

# Immaculate Heart Central School

1316 Ives Street

Watertown, New York 13601

Main Office: 315-788-4670

Elementary Building: 315-788-7011



## MEETING MINUTES

April 25, 2023

Regular Meeting

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### ENCLOSURES

- Enc. #1 IHC Education Council Meeting Minutes – March 28th, 2023
- Enc. #2 Principal’s Report
- Enc. #3 Finance Reports
- Enc. #4 Advancement Report
- Enc. #5 Building and Grounds Report
- Enc. #6 IHC Education Council Candidate Questions

#### 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 6:06 p.m. by President Burto with the following members:

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

Others present: Daniel Charlebois, Principal, Amy Mitchell, Vice Principal, Fr. Demo, School Pastor,  
Excused: Sarah Pierce, Michael Ledoux, Svetlana Shah  
Members from the community/guests: Tyler Grable, Kelly Daugherty

**III. ADOPTION OF THE AGENDA**

Resolved that this Education Council approve the agenda as published.

Motion made by: Sr. Annunciata Seconded by: Jeff St. Croix Vote: 8-0

**IV. APPROVAL OF THE MEETING MINUTES March 28, 2023**

Resolved that this Education Council approve the minutes as published.

**Enc. #1** IHC Education Council Meeting Minutes from March 28, 2023

Motion made by: Jodie Delaney Seconded by: Lisa Kotar-Pencek Vote: 8-0

**V. PRESENTATION:**

**VI. PUBLIC COMMENT**

*Any person wishing to speak during this time shall comply with all provisions of Public Participation at Education Council Meetings Policy. We remind you to keep your comments to three minutes and to conduct yourself respectfully. Please address school matters only and refrain from addressing topics related to personnel matters or individual students. Such concerns should be discussed privately with the Principal at an appropriate time. The Council is here to listen and cannot provide immediate feedback or engage in open dialogue. Any necessary follow-up will be noted and provided at a later date.*

Kelly Daugherty- Stated that it has been informational by attending the Education Council Meetings. She said it would be good if we could post the agenda and meeting minutes on the website, as well as maybe alternating location of the Education Council Meetings between the high school and elementary building. Kelly also suggested having grade level ambassadors to attend the meetings.

**VII. COMMITTEE REPORTS**

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

**Enc. #2** Principal Report

Lisa asked about 7&8 ELA part 1 &2 State testing being on the same day when the elementary was given two days. Mr. Charlebois stated that there were a couple of restrictions that went into the decision to give both parts on the same day, number of chrome books available, short on chargers when kids don't have theirs, classrooms have limited outlets to charge at. He also stated that the math part 1 &2 state test will be given on two different days.

Jodie asked regarding the mention of the administrative review and what that entailed if he could give more information. Mr. Charlebois stated that it entailed bulk personnel for bulking into next school year regarding Communication, Athletic Director, scheduling (ratio of student to teacher)

**2.** Finance Committee- Carol Brown

**Enc. #3** Financial Reports

**3.** Advancement Committee- Lisa Kotar-Pencek

**4.** Catholic Culture- Fr. Demo

**5.** Building & Grounds Committee – Jason Burto

Motion made by: Jeff St. Croix Seconded by: Patrick O'Brien Vote: 8-0

**VIII. NEW BUSINESS**

1. Approval of Updated IHC Education Council Candidate Questions

**Enc. #4** IHC Education Council Candidate Questions

**IX. ADJOURNMENT**

Resolved, that at 6:50 pm that this meeting be adjourned.

Motion made by: Lisa Kotar-Pencek Seconded by: Jodie Delaney Vote: 8-0

**X. CLOSING PRAYER**