



## Rochester Memorial School

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



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Heidi J. Letendre, Interim Principal  
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### **RMS School Council Meeting Minutes**

Tuesday, October 24, 2023

Time: 3:30-4:30

#### **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 Ms. Barbara Lee, parent.

#### **In attendance:**

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

#### **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
- 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 the 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



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- 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