



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 Meeting Minutes

Tuesday, November 28,, 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. Letendre, Mrs. Wollenhaupt, Mrs. Cisco, Mrs. Mazzuca, Mr. Sims, Mrs. Rounseville, Mr. Rosa, and Ms. Lee.

Absent: N/A

Meeting Notes:

- Meeting called to order 3:33 PM
- Agenda and meeting minutes from 11/14 meeting handed out
- Motion made to wave reading minutes
- School updates – Providence Bruins in January, concert in December
- At a district level admin meeting – district liaison for strategic plan assisted in outlining strategic objectives 1 and 2
- Mrs. Letendre will review how they broke it down and align with ours.
- Read and reviewed the objectives for 1 & 2
- Initiated 2.5 – Added to evaluate the Literacy Action plan effectiveness.

Started initiative 3 –

- 3.1 – Identified the tiered systems of support for academics and social emotional learning.



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- 3.2 – Define and create a Response to Intervention (RTI) – Model at RMS. Define RTI benchmarks for ELA and Math. Outcome- outline a draft RTI model to roll out in 2024-2025 school year.
- Motion to adjourn at 4:34 made by Mr. Rosa seconded by Mr. Sims