



Rochester Memorial School

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



Heidi J. Letendre, Interim Principal
heidiletendre@oldrochester.org

Charles West, Assistant Principal
charleswest@oldrochester.org

RMS School Council Meeting minutes

Tuesday, January 16, 2024

Time: 3:30 – 4:30

Location: Rochester Memorial School-Library

In attendance:

Mrs. Letendre, Mrs. Wollenhaupt, Mrs. Mazzuca, Mrs. Cisco, Mr. Douglas-Sims, Mrs. Rounseville, and Mr. Lazaro-Rosa, and Ms. Lee.

Absent: n/a

Meeting Notes:

Meeting started at 3:32 PM

- Review and approved meeting minutes from 12/12/23 meeting.
- School updates –
 - o Bruins game performance, holiday concert
 - o Project 351, meeting this Friday to practice and talk about the scenarios to later present to the school.
 - o School counselors to meet with the ambassadors to discuss upcoming school events.
 - o Will start the dibbling next week, one of the three assessments for the year.
- Review and provide feedback on the 2024-2025 Calendar
 - o Add in the 1st day of Kindergarten for the Early release on the 1st Friday
 - o March 31st date added to the calendar, making it 21 days in March
 - o June last tentative day moves up to June 11th also changing June days to 8.
 - o Discussion on the parent teacher conference dates potentially out to a later date, 10/24 and 10/25, 11/7 and 11/8, or 11/14 and 11/15. This would give children on 504/IEP's time to learn the routines and expectations.
 - o Discussion on the winter break and the preference is to keep the winter break to a week and a half versus being off for the two complete weeks.
 - o (Building base) Discussion on the open house and teacher meeting, starting the principal introduction ½ at 5:30 prior to the actual open house and also having



Rochester Memorial School

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



Heidi J. Letendre, Interim Principal
heidiletendre@oldrochester.org

Charles West, Assistant Principal
charleswest@oldrochester.org

teachers do an A and a B session. Also a suggestion to do the open house on Tuesday September 3, 2024 versus the 1st day of school.

- 2nd year school improvement plan, adding in additional line items. The goal is to have this written completed by June to be presented in August or September at the school committee meeting.

Meeting adjourned at 4:20 PM

Next meeting – January 30th, 2024 at 3:30PM