water fountains in the new elementary wing, we began the year using water dispensers from Blue Mountain Springs. We quickly realized how costly that would become, therefore, we had ABS install water purifying dispensers that tap into our water supply. We installed one upstairs in the 5th and 6th grade hallway and one downstairs for grades PreK-4. There was an initial cost, however, in the long run it will provide significant savings. Finally, during our recent fire inspection we were informed that in order to be up to code the elevator needs to be functioning properly. It was used a great deal this summer and is no longer working. We are looking into various possibilities so that we can provide the city codes office with a plan to address the issue.

Academics- The teachers participated in a professional development during our trip to Lake Placid that was very productive. They were provided with the opportunity to network with other teachers that teach similar subjects and most importantly share ideas regarding infusing our Catholic faith into what we do each and every day. It is always beneficial to have a day to reflect upon what makes our school unique. As a follow up, on October 31st, they will be engaging in a religious retreat that focuses on the stages of development for children grades PreK-12 and how to effectively utilize specific strategies that are appropriate for each level to develop and teach them about their faith.

The students in grades 3-8 recently completed state testing which is essential for their teachers when it comes to planning and providing differentiation of instruction. It is very informative regarding individual strengths and weaknesses.

I have begun conducting formal and informal classroom observations. I am pleased with what I am seeing thus far. My priorities are student-led learning, hands-on experiences with learning, and an engaging classroom environment. This was the topic of our last faculty meeting. The teachers are working very hard to engage the students in meaningful learning experiences.

Testing for January Regents and Spring testing for grades 3-8 has been ordered. I have begun working on BEDS reporting for the 2025-2026 school year. This report provides information to the state regarding staff and students in order to access various funding, services and resources we qualify for.

Faith Formation- Bishop Lavalley celebrated our beginning of the year mass with us on Sept.

15th. It was wonderful to have him with us to celebrate the beginning of the school year and our first mass with grades Prek-12. The students were very welcoming and it was wonderful to see the auditorium full for mass. Looking ahead, we will be celebrating All Saints day on Monday, November 3rd and I am looking forward to gathering as an entire school every Monday during Advent to light the advent wreath candles. It is a beautiful way to begin the week and prepare ourselves for the celebration of the birth of our Savior. Mrs. Lowman and Mr. Pecori have done an amazing job preparing our masses and prayers services and making sure that each grade level participates.

Social and Emotional Learning - We continue to utilize the Friendzy program to engage the students in social and emotional learning which incorporates prayer and bible lessons. Mrs. Bombard has been very busy with her monthly meetings with each grade level Prek-6. She engages them in monthly projects for SEL that focus on our virtue of the month. Mr. Pecori and the homeroom teachers in grades 7-8 are working on Friendzy as well. My favorite part of our day is morning prayer. The focus is always the virtue of the month. I have 3 student helpers each morning. There is a mixture of elementary students and junior/ senior high students. We pray, we read and discuss bible passages, poems, short stories, scenarios or famous quotes that revolve around the message the virtue of the month conveys. It is wonderful to watch them work and learn together.

Advancement- Our advancement director, Mary O'Brien has been working on a request for assistance that will be sent to the Golisano Foundation. In addition, she is arranging a few meetings with two businesses/ organizations that are interested in donating but would like more information regarding the direction and the future of our school. The annual appeal brochure and letter was sent out according to schedule and some donations have already been received. She also attended the Education Council meeting on Fort Drum and met with the school liaison officers who assist our school. They provided her with several new resources and supplies for our students. Finally, Mary, Josh, Michelle Bartlett and I have been working on cleaning up the website and making it more user friendly.

Safety- As I stated previously, our yearly fire inspection has been completed and our fire & safety report will be submitted to the state. Doyle security will begin work on installing fobs on two entrances, installing a monitor in the main office and updating our control panel. All of these items will improve the safety of our school facilities. We have completed 6 fire drills and we have 2 lockdown drills scheduled for October 30th and December 3rd.

Upcoming Events- Here are some things that will be happening over the next few weeks. Please feel free to join us:

Nov. 3rd All Saint's Day Mass 8:15 am

Nov. 25th Prayer service - Gratitude 8:15 am

Dec. 8th Immaculate Conception Mass 8:15 am

Christmas Concert Elementary Dec. 10th 6 pm

Christmas Concert Jr/Sr High Dec. 17th 6 pm

Enclosure #3

**Please complete the following questionnaire and return it to Marisa Hamlin
(Nominating Committee)**

Name of Candidate:

Name Maria Fusco

**Please provide a brief description of yourself and achievements (such as
education, leadership roles, memberships, etc.)**

IHC, Class of 2005

2024 IHC Athletic Hall of Fame Inductee

Bachelor's of Science, Nazareth University, class of 2009

Nazareth Women's Lacrosse Team, 2005-2009

Master's of Science, Elementary Education, SUNY Potsdam, class of 2011

Indian River Central School District Elementary Teacher (grade Kindergarten, Third & Fifth Grade), 2012-2018

Indian River Central School District Varsity Girl's Lacrosse Coach, 2016-2018

Master's of Science, Integrated Marketing & Communications, Nazareth University, class of 2020

2019-2022 Board Member of In Bloom Foundation

2024 IHC Gala PLanning Committee

2021-Present, Marketing Professional at Northern Credit Union

1.) Why are you interested in serving on the IHC Education Council?

IHC has always been a special place to me, it gave me the foundation and tools I needed to work hard and set my mind to achieve, I would not be where I am today without it.

2.) Why do you feel you are qualified to serve on the Education Council and what strengths do you believe you would bring to the Council?

Having a unique combination of marketing knowledge and education as professions, along with being an alumni and knowing the unique experience IHC has to offer.

3.) Do you have children in our system now?

I do not, I don't have children.

4.) Did you, your spouse and/or other family members attend Immaculate Heart Central or Immaculate Heart Academy?

Yes, I attended along with my cousin Anthony Fusco, my brother Michael Fusco and my sister Victoria Fusco.

5.) Do you belong to a local parish (including St. Michael's on Fort Drum), and which one?

I do not belong to a parish at this time, but grew up attending All Saints in Chaumont.

6.) What are Immaculate Heart Central's greatest strengths?

I think IHC's sense of community and comradery are what make it such a special place for families and children. Some of the most meaningful relationships I have were developed at IHC.

7.) In what ways does Immaculate Heart Central need to improve?

Generally speaking I think IHC could benefit from more awareness of the benefits of an education from there provides, success of its alumni, the values it instills in its students and contributions to the communities. A well planned marketing campaign with a cohesive theme for all marketing channels.

8.) Are you willing to make a commitment to devote time and energy to help the Council and IHC raise adequate funds, including an annual Personal finance gift?

Yes, I did work on the 2024 Gala Committee and helped raise sponsorships from local businesses- including a \$500 sponsorship from Northern Credit Union, along with my personal contributions.

9.) On which committee(s) are you willing to serve or feel best qualified to serve? (Committees include Advancement, Catholic Culture, Building and Grounds, Finance, Nominating or occasionally an ad hoc committee such as Strategic Planning.)

I think any event planning, strategic planning for Marketing tactics and connecting with Alumni would be where I could be most beneficial with my career and background knowledge.