

# Enc. #1

## Immaculate Heart Central School

1316 Ives Street

Watertown, New York 13601

Main Office: 315-788-4670

Elementary Building: 315-788-7011



### MEETING MINUTES

March 28, 2023

Regular Meeting

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#### ENCLOSURES

Enc. #1	IHC Education Council Meeting Minutes – January 28th, 2022
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 6:03 p.m. by President Burto with the following members:

Present: Sr. Annunciata, Carol Brown, Sarah Pierce, Jodie Delaney, 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: Jodie Delaney, Michael Ledoux  
Members from the community/guests:

**III. ADOPTION OF THE AGENDA**

Resolved that this Education Council approve the agenda as published.

Motion made by: Sr. Annunciata Seconded by: Lisa Kotar-Pencek Vote: 8-0

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

Resolved that this Education Council approve the minutes as published.

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

Motion made by: Fr. Demo 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.*

**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  
Buildings and Grounds Report
- 5. Building & Grounds Committee – Jason Burto

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

**VIII. NEW BUSINESS**

- Enc. #6** 1. IHC Education Council Candidate Questions  
IHC Education Council Candidate Questions

**IX. ADJOURNMENT**

Resolved, that at 6:52 pm that this meeting be adjourned.

Motion made by: Jeff St. Croix Seconded by: Fr. Demo Vote: 8-0

**X. CLOSING PRAYER**