

**Immaculate Heart Central
Education Council Meeting
September 28, 2016
6pm @ IHC Primary School**

Council Members Present

Msgr. Robert Aucoin	Sister Marie Cordata, SSJ	Dan Johnson
Mike Ladoux	Amy Rathbun	Fr. Steven Murray
Tara Marzano	Maryann Vespa	Milly Smith
Fr. Christopher Looby	Mary O'Brien	John Kamide
Judy Norris	Robert Piddock	Gary West
Annette Connolly	Lisa Parsons	

Other Attendees:

Madeleine Keller , Sister James Marie, Sister Cecelia Marie, Jodie Delaney

Fr. Looby called the meeting to order at 6:03 pm

Opening Prayer: Gary West

Monsignor Robert Aucoin – Constitution

Overview / discussion on new constitution edits/revisions.

Previously included 4 parishes; will now be joint venture to include all of Jefferson County parishes.

Revised who can be a member of the Council? Discussion regarding relatives and conflict of interests.

- Those that have immediate family members employed by IHC not become a member.
- Those that have family members hired during their time as a member will not renew or remain when their term is over.

Motion Fr. Murray, Seconded J Kamide –Coaches may be members of the Council as part time / seasonal employees and thus will not be included within the conflict of interest clause. Motion approved 10 -0.

Discussion regarding the number of at large laity members. Proposal to limit lay members to 7 or 8.

Motion Fr. Murray, Seconded John Kamide – By-Laws include three at large lay members.

- Motion approved 10 - 0

Executive Committee can make decisions that are needed in a timely matter, without meeting as whole council.

- Agreed upon
- Sets the agenda for the council meeting

Nominating Committee to be ad hoc, when needed.

Organization chart will be updated by Mgr. Aucoin

Motion to defer acceptance of September 1, 2016 minutes until next meeting – Milly Smith, Seconded John Kamide

- Motion approved 10 – 0

Motion to go into Executive Session Fr. Murray, Seconded Sr. Cordata

6:30 pm Executive Session

6:50 out of Executive Session

Mr. Gary West, Elementary School Principal

Discussed new 8 new staff members in the elementary.

- Going to invite them to the next council meeting.

Improvements made over the summer

- New floors in Primary, gym floor at Intermediate and Primary roof.

Self evaluation – goals for self

- Evaluate and improve scores for the NYS ELA and Math Assessment
- Next meeting, have a pro-type of achievement data and comparison with public schools
- Implemented K-6 Envision Math
- Students writing everyday to improve skills.
- Teachers conversing with immediate grade peers, and also to those above their grade.
- Continually integrate Catholic lessons into all facets of teaching.
- More meetings for teachers to improve data and peer to peer evaluations.

Mrs. Lisa Parsons, High School Principal

Discussed new teachers and mentoring program at high school.

Meeting with PAC – Principal’s Advisory Committee

Discussed hiring of new teachers, struggles with retention and hiring.

Reviewed goals sent out based upon Principal Self Assessment Plan – will focus on supporting and developing curriculum instruction with so many new teachers. Also focus on infusing Catholic values and teachings into curriculum intentionally, and communication with all stakeholders.

Mr. Robert Piddock, Advancement Director

Presented graphic for Advancement - Discussed how inside and outside influences impacts IHC’s reputation and success.

- Goal to improve cohesion and participation within the IHC Community.
- Request modifying budget goals based on needs.

Outreach to IHC Alumni to feel connected / needed

- Echo Magazine, in the process of editing for publication.
- Alumni email blast in October
- Annual Fund mail outs

Leadership reception to kick off Annual Fund.

Proposal to use the Capital Fund budget line for Advancement.

How to enroll more students? – Looking geographically close and those moving to our area

- Geofencing
- Outreach in community
- Military family outreach

Need a successful Annual Fund !!

Mrs. Judy Norris, Business Manager

Briefly discussed :

- Advancement budget and needs.
- Anticipate budget deficit due to disparity with projection numbers used to build budget. How to juggle the deficit in the school’s budget, with enrollment down?

Daniel Johnson, military representative, resigning from Council.

Will write and submit formal resignation letter.

The Education Council Meetings will be, henceforth, the last Tuesday of the Month.

Next meeting:

October 25th at 6pm in the IHC Intermediate Building.

Motion to adjourn Fr Murray, Seconded John Kamide 8:35 pm

* Minutes by Madeleine Keller, Assistant to Advancement.