

Immaculate Heart Central School

1316 Ives Street

Watertown, New York 13601

Main Office: 315-788-4670

Elementary Building: 315-788-7011



AGENDA

September 27, 2022

Regular Meeting

CONTENTS

SCHOOL GOALS	page 2
I. OPENING PRAYERS	page 3
II. ROLL CALL	page 3
III. ADOPTION OF THE AGENDA	page 3
IV. APPROVAL OF MEETING MINUTES–August 29 th , 2022,	page 3
V. PRESENTATIONS	page 3
a. Jared Wilson, Athletic Director- Athletic Update	
VI. PUBLIC COMMENT	page 3
VII. COMMITTEE REPORTS	page 3
a. Principal's Report	
b. Finance Committee	
c. Advancement Committee	
d. Catholic Culture	
e. Buildings and Grounds	
f. Academics	
g. Nomination	
VIII. NEW BUSINESS	page 4
IX. ADJOURNMENT	page 4
X. CLOSING PRAYER	page 4

ENCLOSURES

Enc. #1	IHC Education Council Meeting Minutes – August 29 th , 2022
Enc. #2	Principal's Report
Enc. #3	Finance Reports
Enc. #4	Advancement Report
Enc. #5	Building and Grounds Meeting Minutes – September 13 th , 2022

EDUCATION COUNCIL

Sr. Annunciata
Carol Brown
Jason Burto
Sarah Pierce
Jodie Delaney

Lisa Kotar-Pencek
Michael Ledoux
Patrick O'Brien
Sveltana 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.

To enhance the

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, Sveltana Shah and Jeff St. Croix

Others present: Daniel Charlebois, Principal, Amy Mitchell, Vice Principal, Fr. Demo, School Pastor, Jared Wilson, Athletic Director

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 – August 29th, 2022

Resolved that this Education Council approve the minutes as published.

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

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

V. PRESENTATION:

Jared Wilson, Athletic Director – Athletic Update

VI. PUBLIC COMMENT

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

5. Building and Grounds – Jason Burto

Building and Grounds Meeting Minutes – August 11, 2022

6. Academics-

7. Nomination-

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

VIII. NEW BUSINESS

IX. ADJOURNMENT

Resolved, that at _____ that this meeting be adjourned.

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

X. CLOSING PRAYER

Enc. #1 IHC Education Council Meeting Minutes- August 29th, 2022

Immaculate Heart Central School

1316 Ives Street

Watertown, New York 13601

Main Office: 315-788-4670

Elementary Building: 315-788-7011



EDUCATION COUNCIL MINUTES

August 29, 2022

Regular Meeting

CONTENTS

SCHOOL GOALS	page 2
I. OPENING PRAYERS	page 3
II. ROLL CALL	page 3
III. ADOPTION OF THE AGENDA	page 3
IV. APPROVAL OF MEETING MINUTES-June 27 th , 2022,	page 3
V. APPROVAL OF MEETING MINUTES-July 20 th , 2022,	page 3
VI. PUBLIC COMMENT	page 3
VII. COMMITTEE REPORTS	page 3
a. Principal's Report	
b. Finance Committee	
c. Advancement Committee	
d. Catholic Culture	
e. Buildings and Grounds	
f. Academics	
g. Nomination	
VIII. NEW BUSINESS	page 4
IX. ADJOURNMENT	page 4
X. CLOSING PRAYER	page 4

ENCLOSURES

Enc. #1	IHC Education Council Meeting Minutes – June 27 th , 2022
Enc. #2	IHC Education Council Meeting Minutes – July 20 th , 2022
Enc. #3	Principal's Report
Enc. #4	Finance Reports
Enc. #5	Building and Grounds Meeting Minutes – August 11 th , 2022

EDUCATION COUNCIL

Sr. Annunciata

Carol Brown

Jason Burto

Sarah Pierce

Jodie Delaney

Lisa Kotar-Pencek

Michael Ledoux

Patrick O'Brien

Sveltana 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

The Diocesan has goals and Dan will send to Jason.

Goals of the Immaculate Heart Central Education Council

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 6:44 p.m. by Chairperson Burto with the following members:

Present: Carol Brown, Jason Burto, Sarah Pierce, Jodie Delaney, Lisa Kotar-Pencek, Michael Ledoux, Patrick O'Brien, Sveltana Shah, Jeff St. Croix, and Fr. Demo, School Pastor

Others present: Daniel Charlebois, Principal, Amy Mitchell, Vice Principal, Fr. Frank

Excused: Sr. Annunciata

Members from the community/guests:

III. ADOPTION OF THE AGENDA

Resolved that this Education Council approve the agenda as published.

Motion made by: Fr. Demo Seconded by: Carol Brown Vote: 10-0

IV. APPROVAL OF THE MEETING MINUTES – June 27th, 2022

Resolved that this Education Council approve the minutes as published.

Enc. #1 IHC Education Council Meeting Minutes from June 27, 2022

Motion made by: Lisa Kotar-Pencek Seconded by: Fr. Demo Vote: 10-0

V. APPROVAL OF THE MEETING MINUTES -July 20th, 2022

Resolved that this Education Council approve the minutes as published.

Enc. #2 IHC Education Council Meeting Minutes from July 20, 2022

Motion made by: Lisa Kotar-Pencek Seconded by: Jodie Delaney Vote: 10-0

VI. PUBLIC COMMENT

VII. COMMITTEE REPORTS

Enc. #3 1. Principal's Report – Daniel Charlebois, Amy Mitchell

Principal Report

Enc. #4 2. Finance Committee- Carol Brown

Financial Reports

3. Advancement Committee

4. Catholic Culture- Fr. Demo

5. Building and Grounds – Jason Burto

Enc. #5 Building and Grounds Meeting Minutes – August 11, 2022

6. Academics-

7. Nomination-

Motion made by: Jodie Delaney Seconded by: Jeff St. Croix Vote: 10-0

VIII. NEW BUSINESS

1. Appointment of Education Council Secretary

At present time, there was no interest in the secretary role and Jason Burto will continue to do it,

2. Reorganization of Committee Chairs

Committee Chairs were selected and are as followed for the school year 2022-2023:

Advancement Committee- Lisa Kotar-Pencek

Finance Committee- Carol Brown

Building and Grounds- Jason Burto

Catholic Culture- Fr. Demo

Evaluation Committee- Sarah Pierce

AD Hoc (as needed)

Nominating Committee – Dr. Shah

Academic Committee- Dr. Shah

Education Council Evaluation Committee- Michael Ledoux

Remaining council members that are not a chair of a committee will serve on the following committees:

Jodie Delaney – Advancement Committee

Pat O'Brien – Advancement Committee

Sarah Pierce- Advancement Committee

Jeff St. Croix- Finance Committee

- a. Expectations of Committee- Committee reports due to Education Council Chairperson by the third Monday of the month.

3. Education Council Meeting Dates

Meeting dates were set to align with the last Tuesday of each month at 6pm. The following dates are as follow:

September 27, 2022

October 25, 2022

November 29, 2022

December- no meeting

January 17, 2023

February 28, 2023

March 28, 2023

April 25, 2023

May 30, 2023

June 27, 2023

4. Establish Committee meeting dates

Committee meetings are to happen within two weeks the Education Council meetings.

5. Discussion of Education Council Goals and Goals of the school for the 2022-2023 school year

IX. ADJOURNMENT

Resolved, that this meeting be adjourned.

Motion made by: Lisa Kotar-Pencek Seconded by: Dr. Shah Vote: 10-0

X. CLOSING PRAYER

Enc. #2 Principal's Report

Enrollment as of September 25, 2022	
Grade Level	Total
JK	27
K	32
1	31
2	25
3	32
4	30 (+1)
5	26 (+1)
Elementary Total	203 (+2)
6	24 (-2)
7	22
8	21 (-2)
9	23 (-1)
10	30 (+2)
11	42 (+5)
12	32 (+4)
Jr/Sr High Total	194
TOTAL	397

Elementary Update

Things have been very busy at the elementary school. I am happy that our enrollment has stayed basically the same as it was in June of last year. Our opening went extremely smooth and it has been very nice to have things back to normal. Here are a few things that we have been focusing on:

Academics- Mrs. McElheran and I are working with the teachers to implement a balanced reading framework into their ELA block. We have two more professional development opportunities to present and then we will begin going into the classrooms and observing various pieces of the framework. In the area of Math, thus far, our Pilot with Illustrative Math seems to be going well. The teachers find it easy to use and I am pleased with the way the program presents the grade level concepts. I have walked by 5th grade several times and observed them using manipulatives to explore various concepts. We will continue to meet to discuss advantages and disadvantages to the program in comparison to the program we have used the past few years- Envision. In addition, Mrs. McElheran and I are looking at data (NYS testing, STARS testing, last year's grades, and teacher snapshots) to determine where there are gaps in student progress and devise a plan to address these concerns.

Faith- We are focusing on the virtue of consideration for the month of September. We had our very first school wide prayer service in the gymnasium with grades Prek-5. In addition, we held our first mass last week. The 5th graders presented it with the help of Sr. Kathleen who is now serving as my campus minister. They did a wonderful job and it was lovely to have parents join us for mass for the first time in 2 ½ years.

Social and Emotional Learning- Miss Navarra and Mrs. Bombard has started SEL instruction in the individual classrooms. They spent a great deal of time this summer planning out their program for the entire year. They used the program Second Steps as a resource. In addition we will be engaging the students in monthly school wide activities that focus on the virtue of the month. Miss Navarra and I have met to plan out our virtues for the year as well. The monthly prayer service will be tied in as well. The students benefit tremendously from their instruction.

Upcoming Events- The home and school club is working with the booster club to plan our upcoming Fall Festival which will be held at the high school on October 1st. There will be lots of crafts, games and food. It should be great fun! Also, we will be planning the Grandparents and special friends breakfast (Oct 12th) and the Trunk or Treat (Oct 29th) for the month of October. Again, it is so wonderful to be able host these events again.

Jr/Sr High Updates

Staff Updates

- Alicia Uhlein was hired as the PE teacher at the Jr/Sr High. Mrs. Uhlein has children at IHC and is excited to begin her PE teaching career. Her goal is to continue her graduate studies in Physical Education.
- Narina Irelan was hired at the AIS/ Title 1 teacher. Kathryn Pound was contracted in this role prior to the start of school. However, she accepted a position at another school. Mrs. Irelan has teaching experience in South Africa as well as South Korea.
- A math position was posted last week. We are seeking to expand our offering for a Math 1 class (for 9th graders not yet ready to take Algebra I), offer a math lab, and expand our offerings for high school classes (Algebra II). Unfortunately, we have not had any candidates for the posting.
- Mrs. Mazurek has been moved into the long-term substitute position for Mrs. Missert. I had a long-term substitute for Mrs. Missert before the start of school. However, a family emergency prevented the substitute from fulfilling her contract. Mrs. Mercer slid into her previous position as school secretary. When Mrs. Missert returns from her maternity leave, Mrs. Mazurek will take over as secretary and Mrs. Mercer will resume her duties as enrollment and communications director.

Advancement Update

Our Annual Fund kick-off date was delayed until the weekend of November 5 and 6. This was done for a few reasons. First, the state of the school report was not yet complete. We have a few financial updates to complete on the report and Mary O'Brien is working to finalize the mailing list. Second, Msgr. Aucoin wished for some time to be given between the Bishop's Fund Appeal and IHC's Annual Fund. Finally, pushing the kickoff to November allows time to make contacts with our major donors (for matching gifts) and to make arrangements for people to speak at

masses. Our Annual Fund is the most important fundraiser of the year and we will need the Education Council's help to promote it.

Academics

At the beginning of the school year, we advanced some students from 6th grade math to 7th grade math. This was done to better align the curriculum for those who are advancing in math. The problem with the advancement of the 6th grade class in math came down to a few factors. First, was our roll out. Fifth grade parents were not aware of this possibility. I assumed that the guidance office was communicating to parents about this option and the guidance office assumed that the incoming 6th graders already knew. As they started the school year, there was confusion about advancement, who was advanced and why. This created anxiety and self-doubt for those that didn't advance as well as some teasing and bullying. We had multiple requests from parents to advance their 6th graders. The second issue was our screening process. Karen and I had worked to create a rubric for the 5th grade teacher to complete, letting us know who she recommends advancing. I assumed that rubric was sent to the 5th grade teacher, but I found out later that it had not gotten to her. Therefore, the only solid piece of information we had to advance was STAR testing. The NYS tests did come in until late August. However, we found some inconsistencies with the performance levels on the state tests. Some students who might be a good candidate for advancement did not take the test seriously and scored low. In addition, with parents not having clear defined objective criteria for advancement, it became a subjective call. I have seen in the past where parents want to push their children into advanced classes when they are not ready, and we have to pull them back. That is difficult for the teacher, the student and the parent.

Just recently, I announced that students will be able to advance from math 6 to math 7 given the following criteria (must meet 3 out of 4):

1. Average Percentile Rank ≥ 60 on the STAR Math Assessment,
2. NYS Math Assessment score ≥ 3 ,
3. Teacher recommendation
4. 5th -grade math quarter average ≥ 95

This week I will personally catch the advancing students up in the Integers Unit. At that time, they will then be moved into the math 7 class.

I understand that parents are upset about the process and I wish I could have identified these issues beforehand. However, with so much going on with the start of school, this piece slipped by and it didn't become apparent until after school had started.

At the Jr/Sr High, we've introduced two new programs to help our students. First, Mrs. Priscilla Welch is providing English as a Second Language (ESL) classes for our international students. Part of Mrs. Welch's salary is paid for using Title funding for this purpose. Second, we've introduced a library research class for 9th grade students. This initiative came with our work with Seton Catholic and Karen Donahue regarding library research skills. Ms. Norris is working with our freshman twice a cycle to help them with the research process.

STAR testing

Mr. Gaines and I have been working to update the STAR testing platform for the current school year. In the past, Mrs. Johnston had done this. Our goal is to begin our fall benchmark assessments in ELA and Math starting this week.

NCEA Report

In the past, our NCEA report was sent to the diocese through by an Excel spreadsheet. This report contains information on our staff, students and general school data. The diocese has worked with FACTS to align the information on the NCEA report with our FACTS database. This way, we are able to submit the NCEA report via FACTS instead of submitting through a spreadsheet. The advantage is that once the data is cleaned up and updated, the report can be run quite easily. The administration has worked throughout the past few weeks to update our student data, staff data and general school information so that the report is ready for submission.

Campus Ministry Update

To open the school year, IHC held a staff retreat with the theme *the Eucharist: Food for the Journey*. Mrs. Paskill worked to organize the retreat and Fr. Matt celebrated mass with us. We were able to celebrate mass with Bishop LaValley on September 9. In the celebration, grades 3-5 were able to attend the liturgy at the Jr/Sr High school. We have not been able to do that in 2 years! On Wednesday, September 28, IHC will host our Red Cross blood drive. This is the earliest we've been able to have a blood drive in our school year. The next mass at the Jr/Sr High will be October 6. Mrs. Paskill and I have been working with Sr. Eamon and Tom Semeraro for our Middle School Retreat, scheduled for November 4. Students in grades 6-8 from Augustinian Academy will join the IHC middle school for the retreat.

Social Emotional Learning

Mrs. Paskill is using a program new to IHC for SEL lessons at the 6th grade level. The program is called Friendly. The program does a great job weaving biblical messages with social emotional learning.

School Safety

Our annual fire inspection is scheduled for Monday, October 3. We've also begun conducting fire drills as the weather cooperates. Mrs. Mitchell and I will coordinate our lockdown drills with the Watertown City Police Department in the next month.

On September 20, I attended a safety and awareness presentation at the cathedral in Ogdensburg. Gathered together were parish and school leaders who watched a presentation on safety. The focus was on active shooters and the parish and school's response to the threats we face. IHC has not updated its school safety plan for quite a few years. I ask the Education Council's assistance in updating our safety plan. Specifically, we've partnered with Ives Hill Retirement Home for our secondary holding area. If there is an event where we need to evacuate the Jr/Sr

High, we would use Ives Hill as a holding area. However, I have not yet had time to map the route, visit Ives Hill or make protocols for evacuation. I could use the Council's help to make and update the plan.

Cafeteria

In reviewing the 2022-2023 budget, Msgr. Aucoin mentioned that our cafeteria is costing the school too much money. He recommended looking for alternative vendors as a way to decrease costs. I've tasked Mrs. Lott with researching other vendors and both she and Mrs. Lucas have begun the process of enrolling in the free/reduced lunch program. Enrollment in the program doesn't open until December. However, if it allows us to increase revenue, we will look into the program. If the Education Council has other options for our cafeteria to save funds, I am open to the possibilities.

After School Care

Last year, we began an after school care program at the Jr/Sr High, especially with the 6th grade class moving to the Ives St. campus. The dilemma we are facing regarding after school care revolves around sports. I would like the Education Council's opinion on charging students who remain at school for sports. The program was designed for students whose parents could not pick them up after school. However, we have many students staying after school for sports. Should we be charging these students for after school care? While it has not been as much of an issue for fall sports, I expect that basketball season will exacerbate the issue of students staying after school.

Enc. #3 Finance Report

10:01 AM

09/12/22

Cash Basis

IMMACULATE HEART CENTRAL SCHOOL Profit & Loss Prev Year Comparison July through August 2022

	Jul - Aug 22	Jul - Aug 21	\$ Change
Income			
401 · TUITION	303,620.29	313,970.31	-10,350.02
402.0 · PRE-KINDERGARTEN	10,664.00	35,185.59	-24,521.59
413.0 · FEES	1,886.20	4,000.00	-2,113.80
419.0 · INTEREST	1,160.65	1,273.22	-112.57
420.0 · OTHER INCOME	1,326.00	1,638.00	-312.00
421.0 · Student Activity Income	5,110.41	800.00	4,310.41
440.0 · CAFETERIA INCOME	0.00	116.25	-116.25
460.0 · LATCH KEY	1,197.50	260.00	937.50
480.0 · ADVANCEMENT INCOME	18,919.26	19,167.37	-248.11
499.0 · PARISH SUBSIDY	58,333.52	58,333.20	0.32
Total Income	<u>402,217.83</u>	<u>434,743.94</u>	<u>-32,526.11</u>
Gross Profit	402,217.83	434,743.94	-32,526.11
Expense			
500 · ADMINISTRATION	98,434.12	84,692.26	13,741.86
510 · INSTRUCTION	59,339.28	80,505.94	-21,166.66
520 · TRANSPORTATION	806.05	822.50	-16.45
530 · OPERATION & MAINTENANCE	76,169.45	63,518.77	12,650.68
540.0 · CAFETERIA EXPENSES	794.41	1,540.80	-746.39
550 · GENERAL	24,418.44	14,551.64	9,866.80
590 · IHC SOCCER ACADEMY EXPENSE	16,361.27	11,963.96	4,397.31
580.0 · ADVANCEMENT	1,234.89	8,978.66	-7,743.77
Total Expense	<u>277,557.91</u>	<u>266,574.53</u>	<u>10,983.38</u>
Net Income	<u><u>124,659.92</u></u>	<u><u>168,169.41</u></u>	<u><u>-43,509.49</u></u>

IMMACULATE HEART CENTRAL SCHOOL

09/12/22

Balance Sheet

Cash Basis

As of September 12, 2022

	Sep 12, 22
ASSETS	
Current Assets	
Checking/Savings	
Operating Account - WSB	156,327.49
Home & School - WSB	5,793.65
Total Checking/Savings	162,121.14
Accounts Receivable	
1200 · Accounts Receivable	-1,188.25
Total Accounts Receivable	-1,188.25
Other Current Assets	
Account for Credit Transfer	-2.65
1900 · Investment in DLF	49,085.86
1900 A · ScholarMemorial-Temp Restricted	179,014.91
1499 · Undeposited Funds	3,548.64
1501 · School/Petty Cash	195.19
Total Other Current Assets	231,841.95
Total Current Assets	392,774.84
TOTAL ASSETS	392,774.84
LIABILITIES & EQUITY	
Liabilities	
Current Liabilities	
Accounts Payable	
2000 · Accounts Payable	-9,303.61
Total Accounts Payable	-9,303.61
Other Current Liabilities	
1800 · Deferred Income	29,749.53
2110 · Paid Family leave Liabilities	-1,641.52
Total Other Current Liabilities	28,108.01
Total Current Liabilities	18,804.40
Total Liabilities	18,804.40
Equity	
3000 · Opening Bal Equity	1,521,857.37
3900 · Retained Earnings	-1,246,887.71
Net Income	99,000.78
Total Equity	373,970.44
TOTAL LIABILITIES & EQUITY	392,774.84

Enc. #4 Advancement Report

Advancement 9/13

Present: Mary O'Brien, Lisa Pencek, Pat O'Brien, Julie Hutchins, Mary Jo Richards, Dave Missert, Michelle Bartlett, Shari Hogan, Maryanne Vespa, Jodie Delaney

- Can Drive - Saturday 9/17, next can drive will be 11/19
- Annual Mailings
 - waiting on final approval from Diocese
 - scheduled to go out Sept. 22nd
- Annual Fund Announcements at Church Masses
 - 10/8 and 10/9
 - Looking for alumni to speak at the masses, if you have names let Mary know
 - Spoke about having students added to speakers but they want alumni
- Annual Fund TV Campaign
 - Starts 10/10
 - Station is collecting testimonials from students and administrators
 - All taken care of by Channel 7
- Annual Fund In-Pew Giving at the Churches
 - 10/15 - 10/16
 - Looking for Advancement members to man tables in the back of churches
- Comedy Show
 - Tentatively 11/25 or 11/26
 - Waiting to hear from Matt Clark about comedians
 - Mary is talking to Jay about using Savory again
- Raffle Tickets
 - Sales will start at the beginning of Feb. and drawing at the "Gala"
- Gala
 - Tentatively 4/29
 - Looking into using same place as last year, Caprara's \$1300 for rental and linens, tables, chairs
 - Changing the name, possibly Spring Fling

- Need to start a sub committee to get plans started
- Betterworld website for ticket sales (Gala and Comedy Show)

- OSV "Our Sunday Visitor"
 - Track giving

- Mailing Lists and Alumni Updates
 - Mary is working on adding and deleting names on Little Green Light
 - Brought in \$107,139 in 2020, \$142,730 in 2021

Enc. #5 Buildings and Grounds

Immaculate Heart Central

Buildings and Grounds Committee Agenda/ Minutes

Tuesday, September 13, 2022, 4:00 pm

Invitees:

Building & Grounds Committee:

Jason Burto Matt Delaney Mike Delaney

IHC Staff:

Daniel Charlebois Jared Wilson

Agenda Items:

Field House Parking Lot / Pond – Discussed how kids were playing in the pond during a varsity soccer game and the need to get the pond infilled. Jason is going to look into the cost of renting a front loader for Matt to use to move the mounds of dirt to fill in the ponds. Then come spring we will look at getting topsoil to level out the area and seed.

Old Mower- This is the old mower that is about 20 years old and does not get used. The hydraulic hose/pump leaks and may cost ore to fix than it is worth. We discussed selling it for a few hundred dollars.

Gym Floor- Discussed how often to refinish the gym floor. Mr. Delaney said that they used to do it every summer. We will add it to the list of projects for summer 2023. We also discussed that the floor was fully sanded down and repainted about 10 years ago. We have one more time that we can sand it completely down and repaint until the wood flooring will need to be replaced. We are hoping to get 2-3 more years before sanding the gym floor.

Update on Plowing- no update, still waiting to hear from Shawn Granger

Update on Elementary Building Concrete work- no update, Jason is waiting to meet up with a contractor to discuss and get a quote.

Other: Any concerns or items others have

Jeff had concerns with asbestos ceiling tiles in the walk-in cooler/freezer that need to abated. Discussed getting and updated quote fir this work and to put this onto the summer of 2023 project list.

Next Meeting- October 11th at 4pm at the high school