



Rochester Memorial School

16 Pine Street
Rochester, MA 02770
(508) 763-2049



Heidi J. Letendre, Interim Principal
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Charles West, Assistant Principal
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RMS School Council Agenda

Tuesday, October 24, 2023

Time: 3:30-4:30

Location: Rochester Memorial School

1. Open Meeting
2. Welcome and Introductions
3. Review Role and Responsibilities of School Council
4. Vote for Co-Chair & Assign a Note Taker/Secretary
5. Set Meeting Dates for Year
6. Review District Strategic Plan
7. Discuss Role of School Improvement Plan (SIP)
8. School Updates
9. Open

School Council Members:

Heidi Letendre, Interim Principal; Bridgit Wollenhaupt, Grade 4 Special Education Teacher; Lisa Mazzuca, Academic Interventionist; Donna Cisco, Paraprofessional; Mr. Douglas-Sims, parent; Mrs. Ashley Rounseville, parent; Mr. Lazaro-Rosa, parent, and Mrs. Barbara Lee, parent.

In attendance:

Mrs. Wollenhaupt, Mrs. Mazzuca, Mrs. Cisco, Mr. Sims, Mrs. Letendre, Mrs. Lee,

Absent: Mr. Lazaro

Meeting Notes:

- A question was asked: Does the committee need a school email?
- Mrs. Letendre will share the agenda as a PDF
- The committee voted on the second Co-Chair and Secretary: Doug Sims, Co-Chair & Barbara Lee, Secretary



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- Meeting dates set for the 23/24 school year are as follows:
 - . November 14th and 28th, December 5th and 12th, January 16 and 30th, February 13th and 27th, March 5th, April 2nd, May 7th, and, June 4th
- The committee reviewed new District Strategic Plan and Mrs. Letendre reviewed strategic objectives and initiatives of the plan.
 - Mrs. Letendre discussed what Portrait of a Graduate is at the high school level and shared how this may translate to the elementary level. This is a new initiative from NEASC. Mr. Sims inquired about seeing an example of what it looks like in another district.
 - Identified that some initiatives are district wide initiatives
 - Reviewed what Atlas is and how it was being used during a Professional development day. Mrs. Letendre shared that Atlas is for streamlining our curriculum throughout the district
- While reviewing the Strategic Plan the committee identified some initiatives that directly related to RMS.
 - Mrs. Letendre reviewed with the team what tiered instruction looks like (RMS)
 - The committee discussed school-based assessments such as DIBELS for ELA benchmark and Aimsweb for Math benchmark. (RMS)
 - Mrs. Letendre reviewed Responsive Classroom and what it looks like in the classroom. (RMS)
 - Flextime reviewed (RMS)
 - Student ambassadors (RMS)
 - Project 351 (RMS)
 - Mrs. Letendre went over School Improvement Plan template
 - Mr. Sims inquired about whether we need a quorum for our meetings
- Meeting Adjourned at 4:37 PM