

Immaculate Heart Central School

1316 Ives Street

Watertown, New York 13601

Main Office: 315-788-4670

Elementary Building: 315-788-7011



AGENDA

January 17, 2023

Regular Meeting

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ENCLOSURES

Enc. #1	IHC Education Council Meeting Minutes – November 29 th , 2022
Enc. #2	Principal’s Report
Enc. #3	Finance Reports
Enc. #4	Advancement Report
Enc. #5	Building & Grounds Report

EDUCATION COUNCIL

Sr. Annunciata
Carol Brown
Jason Burto
Sarah Pierce
Jodie Delaney

Lisa Kotar-Pencek
Michael Ledoux
Patrick O’Brien
Svetlana Shah
Jeff St. Croix

SUPERINTENDENT

Sister Ellen Rose

Vice Principal

Amy Mitchell

PRINCIPAL

Daniel Charlebois

School Pastor

Father Demo

2022-2023

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.

MISSION STATEMENT

Immaculate Heart Central is a faith community whose mission it is to provide a quality Catholic and secular education, to cultivate holiness based on the love and imitation of Christ and to form responsible citizens whose Christian values will transform the world.

I. OPENING PRAYER- FR. DEMO

II. ROLL CALL

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

Present: Sr. Annunciata, Carol Brown, Jason Burto, Sarah Pierce, Jodie Delaney, Lisa Kotar-Pencek, Michael Ledoux, Patrick O'Brien, Svetlana Shah and Jeff St. Croix

Others present: Daniel Charlebois, Principal, Amy Mitchell, Vice Principal, Fr. Demo, School Pastor,

Excused:

Members from the community/guests:

III. ADOPTION OF THE AGENDA

Resolved that this Education Council approve the agenda as published.

Motion made by: _____ Seconded by: _____ Vote: _____

IV. APPROVAL OF THE MEETING MINUTES – November 29, 2022

Resolved that this Education Council approve the minutes as published.

Enc. #1 IHC Education Council Meeting Minutes from November 29, 2022

Motion made by: _____ Seconded by: _____ Vote: _____

V. PRESENTATION:

VI. PUBLIC COMMENT

VII. COMMITTEE REPORTS

1. Principal's Report – Daniel Charlebois, Amy Mitchell

Enc. #2 Principal Report

2. Finance Committee- Carol Brown

Enc. #3 Financial Reports

3. Advancement Committee- Lisa Kotar-Pencek

Enc. #4 Advancement Report

4. Catholic Culture- Fr. Demo

5. Building & Grounds Committee – Jason Burto

Enc. #5 Building & Grounds Meeting Minutes – January 10,2023

Motion made by: _____ Seconded by: _____ Vote: _____

VIII. NEW BUSINESS

1. Safety Committee

IX. ADJOURNMENT

Resolved, that at _____ that this meeting be adjourned.

Motion made by: _____ Seconded by: _____ Vote: _____

X. CLOSING PRAYER

Enc. #1

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MEETING MINUTES

November 29, 2022

Regular Meeting

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ENCLOSURES

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Enc. #3	Finance Reports
Enc. #4	Advancement Report
Enc. #5	Building & Grounds Report
Enc. #6	Smart Watch Policy

EDUCATION COUNCIL

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I. OPENING PRAYER- FR. DEMO

II. ROLL CALL

Called to order at 6:04 p.m. by President Burto with the following members:

Present: Carol Brown, Jason Burto, Lisa Kotar-Pencek, Patrick O'Brien, Svetlana Shah and Jeff St. Croix

Others present: Daniel Charlebois, Principal, Amy Mitchell, Vice Principal, Fr. Demo, School Pastor,

Excused: Sr. Annunciata, Sarah Pierce, Jodie Delaney, Michael Ledoux

Members from the community/guests: Mike Shepis, Kurt Robbins, Maureen Robbins, Jen Delaney Bombard, Emily Bombard, Abigail Bombard, Mary Jo Richards, Jon Richards, Tobi Montgomery, Kailey Montgomery, Talisa Lachnit, Gianna Richards, Brandon Burroughs

III. ADOPTION OF THE AGENDA

Resolved that this Education Council approve the agenda as published.

Motion made by: Svetlana Shah Seconded by: Jeff St. Croix Vote: 7-0

IV. APPROVAL OF THE MEETING MINUTES – October 26th, 2022

Resolved that this Education Council approve the minutes as published.

Enc. #1 IHC Education Council Meeting Minutes from October 26, 2022

Motion made by: Carol Brown Seconded by: Patrick O'Brien Vote: 7-0

V. PRESENTATION:

VI. PUBLIC COMMENT

1. Kurt Robbins had concerns regarding why the Education Council was involved in Athletics, cutting the Athletic Director position to part-time and doing away with the IHC Sports Academy program.
2. Mary Jo Richards had concerns about the Education Council's involvement in athletics and doing away with the IHC Sports Academy program.
3. Brandon Burroughs had concerns about cutting the IHC Sports Academy and how it would affect our numbers.
4. Tobi Montgomery had concerns with cutting the IHC Sports Academy.
5. Jon Richards had concerns about cutting the IHC Sports Academy and that if we do that we will have kids leave IHC.

VII. COMMITTEE REPORTS

Enc. #2 1. Principal's Report – Daniel Charlebois, Amy Mitchell

Principal Report

Enc. #3 2. Finance Committee- Carol Brown

Financial Reports

Enc. #4 3. Advancement Committee- Lisa Kotar-Pencek

Advancement Report

Enc. #5 4. Catholic Culture- Fr. Demo

Building & Grounds Committee – Jason Burto

Building & Grounds Meeting Minutes – November 16,2022

Motion made by: Svetlana Shah Seconded by: Jeff St. Croix Vote: 7-0

VIII. NEW BUSINESS

- 1.** Smartwatch Policy- Mrs. Mitchell
Enc. #6 Smart Watch Policy

Motion made by: Lisa Kotar-Pencek _____ Seconded by: Carol Brown _____ Vote: 7-0 _____

IX. EXECUTIVE SESSION

Resolved, that this Education Council enter executive session at 7:45 pm to discuss: a matter pertaining to employment history on particular personnel.

Motion made by: Fr. Demo _____ Seconded by: Svetlana Shah _____ Vote: 7-0 _____

President Burto declared open session at 7:54 pm.

X. ADJOURNMENT

Resolved, that at 7:56 pm that this meeting be adjourned.

Motion made by: Lisa Kotar-Pencek _____ Seconded by: Jeff St. Croix _____ Vote: 7-0 _____

XI. CLOSING PRAYER

Enc. #4

Advancement Minutes 1/10/23

Attendance: Mary O'Brien, Sylvia B, Jodie Delaney, Pat O'Brien, Dave Missert, Lisa Pencek, MaryAnn Vespa, Michelle Bartlett

Annual Appeal:

- A. Donation money so far - \$60,000 (about \$1,000 more at this point compared to last year)
- B. Next Ask Letter - Dan

Christmas Cards:

- A. 130 cards sent out
- B. Mailing list updated and continues to be

\$100 Raffle Tickets:

- A. Pick up next Wednesday, January 18th (2 week turn around)
- B. Letter to Parents (proofread at meeting), Mary will add a few things
- C. Potential sellers/pushers
 - Parent reps from each grade to be point of contact?
- D. "Getting the Word Out"
 - Channel 7 commercial, Johnny Spezano, North Country Catholic, bulletins, posters in businesses
 - QR code to make buying tickets easier when hanging in businesses ?

Spring Fling - April 29th, 2023

- A. Set up committee (Laura K, Jenn B, Jodie D, Christine M, Lisa KP, Mary Jo R, MaryAnn V, Sylvia B, Corinne M, Katie P, Michelle B, Dr. Shah)
 - Meeting on Monday 23rd at 6
- B. Secured Band (Dave M. has it down to 2 bands)
 - a. Bar - Time Warp
 - b. Food - Savory
 - c. Site - Fachiney Drive Business Center

Can Drive - benefit Advancement 1/14 (9-12)

Enc. #5

**Immaculate Heart Central
Buildings and Grounds Committee
Meeting Minutes
Tuesday, January 10, 2023, 3:00 pm**

Invitees:

Building & Grounds Committee:

Jason Burto Matt Delaney Mike Delaney

IHC Staff:

Daniel Charlebois

Agenda Items:

Update on Concession Room- Nytric Electric came over Christmas Break and installed 4 outlets in the old book storage room.

Elementary Building- Mrs. Mitchell has some concerns with no removal when we get as much as we have at times. It's too much to keep up with and needing the proper equipment.

Mowing at Primary Building come spring
Will coordinate and talk with Mrs. Mitchell

Diesel Tank / Gravelly Mower
Will Contact Bach Company to see what would be needed to replace and any regulations.

Plowing- will Granger fix lawn damage

Other: Any concerns or items others have

Next Meeting- February 15, 2023, at 4 pm