

**ROCHESTER SCHOOL COMMITTEE MEETING ROCHESTER PUBLIC  
SCHOOLS**

**Rochester, Massachusetts  
16 Pine Street - Rochester, MA 02770**

**MEETING MINUTES  
January 25, 2024**

Regular meeting of the Rochester School Committee was held on Thursday, January 25, 2024 at 6:30pm. This meeting was held full in-person and there was also a zoom link available.

**COMMITTEE MEMBERS PRESENT:** Sharon Hartley (in-person), Katherine Duggan (in-person), Anne Fernandes (in-person), and Robin Rounseville (in-person).

**COMMITTEE MEMBERS NOT PRESENT:** Jason Chisholm

**OTHERS PRESENT:** Michael S. Nelson, Superintendent of Schools (in-person); Howard Barber, Assistant Superintendent of Finance & Operations (in-person); Sharlene Fedorowicz, Assistant Superintendent of Teaching & Learning (in-person); Kristine Lincoln, Interim Director of Student Services (in-person), Heidi Letendre, Interim Principal (in-person); Charles West, Assistant Principal (in-person); Melissa Wilcox, Executive Assistant to the Superintendent (in-person).

Meeting was called to order at 6:33pm by Chairperson Hartley. Ms. Hartley stated in accordance with Massachusetts Open Meeting Law, the Agenda has been set and the meeting is being recorded. The school committee, administration and everyone present stood and recited the Pledge of Allegiance.

**I. Approval of Minutes:**

I. A. Approval of Minutes – Regular Session – December 14, 2023

**Recommendation:**

That the School Committee review and approve the minutes of December 14, 2023.

MOTION: by Ms. Rounseville to approve the Regular Meeting minutes of December 14, 2023 as presented

SECONDED: Ms. Duggan

OPPOSED: None MOTION

PASSED: 4:0

**School Committee Discussion:**

Ms. Fernandes referenced page two of the December minutes regarding Superintendent Nelson's comments about Fly Five being the most recent update to Responsive Classroom. She asked if he could explain more about Fly Five being piloted. Superintendent Nelson explained that an explicit social emotional curriculum needs to be explored for the elementary and secondary level as part of the strategic plan and the Superintendent's goals. He shared that last school year, Mr. Davidson began exploring different options for the district to utilize including Responsive Classroom's Fly Five. Administration heard presentations and Fly Five was endorsed as the most sensible for the elementary schools and the junior high school to consider a pilot. He added the Safe and Secure Grants that were approved by the four school committees aligned with this work being done and materials were secured for the elementary and junior high schools to pilot. At this point, it is about timing due to the current literacy initiative and administration recognizing this in order to prevent initiative fatigue. At some point, the team will pilot it in accordance to the district and Superintendent's approved goals, meaning; does it make sense for our districts, our staff unpacking it and using it and if the team ultimately does want to adopt it, it would come to the School Committee for formal adoption. Based on the timing and feedback he has heard and received from the teachers, literacy is the priority right now. Ms. Fernandes asked if Superintendent Nelson had given thought to what piloting may look like. He said no, the team was not there yet, but they would consider all options and work with the teachers and clinical staff as part of that conversation. Ms. Fernandes agreed that she is glad literacy is the current priority.

**IV. General**

**A. FY25 Initial Draft Budget Discussion**

**Recommendation:**

That the School Committee discuss the FY25 Budget.

Superintendent Nelson reviewed the current status of the FY25 Budget in which the state Governor's budget is expected to be released in the coming days. He explained that a budget subcommittee meeting will be called together in the near future and he also plans to set up a meeting with the town finance committee. Mr. Barber reviewed the current FY25 comparison to FY24 by department. He also discussed the possibility of putting transportation out to bid again in order to solicit more options as this is one of the main budget drivers this year.

**School Committee Feedback:**

Ms. Duggan mentioned that transportation was a major discussion at the MASC conference in November and many districts are also experiencing only one bid. She asked if anything is being done state wide regarding transportation. Mr. Barber explained that this part of the state has very few vendors and not all want to go out to bid. Superintendent Nelson confirmed that transportation is also a major topic with Superintendents in the area as well but there is not a solid solution at this point.

## **B. FY25 Initial School Choice Discussion**

### Recommendation:

That the School Committee discuss School Choice for FY25.

Superintendent Nelson remarked that last year there was a lot of discussion regarding school choice so this agenda item was to provide an earlier start to this topic. Chairperson Hartley added that this would be back on the agenda for the spring public hearing.

### **School Committee Feedback:**

Ms. Rounseville asked if funding has increased at all. Superintendent Nelson confirmed there has been no increase and the district receives a \$5,000 reimbursement for school choice students. For special education services, a percentage is reimbursed to the district. Ms. Rounseville asked what the current per pupil cost to the district is. Mr. Barber said it is approximately \$17,000 per pupil. Ms. Duggan asked to confirm if Rochester participated in school choice, families would need to apply again at 7<sup>th</sup> grade. Superintendent Nelson confirmed yes, as ORR is a separate district. Any student selected into school choice can remain in school choice even if the town elected not to participate in school choice in the future.

Ms. Rounseville asked if all classrooms were currently being used. Interim Principal Letendre said there is only one open classroom and Superintendent Nelson added that some spaces are leased to outside organizations.

## **C. Approval of Grant(s)**

### Recommendation:

That the School Committee review Fund Code 274 Individuals with Disabilities Education Act Part B (IDEA) Federal Targeted Special Education Program Improvement Grant in the amount of \$8,731.

Superintendent Nelson explained that the Fund Code 274 Individuals with Disabilities Education Act Part B (IDEA) Federal Targeted Special Education Program Improvement Grant is to support schools and districts to implement IEP Improvement Project, with a strong emphasis on transitioning to utilization of the newly revised forms and processes.

### **School Committee Feedback:**

Ms. Fernandes questioned if anyone from the district participated in the process of the new IEP. Superintendent Nelson stated he participated in a focus group early on because of his special education background. Ms. Lincoln explained that it is a Department of Education initiative but staff have attended their meetings and trainings throughout the process. The new IEP will begin during the 2024-2025 school year.

MOTION: by Ms. Duggan to approve the Fund Code 274 Individuals with Disabilities Education Act Part B (IDEA) Federal Targeted Special Education Program Improvement Grant in the amount of \$8,731 as presented

SECONDED: Ms. Fernandes

OPPOSED: None

MOTION PASSED: 4:0

### Recommendation:

That the School Committee review Fund Code 125 Math Acceleration Academies Grant in the amount of \$50,000.

Superintendent Nelson explained that all four districts have received this competitive grant. The purpose of competitive grant Fund Code 125 Math Acceleration Academies is to fund the implementation of a specific strategic initiative, the Acceleration Academies, to help accelerate the learning of students most affected by the COVID-19 pandemic. Staff have already applied for the positions and are willing to work during school vacation. Parents and guardians have been notified and are able to sign-up for the February session.

### **School Committee Feedback:**

Ms. Fernandes asked if there was data before and after the academies. Dr. Fedorowicz explained that this year there will be a pre and post assessment which teachers will use to target their instruction. Ms. Fernandes asked if this information is shared with families. Dr. Fedorowicz stated the information can be shared with families. Superintendent Nelson added that the data collection or assessments are not a requirement for this particular grant.

MOTION: by Ms. Rounseville to approve the Fund Code 125 Math Acceleration Academies Grant in the amount of \$50,000 as presented.

SECONDED: Ms. Fernandes

OPPOSED: None

MOTION PASSED: 4:0

## **IV. New Business**

### **B. Business**

#### **1. Financial Report**

##### Recommendation:

That the School Committee hear a report from Mr. Barber.

Mr. Barber reported that the Rochester School District currently has \$297,236 available of the general funds appropriated in the 2024 Fiscal Year.

**\$ 6,816,930 - General Funds Approved**

\$ 6,519,694 – Obligations Paid Year to Date

**\$ 297,236 - Remaining Available Funds**

Bristol County Agricultural High School enrolled student operational budget of \$208,563, of which the excess liability balance for committed cost is (\$2,369).

## **2. Food Services Report**

### Recommendation:

That the School Committee hear a report from Mr. Barber.

Food Service Director's Report (By: Jill Henesey) dated December 2023 as follows:

- Friendly reminder any extra items are available for purchase this year; limited snacks, beverages and second entrees at an extra cost.
- Meal participation continues to grow strong.

Ms. Rounseville asked how the fresh fruit and vegetable station was going. Ms. Letendre said kids are definitely participating in this station and they have a variety of fresh vegetables and fruits already cut and individually wrapped to choose from.

## **3. Facilities Report**

### Recommendation:

That the School Committee hear a report from Mr. Barber.

Facilities Director's Report (By: Gene Jones) dated December 2023 as follows:

- Conducted one snow and ice removal operation.
- Replaced energy heat recovery wheel and bearing in Annex Air RTU D3
- Replace compressors and VFD in Annex Air RTU A1
- Repaired electric door locking system on door #10.
- Conducted routine maintenance on all facility systems.

Superintendent Nelson added that Mr. Jones would like feedback from the school committee on the color for the trim on the outside front of the school. He has a contractor set up to do this during February vacation. It is currently white. The school committee discussed and prefers white or grey.

## **CHAIRPERSON'S REPORT:**

Chairperson Hartley shared that she is starting to put together the Rochester School Committee's report for the town report and asked committee members to email her would any feedback or items to include and she is happy to do so.

## **CENTRAL OFFICE ADMINSTRATOR'S REPORT:**

Superintendent Nelson reminded the school committee that as of today, there is one make-up day at Rochester Memorial School only because of losing power that will need to be made up in June.

Dr. Fedorowicz discussed the following:

Math Acceleration Academy: Grant from the state designed to accelerate student learning through engaging, standards-aligned lessons that meet the specific academic needs of students participating in the program. Each Acceleration Academy focuses on a specific content area and students who attend an Academy receive the equivalent of approximately one extra month of learning in one week. Acceleration Academy classes can either provide students with targeted supports to master grade-level standards or provide accelerated learning opportunities for advanced learners.

## **February Break: (and April Break)**

**Dates:** Tuesday, February 20 - Friday, February 23

**Student Times:** Student times: 8:00am - 2:00pm

**Student Schedule:**

- 4 hrs: math
- 1 hr: special (teacher prep)
- 30 min: lunch
- (2) 15 min: breaks

We are continuing with our monthly implementation meetings and data meetings to best support teachers in the rollout of

IntoReading which incorporates the Science of Reading. In visiting the meetings, the HILL training does a thorough job of answering questions and providing supports for teachers.

I am excited to announce we are having a Literacy Night on Wednesday, February 7th at 6pm. The snow data is Monday, February 12th. It will be located in the ORR Cafeteria and we will start with an overview presentation before visiting grade level tables with IntoReading resources and activities. You can read more about it in the Sunday SMOREs. We are looking forward to sharing our new curriculum with you.

We will have our next half PD day on Wednesday, January 31. The teachers will continue to focus on Science of Reading training. Our monthly Implementation PD with the HILL incorporates the Science of Reading into the new literacy curriculum implementation.

Our new teachers had a second training session with our returning trainer and author from last year, Dr. Robin Gilpatrick, on Classroom management. She was a grade 6 teacher and based on feedback from last year and this year, has effective management ideas for teachers.

Our next learning Walk is at the HS next week, which is the second LW for the HS. RMS had their last one in October and the second one is scheduled for February 8th.

On January 13th, some of our secondary students accompanied by Ms. Lauren Millette attended training again in Boston. We are continuing our work with Project 351 and are looking forward to expanding student leadership at the elementary levels.

Ms. Lincoln discussed the following:

We are resuming our Community Talk partnership with the SMEC collaborative. This will be our 7th talk in the series. On Monday January 29th Dr. Alex Hirschberg will be presenting "Practical Strategies for Managing Challenging Behaviors". It will be presented via zoom from 6:30-8pm. Information and the registration link have been provided via email and is on our website.

From our Early Childhood Programs

Kindergarten Information Night for the 24-25 school year on Tuesday, Jan. 30 from 6-7 p.m.

Incoming Kindergarten parents/guardians in the Marion, Rochester and Mattapoisett school districts are encouraged to attend the informational meetings for the 2024-2025 school year.

The Early Childhood/ Community Fair is currently scheduled for Saturday March 9, 2024 in the Old Rochester High School Gym.

As mentioned earlier in the meeting the IEP improvement project grant will be used to support implementation of this project for the 24-25 school year. These updates have been made to strengthen the current IEP process. The updates include but are not limited to increasing student voice in IEP development, reorganizing sections to present information more efficiently and strengthening transition information.

## **PRINCIPAL'S REPORTS**

**Ms. Letendre reported the following:**

Holiday Concerts:

The RMS band, jazz band and chorus entertained our entire school community on Thursday, December 21st at 10:00 AM. Our musicians then presented for their families at 2:00 PM. This was a wonderful way to kick off the holiday season and our vacation week. Thank you to Mrs. Laprise, Ms. Audette, Mr. Silva (long term substitute), Mrs. Williamson and Mrs. Sparklin, accompanist.

Celebrations Committee:

The Celebrations Committee had a successful Holiday Sweater Contest with three winners voted by RMS faculty and staff. Winners of the sweater contest were: Ms. Higgins, Ms. Souza and Mrs. Cyr. Next Celebration's Committee Meeting is scheduled for January 24<sup>th</sup>.

Student Ambassadors:

RMS buzzed with excitement during our Spirit Week (December 18th-22nd). The Ambassadors organized a school-wide Spirit Week and we had great participation by faculty and staff

Project 351:

Students created their social scenarios for each grade level to problem solve. The influencers will visit each classroom and work with the different grade levels to help guide their peers in problem solving age appropriate issues that may arise. The goal is to complete this before February vacation.

Curriculum and Assessment Updates:

In STEM class, students worked with partners to code their robots to navigate an obstacle course. Students first needed to replicate the course to scale on their paper and then worked to write the code. Students then tested their work.



Mrs. Hemingway created various art lessons that related to art around the world. Each grade level was exposed to a different country and their art. Mrs. Hemingway worked to connect her art lessons with the social studies units in the upper grades.

Middle of the Year Assessments, Aimsweb Math & DIBELS, are taking place school-wide from January 11th and goes through February 2<sup>nd</sup>. Data meetings will take place after the testing window to identify instructional focus areas for all students.

School Council Meeting:

Tuesday, January 16th, 3:30-4:30 PM

Tuesday, January 30th, 3:30-4:30 PM

Nature's Classroom Information:

Wednesday, January 24th at 2:00 PM for 5th grade students. Then, at 6:30 PM for 5th grade families

Incoming Kindergarten Informational Night:

Tuesday, January 30th 6:00-7:00 PM at RMS

Professional Development Day: Wednesday, January 31<sup>st</sup> - Early Release Day

Upcoming Dates:

Staff Meeting: Wednesday, February 7th

PTO Meeting: Tuesday, February 13th at 3:10 PM

## **VIII. School Committee**

### **A. Committee Reports**

1. Budget Subcommittee – no report.
2. ORR District School Committee – no report.
3. SMEC – Ms. Fernandes reported the next meeting is January 30<sup>th</sup>.
4. READS – Superintendent Nelson reported they last met on January 18<sup>th</sup> and reviewed minutes, reports and the initial FY25 budget presentation. Ms. Fernandes asked if READS has their own transportation. Superintendent Nelson confirmed they do have their own vans.
5. Tri-Town Education Foundation Fund – No report.
6. Early Childhood Council – Ms. Duggan reported was supposed to meet yesterday, January 24, but the meeting was ultimately postponed to January 31, 2024.
7. Policy Subcommittee – Ms. Duggan reported they last met on December 21, 2023 and reviewed a large number of policy revisions and voted to advance the following Policy Recommendations to the Joint School Committee for consideration at its 1/29/24 meeting. Details on what changes are being recommended can be found in the meeting materials for that upcoming meeting on the ORR school committee website, as there was a mix of policies with only slight revisions as well as some brand new policies.

#### **Policies that contain revisions are:**

ACAB – Sexual Harassment  
ACAB-R Grievance Procedure for Complaints of Sexual Harassment  
AC-R Procedures for Responding to Complaints of Discrimination, Harassment and Retaliation  
BEDH Public Comment At School Committee Meetings  
BHE Use of Electronic Messaging by School Committee Members  
DJ Purchasing  
DJ-1 Regional School District Purchasing  
DJA Purchasing Authority  
DJA-1 Regional School District Purchasing Authority  
DJE Procurement Requirements  
DJE-1 Regional School District Procurement Requirements  
EEA Student Transportation Services  
EFC Universal Free School Meals  
EFD School Nutrition Program Charge Policy  
IGA/IGD Curriculum Development And Adoption  
IHAMA Parental Notification Relative to Sex Education  
IHBA Student Services Program  
IHBD Compensatory Education  
IHBG Homebound Instruction  
IHBG Home Schooling  
IJOA Field Trips  
ILD Student Submission to Educational Surveys and Research  
IMB Teaching About Controversial Issues/Controversial Speakers  
IMG Animals In School  
IMGA Service Animals In School  
JEA Kindergarten Entrance Age  
JEB Entrance Age

JIC Student Discipline  
JJE Student Fund-Raising Activities

**New Policies recommended for adoption are:**

EFE Civil Rights Complaint Policy for Child Nutrition Programs  
EHAA District Security Relating To Technology  
EHB Data and Records Retention  
GBEE Personnel Use of Technology  
JICJ Student Use of Technology in School  
KDC Community Use of Digital Resources  
KDCB District Website and Social Media

**Policies that were recommended to be removed are:**

IE Organization Of Instruction  
IHAI Career & College Education  
IHBHE-E Remote Learning Addendum  
IL Evaluation Of Instructional Programs  
IMA Teaching Activities/Presentations  
JP Student Gifts and Solicitations

The last item that was discussed at this meeting was a proposed policy change submitted by two members of the community for policy IJJ/IJK/IJKA/IJL/IJM Selection Policy for Instructional Materials and Programs. During the subcommittee's discussion, there were concerns about the origins of this proposed language, acknowledgement that this policy had been reviewed and approved within the last year, and a lack of reasoning for why the current policy is not meeting the needs of the students, schools, families, and community. The policy subcommittee then voted unanimously to keep the current version of policy IJJ/IJK/IJKA/IJL/IJM.

The Policy Subcommittee will next meet February 1, 2024.

8. Equity Subcommittee – no report.

**IX. Future Business**

**A. Timeline**

The next meeting(s) of Committee will be held as follows:

**Rochester School Committee**

February 29, 2024 at 6:30pm  
Hybrid Format

**Joint School Committee**

January 29, 2024 at 6:30pm  
Hybrid Format

**B. FUTURE AGENDA ITEMS**

- Approval of Chairperson's Annual Report (February)
- Health Unit Application (February)
- Budget Approval (public hearings) (March)
- School Choice Public Hearing (April)
- Administrator Contracts (May)
- School Committee Reorganization (June)
- Approval of Leases (June)

**X. Open Comments**

Chairperson Hartley stated the following:

Public Comment is governed by approved school committee policy.

Per the committee's policy we will offer up to 30 minutes for public comments this evening. Public comment is not a discussion, debate, or dialogue between individuals and the School Committee. However, the committee takes any public comment made seriously and appreciates hearing from the public. Anyone looking to provide a public comment must be acknowledged by the Chairperson before addressing the committee. Those making a public comment will have up to three minutes to address the committee and must start their comment by stating their name and the town they reside in. For those in-person, there is a sign in sheet for those looking to make a public comment located on the side wall and those on zoom, if you are attending this meeting by zoom, you can send a message in the chat with your name and the town you reside in. The chairperson will alternate between in-person and zoom participants.

There were no public comments.

## **XI. Information Items**

### **Recommendation:**

That the School Committee review the SMEC Annual Report for FY23.

## **XII. Executive Session**

### **Recommendation:**

That the School Committee enter into executive session for purposes of exception #3, To discuss strategy with respect to collective bargaining or litigation if an open meeting may have a detrimental effect on the bargaining or litigating position of the public body and the chair so declares, and exception #7, to comply with the provisions of any general or special law or federal grant-in-aid requirements.

MOTION: Ms. Rounseville to enter executive session at 7:39pm for the purposes of exception #3, to discuss strategy with respect to collective bargaining or litigation if an open meeting may have a detrimental effect on the bargaining or litigating position of the public body and the chair so declares, and exception #7, to comply with the provisions of any general or special law or federal grant-in-aid requirements only to return to the regular meeting to adjourn.

SECOND: Ms. Duggan

MOTION PASSED (4:0)

Roll Call: Hartley (yes); Rounseville (yes); Fernandes (yes); Duggan (yes)

MOTION: Ms. Duggan to exit executive session at 9:17pm to return to the regular meeting only to adjourn.

SECOND: Ms. Rounseville

MOTION PASSED (4:0)

Roll Call: Hartley (yes); Rounseville (yes); Fernandes (yes); Duggan (yes)

## **ADJOURNMENT:**

That the School Committee adjourn the Regular Session of the Rochester School Committee at 9:18pm.

MOTION: by Ms. Duggan to adjourn at 9:18pm

SECONDED: Ms. Rounseville

OPPOSED: None

MOTION PASSED: 4:0

Respectfully Submitted,

Melissa Wilcox, Recording Secretary

**ROCHESTER SCHOOL COMMITTEE MEETING – REGULAR MEETING**  
**ROCHESTER PUBLIC SCHOOLS**  
Rochester Memorial School, 16 Pine Street, Rochester, MA 02770

**January 25, 2024 at 6:30 PM**

**ZOOM LINK:**

<https://oldrochester-org.zoom.us/j/96815845547?pwd=MIJtRVFXOVlPTWVHaUllcEg3U2l1QT09>

Meeting ID: 968 1584 5547

Passcode: 146869

*This meeting will be conducted in a hybrid format. School Committee, Administrators and public will have the option of meeting in person in the Band Room located at the Rochester Memorial School at 16 Pine Street, Rochester, MA 02770 or via zoom.*

**MEETING TO ORDER**

**PLEDGE OF ALLEGIANCE**

**RECOGNITION OF ACHIEVEMENT**

**I. Approval of Minutes**

A. **Regular Session: December 14, 2023**

B. Executive Session

C. Budget Subcommittee

**II. Consent Agenda**

**III. Agenda Items Pending**

**IV. General**

A. **FY25 Initial Draft Budget Discussion**

B. **FY25 Initial School Choice Discussion**

C. **Approval of Grant(s)**

**V. New Business**

A. Policy Review

B. Curriculum

C. **Business**

1. **Financial Report**

2. **Food Service Director Report**

3. **Facilities Director Report**

4. Budget Transfers

D. Personnel

**VI. Special Topic Report**

**VII. Unfinished Business**

**CHAIRPERSON'S REPORT**

**CENTRAL OFFICE ADMINISTRATORS REPORT**

**PRINCIPAL'S REPORT**

**VIII. School Committee**

A. School Committee Goals

B. **Committee Reports**

1. **Budget Subcommittee**

2. **ORR District School Committee**

3. **SMEC**

4. **READS**

5. **Tri-Town Education Foundation Fund**

6. **Early Childhood Council**

7. **Policy Subcommittee**

8. **Equity Subcommittee**

C. School Committee Reorganization

**IX. Future Business**

A. **Timeline**

B. **Future Agenda Items**

**X. Open Comments**

**XI. Information Items**

**XII. Executive Session**

**ADJOURNMENT**

**ROCHESTER SCHOOL COMMITTEE MEETING  
ROCHESTER PUBLIC SCHOOLS**

**TO:** Rochester School Committee  
**FROM:** Michael S. Nelson, Superintendent of Schools  
**DATE:** January 23, 2024  
**RE:** Agenda Items

The following items are on the agenda for January 25, 2024.

**I. Approval of Minutes**

**I.A. Approval of Minutes – Regular Session**

Recommendation:

That the School Committee review and approve the minutes of December 14, 2023. Please refer to “RSC 01252024 November Regular Minutes”.

**IV. General**

**A. FY25 Initial Draft Budget Discussion**

Recommendation:

That the School Committee discuss the FY25 Budget.

**B. FY25 Initial School Choice Discussion**

Recommendation:

That the School Committee discuss School Choice for FY25.

**C. Approval of Grant(s)**

Recommendation:

That the School Committee review Fund Code 274 Individuals with Disabilities Education Act Part B (IDEA) Federal Targeted Special Education Program Improvement Grant in the amount of \$8.731 and Fund Code 125 Math Acceleration Academies Grant in the amount of \$50,000. Please refer to “RSC 01252024 Fund Code 274 IDEA Grant Memo” and “RSC 01252024 Fund Code 125 Math Acceleration Academies Grant Memo”.

**V. New Business**

**B. Committee Reports**

**1. Financial Report**

Recommendation:

That the School Committee hear a report from Mr. Barber. Please refer to “RSC 01252024 Financial Memo”, “RSC 01252024 FY 24 Financial Report – General Operating” and “RSC 01252024 Financial Report – BCAHS”.

**2. Food Services Report**

Recommendation:

That the School Committee hear a report from Mr. Barber. Please refer to “RSC 01252024 Food Service Report”.

**3. Facilities Report**

Recommendation:

That the School Committee hear a report from Mr. Barber. Please refer to “RSC 01252024 Facilities Director Report”.

**IX. Future Business**

**A. Timeline**

The next meeting(s) of the School Committee will be held as follows:

**Rochester School Committee**

February 29, 2024 at Rochester Memorial School

**Joint School Committee**

January 29, 2024 at ORR Jr. High School

**B. FUTURE AGENDA ITEMS**

- Approval of Chairperson’s Annual Report (February)
- Health Unit Application (February)

- Budget Approval Public Hearing (March)
- School Choice Public Hearing (May)
- Administrator Contracts (May)
- School Council Goals Update (June)
- Student Handbook (June)
- Approval of Leases (June)

## **XI. Information Items**

### Recommendation:

That the School Committee review the SMEC Annual Report for FY23. Please refer to “RSC 01252024 SMEC Annual Report FY23”.

## **XII. Executive Session**

### Recommendation:

That the School Committee enter into executive session for purposes of exception #3, To discuss strategy with respect to collective bargaining or litigation if an open meeting may have a detrimental effect on the bargaining or litigating position of the public body and the chair so declares, and exception #7, to comply with the provisions of any general or special law or federal grant-in-aid requirements.

If you have questions about any of the recommendations above please feel free to contact the Superintendent’s Office.

**ROCHESTER SCHOOL COMMITTEE MEETING  
ROCHESTER PUBLIC SCHOOLS  
Rochester, Massachusetts  
16 Pine Street - Rochester, MA 02770**

**MEETING MINUTES  
December 14, 2023**

Regular meeting of the Rochester School Committee was held on Thursday, December 14, 2023 at 6:30pm. This meeting was held full in-person and there was also a zoom link available.

**COMMITTEE MEMBERS PRESENT:** Sharon Hartley (in-person), Chairperson, Jason Chisholm (remote - arrived 6:43pm), Katherine Duggan (in-person), Anne Fernandes (in-person), and Robin Rounseville (in-person).

**COMMITTEE MEMBERS NOT PRESENT:** None

**OTHERS PRESENT:** Michael S. Nelson, Superintendent of Schools (in-person); Howard Barber, Assistant Superintendent of Finance & Operations (in-person); Sharlene Fedorowicz, Assistant Superintendent of Teaching & Learning (in-person); Kristine Lincoln, Interim Director of Student Services (in-person), Heidi Letendre, Interim Principal (in-person); Charles West, Assistant Principal (in-person); Melissa Wilcox, Executive Assistant to the Superintendent (in-person).

Meeting was called to order at 6:33pm by Chairperson Hartley. Ms. Hartley stated in accordance with Massachusetts Open Meeting Law, the Agenda has been set and the meeting is being recorded. The school committee, administration and everyone present stood and recited the Pledge of Allegiance.

**I. Approval of Minutes:**

**1. A. Approval of Minutes – Regular Session – November 2, 2023**

**Recommendation:**

That the School Committee review and approve the minutes of November 2, 2023.

**MOTION:** by Ms. Rounseville to approve the Regular Meeting minutes of November 2, 2023 as presented  
**SECONDED:** Ms. Duggan  
**OPPOSED:** None  
**MOTION PASSED:** 4:0

**1. B. Approval of Minutes – Executive Session – November 2, 2023**

**Recommendation:**

That the School Committee review and approve the minutes of November 2, 2023.

**MOTION:** by Ms. Fernandes to approve the Executive Session minutes of November 2, 2023 as presented  
**SECONDED:** Ms. Rounseville  
**OPPOSED:** None  
**MOTION PASSED:** 4:0

**1. C. Approval of Minutes – Budget Subcommittee – November 2, 2023**

**Recommendation:**

That the School Committee review and approve the minutes of November 2, 2023.

**MOTION:** by Ms. Rounseville to approve the Budget Subcommittee minutes of November 2, 2023 as presented  
**SECONDED:** Ms. Duggan  
**OPPOSED:** None  
**MOTION PASSED:** 3:0 (Ms. Fernandes abstain)

**IV. General**

**A. Approval of School Improvement Plan**

**Recommendation:**

That the School Committee review for approval the 2023-2024 School Improvement Plan.

Superintendent Nelson introduced Dr. Fedorowicz and Ms. Letendre to share a presentation of the 2023-2024 School Improvement Plan for Rochester Memorial School. He explained that Vision 2028 guides the school improvement plan which informs the processes and goals for administrators, principals, faculty and so on. Ms. Letendre introduced two present school council members and reviewed the plan explaining that the plan was developed in collaboration with the school council. Please see appendix A. Superintendent Nelson concluded the presentation explaining that as shown by the current objectives, literacy is the main focus and the district is strategically not taking on many other initiatives.

**School Committee Feedback:**

Chairperson Hartley thanked the administration and the school council members for attending the meeting and their contributions to this process. She said student leadership stands out for her from the presentation and asked whom the student ambassadors meet with. Ms. Letendre shared that Sharon Cruz and Jamie Pacheco guide the students but the students are taking charge and using their voice. There are over 20 student ambassadors and 21 Project 351 student influencers.

Ms. Fernandes asked if there were updates in recent years to responsive classroom in regards to objective four. Superintendent Nelson shared that Fly Five is the most recent update and so far the clinical team and the administration have heard a presentation. The administration is looking into piloting. Ms. Fernandes asked if there were any little changes. Ms. Letendre said a tips newsletter is shared regularly with all staff.

Ms. Rounseville asked how the school improvement plan is shared. Ms. Letendre said once it is approved, it is shared on the website and at staff meetings.

MOTION: by Ms. Rounseville to approve the School Improvement Plan as presented  
SECONDED: Ms. Duggan  
OPPOSED: None  
ROLL CALL: Sharon Hartley (yes); Jason Chisholm (yes); Katherine Duggan (yes); Anne Fernandes (yes); Robin Rounseville (yes)  
MOTION PASSED: 5:0

**B. Acceptance of New Member Districts to READS Collaborative**

Recommendation:

That the School Committee review for approval the admittance of the Brockton Public Schools District and the Whitman-Hanson Regional School District as new READS Collaborative Member Districts effective July 1, 2024. Superintendent Nelson informed the school committee that over many months there has been many conversations among the READS Board of Directors (which includes him) regarding two new school districts to READS Collaborative. Most recently, the Board voted to allow admittance of Brockton Public Schools and Whitman-Hanson Regional Public Schools after meeting with the Superintendent and other administration from each district. Rochester Public Schools is a READS member, so the school committee needs to vote on the matter as well as all other member districts.

**School Committee Feedback:**

Ms. Duggan asked if adding these two districts would have any ramifications for our student services. Superintendent Nelson explained that there is no direct impact on our schools. It does allow for more member benefits for the new districts if approved and adds their Superintendent to the Board of Directors.

MOTION: by Ms. Rounseville: At the READS Board of Directors meeting on November 16, 2023, by a majority vote, the board members voted to allow admittance of two new school districts, the Brockton Public School District and the Whitman-Hanson Regional Public School District, to READS Collaborative. This vote is subject to majority vote of two-thirds of the READS Collaborative Member School Committees. Pursuant to Section IX: Procedure and Timeline for Admitting New Member Districts as outlined in the READS Collaborative Agreement: Rochester Public Schools, by a vote of our School Committee, approve the admittance of the Brockton Public Schools District and the Whitman-Hanson Regional School District as new READS Collaborative Member Districts effective July 1, 2024.

SECONDED: Ms. Fernandes  
OPPOSED: None  
ROLL CALL: Sharon Hartley (yes); Jason Chisholm (yes); Katherine Duggan (yes); Anne Fernandes (yes); Robin Rounseville (yes)  
MOTION PASSED: 5:0



### C. Approval of Donation(s)

#### Recommendation:

That the School Committee review the following book donations from RMS PTO: *Fearless Feline: 30 True Tales of Courageous Cats* by Kimberlie Hamilton, *Witch & Wombat* by Ashley Belote, *Boop!* by Bea Birdsong, *Tumble* by Adriana Hernandez Bergstrom, *Our Day of the Dead Celebration* by Anan Aranda, *Duck on a Tractor* by David Shannon, *Hickory Dickory Dock (Pete the Cat)* by James & Kimberly Dean, *The Last Kids on Earth and The Forbidden Fortress (Last Kids on Earth, Book 8)* by Max Brallier, *The Cursed Moon* by Angela Cervantes, *Odder* by Katherine Applegate, *I Survived the Wellington Avalanche, 1910* by Lauren Tarshis, *The Official Harry Potter Baking Book* by Joanna Farrow, *Big Book of Who – Basketball Sports Illustrated Kids*, *The MLB Encyclopedia* by Brendan Flynn, *World's Most Extreme Animals* by Karen McGhee, *The History Book (Our World in Pictures)* by DK Publishing Smithsonian, *All Thirteen: The Incredible Cave Rescue of the Thai Boys' Soccer Team* by Christina Soontornvat, *The Bad Guys Series Books 6 – 10: Alien vs Bad Guys (Book 6)*, *Do-You-Think-He-Saurus?! (Book 7)*, *Superbad (Book 8)*, *The Big Bad Wolf (Book 9)*, and *The Baddest Day Ever (Book 10)* by Aaron Blabey, *What Do We Know About Crop Circles?* By Ben Hubbard, *What Do We Know About Loch Ness Monster?* by Steve Kotre, *What Do We Know About Bigfoot?* By Steve Kotre, *What Do We Know About Atlantis?* By Emma Carlson Berne, *Branches: Press Start! Book series* by Thomas Flintham (*Game Over Super Rabbit Boy! Book 1*, *Super Rabbit Boy Powers Up! Book 2*, *Super Rabbit Racers! Book 3*, *Super Rabbit Boy vs Super Rabbit Boss! Book 4* and *Super Rabbit Boy Blasts Off! Book 5*), *I Survived the Great Chicago Fire, 1871* by Lauren Tarshis, *I Survived the American Revolution, 1776* by Lauren Tarshis, *Simon and the Better Bone* by Corey R. Tabor, *The Umbrella* by Beth Ferry and *Dog Man – Twenty Thousand Fleas Under the Sea* by Dav Pilkey.

Superintendent Nelson read the list of books above and thanked the RMS PTO for their generous donation for the school committee's review.

MOTION: by Ms. Rounseville to accept all of the listed books as presented

SECONDED: Ms. Fernandes

OPPOSED: None

ROLL CALL: Sharon Hartley (yes); Jason Chisholm (yes); Katherine Duggan (yes); Anne Fernandes (yes); Robin Rounseville (yes)

MOTION PASSED: 5:0

### V. New Business

#### B. Business

##### 1. Financial Report

#### Recommendation:

That the School Committee hear a report from Mr. Barber.

Mr. Barber reported that the Rochester School District currently has \$283,506 available of the general funds appropriated in the 2024 Fiscal Year.

**\$ 6,816,930 - General Funds Approved**

\$ 6,533,424 – Obligations Paid Year to Date

**\$ 285,506 - Remaining Available Funds**

Bristol County Agricultural High School enrolled student operational budget of \$208,563, of which the excess liability balance for committed cost is (\$2,369).

##### 2. Food Services Report

#### Recommendation:

That the School Committee hear a report from Mr. Barber.

Food Service Director's Report (By: Jill Henesey) dated December 2023 as follows:

- Friendly reminder any extra items are available for purchase this year; limited snacks, beverages and second entrees at an extra cost.
- Meal participation continues to grow strong.
- The Food service department volunteered their time to prepare the meal for the Tri-Town Senior Citizen Thanksgiving Dinner Event.

##### 3. Facilities Report

#### Recommendation:

That the School Committee hear a report from Mr. Barber.

Facilities Director's Report (By: Gene Jones) dated December 2023 as follows:

- Submitted Capital Improvements to Town.
- Contractor chosen for front entrance sand/prime/paint, will be completed during April Break.
- Conducted routine maintenance on all facility systems.

#### **D. Personnel**

Mr. Pedro Silva joined as a long-term substitute for Mrs. Kaitlyn Larpise.

#### **VI. CHAIRPERSON'S REPORT:**

Chairperson Hartley shared that in various spots out in the community she has heard positive things about the schools in the tri-town. At the Council on Aging, she overheard seniors discussing their pride of the schools locally and at a local store she heard a community member talking to retired teachers about how well her student was educated at Rochester Memorial School. She added it was great to hear these conversations, not being a part of them and wanted to share them with those present at the meeting tonight.

Chairperson Hartley informed the committee that she had received an email regarding a policy request. She shared the information with Ms. Duggan, the committee's representative on the Policy Subcommittee, which will be addressed at their next meeting.

#### **CENTRAL OFFICE ADMINSTRATOR'S REPORT:**

Superintendent Nelson discussed all of the schools being consistent with weekly principal newsletters and a monthly superintendent newsletter. He highlighted seeing a recent performance at the high school of Romeo and Juliet, attending the 30<sup>th</sup> anniversary Tri-Town Thanksgiving banquet for seniors at the junior high school and all of the schools holiday shows happening this month.

Dr. Fedorowicz discussed the following:

We are continuing with the rollout of the new IntoReading core literacy instructional materials. We have a lot of supports in place with the HILL to implement the literacy. Each grade level has monthly data and implementation meetings with the HILL. We also have our monthly DLLT and Admin meetings to support teachers and address any concerns. I want to say thank you to our educators because it is a lot of work to learn a new curriculum and roll it out for our students. So much hard work! A special thank you to Ms. Letendre and Mr. West because it is a lot of work behind the scenes. In addition support and recognition for our teachers and admin on the hard work and commitment. Thank you. I also would like to just reiterate that a lot of effort comes with the change and it many cases, there is likely to be an implementation dip, which might be reflected this year's MCAS scores. It is temporary but does sometimes come with a big change in curriculum...no matter the subject.

We had our second full Professional Development day on the Nov. 7<sup>th</sup>. The teachers continued to focus on Science of Reading training and district-wide collaborative planning by grade level, which was well received. Our next half PD day is on January 31 and we will continue with our Science of Reading

Our new teachers had a training session with our returning trainer and author from last year, Dr. Robin Gilpatrick, on Classroom management. She was a grade 6 teacher and based on feedback from last year and this year, has effective management ideas for teachers.

We have had four Learning Walks so far this year. We visit 16 classrooms in various subject areas and collaborated on the great teaching and learning and areas we want to adjust and using the DESE Focus Indicators and Culturally Responsive Look Fors that are aligned with the teacher evaluation rubric. Again, this in non-evaluative and a way for administrators to have PD related to productive conversations around teaching and learning in buildings.

We applied for and were awarded, again this year, to be a part of the Project351 Playmaker backed by the Celtics to promote sense of belonging in the district. But this year we came as a model district. Ms. Millette (Dir of guidance) and I went to the Celtics training camp this past Saturday where they hosted multiple districts to attend the training. Ms. Millette presented to the other districts on how P351 has had a successful rollout in our district for the students and she was able to share tips and tricks for the workshops. I shared how we expanded Project 351 Playmaker to training for educators, which is new. We began this at our last Nov. 7<sup>th</sup> professional development day for our secondary teachers going through scenarios and promoting a sense of belonging which was led by

students. Ms. Millette continues to work with principals to continue to work with students grades 4-12. Just want to celebrate and recognize Ms. Millette for the time, effort and dedication.

Ms. Lincoln thanked the community for their support, along with the police departments of Marion, Mattapoisett and Rochester for their participation and donations to Unified Sports at the recent basketball game. Over \$3,000 was raised from contributions from attendees and the police departments.

## **PRINCIPAL'S REPORTS**

### **Ms. Letendre reported the following:**

#### Hour of Code:

- Took place the week of December 4th. The Hour of Code is a global initiative that introduces students to the world of computer programming and coding.
- During the Hour of Code, students will have the opportunity to explore coding through interactive activities, games, and puzzles. This initiative aims to demystify coding and show that anyone can learn the basics of computer science.

#### STEM Challenges:

- The kindergarten students were working with Mr. Huckabee in STEM class to create Santa's Sled. They had to create a design to rescue the elf from the snowy mountains. There were three different hills with different surfaces. The students were designing a sled that would carry him down the mountain.
- In the upper grades, students had to design their own Turkey Launcher that had to get the turkey over a wall.

#### Annual Tree Lighting:

- On Monday, December 4th RMS students and faculty participated in the annual Tree Lighting at the Town Hall.
- Students were encouraged to join Ms. Susan Audette, music teacher and Mrs. Laprise, band teacher, to sing holiday songs at the Town Hall. We had a great turnout and it was a wonderful experience to kick off the holiday season.
- Adrianna Clark, 5th grade student, was selected as the Annual Tree Lighting Poster Contest winner and she was chosen to light the Christmas tree.

#### RMS School Council:

- The School Council has been actively meeting to write the first year of our School Improvement Plan that is aligned with the newly adopted District Strategic Plan.
- The next action step is to write a two-year strategic plan.

#### Celebrations Committee:

- The Celebrations Committee planned Secret Santa for the Faculty and Staff paired with Ugly Sweater Day. December 21st when we will have a staff breakfast.
- We celebrated World Kindness Day on November 13, 2023. The faculty sent kindness notes to one another throughout a two week period.

#### Student Ambassadors:

- Are led by Mrs. Cruz and Mrs. Pacheco and they meet biweekly to plan school events.
- Their first event was Pajama Day on Wednesday, November 22, 2023

#### Project 351:

- Mrs. Letendre, Mr. West and Mrs. Cruz will be meeting with the Project 351 Influencers on a monthly basis. So far, we have had two working lunch meetings with the students.
- Students are creating social scenarios for each grade level to problem solve. The influencers want to visit each classroom and work with the different grade levels to help guide their peers in problem solving age appropriate issues that may arise.

#### Curriculum and Assessment Updates:

- Progress Monitoring Data Meetings took place with Hill for Literacy the week of November 27th. Each grade level met with other grade level teachers across the district to educate teachers about the frequency of progress monitoring and what the focus areas will look like for each grade level.
- Mid-year Benchmark Assessments will take place mid to late January

#### PTO Update:

- The Skydome Planetarium visited RMS and all of the students attended this assembly. Students went inside a huge dome-like setting where they learned about the solar system. This was an amazing experience for our students.

- The PTO set up an Apple Taco Bar for all of RMS faculty and staff in October. It was delicious and well received by all.
- We like to thank you to our PTO for all they do for RMS students and staff.
- The annual Elf Shoppe was open for students to purchase gifts for family and friends the week of December 4th. Our students were very excited to be gift givers during the holiday season.

#### Personnel:

- Mrs. Kaitlyn Laprise began her maternity leave. Mr. Pedro Silva has joined RMS as the long-term substitute for Mrs. Laprise.

#### Upcoming Dates:

- Staff Celebration's Committee Meeting, Wednesday, December 13th
- Hill for Literacy Grade Level Meetings, December 14th
- Winter Concert for the school, December 21st at 9:30 AM and 2:00 PM performance for families

### **VIII. School Committee**

#### **A. Committee Reports**

1. Budget Subcommittee – Ms. Hartley reported the next meeting is in January.
2. ORR District School Committee – Mr. Chisholm reported they last met in November and the next meeting is December 21<sup>st</sup> but may be changed due to the holidays.
3. SMEC – Ms. Fernandes reported they met on November 28<sup>th</sup> and approved minutes, staff appointments/resignations, approved the FY23 fiscal audit, approved the draft annual report and discussed the new IEP and upcoming training. They meet again on January 30<sup>th</sup>.
4. READS – Superintendent Nelson reported at the last meeting they reviewed the FY23 audit and the FY24 budget.
5. Tri-Town Education Foundation Fund – No report.
6. Early Childhood Council – Ms. Duggan reported they next meet on January 24<sup>th</sup>.
7. Policy Subcommittee – Ms. Duggan reported they next meet on December 21<sup>st</sup>.
8. Equity Subcommittee – Mr. Chisholm reported the next meeting is on January 18<sup>th</sup>.
9. MASC – No report.

### **IX. Future Business**

#### **A. Timeline**

The next meeting(s) of Committee will be held as follows:

#### **Rochester School Committee**

January 25, 2024 at 6:30pm

Hybrid Format

#### **Joint School Committee**

January 18, 2024 at 6:30pm

Hybrid Format

#### **B. FUTURE AGENDA ITEMS**

- Initial Budget Review (January)
- Health Unit Application (February)
- Budget Approval (public hearings) (March)
- School Choice Public Hearing (April)
- Administrator Contracts (May)
- School Committee Reorganization (June)
- Approval of Leases (June)

### **X. Open Comments**

Chairperson Hartley stated the following:

Public Comment is governed by approved school committee policy.

Per the committee's policy we will offer up to 30 minutes for public comments this evening. Public comment is not a discussion, debate, or dialogue between individuals and the School Committee. However, the committee takes any public comment made seriously and appreciates hearing from the public. Anyone looking to provide a public comment must be acknowledged by the Chairperson before addressing the committee. Those making a public comment will have up to three minutes to address the committee and must start their comment by stating their name and the town they reside in. For those in-person, there is a sign in sheet for those looking to make a public comment located on the side wall and those on zoom, if you are attending this meeting by zoom, you can

send a message in the chat with your name and the town you reside in. The chairperson will alternate between in-person and zoom participants.

There were no public comments.

#### **XI. Information Items**

Superintendent Nelson provided the READS Annual Report for 2022-2023 to the school committee as information items.

#### **ADJOURNMENT:**

That the School Committee adjourn the Regular Session of the Rochester School Committee at 7:33pm.

MOTION: by Ms. Fernandes to adjourn the Regular Session at 7:33pm.

SECONDED: Ms. Rounseville

OPPOSED: None

ROLL CALL: Sharon Hartley (yes); Jason Chisholm (yes); Katherine Duggan (yes); Anne Fernandes (yes); Robin Rounseville (yes)

MOTION PASSED: 5:0

Respectfully Submitted,

Melissa Wilcox, Recording Secretary



# OLD ROCHESTER REGIONAL SCHOOL DISTRICT MA SUPERINTENDENCY UNION NO. 55



## 2023-2024 ROCHESTER MEMORIAL SCHOOL IMPROVEMENT PLAN

### MISSION

The mission of our school system is to inspire all students to think, to learn, and to care.

### VISION

The Old Rochester Regional School District and Massachusetts Superintendency Union #55 are dedicated to creating a safe and nurturing learning environment that offers inclusive and engaging educational experiences. Through collaborative relationships with our school community members, we strive to foster a respectful culture that prioritizes academic excellence and social emotional readiness. Our primary objective is to provide every student with the necessary skills and developed mindset to embrace future opportunities and become responsible, lifelong learners and contributing global citizens.

### CORE VALUES

The core values of Old Rochester Regional School District and Massachusetts Superintendency Union #55 foster a strong sense of pride and belonging among all school community members. These values represent how our school community embraces the pursuit of academic excellence, models the respect and appreciation of human differences and prepares students to be responsible and accountable global citizens.

Our school community will inspire us to:

#### THINK:

Cultivate a culture of academic rigor and integrity which encourages critical thinking, creative thinking, collaboration, and effective communication.

#### LEARN:

Strive for academic excellence in educating the whole child through authentic, rigorous, and evidence-based learning opportunities that foster real world application and a continuous pursuit of learning.

#### CARE:

Ensure a caring and safe environment for all school community members by promoting a sense of belonging and respect for all.

## THEORY OF ACTION

**IF WE...**

implement a rigorous, equitable, and cohesive curriculum that aligns with our Portrait of the Graduate...

**AND...**

expand and extend the professional development planning process to support equitable adult learning with resources, time, and professional practices to be student-centered...

**AND...**

enhance our multi-tiered, comprehensive systems of support in all schools...

**AND...**

provide an inclusive and supportive climate and culture for all school community members...

**AND...**

promote a sense of belonging and positive relationships between all school community members ensuring a safe learning environment...

**THEN WE WILL...**

have inspired all students to think, to learn, and to care while providing an opportunity to pursue academic excellence.

## STRATEGIC OBJECTIVES

**1. & 2.**  
**Teaching & Learning**

**3.**  
**Support Systems**

**4.**  
**Climate & Culture**

**5.**  
**Safe Schools**

### Strategic Objective #1: Teaching & Learning

Implement an equitable, cohesive curriculum that aligns with our Portrait of the Graduate in all schools.

| Strategic Initiatives  | Person(s) Responsible   | Level-based Goal   | Action Steps   | 2023-2024 Anticipated Outcomes & Evidence (Indicators of Success)  |
|--|---|--|--|--|
| 1.2 Adopt and implement a curriculum review cycle and continue the implementation of the Literacy Action Plan<br><b>(multi-year)</b> | Assistant Superintendent of Teaching and Learning, Building Administration, Faculty, Staff, & District Literacy Leadership Team | Implement the Core Literacy Program, <i>Into Reading</i> , in collaboration with Hill for Literacy | <ol style="list-style-type: none"> <li>1. Provide <i>Into Reading</i> resources to teachers</li> <li>2. Provide Professional Development (PD) to staff members around implementing the <i>Into Reading</i> program through Houghton Mifflin Harcourt.</li> </ol> | <ol style="list-style-type: none"> <li>1. Teachers have resources for the implementation of <i>Into Reading</i>.</li> <li>2. Monthly agendas from Hill for Literacy and PLC meetings</li> <li>3. The curriculum review cycle has been</li> </ol> |

|   |   |   |  |   |
|---|---|---|--|---|
|   | (DLLT) Members  | Teachers teaching outside of literacy will engage in the curriculum review cycle through PD         | <ol style="list-style-type: none"> <li>3. Provide monthly support to teachers through the Hill for Literacy around best practices in literacy instruction</li> <li>4. Provide PD time for content area teachers to engage in curriculum discussions based on the content area in alignment with the Curriculum Review Cycle</li> </ol>   | <p>reviewed with grade 5 and 6 teachers</p> <ol style="list-style-type: none"> <li>4. PD offerings in SMART PD are outlined and listed</li> </ol>   |
| 1.4 Establish common assessment practices at all grade levels that are vertically and horizontally aligned and enhance common data collection and analysis procedures to inform instruction <b>(multi-year)</b> | Assistant Superintendent of Teaching and Learning, Building Administration, Faculty and Staff in conjunction with Hill for Literacy | Outline a literacy and math assessment schedule to measure, monitor and analyze student achievement | <ol style="list-style-type: none"> <li>1. The District Literacy Leadership Team (DLLT) is identified and meetings are scheduled throughout the school year</li> <li>2. Develop an assessment schedule for literacy and math</li> <li>3. Initial progress monitoring of student growth takes place a couple of times a year</li> <li>4. Conduct data meetings 3-5 times a year and identify areas of strength and areas needing intervention</li> </ol> | <ol style="list-style-type: none"> <li>1. The DLLT meetings are scheduled and attended.</li> <li>2. Math and Literacy assessments are administered three times a year based on the assessment schedule.</li> <li>3. Student benchmark and progress monitoring data is reviewed and analyzed to drive instructional practices.</li> <li>4. Data meetings take place during PLC time</li> </ol> |
| 1.5 Maintain, enhance, and utilize a curriculum management system containing a scope  | Assistant Superintendent of Teaching and Learning, Instructional  | Utilize the district's curriculum management system to update curriculum in content areas as        | <ol style="list-style-type: none"> <li>1. Designated RMS administration and faculty members will attend monthly Instructional Council meetings</li> </ol>  | <ol style="list-style-type: none"> <li>1. Instructional Council agendas show a review of curriculum updates</li> </ol>  |



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| and sequence for vertical articulation of standards covered during grade level transitions, daily instruction and assessments.<br><b>(multi-year)</b> | Council, Administration, Faculty and Staff | applicable to RMS | 2. Members of the Instructional Council will report back to faculty and staff of any updates and changes relating to PD and curriculum plans | 2. Curriculum updates are available to teachers in our curriculum management system |
|---|--|-------------------|--|---|

### Strategic Objective #2: Teaching & Learning

Expand and extend the professional development planning and implementation process to support equitable adult learning with the resources, time, and professional practices to be student-centered and aligned with the Portrait of the Graduate.

| Strategic Initiatives   | Person(s) Responsible  | Level-based Goal   | Action Steps  | 2023-2024<br>Anticipated Outcomes & Evidence<br>(Indicators of Success)  |
|---|--|--|---|--|
| 2.1 Design and adopt a revised PD planning process that supports effective and equitable teaching and learning with consistent and dedicated time.<br><b>(multi-year)</b> | Assistant Superintendent of Teaching and Learning, Principals, Instructional Council | <p>The District Instructional Council will provide input on the 2023-2024 PD plan</p> <p>Staff will provide feedback at the end of each PD day</p> | <ol style="list-style-type: none"> <li>1. RMS faculty will provide feedback on the PD offerings throughout the school year to determine its effectiveness and next steps</li> <li>2. Survey data from PD offerings from RMS and the district will be analyzed with the Instructional Council to be considered in the PD planning process</li> </ol> | <ol style="list-style-type: none"> <li>1. Survey data is analyzed and PD plans are reviewed and updated to reflect the needs of educators</li> <li>2. Instructional Council agendas reflect discussion on survey results from PD offerings</li> <li>3. PD plans reflect input from the survey results</li> <li>4. Surveys are prepared and uploaded to SMART PD for educators to complete</li> </ol> |

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|  |  |  |   | at the end of each PD session   |
| 2.5 Provide PD to support and implement adoption of the current Literacy Action Plan <b>(multi-year)</b> | Assistant Superintendent of Teaching and Learning, Instructional Council, Principal and Teachers | Implement the current District Literacy Action Plan<br><br>RMS teachers will engage in Science of Reading Modules, (SOR) | <ol style="list-style-type: none"> <li>1. Provide resources, materials, and training that support the implementation of the <i>Into Reading</i> program</li> <li>2. PD time is designated for <i>Into Reading</i> training through Houghton Mifflin Harcourt (HMH) and Hill for Literacy, during PLC meetings</li> <li>3. Data meetings take place 3-5 times a year</li> <li>4. SOR training modules are offered during PD Days, and/or PLC time</li> </ol> | <ol style="list-style-type: none"> <li>1. The <i>Into Reading</i> Program is implemented daily and faculty have the necessary resources to implement this program</li> <li>2. PD schedule has been implemented and outlined for the school year</li> <li>3. Data meetings take place and are used to inform teaching and learning</li> <li>4. SOR Modules are completed by RMS educators</li> </ol> |

### Strategic Objective #3: Support Systems

Strengthen the multi-tiered and comprehensive academic, behavioral, and social emotional systems of support in all schools.

| Strategic Initiatives   | Person(s) Responsible   | Level-based Goal  | Action Steps   | 2023-2024<br>Anticipated Outcomes & Evidence<br>(Indicators of Success)   |
|---|---|---|--|---|
| 3.1 Review, design, and expand consistent district-wide systems of support available to all students through the general education setting. <b>(multi-year)</b> | Director of Student Services, RMS Administration, Faculty & Staff | RMS will identify its current systems of support and create action steps to enhance our current structures in place | <ol style="list-style-type: none"> <li>1. Identify the systems of support for academics and social and emotional learning (SEL) at RMS</li> <li>2. Targeted staff will participate in the development and implementation of the</li> </ol> | <ol style="list-style-type: none"> <li>1. Outline current systems of support for RMS in academics and SEL including Responsive Classroom</li> <li>2. Safe and Supportive Schools Grant initiatives will be</li> </ol> |

|  |  |  |  |   |
|--|--|--|--|---|
|  |  |  | <p>Safe and Supportive Schools grant</p> <ol style="list-style-type: none"> <li>Building-based Support Team (BBST) team will meet weekly to ensure that student intervention needs are being addressed and Student Resource Study Team (SRST) meetings will take place bi-weekly</li> <li>RMS educators will use the assigned FLEX block to provide intervention and enrichment to students</li> </ol> | <p>shared at the building level and reported out to staff, as applicable</p> <ol style="list-style-type: none"> <li>BBST/SRST meetings are attended and action steps are identified to support students</li> <li>PLC and grade level meeting time is used to plan FLEX Block focus areas for student success</li> </ol> |
|--|--|--|--|---|

#### Strategic Objective #4: Climate & Culture

Provide an inclusive, equitable, and positive climate and culture in all schools that promotes sense of belonging for all school community members.

| Strategic Initiatives  | Person(s) Responsible                  | Level-based Goal  | Action Steps   | 2023-2024<br>Anticipated Outcomes & Evidence<br>(Indicators of Success)   |
|--|--|---|--|---|
| 4.1 Implement and sustain evidence-based approaches to teaching and discipline that promote the development of strong academic and social skills for all students.<br>(multi-year) | RMS Administration, Faculty, and Staff | Continue to implement the Responsive Classroom Curriculum daily | <ol style="list-style-type: none"> <li>Responsive Classroom techniques including: Morning Meeting, school &amp; classroom rules, behavior supports, and restorative practices, will be implemented school-wide</li> <li>Provide Responsive Classroom resources to faculty</li> </ol> | <ol style="list-style-type: none"> <li>Review expectations at the fall staff meeting and throughout the year as applicable</li> <li>Responsive Classroom's scope and sequence are followed</li> <li>Responsive Classroom Midweek Minute newsletters are shared weekly/monthly with faculty and staff</li> </ol> |

|  |  |  |  |   |
|--|--|--|--|---|
|  |  |  |  |   |
| 4.3 Develop and implement a clear and flexible communication plan for individual schools and the school-system to ensure family engagement and information sharing.<br><b>(multi-year)</b> | RMS Building Administration, Faculty, and Staff                                    | To provide consistent and informative news to RMS families faculty, and staff            | <ol style="list-style-type: none"> <li>1. Weekly newsletters (SMORE) are sent out on Sunday afternoons</li> <li>2. Blackboard messages are created to inform RMS families, faculty, and staff of important school-related events and/or community events</li> <li>3. The school website is up-to-date highlighting school events and happenings</li> <li>4. Provide Monday Minutes to faculty</li> </ol> | <ol style="list-style-type: none"> <li>1. RMS Minute is sent weekly to update staff and families in regards to upcoming happenings</li> <li>2. The SMORE will be posted on Facebook weekly, by the end of year</li> <li>3. RMS events are added to our school calendar and included in the weekly SMORE</li> <li>4. Monday Minutes are sent to staff weekly, by the building principal</li> </ol> |
| 4.4 Utilize student voice, student engagement, and student leadership skills to guide and enhance a respectful and successful learning environment for all.<br><b>(multi-year)</b>         | ORR Director of Guidance, RMS Administration, Social Workers, & Classroom Teachers | Provide opportunities to highlight student voice within RMS on a bi-weekly/monthly basis | <ol style="list-style-type: none"> <li>1. Identify Project 351 Influencers in grades 4-6</li> <li>2. Hold monthly meetings with Project 351 students</li> <li>3. Hold bi-monthly meetings with School Ambassadors</li> </ol>   | <ol style="list-style-type: none"> <li>1. RMS Influencers attend the four training meetings and attend monthly meetings</li> <li>2. Students meet to share ideas and problem-solve with their peers throughout the year</li> <li>3. School-based initiatives are identified by Project 351 students and school-based Ambassadors</li> </ol>   |
| 4.5 Provide professional development to support and implement best   | RMS Administration, Faculty, and Staff   | Use PowerSchool as a consistent approach for tracking student incidents                  | <ol style="list-style-type: none"> <li>1. Provide training to faculty/staff and administration on the use of PowerSchool Incident Reporting</li> </ol>   | <ol style="list-style-type: none"> <li>1. Training on how to document incident reports within PowerSchool</li> </ol>  |

| practices related to tracking and improving student behavior and discipline   |   |  | 2. Create a clear outline of discipline procedures for faculty and staff   | 2. PowerSchool incident reporting is completed on an as-needed basis<br>3. Opening day meeting agenda reflects time spent explaining the new system   |
|---|---|--|--|---|
| <b>Strategic Objective #5: Safe Schools</b><br>Ensure safe, secure, and equitable learning environments in all schools.                             |   |  |  |   |
| Strategic Initiatives   | Person(s) Responsible   | Level-based Goal   | Action Steps   | 2023-2024<br>Anticipated Outcomes & Evidence<br>(Indicators of Success)   |
| 5.1 Provide professional development to school community members regarding physical and cyber safety and security practices.<br><b>(multi-year)</b> | District Business Office, Superintendent's Office, Principal & Assistant Principal  | RMS faculty and staff will participate in physical and cyber safety training to reinforce best practices | 1. Provide faculty and staff training on school safety and cyber security<br>2. Conduct safety drills throughout the school year in alignment with the safety manual<br>3. Professional training in Crisis Prevention Intervention (CPI)<br>4. Invite local police and fire department personnel to visit and walk the schools | 1. Training take place throughout the year on ALICE training<br>2. Fire drills are conducted with the support of the RMS Fire Department<br>3. Updated manual shared with The Leadership Council to be followed in emergencies<br>4. Staff training in CPI takes place each fall and throughout the year, as needed |
| 5.4 Establish short and long term capital plans for all school buildings, grounds,  | District Business Office, Director of Facilities, Superintendent's Office, RMS Head | Determine facility and grounds' needs through meetings and walkthroughs with Director of                 | 1. School administration will meet with the district administrative department heads to target areas of need in the building   | 1. Items added to the Capital Plan to be reviewed with town leadership<br>2. Building walks occur   |

|   |                          |   |   |   |
|---|--------------------------|---|---|---|
| and facility operations.<br><b>(multi-year)</b> | Custodian, and Principal | Maintenance for RMS, District Business Office, and Superintendent | <ul style="list-style-type: none"><li>2. School and district administration will meet with town officials to walk the building and view areas of need</li><li>3. Items agreed upon will be added to the town's capital improvement planning</li></ul> | <ul style="list-style-type: none"><li>with a focus on high-need areas</li><li>3. Town capital planning documents reflect the needs identified</li></ul> |
|   |                          |   |   |   |



## Old Rochester Regional School District

Massachusetts School Superintendency Union 55

# Memo

**To:** School Committee Members of Rochester

**From:** Howard G. Barber, Assistant Superintendent of Finance & Operations

**Cc:** Michael S. Nelson, Superintendent of Schools

**Date:** January 25, 2024

**Re:** Draft - Fiscal Year 2025 Proposed Operating Budget

The following is a department based summary of the Draft - Fiscal Year 2025 operating budget compared to the approved Fiscal Year 2024 operating budget:

| Department                | Fiscal Year 2025 | Fiscal Year 2024 | Fiscal Year 2024<br>to 2023<br>Comparison |
|---------------------------|------------------|------------------|---|
| Rochester Memorial School | \$ 4,964,942     | \$ 4,793,469     | \$ 171,473                                |
| Central Office            | \$ 265,012       | \$ 217,173       | \$ 47,839                                 |
| Facilities                | \$ 557,903       | \$ 520,594       | \$ 37,310                                 |
| Student Services          | \$ 651,137       | \$ 626,905       | \$ 24,232                                 |
| Technology                | \$ 127,720       | \$ 121,789       | \$ 5,930                                  |
| Transportation            | \$ 653,305       | \$ 537,000       | \$ 116,305                                |

The following are descriptions by department of the most impactful changes between Fiscal Year 2025 and 2024:

### Rochester Memorial School

- Building based union contracted compensation - \$ 170,000

### Central Office

- Academic literacy & curriculum program and development - \$ 35,000

### Student Services

- Reduction of circuit breaker funding from state for tuition based placement programs - \$ 25,000

### Facilities

- Custodial contracted services - \$ 12,000
- Building maintenance annual costs - \$ 25,000

### Transportation

- Regular education student transportation - \$ 40,000
- Special education student transportation - \$ 55,000



**OLD ROCHESTER REGIONAL SCHOOL DISTRICT  
MASSACHUSETTS SUPERINTENDENCY UNION #55**

Marion - Mattapoisett - Rochester  
135 Marion Road  
Mattapoisett, MA 02739

**www.oldrochester.org**

**Phone: 508-758-2772**  
**Fax: 508-758-2802**

**Michael S. Nelson, M.Ed.**  
Superintendent of Schools

**Sharlene Fedorowicz, Ph.D.**  
Assistant Superintendent of Teaching & Learning

**Howard Barber, CPA, SFO, MCPPO**  
Assistant Superintendent of Finance & Operations

**Kristine Lincoln, M.Ed.**  
Interim Director of Student Services

# Memo

**To:** Rochester School Committee Members

**From:** Howard G. Barber, Assistant Superintendent of Finance & Operations

**Cc:** Michael S. Nelson, Superintendent of Schools

**Date:** January 22, 2024

**Re:** Motion – IDEA Grant

The Fund Code 274 Individuals with Disabilities Education Act Part B (IDEA) Federal Targeted Special Education Program Improvement Grant is to support schools and districts to implement IEP Improvement Project, with a strong emphasis on transitioning to utilization of the newly revised forms and processes.

**Motion:**

The School Committee is voting to approve the Fund Code 274 Individuals with Disabilities Education Act Part B (IDEA) Federal Targeted Special Education Program Improvement Grant in the amount of \$8,731 as presented.

The mission of our school system is to inspire all students to think, to learn and to care. The Old Rochester Regional School District and Massachusetts Superintendency Union #55 does not discriminate on the basis of race, color, sex, sexual orientation, gender identity, religion, disability, age, genetic information, active military/veteran status, marital status, familial status, pregnancy, or pregnancy-related condition, homelessness, actual or perceived shared ancestry, ethnic background, national origin, or any other category protected by state or federal law in administration of its educational and employment policies, or in its programs and activities.





**OLD ROCHESTER REGIONAL SCHOOL DISTRICT  
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**Howard Barber, CPA, SFO, MCPPO**  
Assistant Superintendent of Finance & Operations

**Kristine Lincoln, M.Ed.**  
Interim Director of Student Services

# Memo

To: Rochester School Committee Members

From: Howard G. Barber, Assistant Superintendent of Finance & Operations

Cc: Michael S. Nelson, Superintendent of Schools

Date: January 23, 2024

Re: Motion – Math Acceleration Academies

The purpose of competitive grant Fund Code 125 Math Acceleration Academies is to fund the implementation of a specific strategic initiative, the Acceleration Academies, to help accelerate the learning of students most affected by the COVID-19 pandemic.

**Motion:**

The School Committee is voting to approve the Fund Code 125 Math Acceleration Academies Grant in the amount of \$50,000 as presented.

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## Old Rochester Regional School District

Massachusetts School Superintendency Union 55

# Memo

**To:** School Committee Members of Rochester

**From:** Howard G. Barber, Assistant Superintendent of Finance & Operations

**Cc:** Michael S. Nelson, Superintendent of Schools

**Date:** January 25, 2024

**Re:** Financial Report – Fiscal Year 2024

### Financial Report:

Please find the following financial report in relation to the general funds of Rochester Elementary School District:

- Budget Report by Department for December 31, 2023

### For the purpose of our Financial Forecasting:

The Rochester School District currently has \$297,236 available of the general funds appropriated for the 2024 Fiscal Year. Per the attached Year to Date Budget Report, we are able to identify how our funds are encumbered and expended. This report recognizes that of the total \$6,816,930 appropriated to the Rochester School District.

- \$ 6,816,930 – **General Funds Approved**
- \$ 6,519,694 – Obligations Paid Year to Date
- \$ 297,236 - **Remaining Available Funds**

### Informational Purposes:

Bristol County Agricultural High School is paid for the Fiscal Year June 30, 2024 obligation in full. The total cost is \$210,932 for the operational budget consisting of tuition, debt and transportation.

# Rochester Public Schools

## FY23-24 APPROVED GENERAL FUNDS BUDGET

From Date: 7/1/2023

To Date: 6/30/2024

Fiscal Year: 2023-2024

☐ Subtotal by Collapse Mask

☐ Include pre encumbrance

☐ Print accounts with zero balance

☒ Filter Encumbrance Detail by Date Range

☐ Exclude Inactive Accounts with zero balance

| Account Number        | Description                        | GL Budget      | Range To Date | YTD          | Balance        | Encumbrance    | Budget Balance | % Bud    |
|-----------------------|------------------------------------|----------------|---------------|--------------|----------------|----------------|----------------|----------|
| 01.305.001.1100.02.02 | CLERICAL - SCHOOL COMMITTEE        | \$0.00         | \$800.00      | \$800.00     | (\$800.00)     | \$0.00         | (\$800.00)     | 0.00%    |
| 01.305.001.1107.06.37 | CONFERENCE EXPENSE                 | \$0.00         | \$0.00        | \$0.00       | \$0.00         | \$505.00       | (\$505.00)     | 0.00%    |
| 01.305.001.1110.02.02 | School Committee Clerical          | \$2,600.00     | \$0.00        | \$0.00       | \$2,600.00     | \$0.00         | \$2,600.00     | 100.00%  |
| 01.305.001.1110.04.35 | LEGAL COUNSEL                      | \$2,000.00     | \$0.00        | \$0.00       | \$2,000.00     | \$0.00         | \$2,000.00     | 100.00%  |
| 01.305.001.1110.04.36 | MASC                               | \$2,000.00     | \$1,880.87    | \$1,880.87   | \$119.13       | \$0.00         | \$119.13       | 5.96%    |
| 01.305.001.1110.05.36 | MISCELLANEOUS                      | \$1,700.00     | \$0.00        | \$0.00       | \$1,700.00     | \$0.00         | \$1,700.00     | 100.00%  |
| 01.305.001.1110.06.36 | ADVERTISING                        | \$1,200.00     | \$1,219.43    | \$1,219.43   | (\$19.43)      | \$0.00         | (\$19.43)      | -1.62%   |
| 01.305.001.1110.06.37 | CONFERENCE EXPENSE                 | \$300.00       | \$0.00        | \$0.00       | \$300.00       | \$0.00         | \$300.00       | 100.00%  |
| 01.305.001.1430.04.36 | LEGAL COUNSEL                      | \$500.00       | \$0.00        | \$0.00       | \$500.00       | \$0.00         | \$500.00       | 100.00%  |
|                       | Dept: SCHOOL COMMITTEE - 001       | \$10,300.00    | \$3,900.30    | \$3,900.30   | \$6,399.70     | \$505.00       | \$5,894.70     | 57.23%   |
| 01.305.004.1110.04.35 | CENSUS                             | \$875.00       | \$0.00        | \$0.00       | \$875.00       | \$0.00         | \$875.00       | 100.00%  |
| 01.305.004.1207.06.37 | TRAVEL & CONFERENCES               | \$0.00         | \$1,039.84    | \$1,039.84   | (\$1,039.84)   | \$0.00         | (\$1,039.84)   | 0.00%    |
| 01.305.004.1210.01.02 | SUPERINTENDENT                     | \$36,458.00    | \$14,998.47   | \$14,998.47  | \$21,459.53    | \$21,453.20    | \$6.33         | 0.02%    |
| 01.305.004.1210.02.02 | EXEC ASST TO SUPT                  | \$12,741.00    | \$4,885.93    | \$4,885.93   | \$7,855.07     | \$6,661.86     | \$1,193.21     | 9.37%    |
| 01.305.004.1210.04.33 | ASSOCIATIONS & DUES                | \$1,400.00     | \$1,529.70    | \$1,529.70   | (\$129.70)     | \$0.00         | (\$129.70)     | -9.26%   |
| 01.305.004.1210.05.21 | POSTAGE                            | \$600.00       | \$734.34      | \$734.34     | (\$134.34)     | \$0.00         | (\$134.34)     | -22.39%  |
| 01.305.004.1210.06.36 | MISCELLANEOUS                      | \$800.00       | \$4,319.79    | \$4,319.79   | (\$3,519.79)   | \$0.00         | (\$3,519.79)   | -439.97% |
| 01.305.004.1210.06.37 | TRAVEL & CONFERENCES               | \$1,160.00     | \$68.59       | \$68.59      | \$1,091.41     | \$0.00         | \$1,091.41     | 94.09%   |
| 01.305.004.1220.01.02 | ASST SUPT OF CURRICULUM            | \$22,492.00    | \$10,723.46   | \$10,723.46  | \$11,768.54    | \$14,595.57    | (\$2,827.03)   | -12.57%  |
| 01.305.004.1220.02.02 | CLERICAL                           | \$8,564.00     | \$3,643.16    | \$3,643.16   | \$4,920.84     | \$4,536.31     | \$384.53       | 4.49%    |
| 01.305.004.1230.05.21 | SUPPLIES                           | \$900.00       | \$1,645.47    | \$1,645.47   | (\$745.47)     | \$0.00         | (\$745.47)     | -82.83%  |
| 01.305.004.1410.01.02 | ASST SUPT FINANCE & OPERATIONS     | \$29,086.00    | \$11,709.87   | \$11,709.87  | \$17,376.13    | \$15,089.32    | \$2,286.81     | 7.86%    |
| 01.305.004.1410.03.02 | FINANCE OFFICE                     | \$32,204.00    | \$13,354.93   | \$13,354.93  | \$18,849.07    | \$16,953.93    | \$1,895.14     | 5.88%    |
| 01.305.004.1420.03.02 | HUMAN RESOURCES                    | \$13,343.00    | \$5,614.89    | \$5,614.89   | \$7,728.11     | \$6,947.61     | \$780.50       | 5.85%    |
| 01.305.004.1450.04.02 | SOFTWARE CONSULTANT                | \$250.00       | \$0.00        | \$0.00       | \$250.00       | \$0.00         | \$250.00       | 100.00%  |
| 01.305.004.1450.04.27 | COMPUTER SERVICES                  | \$2,000.00     | \$310.92      | \$310.92     | \$1,689.08     | \$0.00         | \$1,689.08     | 84.45%   |
| 01.305.004.2356.06.37 | PROFESSIONAL DEVELOPMENT           | \$500.00       | \$0.00        | \$0.00       | \$500.00       | \$0.00         | \$500.00       | 100.00%  |
| 01.305.004.4130.04.15 | TELEPHONE                          | \$2,000.00     | \$270.69      | \$270.69     | \$1,729.31     | \$0.00         | \$1,729.31     | 86.47%   |
| 01.305.004.5300.04.21 | COPIER RENTAL                      | \$3,500.00     | \$174.54      | \$174.54     | \$3,325.46     | \$0.00         | \$3,325.46     | 95.01%   |
|                       | Dept: SUPERINTENDENTS OFFICE - 004 | \$168,873.00   | \$75,024.59   | \$75,024.59  | \$93,848.41    | \$86,237.80    | \$7,610.61     | 4.51%    |
| 01.305.007.2210.01.02 | PRINCIPAL                          | \$132,627.00   | \$86,047.90   | \$86,047.90  | \$46,579.10    | \$59,516.70    | (\$12,937.60)  | -9.75%   |
| 01.305.007.2210.01.06 | ASSISTANT PRINCIPAL                | \$114,678.00   | \$57,034.90   | \$57,034.90  | \$57,643.10    | \$57,034.93    | \$608.17       | 0.53%    |
| 01.305.007.2210.02.09 | CLERICAL                           | \$45,463.00    | \$17,486.50   | \$17,486.50  | \$27,976.50    | \$27,978.35    | (\$1.85)       | 0.00%    |
| 01.305.007.2210.03.08 | CAFE AIDES SUPERVISORY             | \$20,195.00    | \$6,859.98    | \$6,859.98   | \$13,335.02    | \$13,256.82    | \$78.20        | 0.39%    |
| 01.305.007.2210.04.33 | ASSOCIATION DUES                   | \$500.00       | \$600.00      | \$600.00     | (\$100.00)     | \$0.00         | (\$100.00)     | -20.00%  |
| 01.305.007.2210.05.22 | SUPPLIES ADMINISTRATION            | \$500.00       | \$992.08      | \$992.08     | (\$492.08)     | \$0.00         | (\$492.08)     | -98.42%  |
| 01.305.007.2210.05.23 | SUPPLIES COPYING                   | \$3,500.00     | \$2,263.33    | \$2,263.33   | \$1,236.67     | \$4,166.67     | (\$2,930.00)   | -83.71%  |
| 01.305.007.2210.05.24 | SUPPLIES GENERAL SCHOOL            | \$14,000.00    | \$14,518.46   | \$14,518.46  | (\$518.46)     | \$475.26       | (\$993.72)     | -7.10%   |
| 01.305.007.2210.05.25 | POSTAGE                            | \$1,950.00     | \$1,500.00    | \$1,500.00   | \$450.00       | \$0.00         | \$450.00       | 23.08%   |
| 01.305.007.2210.06.37 | TRAVEL & CONFERENCES               | \$250.00       | \$928.63      | \$928.63     | (\$678.63)     | \$0.00         | (\$678.63)     | -271.45% |
| 01.305.007.2217.06.37 | CONFERENCES                        | \$0.00         | \$0.00        | \$0.00       | \$0.00         | \$350.00       | (\$350.00)     | 0.00%    |
| 01.305.007.2356.06.37 | PROFESSIONAL DEVELOPMENT           | \$2,000.00     | \$0.00        | \$0.00       | \$2,000.00     | \$0.00         | \$2,000.00     | 100.00%  |
| 01.305.007.4230.04.28 | MAINTENANCE OF EQUIPMENT           | \$1,500.00     | \$0.00        | \$0.00       | \$1,500.00     | \$0.00         | \$1,500.00     | 100.00%  |
| 01.305.007.5204.06.38 | POSITION BONDS                     | \$100.00       | \$0.00        | \$0.00       | \$100.00       | \$0.00         | \$100.00       | 100.00%  |
| 01.305.007.5300.04.28 | COPIER RENTAL                      | \$9,000.00     | \$3,854.40    | \$3,854.40   | \$5,145.60     | \$3,945.60     | \$1,200.00     | 13.33%   |
|                       | Dept: ADMINISTRATION REG DAY - 007 | \$346,263.00   | \$192,086.18  | \$192,086.18 | \$154,176.82   | \$166,724.33   | (\$12,547.51)  | -3.62%   |
| 01.305.010.2305.01.03 | TEACHERS                           | \$1,875,871.00 | \$689,826.17  | \$689,826.17 | \$1,186,044.83 | \$1,406,951.42 | (\$220,906.59) | -11.78%  |
| 01.305.010.2325.03.34 | SUBSTITUTES                        | \$50,000.00    | \$13,575.00   | \$13,575.00  | \$36,425.00    | \$0.00         | \$36,425.00    | 72.85%   |

# Rochester Public Schools

## FY23-24 APPROVED GENERAL FUNDS BUDGET

From Date: 7/1/2023

To Date: 6/30/2024

Fiscal Year: 2023-2024

☐ Subtotal by Collapse Mask

☐ Include pre encumbrance

☐ Print accounts with zero balance

☒ Filter Encumbrance Detail by Date Range

☐ Exclude Inactive Accounts with zero balance

| Account Number        | Description                    | GL Budget      | Range To Date | YTD          | Balance        | Encumbrance    | Budget Balance | % Bud    |
|-----------------------|--------------------------------|----------------|---------------|--------------|----------------|----------------|----------------|----------|
| 01.305.010.2350.05.23 | SUPPLIES                       | \$2,500.00     | \$2,513.69    | \$2,513.69   | (\$13.69)      | \$0.00         | (\$13.69)      | -0.55%   |
| 01.305.010.2350.06.37 | TRAVEL, TRANS, CONFERENCES     | \$5,000.00     | \$0.00        | \$0.00       | \$5,000.00     | \$0.00         | \$5,000.00     | 100.00%  |
| 01.305.010.2356.01.03 | PROFESSIONAL DEVELOPMENT       | \$12,000.00    | \$145.00      | \$145.00     | \$11,855.00    | \$0.00         | \$11,855.00    | 98.79%   |
| 01.305.010.2356.04.03 | TUITION REIMBURSEMENT          | \$10,500.00    | \$0.00        | \$0.00       | \$10,500.00    | \$0.00         | \$10,500.00    | 100.00%  |
| 01.305.010.2356.06.37 | TRAVEL & CONFERENCES           | \$0.00         | \$1,350.00    | \$1,350.00   | (\$1,350.00)   | \$0.00         | (\$1,350.00)   | 0.00%    |
|                       | Dept: CLASSROOM TEACHERS - 010 | \$1,955,871.00 | \$707,409.86  | \$707,409.86 | \$1,248,461.14 | \$1,406,951.42 | (\$158,490.28) | -8.10%   |
| 01.305.013.2303.02.08 | AIDES CLASSROOM                | \$0.00         | \$1,500.00    | \$1,500.00   | (\$1,500.00)   | \$0.00         | (\$1,500.00)   | 0.00%    |
| 01.305.013.2305.01.03 | TEACHERS                       | \$221,125.00   | \$96,536.68   | \$96,536.68  | \$124,588.32   | \$228,986.71   | (\$104,398.39) | -47.21%  |
| 01.305.013.2330.03.08 | PARAPROFESSIONALS              | \$71,308.00    | \$36,026.19   | \$36,026.19  | \$35,281.81    | \$88,839.51    | (\$53,557.70)  | -75.11%  |
| 01.305.013.2430.05.23 | SUPPLIES - KINDERGARTEN        | \$2,350.00     | \$0.00        | \$0.00       | \$2,350.00     | \$0.00         | \$2,350.00     | 100.00%  |
|                       | Dept: KINDERGARTEN - 013       | \$294,783.00   | \$134,062.87  | \$134,062.87 | \$160,720.13   | \$317,826.22   | (\$157,106.09) | -53.30%  |
| 01.305.016.2305.01.03 | TEACHERS                       | \$96,612.00    | \$34,869.64   | \$34,869.64  | \$61,742.36    | \$63,574.36    | (\$1,832.00)   | -1.90%   |
| 01.305.016.2430.05.23 | SUPPLIES & MATERIALS           | \$2,050.00     | \$0.00        | \$0.00       | \$2,050.00     | \$0.00         | \$2,050.00     | 100.00%  |
|                       | Dept: ART PROGRAM - 016        | \$98,662.00    | \$34,869.64   | \$34,869.64  | \$63,792.36    | \$63,574.36    | \$218.00       | 0.22%    |
| 01.305.022.2303.02.08 | AIDES CLASSROOM                | \$0.00         | \$890.00      | \$890.00     | (\$890.00)     | \$0.00         | (\$890.00)     | 0.00%    |
| 01.305.022.2305.01.03 | TEACHERS                       | \$118,869.00   | \$38,808.37   | \$38,808.37  | \$80,060.63    | \$71,259.53    | \$8,801.10     | 7.40%    |
| 01.305.022.2430.05.23 | SUPPLIES                       | \$2,050.00     | \$89.00       | \$89.00      | \$1,961.00     | \$0.00         | \$1,961.00     | 95.66%   |
|                       | Dept: READING - 022            | \$120,919.00   | \$39,787.37   | \$39,787.37  | \$81,131.63    | \$71,259.53    | \$9,872.10     | 8.16%    |
| 01.305.024.2300.05.23 | SUPPLIES                       | \$0.00         | \$25.94       | \$25.94      | (\$25.94)      | \$0.00         | (\$25.94)      | 0.00%    |
| 01.305.024.2305.01.03 | TEACHERS                       | \$19,367.00    | \$3,199.98    | \$3,199.98   | \$16,167.02    | \$10,666.52    | \$5,500.50     | 28.40%   |
| 01.305.024.2356.06.37 | TRAVEL & CONFERENCES           | \$0.00         | \$0.00        | \$0.00       | \$0.00         | \$230.00       | (\$230.00)     | 0.00%    |
| 01.305.024.2430.05.23 | SUPPLIES                       | \$2,050.00     | \$0.00        | \$0.00       | \$2,050.00     | \$0.00         | \$2,050.00     | 100.00%  |
|                       | Dept: ELL PROGRAM - 024        | \$21,417.00    | \$3,225.92    | \$3,225.92   | \$18,191.08    | \$10,896.52    | \$7,294.56     | 34.06%   |
| 01.305.025.2430.05.23 | SUPPLIES                       | \$2,050.00     | \$0.00        | \$0.00       | \$2,050.00     | \$0.00         | \$2,050.00     | 100.00%  |
|                       | Dept: ENGLISH - 025            | \$2,050.00     | \$0.00        | \$0.00       | \$2,050.00     | \$0.00         | \$2,050.00     | 100.00%  |
| 01.305.037.2430.05.23 | SUPPLIES                       | \$2,050.00     | \$0.00        | \$0.00       | \$2,050.00     | \$0.00         | \$2,050.00     | 100.00%  |
|                       | Dept: MATHEMATICS - 037        | \$2,050.00     | \$0.00        | \$0.00       | \$2,050.00     | \$0.00         | \$2,050.00     | 100.00%  |
| 01.305.040.2305.01.03 | PROFESSIONAL SALARIES          | \$0.00         | \$0.00        | \$0.00       | \$0.00         | \$250.00       | (\$250.00)     | 0.00%    |
| 01.305.040.2340.01.03 | LIBRARIAN                      | \$104,993.00   | \$37,065.73   | \$37,065.73  | \$67,927.27    | \$68,577.27    | (\$650.00)     | -0.62%   |
| 01.305.040.2430.05.23 | SUPPLIES                       | \$2,050.00     | \$0.00        | \$0.00       | \$2,050.00     | \$0.00         | \$2,050.00     | 100.00%  |
| 01.305.040.2503.05.23 | RESOURCE MATERIALS             | \$0.00         | \$3,185.26    | \$3,185.26   | (\$3,185.26)   | \$0.00         | (\$3,185.26)   | 0.00%    |
|                       | Dept: MEDIA SERVICES - 040     | \$107,043.00   | \$40,250.99   | \$40,250.99  | \$66,792.01    | \$68,827.27    | (\$2,035.26)   | -1.90%   |
| 01.305.043.2305.01.03 | TEACHERS                       | \$160,296.00   | \$49,244.60   | \$49,244.60  | \$111,051.40   | \$90,849.80    | \$20,201.60    | 12.60%   |
| 01.305.043.2430.05.23 | SUPPLIES                       | \$2,050.00     | \$663.91      | \$663.91     | \$1,386.09     | \$0.00         | \$1,386.09     | 67.61%   |
|                       | Dept: MUSIC - 043              | \$162,346.00   | \$49,908.51   | \$49,908.51  | \$112,437.49   | \$90,849.80    | \$21,587.69    | 13.30%   |
| 01.305.049.2305.01.03 | TEACHERS                       | \$126,287.00   | \$44,758.13   | \$44,758.13  | \$81,528.87    | \$82,148.47    | (\$619.60)     | -0.49%   |
| 01.305.049.2430.05.23 | SUPPLIES                       | \$2,050.00     | \$2,340.98    | \$2,340.98   | (\$290.98)     | \$0.00         | (\$290.98)     | -14.19%  |
|                       | Dept: PHYSICAL EDUCATION - 049 | \$128,337.00   | \$47,099.11   | \$47,099.11  | \$81,237.89    | \$82,148.47    | (\$910.58)     | -0.71%   |
| 01.305.052.2305.01.03 | TEACHERS                       | \$105,448.00   | \$37,520.73   | \$37,520.73  | \$67,927.27    | \$68,827.27    | (\$900.00)     | -0.85%   |
| 01.305.052.2430.05.23 | SUPPLIES                       | \$2,050.00     | \$7,009.38    | \$7,009.38   | (\$4,959.38)   | \$0.00         | (\$4,959.38)   | -241.92% |
|                       | Dept: SCIENCE - 052            | \$107,498.00   | \$44,530.11   | \$44,530.11  | \$62,967.89    | \$68,827.27    | (\$5,859.38)   | -5.45%   |

# Rochester Public Schools

## FY23-24 APPROVED GENERAL FUNDS BUDGET

From Date: 7/1/2023

To Date: 6/30/2024

Fiscal Year: 2023-2024

☐ Subtotal by Collapse Mask

☐ Include pre encumbrance

☐ Print accounts with zero balance

☒ Filter Encumbrance Detail by Date Range

☐ Exclude Inactive Accounts with zero balance

| Account Number        | Description                         | GL Budget    | Range To Date | YTD          | Balance       | Encumbrance  | Budget Balance | % Bud    |
|-----------------------|-------------------------------------|--------------|---------------|--------------|---------------|--------------|----------------|----------|
| 01.305.055.2430.05.23 | SUPPLIES                            | \$2,050.00   | \$6,323.08    | \$6,323.08   | (\$4,273.08)  | \$0.00       | (\$4,273.08)   | -208.44% |
|                       | Dept: SOCIAL STUDIES - 055          | \$2,050.00   | \$6,323.08    | \$6,323.08   | (\$4,273.08)  | \$0.00       | (\$4,273.08)   | -208.44% |
| 01.305.061.2351.04.03 | CURRICULUM - PROGRAMING & DEVE      | \$30,000.00  | \$0.00        | \$0.00       | \$30,000.00   | \$0.00       | \$30,000.00    | 100.00%  |
| 01.305.061.2351.05.23 | SUPPLIES                            | \$5,000.00   | \$5,719.52    | \$5,719.52   | (\$719.52)    | \$460.39     | (\$1,179.91)   | -23.60%  |
| 01.305.061.2356.01.03 | PD Stipends - Curriculum            | \$7,500.00   | \$0.00        | \$0.00       | \$7,500.00    | \$0.00       | \$7,500.00     | 100.00%  |
| 01.305.061.2415.06.37 | CURRICULUM - TRAVEL                 | \$3,000.00   | \$511.50      | \$511.50     | \$2,488.50    | \$511.50     | \$1,977.00     | 65.90%   |
|                       | Dept: CURRICULUM DEVELOPMENT - 061  | \$45,500.00  | \$6,231.02    | \$6,231.02   | \$39,268.98   | \$971.89     | \$38,297.09    | 84.17%   |
| 01.305.076.2305.01.03 | PROFESSIONAL SALARIES               | \$0.00       | \$0.00        | \$0.00       | \$0.00        | \$250.00     | (\$250.00)     | 0.00%    |
| 01.305.076.3200.01.11 | NURSE                               | \$83,056.00  | \$28,663.65   | \$28,663.65  | \$54,392.35   | \$54,744.35  | (\$352.00)     | -0.42%   |
| 01.305.076.3200.03.34 | SUBSTITUTES - NURSES                | \$1,000.00   | \$0.00        | \$0.00       | \$1,000.00    | \$0.00       | \$1,000.00     | 100.00%  |
| 01.305.076.3200.05.23 | SUPPLIES                            | \$2,050.00   | \$1,938.12    | \$1,938.12   | \$111.88      | \$0.00       | \$111.88       | 5.46%    |
|                       | Dept: HEALTH SERVICES - 076         | \$86,106.00  | \$30,601.77   | \$30,601.77  | \$55,504.23   | \$54,994.35  | \$509.88       | 0.59%    |
| 01.305.079.3300.06.40 | REGULAR EDUCATION - PUPIL K-6       | \$327,000.00 | \$107,061.08  | \$107,061.08 | \$219,938.92  | \$219,938.92 | \$0.00         | 0.00%    |
| 01.305.079.3300.06.41 | FUEL ESCULATION COST                | \$16,000.00  | \$0.00        | \$0.00       | \$16,000.00   | \$0.00       | \$16,000.00    | 100.00%  |
|                       | Dept: TRANSPORTATION REG DAY - 079  | \$343,000.00 | \$107,061.08  | \$107,061.08 | \$235,938.92  | \$219,938.92 | \$16,000.00    | 4.66%    |
| 01.305.085.3520.05.23 | SUPPLIES - STUDENT ACTIVITY BA      | \$2,200.00   | \$0.00        | \$0.00       | \$2,200.00    | \$0.00       | \$2,200.00     | 100.00%  |
| 01.305.085.3520.06.36 | STUDENT ACTIVITIES - OTHER          | \$0.00       | \$1,091.00    | \$1,091.00   | (\$1,091.00)  | \$0.00       | (\$1,091.00)   | 0.00%    |
|                       | Dept: MISCELLANEOUS - 085           | \$2,200.00   | \$1,091.00    | \$1,091.00   | \$1,109.00    | \$0.00       | \$1,109.00     | 50.41%   |
| 01.305.088.4110.01.02 | DISTRICT FACILITIES MANAGER         | \$17,194.00  | \$7,494.46    | \$7,494.46   | \$9,699.54    | \$9,256.64   | \$442.90       | 2.58%    |
| 01.305.088.4110.03.10 | CUSTODIAL SUPERVISOR                | \$57,000.00  | \$28,556.53   | \$28,556.53  | \$28,443.47   | \$28,505.47  | (\$62.00)      | -0.11%   |
| 01.305.088.4110.04.10 | CUSTODIAL CONTRACT SVCS             | \$150,700.00 | \$67,268.44   | \$67,268.44  | \$83,431.56   | \$72,731.56  | \$10,700.00    | 7.10%    |
| 01.305.088.4120.04.17 | HEAT                                | \$68,000.00  | \$0.00        | \$0.00       | \$68,000.00   | \$0.00       | \$68,000.00    | 100.00%  |
| 01.305.088.4130.04.15 | TELEPHONE                           | \$9,000.00   | \$2,985.81    | \$2,985.81   | \$6,014.19    | \$4,014.19   | \$2,000.00     | 22.22%   |
| 01.305.088.4130.04.16 | ELECTRICITY                         | \$161,000.00 | \$75,820.41   | \$75,820.41  | \$85,179.59   | \$56,179.59  | \$29,000.00    | 18.01%   |
| 01.305.088.4130.04.19 | MAINTENANCE OF WATER SYSTEM         | \$9,500.00   | \$2,434.71    | \$2,434.71   | \$7,065.29    | \$2,565.29   | \$4,500.00     | 47.37%   |
| 01.305.088.4210.04.32 | MAINTENANCE OF GROUNDS              | \$8,500.00   | \$4,975.00    | \$4,975.00   | \$3,525.00    | \$0.00       | \$3,525.00     | 41.47%   |
| 01.305.088.4220.04.32 | MAINTENANCE OF BLDG ONGOING         | \$16,500.00  | \$43,713.07   | \$43,713.07  | (\$27,213.07) | \$15,664.96  | (\$42,878.03)  | -259.87% |
| 01.305.088.4220.05.26 | CHEMICALS                           | \$5,500.00   | \$0.00        | \$0.00       | \$5,500.00    | \$0.00       | \$5,500.00     | 100.00%  |
| 01.305.088.4220.05.27 | PAPER                               | \$7,200.00   | \$4,439.59    | \$4,439.59   | \$2,760.41    | \$4,160.41   | (\$1,400.00)   | -19.44%  |
| 01.305.088.4220.05.28 | SUPPLIES                            | \$0.00       | \$12,107.08   | \$12,107.08  | (\$12,107.08) | \$2,892.92   | (\$15,000.00)  | 0.00%    |
| 01.305.088.4223.05.26 | LIGHTING                            | \$500.00     | \$0.00        | \$0.00       | \$500.00      | \$0.00       | \$500.00       | 100.00%  |
| 01.305.088.4230.04.32 | MAINTENANCE OF EQUIPMENT            | \$10,000.00  | \$3,294.96    | \$3,294.96   | \$6,705.04    | \$4,730.04   | \$1,975.00     | 19.75%   |
| 01.305.088.7400.04.30 | REPLACEMENT OF EQUIPMENT            | \$0.00       | \$1,687.75    | \$1,687.75   | (\$1,687.75)  | \$1,312.25   | (\$3,000.00)   | 0.00%    |
|                       | Dept: OPERATION & MAINTENANCE - 088 | \$520,594.00 | \$254,777.81  | \$254,777.81 | \$265,816.19  | \$202,013.32 | \$63,802.87    | 12.26%   |
| 01.305.093.2130.01.04 | BUILDING TECH COORDINATOR           | \$0.00       | \$625.00      | \$625.00     | (\$625.00)    | \$0.00       | (\$625.00)     | 0.00%    |
| 01.305.093.2130.03.04 | NETWORK TECHNICIANS                 | \$77,290.00  | \$27,424.20   | \$27,424.20  | \$49,865.80   | \$33,079.52  | \$16,786.28    | 21.72%   |
| 01.305.093.2300.05.23 | SUPPLIES SOFTWARE                   | \$0.00       | \$6,792.28    | \$6,792.28   | (\$6,792.28)  | \$0.00       | (\$6,792.28)   | 0.00%    |
| 01.305.093.2430.05.05 | TECHNOLOGY GENERAL SUPPLIES         | \$0.00       | \$2,663.00    | \$2,663.00   | (\$2,663.00)  | \$2,134.64   | (\$4,797.64)   | 0.00%    |
| 01.305.093.2430.05.23 | SOFTWARE                            | \$10,000.00  | \$11,584.20   | \$11,584.20  | (\$1,584.20)  | \$0.00       | (\$1,584.20)   | -15.84%  |
| 01.305.093.2450.05.23 | EDUCATIONAL EQUIPMENT               | \$0.00       | \$349.00      | \$349.00     | (\$349.00)    | \$0.00       | (\$349.00)     | 0.00%    |
| 01.305.093.2451.05.23 | EDUCATIONAL EQUIPT                  | \$20,000.00  | \$0.00        | \$0.00       | \$20,000.00   | \$0.00       | \$20,000.00    | 100.00%  |
| 01.305.093.4130.04.15 | TELEPHONE                           | \$14,500.00  | \$9,731.74    | \$9,731.74   | \$4,768.26    | \$0.00       | \$4,768.26     | 32.88%   |
|                       | Dept: COMPUTER PROGRAM - 093        | \$121,790.00 | \$59,169.42   | \$59,169.42  | \$62,620.58   | \$35,214.16  | \$27,406.42    | 22.50%   |
| 01.305.100.1435.04.36 | LEGAL EXPENSE - SPEC ED             | \$15,000.00  | \$1,074.50    | \$1,074.50   | \$13,925.50   | \$13,925.50  | \$0.00         | 0.00%    |

# Rochester Public Schools

## FY23-24 APPROVED GENERAL FUNDS BUDGET

From Date: 7/1/2023

To Date: 6/30/2024

Fiscal Year: 2023-2024

☐ Subtotal by Collapse Mask

☐ Include pre encumbrance

☐ Print accounts with zero balance

☒ Filter Encumbrance Detail by Date Range

☐ Exclude Inactive Accounts with zero balance

| Account Number        | Description                              | GL Budget    | Range To Date | YTD          | Balance       | Encumbrance  | Budget Balance | % Bud   |
|-----------------------|--|--------------|---------------|--------------|---------------|--------------|----------------|---------|
| 01.305.100.2105.04.33 | ASSOCIATION DUES                         | \$0.00       | \$128.85      | \$128.85     | (\$128.85)    | \$0.00       | (\$128.85)     | 0.00%   |
| 01.305.100.2110.01.02 | DIRECTOR OF STUDENT SERVICES             | \$23,217.00  | \$5,129.40    | \$5,129.40   | \$18,087.60   | \$16,727.79  | \$1,359.81     | 5.86%   |
| 01.305.100.2110.02.09 | ADMIN ASST STUDENT SVCS                  | \$11,740.00  | \$4,878.60    | \$4,878.60   | \$6,861.40    | \$6,036.57   | \$824.83       | 7.03%   |
| 01.305.100.2110.06.37 | TRAVEL & CONFERENCES                     | \$6,500.00   | \$1,849.00    | \$1,849.00   | \$4,651.00    | \$0.00       | \$4,651.00     | 71.55%  |
| 01.305.100.2415.04.33 | ASSOCIATION DUES                         | \$150.00     | \$4.30        | \$4.30       | \$145.70      | \$0.00       | \$145.70       | 97.13%  |
| 01.305.100.4130.04.15 | TELEPHONE                                | \$150.00     | \$0.00        | \$0.00       | \$150.00      | \$0.00       | \$150.00       | 100.00% |
| 01.305.100.4230.04.31 | SOFTWARE LICENSE                         | \$3,000.00   | \$3,991.00    | \$3,991.00   | (\$991.00)    | \$0.00       | (\$991.00)     | -33.03% |
|                       | Dept: SPECIAL NEEDS ADMINISTRATION - 100 | \$59,757.00  | \$17,055.65   | \$17,055.65  | \$42,701.35   | \$36,689.86  | \$6,011.49     | 10.06%  |
| 01.305.102.2305.01.03 | TEACHERS                                 | \$50,279.00  | \$9,814.64    | \$9,814.64   | \$40,464.36   | \$16,489.28  | \$23,975.08    | 47.68%  |
| 01.305.102.2330.03.08 | PARAPROFESSIONALS                        | \$62,951.00  | \$22,855.67   | \$22,855.67  | \$40,095.33   | \$40,652.49  | (\$557.16)     | -0.89%  |
| 01.305.102.2351.06.37 | PROJECT GROW TRAVEL                      | \$200.00     | \$0.00        | \$0.00       | \$200.00      | \$0.00       | \$200.00       | 100.00% |
| 01.305.102.2356.01.03 | PROFESSIONAL DEVELOPMENT                 | \$300.00     | \$0.00        | \$0.00       | \$300.00      | \$0.00       | \$300.00       | 100.00% |
| 01.305.102.2430.05.24 | SUPPLIES & MATERIALS                     | \$1,000.00   | \$753.57      | \$753.57     | \$246.43      | \$0.00       | \$246.43       | 24.64%  |
|                       | Dept: PROJECT GROW - 102                 | \$114,730.00 | \$33,423.88   | \$33,423.88  | \$81,306.12   | \$57,141.77  | \$24,164.35    | 21.06%  |
| 01.305.103.2300.05.24 | SUPPLIES                                 | \$0.00       | \$155.48      | \$155.48     | (\$155.48)    | \$0.00       | (\$155.48)     | 0.00%   |
| 01.305.103.2305.01.03 | TEACHERS                                 | \$537,994.00 | \$186,205.35  | \$186,205.35 | \$351,788.65  | \$395,172.12 | (\$43,383.47)  | -8.06%  |
| 01.305.103.2330.03.08 | PARAPROFESSIONALS                        | \$170,913.00 | \$45,747.31   | \$45,747.31  | \$125,165.69  | \$84,399.55  | \$40,766.14    | 23.85%  |
| 01.305.103.2356.01.03 | PROFESSIONAL DEVELOPMENT                 | \$300.00     | \$200.00      | \$200.00     | \$100.00      | \$0.00       | \$100.00       | 33.33%  |
| 01.305.103.2420.05.24 | LEARNING SUPPORT ED EQUIPMENT            | \$3,500.00   | \$1,063.85    | \$1,063.85   | \$2,436.15    | \$936.15     | \$1,500.00     | 42.86%  |
| 01.305.103.2430.05.24 | SUPPLIES                                 | \$2,500.00   | \$0.00        | \$0.00       | \$2,500.00    | \$0.00       | \$2,500.00     | 100.00% |
| 01.305.103.3300.02.08 | BUS MONITORS                             | \$15,000.00  | \$13,234.66   | \$13,234.66  | \$1,765.34    | \$0.00       | \$1,765.34     | 11.77%  |
|                       | Dept: LEARNING SUPPORT CENTER - 103      | \$730,207.00 | \$246,606.65  | \$246,606.65 | \$483,600.35  | \$480,507.82 | \$3,092.53     | 0.42%   |
| 01.305.118.2305.01.03 | TEACHERS                                 | \$210,886.00 | \$75,031.46   | \$75,031.46  | \$135,854.54  | \$137,654.54 | (\$1,800.00)   | -0.85%  |
| 01.305.118.2356.01.03 | PROFESSIONAL DEVELOPMENT                 | \$750.00     | \$399.00      | \$399.00     | \$351.00      | \$0.00       | \$351.00       | 46.80%  |
| 01.305.118.2420.05.24 | SPEECH THERAPY ED EQUIPMENT              | \$1,000.00   | \$0.00        | \$0.00       | \$1,000.00    | \$0.00       | \$1,000.00     | 100.00% |
| 01.305.118.2430.05.24 | SUPPLIES                                 | \$2,000.00   | \$973.28      | \$973.28     | \$1,026.72    | \$308.50     | \$718.22       | 35.91%  |
| 01.305.118.2800.04.35 | SPEECH THERAPY                           | \$52,000.00  | \$0.00        | \$0.00       | \$52,000.00   | \$0.00       | \$52,000.00    | 100.00% |
|                       | Dept: SPEECH - 118                       | \$266,636.00 | \$76,403.74   | \$76,403.74  | \$190,232.26  | \$137,963.04 | \$52,269.22    | 19.60%  |
| 01.305.121.2100.02.09 | CLERICAL                                 | \$0.00       | \$14,541.60   | \$14,541.60  | (\$14,541.60) | \$23,266.50  | (\$37,808.10)  | 0.00%   |
| 01.305.121.2110.02.09 | CLERICAL                                 | \$38,364.00  | \$560.00      | \$560.00     | \$37,804.00   | \$0.00       | \$37,804.00    | 98.54%  |
| 01.305.121.2305.01.03 | TEACHER VISUALLY IMPAIRED                | \$6,000.00   | \$0.00        | \$0.00       | \$6,000.00    | \$0.00       | \$6,000.00     | 100.00% |
| 01.305.121.2415.05.24 | SUPPLIES                                 | \$2,000.00   | \$0.00        | \$0.00       | \$2,000.00    | \$0.00       | \$2,000.00     | 100.00% |
| 01.305.121.2440.04.35 | EXTENDED YEAR SERVICES                   | \$70,000.00  | \$1,655.27    | \$1,655.27   | \$68,344.73   | \$1,344.73   | \$67,000.00    | 95.71%  |
| 01.305.121.2710.04.03 | SPECIALIZED INSTRUCTION                  | \$25,000.00  | \$8,425.00    | \$8,425.00   | \$16,575.00   | \$16,575.00  | \$0.00         | 0.00%   |
| 01.305.121.2800.04.35 | THERAPY                                  | \$118,000.00 | \$28,447.49   | \$28,447.49  | \$89,552.51   | \$50,729.21  | \$38,823.30    | 32.90%  |
|                       | Dept: SUPPORT SERVICES - 121             | \$259,364.00 | \$53,629.36   | \$53,629.36  | \$205,734.64  | \$91,915.44  | \$113,819.20   | 43.88%  |
| 01.305.127.2305.01.03 | PROFESSIONAL SALARIES                    | \$0.00       | \$0.00        | \$0.00       | \$0.00        | \$250.00     | (\$250.00)     | 0.00%   |
| 01.305.127.2356.01.03 | PROFESSIONAL DEVELOPMENT                 | \$900.00     | \$0.00        | \$0.00       | \$900.00      | \$0.00       | \$900.00       | 100.00% |
| 01.305.127.2450.05.24 | EDUCATIONAL EQUIPMENT                    | \$1,000.00   | \$0.00        | \$0.00       | \$1,000.00    | \$0.00       | \$1,000.00     | 100.00% |
| 01.305.127.2710.01.03 | ADJUSTMENT COUNSELOR                     | \$192,263.00 | \$68,465.87   | \$68,465.87  | \$123,797.13  | \$127,643.13 | (\$3,846.00)   | -2.00%  |
| 01.305.127.2800.01.03 | PSYCHOLOGY                               | \$78,723.00  | \$19,151.46   | \$19,151.46  | \$59,571.54   | \$36,174.94  | \$23,396.60    | 29.72%  |
| 01.305.127.2800.05.24 | SUPPLIES                                 | \$2,000.00   | \$1,646.98    | \$1,646.98   | \$353.02      | \$216.00     | \$137.02       | 6.85%   |
| 01.305.127.2800.06.13 | PSYCHOLOGICAL EVALUATIONS                | \$9,000.00   | \$3,058.00    | \$3,058.00   | \$5,942.00    | \$3,947.00   | \$1,995.00     | 22.17%  |
| 01.305.127.2800.06.37 | TRAVEL & CONFERENCES                     | \$500.00     | \$0.00        | \$0.00       | \$500.00      | \$0.00       | \$500.00       | 100.00% |
|                       | Dept: PSYCHOLOGICAL SERVICES - 127       | \$284,386.00 | \$92,322.31   | \$92,322.31  | \$192,063.69  | \$168,231.07 | \$23,832.62    | 8.38%   |

# Rochester Public Schools

## FY23-24 APPROVED GENERAL FUNDS BUDGET

From Date: 7/1/2023

To Date: 6/30/2024

Fiscal Year: 2023-2024

☐ Subtotal by Collapse Mask

☐ Include pre encumbrance

☐ Print accounts with zero balance

☒ Filter Encumbrance Detail by Date Range

☐ Exclude Inactive Accounts with zero balance

| Account Number        | Description                        | GL Budget      | Range To Date  | YTD            | Balance        | Encumbrance    | Budget Balance | % Bud   |
|-----------------------|------------------------------------|----------------|----------------|----------------|----------------|----------------|----------------|---------|
| 01.305.130.3300.06.43 | TRANSPORTATION - COLLABORATIVE     | \$60,000.00    | \$31,501.90    | \$31,501.90    | \$28,498.10    | \$50,163.40    | (\$21,665.30)  | -36.11% |
| 01.305.130.3300.06.44 | TRANSPORTATION - DAY PROGRAMS      | \$80,000.00    | \$4,451.33     | \$4,451.33     | \$75,548.67    | \$16,056.40    | \$59,492.27    | 74.37%  |
| 01.305.130.3300.06.45 | TRANSPORTATION - PRESCHOOL         | \$29,000.00    | \$0.00         | \$0.00         | \$29,000.00    | \$0.00         | \$29,000.00    | 100.00% |
| 01.305.130.3300.06.46 | TRANSPORTATION - MCKINNEY VENT     | \$10,000.00    | \$0.00         | \$0.00         | \$10,000.00    | \$0.00         | \$10,000.00    | 100.00% |
|                       | Dept: SPED TRANSPORTATION - 130    | \$179,000.00   | \$35,953.23    | \$35,953.23    | \$143,046.77   | \$66,219.80    | \$76,826.97    | 42.92%  |
| 01.305.133.9300.04.13 | TUITION - RESIDENTIAL              | \$92,000.00    | \$0.00         | \$0.00         | \$92,000.00    | \$0.00         | \$92,000.00    | 100.00% |
| 01.305.133.9300.06.13 | TUITION - DAY SCHOOLS              | \$63,198.00    | \$10,497.00    | \$10,497.00    | \$52,701.00    | \$20,550.00    | \$32,151.00    | 50.87%  |
| 01.305.133.9400.06.13 | TUITION - COLLABORATIVES           | \$120,000.00   | \$69,853.29    | \$69,853.29    | \$50,146.71    | \$39,559.01    | \$10,587.70    | 8.82%   |
|                       | Dept: PROGRAMS W/OTHERS SPED - 133 | \$275,198.00   | \$80,350.29    | \$80,350.29    | \$194,847.71   | \$60,109.01    | \$134,738.70   | 48.96%  |
| Grand Total:          |                                    | \$6,816,930.00 | \$2,473,155.74 | \$2,473,155.74 | \$4,343,774.26 | \$4,046,538.44 | \$297,235.82   | 4.36%   |

End of Report

# Rochester Public Schools

## FY23-24 APPROVED BCAHS BUDGET

From Date: 7/1/2023

To Date: 6/30/2024

Fiscal Year: 2023-2024

☐ Subtotal by Collapse Mask

☐ Include pre encumbrance

☐ Print accounts with zero balance

☒ Filter Encumbrance Detail by Date Range

☐ Exclude Inactive Accounts with zero balance

| Account Number        | Description                           | GL Budget    | Range To Date | YTD          | Balance      | Encumbrance | Budget Balance | % Bud  |
|-----------------------|---------------------------------------|--------------|---------------|--------------|--------------|-------------|----------------|--------|
| 01.307.079.3300.06.14 | Transportation - Bristol Count        | \$44,100.00  | \$14,700.00   | \$14,700.00  | \$29,400.00  | \$29,400.00 | \$0.00         | 0.00%  |
|                       | Dept: TRANSPORTATION REG DAY - 079    | \$44,100.00  | \$14,700.00   | \$14,700.00  | \$29,400.00  | \$29,400.00 | \$0.00         | 0.00%  |
| 01.307.097.9100.06.36 | Tuition - Bristol County Agric        | \$164,463.00 | \$166,831.98  | \$166,831.98 | (\$2,368.98) | \$0.00      | (\$2,368.98)   | -1.44% |
|                       | Dept: PROGRAMS W/OTHERS REG DAY - 097 | \$164,463.00 | \$166,831.98  | \$166,831.98 | (\$2,368.98) | \$0.00      | (\$2,368.98)   | -1.44% |
| Grand Total:          |                                       | \$208,563.00 | \$181,531.98  | \$181,531.98 | \$27,031.02  | \$29,400.00 | (\$2,368.98)   | -1.14% |

End of Report





# Old Rochester Regional School District Massachusetts Superintendency Union #55

*"Serving the towns of Marion, Mattapoisett, & Rochester"*

Food Service Director's Report: January 2024  
Rochester Memorial School

## Directors Update:

- Friendly reminder any extra items are available for purchase this year; limited snacks, beverages and second entrees at an extra cost.
- Meal participation continues to grow strong.

## Students Receiving Free and Reduced Meals:

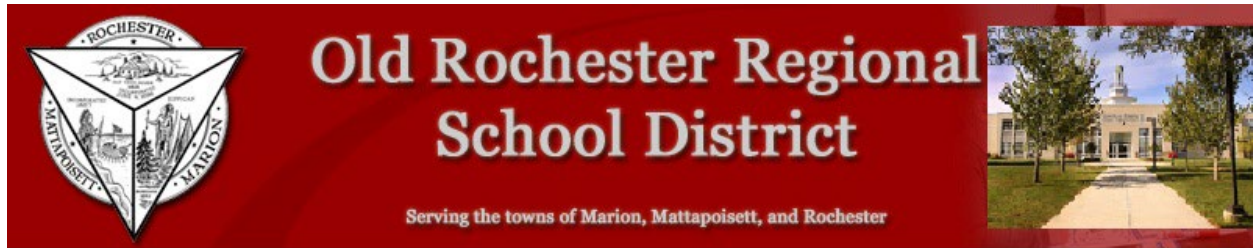
Free: 118 → 23%

Reduced: 18 → 4%

## Student Meal Participation

| SY 23     |                     |     |                 |     | SY 24               |     |                 |     |
|-----------|---------------------|-----|-----------------|-----|---------------------|-----|-----------------|-----|
|           | Breakfast<br>Counts | %   | Lunch<br>Counts | %   | Breakfast<br>Counts | %   | Lunch<br>Counts | %   |
| August    | 161                 | 17% | 425             | 45% | 216                 | 23% | 404             | 43% |
| September | 2552                | 28% | 5328            | 58% | 2864                | 30% | 5183            | 55% |
| October   | 2547                | 28% | 5678            | 62% | 2935                | 30% | 5518            | 56% |
| November  | 2127                | 27% | 4837            | 62% | 2499                | 30% | 5042            | 60% |
| December  | 1921                | 26% | 4746            | 64% | 1918                | 28% | 4265            | 62% |
| January   | 2147                | 25% | 5377            | 62% |                     |     |                 |     |
| February  | 1725                | 25% | 4211            | 62% |                     |     |                 |     |
| March     | 2799                | 27% | 6570            | 62% |                     |     |                 |     |
| April     | 1843                | 28% | 3979            | 61% |                     |     |                 |     |
| May       | 2900                | 29% | 6190            | 61% |                     |     |                 |     |
| June      | 1347                | 29% | 2648            | 57% |                     |     |                 |     |

Jill Henesey  
Director of Food and Nutrition Services  
Office: 508-758-2772 x1543  
Mobile: 774-320-0801  
Email: [jillhenesey@oldrochester.org](mailto:jillhenesey@oldrochester.org)  
<https://www.facebook.com/ORRnutrition4kids>



## **Facilities Director's Report: January 2024**

### **Rochester Memorial Elementary School**

- Conducted one snow and ice removal operation.
- Replaced energy heat recovery wheel and bearing in Annex Air RTU D3
- Replace compressors and VFD in Annex Air RTU A1
- Repaired electric door locking system on door #10.
- Conducted routine maintenance on all facility systems.

Sincerely,

Gene Jones

Director of Facilities

Office: 508-758-2772 x1954

Cell: 508-509-6763

E-Mail: [eugenejones@oldrochester.org](mailto:eugenejones@oldrochester.org)



**Rochester Memorial School**  
16 Pine Street~Rochester, MA 02770  
(508) 763-2049



Heidi J. Letendre, Interim Principal  
[heidiletendre@oldrochester.org](mailto:heidiletendre@oldrochester.org)

Charles West, Assistant Principal  
[charleswest@oldrochester.org](mailto:charleswest@oldrochester.org)

To: Superintendent Michael Nelson  
Members of the Rochester Memorial School Committee & Administrative Team  
Members  
From: Heidi Letendre, Interim Principal  
Re: Principal's Report-School Committee Meeting on January 25, 2024  
Date: January 19, 2024

---

**Holiday Concerts:**

- The RMS band, jazz band and chorus entertained our entire school community on Thursday, December 21st at 10:00 AM. Our musicians then presented for their families at 2:00 PM. This was a wonderful way to kick off the holiday season and our vacation week.
- Thank you to Mrs. Laprise, Ms. Audette, Mr. Silva (long term substitute), Mrs. Williamson and Mrs. Sparklin, accompanist.

**Celebrations Committee:**

- The Celebrations Committee had a successful Holiday Sweater Contest with three winners voted by RMS faculty and staff.
- Winners of the sweater contest were: Ms. Higgins, Ms. Souza and Mrs. Cyr
- Next Celebration's Committee Meeting is scheduled for January 24th

**Student Ambassadors:**

- RMS buzzed with excitement during our Spirit Week (December 18th-22nd)
- The Ambassadors organized a school-wide Spirit Week and we had great participation by faculty and staff

**Project 351:**

- Students created their social scenarios for each grade level to problem solve. The influencers will visit each classroom and work with the different grade levels to help guide their peers in problem solving age appropriate issues that may arise.
- The goal is to complete this before February vacation.

**Curriculum and Assessment Updates:**

- In STEM class, students worked with partners to code their robots to navigate an obstacle course. Students first needed to replicate the course to scale on their paper and then worked to write the code. Students then tested their work.
- Mrs. Hemingway created various art lessons that related to art around the world. Each grade level was exposed to a different country and their art. Mrs. Hemingway worked to connect her art lessons with the social studies units in the upper grades.



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16 Pine Street~Rochester, MA 02770  
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[heidiletendre@oldrochester.org](mailto:heidiletendre@oldrochester.org)

Charles West, Assistant Principal  
[charleswest@oldrochester.org](mailto:charleswest@oldrochester.org)

- Middle of the Year Assessments, Aimsweb Math & DIBELS, are taking place school-wide from January 11th and goes through February 2nd
- Data meetings will take place after the testing window to identify instructional focus areas for all students

**School Council Meeting:**

- Tuesday, January 16th, 3:30-4:30 PM
- Tuesday, January 30th, 3:30-4:30 PM

**Nature's Classroom Information:**

- Wednesday, January 24th at 2:00 PM for 5th grade students
- Then, at 6:30 PM for 5th grade families

**Incoming Kindergarten Informational Night:**

- Tuesday, January 30th 6:00-7:00 PM at RMS
- Professional Development Day: Wednesday, January 31st-Early Release Day

**Upcoming Dates:**

**Staff Meeting:**

- Wednesday, February 7th

**PTO Meeting:**

- Tuesday, February 13th at 3:10 PM

**2nd Grade Celebrating Holidays Around the World**







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[heidiletendre@oldrochester.org](mailto:heidiletendre@oldrochester.org)

Charles West, Assistant Principal  
[charleswest@oldrochester.org](mailto:charleswest@oldrochester.org)

### 5th & 6th Grade Chorus Students at the Providence Bruins Game



### Mr. Forns, 5th Grade Teacher and Ms. Audette, Music Teacher





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### **Staff Ugly Sweater Day and Breakfast-Sponsored by the Celebration's Committee**



### **Having 'Snow Much' Fun in Grade 2**







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Charles West, Assistant Principal  
[charleswest@oldrochester.org](mailto:charleswest@oldrochester.org)

**RMS December 2023 Holiday Concert**

RMS Band



RMS Jazz Band



RMS Chorus

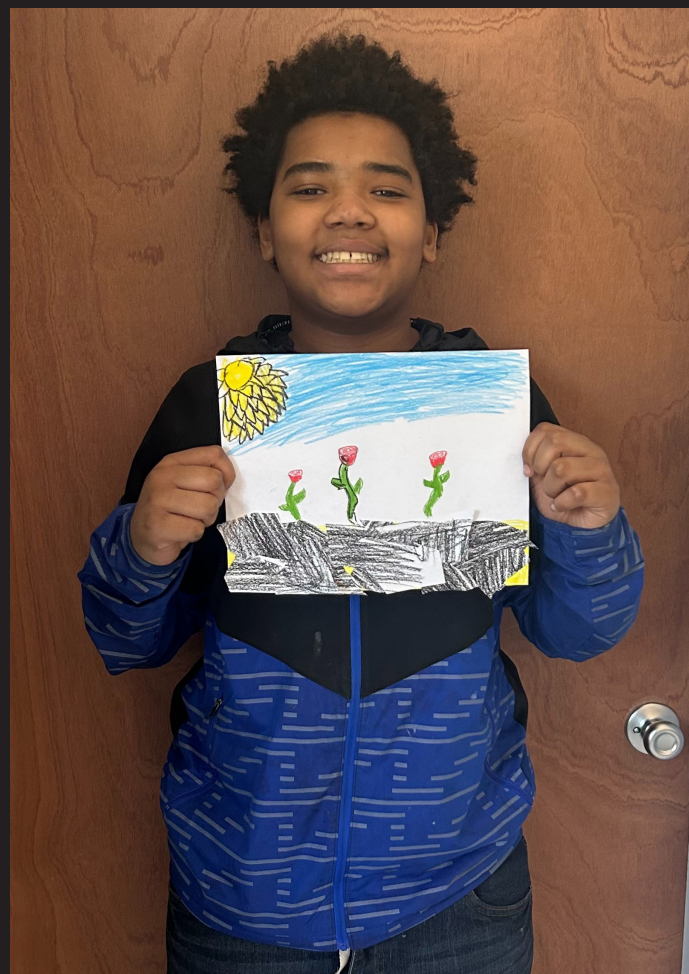




# LEARNING

FOR

# LIFE



## Southeastern Massachusetts Educational Collaborative

# FY2023 ANNUAL REPORT



## To Whom It May Concern:

Attached, you will find the FY23 annual report for the Southeastern Massachusetts Educational Collaborative (SMEC), covering the period of July 1, 2022 to June 30, 2023. This report contains all of the regulatory reporting requirements of MGL Chapter 40, Section 4E, including summarized information about the programs and services offered by the Collaborative during the prior fiscal year, a discussion of the cost effectiveness of each program and service offered by SMEC, information regarding our governance and administration and a discussion of the progress made toward reaching our agency's stated goals and objectives. In addition, our FY23 Independent Audited Financial Statements are attached and the relevant figures are incorporated into this annual report.

During FY23, we continued our efforts to recover from the pandemic by prioritizing the recruitment of new personnel in order to return our level of services to pre-pandemic levels and beyond. We were fortunate to add several new therapists to our team allowing us to expand our district-based staffing services and filled many direct care vacancies to allow our current roster of adult consumers to return to full program schedules. However, despite the support of our Board of Directors to increase our starting salaries and provide recruitment and retention benefits, we continue to see the impacts of the ongoing national workforce crisis which has impacted our ability to further expand our capacity to accept many of our newly referred students and adults.

After many attempts through the public procurement process over several years, toward the end of the reported fiscal year we were finally able to identify a facility to purchase in order to expand our social/emotional programs for elementary and middle school students. The purchase and occupancy of the building is anticipated to be finalized during the first quarter of FY24.

An evolving state, local and federal fiscal climate resulted in rapidly changing revenue projections throughout the year and uncertain fiscal information coming from our state contracting and governing agencies made FY23 a challenging year for budgeting. Balancing the needs of our students, consumers and staff with the realities and ambiguities of the information coming from our contracted revenue streams created a difficult business climate for a self-sustaining organization such as ours. SMEC continues to advocate statewide, along other Educational Collaboratives, for designated funding for Collaborative facilities, workforce stability and program enhancement and we look forward to a return to fiscal clarity in FY24.

We encourage anyone reading this report to use the data contained herein as a brief overview of SMEC and an idea of where our agency may be heading in the future. This report provides a synopsis and fulfills a legislative requirement but much more information can be found by visiting our website or by contacting any of our program locations or our administrative office(s) to request more information or to set up a personal tour or visit. We'd love to show you around and answer any questions you may have. The best way to get to know SMEC is to speak to those who choose to be part of it. We are proud of our agency and look forward to sharing it with you.

Sincerely,  
Catherine S. Cooper, M.Ed., JD  
*Executive Director*

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## General Information

The Southeastern MA Educational Collaborative (SMEC) is a public Educational Collaborative established in 1975 pursuant to the provisions of MGL Ch. 40, Section 4E. SMEC's administrative offices are located at 25 Russells Mills Road in Dartmouth. The Collaborative provides services to ten member school districts and several non-member districts from throughout Southeastern Massachusetts in addition to providing adult services through state contracts.

## SMEC Governance

SMEC membership during FY23 was comprised of the school districts of Acushnet, Dartmouth, Fairhaven, Fall River, Marion, Mattapoisett, New Bedford, Rochester, Old Rochester Regional and Greater New Bedford Regional Vocational Technical High School. Each of these school committees appointed a member to serve on the SMEC Board for the 2022-2023 school year as follows:

### BOARD OF DIRECTORS 2022-2023

Jonathan Teves, Acushnet\*  
Michelle Smith, Vice Chairman, Marion  
Tiffini Reedy, Mattapoisett  
Anne Fernandes, Rochester  
Donna McKenna, Fairhaven  
Christopher Oliver, Chairman, Dartmouth  
Christopher Cotter, New Bedford  
Rosemarie Bowman, Old Rochester Regional  
Sara Rodrigues, Fall River  
Michael Shea, Greater New Bedford Regional Vocational Technical High School

### LEADERSHIP

In addition to the Board of Directors, the 2022-2023 SMEC leadership team also included the following:

### ADMINISTRATIVE TEAM

Catherine Cooper, Executive Director  
Christopher Haraden, Director of Business Services  
Kimberly Wilmot, Director of Student Services  
Sean Mitchell, SAIL Program Director  
Sherri Tetrault, Director of Communication and PD  
Sharon Donovan, ADH Program Director  
Audrey Rodrigues, Human Resources Manager  
Charles Farrell, Payroll Manager

### TREASURER

John Nunes

\*Term ended April 2023.

## 2022-2023 STEERING COMMITTEE MEMBERS

The SMEC steering committee is comprised of the special education administrators from each member district and serves in an advisory capacity to the SMEC Administrative Team:

Kimberli Bettencourt: Acushnet

Elizabeth Townson: Dartmouth

Tanya Dawson: Fairhaven

Lori Obenchain: Fall River

Craig Davidson: Marion, Mattapoisett, Rochester and Old Rochester Regional

Matthew Kravitz: New Bedford

Erin Ptaszenski: Greater New Bedford Regional Vocational Technical HS

## SMEC Mission, Guiding Principles and Objectives

### MISSION STATEMENT

The Southeastern Massachusetts Educational Collaborative (SMEC) provides high quality programs and services for all children and adults who need specialized instruction or support. SMEC utilizes a team approach to meet the needs of the whole individual in order to achieve greater personal independence and success.

### GUIDING PRINCIPLES

SMEC's mission statement, principles and objectives are identified in our Articles of Agreement.

- ✓ We believe that all people have strengths, abilities and gifts and must be treated with respect and dignity regardless of their level of need.
- ✓ We ensure that support and services are guided by an individual's evolving needs, goals and preferences.
- ✓ We assist each individual to participate and contribute meaningfully to their community through school, work, community service and recreation.
- ✓ We believe that all individuals have the ability to learn within a safe, nurturing environment and with the appropriate support.
- ✓ We will safeguard each individual's right to privacy, dignity and respect.
- ✓ We believe that parents/guardians and families are important advocates and teachers.
- ✓ We believe that through collaboration and teamwork we strengthen the resources of school districts and adult agencies to provide the very best programs and services for students and adults.
- ✓ We have high expectations for the success of our students, staff, consumers, parents and the community.
- ✓ We believe that an effective organization is diverse in perspective, culture and experience.

## Objectives



**As indicated in the Collaborative's Articles of Agreement,  
the Objectives of the Collaborative shall be:**

**To develop and administer,  
as directed by the  
Collaborative Board of  
Directors, programs,  
supports and services  
which best serve  
the interests of the  
Collaborative and its  
Member Committees.**

**To provide a vehicle for  
Member Committees to  
identify and resolve issues  
of a common and regional  
nature.**

**To provide professional  
development opportunities  
for educators, parents and  
related services personnel.**



## **Progress Toward Meeting Our Mission and Objectives**



**SMEC provides programs and services for individuals with special needs ages three to adult. Our programs have a strong focus on community integration and independence.**

**Student services and programs are available at the preschool, elementary and secondary levels. Students who transition into adult services at age twenty-two and who are eligible to receive adult service funding through DDS, MA Health or MCB have the option to choose SMEC as their adult service provider.**

**Over 90% of our eligible students in this category choose to stay with SMEC when they turn twenty-two.**



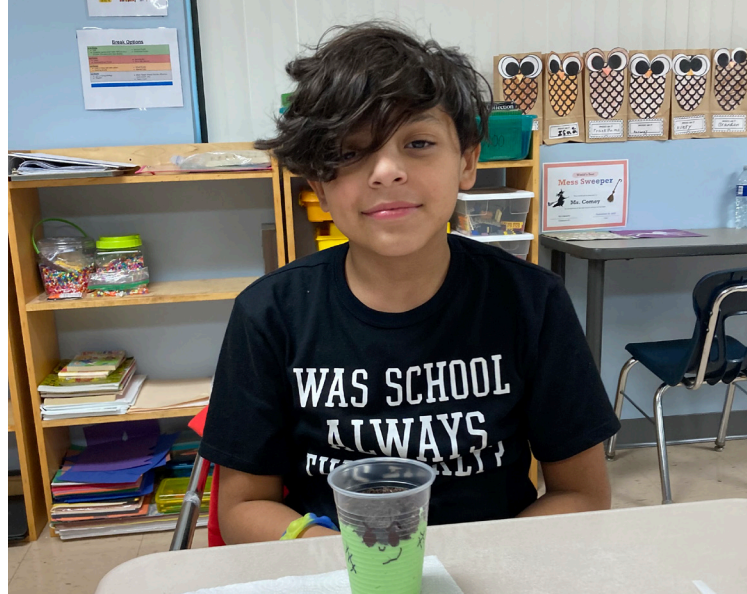
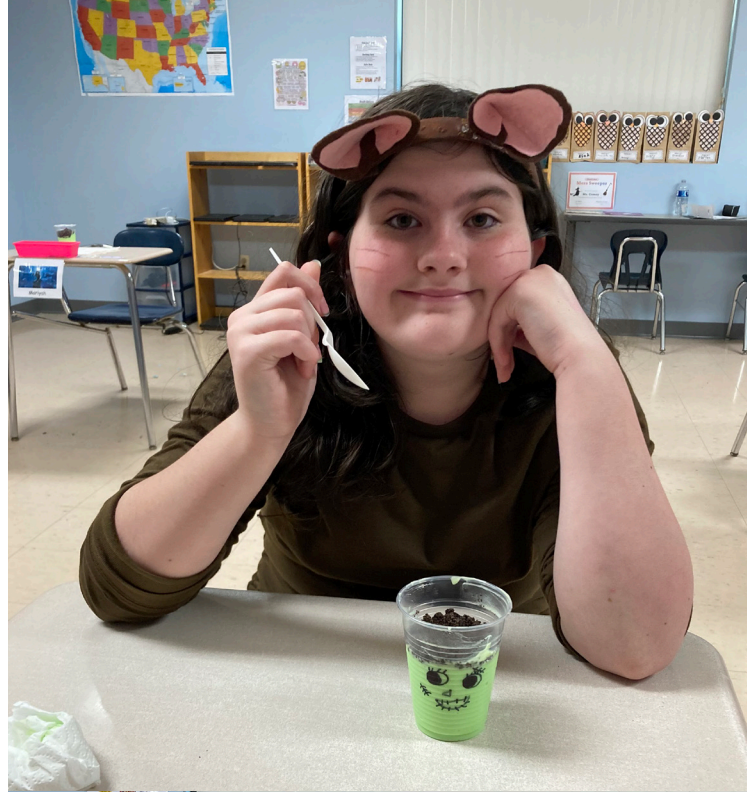


## PROGRESS

We have seen an increased amount of stress and anxiety amongst students, consumers, families and staff following the Covid-19 pandemic. Our FY23 professional development offerings focused on providing everyone with tools to manage stress and anxiety while prioritizing teaching and learning. In addition to providing in-service training for our own staff on managing their own stress and working with students following trauma, as well as CPR/First Aid, Mandated Reporting, Civil Rights, Safety Care non-violent crisis intervention, RBT and Cultural Proficiency, SMEC provided a wide variety of professional development opportunities to 362 faculty and staff from more than 80 school districts, charter schools, private schools and other Collaboratives throughout Massachusetts during the year. In addition, our own training consultants provided onsite staff training and consultation for many additional district educators.

Courses offered for outside educators during FY23 included Sheltered English Immersion (SEI) instruction including SEI endorsement courses for regular and vocational educators and administrators as well as workshops leading to PDPs in SEI as required for DESE re-licensure, an Overview of Student Disabilities, Scaffolding Instruction for English Language and All Learners, Reducing Behavior, Anxiety and Stress while Increasing Student Engagement, Instruction to Students with Diverse Learning Styles, IEP Writing Strategies, Parapro Math Preparation, Educator Mentoring, Using Graphic Organizers, Adaptive Approaches and Creative Journaling for Art Instruction, Building Relationships with ELLs, Social Emotional Learning, and Executive Functioning.

In addition to staff training, SMEC also offered virtual sessions for parents and guardians on topics such as Nurturing Resilience in Teens and Strategies to Help Children Develop Executive Functioning Skills. We also held several in-person family engagement events throughout the year in conjunction with our parent's group, the Friends of SMEC, including a wellness walkathon, holiday sing-along, student art show and dance fundraiser auction.



SMEC is a participant in the Southeast Collaborative Regional Organization (SCRO) and collaborated with other SCRO members to provide a spring conference for districts from throughout the southeastern part of the state. The SCRO serves as the MA Organization of Educational Collaborative's (MOEC's) regional group representing the eight Educational Collaboratives in the southeastern part of the state. MOEC represents and advocates for the 24 Educational Collaboratives statewide and SMEC's Executive Director sits on the MOEC Board of Directors and chairs its Legislative Committee.

SMEC is one of only two regional sites in Massachusetts authorized to administer the Parapro examination through the Educational Testing Service. Employment as a paraprofessional in Title One schools and most other public school districts in Massachusetts requires either a minimum of an Associate's Degree/Equivalent or a passing score on the Parapro assessment. SMEC offers both the test administration and an optional Parapro test preparation workshop. 129 individuals representing 15 different districts took the Parapro test in-person at SMEC during FY23.

All SMEC programs continued to operate fully in-person during FY23. We focused on goals addressing personal health and safety as well as the strengthening of our student and adult services, quality staff recruitment and retention, increasing parent engagement and public awareness of SMEC and its services, ensuring that our programs are located in suitable facilities, addressing internal organizational and developmental issues including improving overall communication, increasing our resource development capacity and maintaining strong leadership, governance and financial capacity.

Other infrastructure improvements, such as acquiring and maintaining a safe and reliable van pool, updating our technology infrastructure and attracting and retaining high quality staff, are ongoing priorities and built into the administrative decision making process for all programs. The Collaborative maintains ongoing communication with our districts and local state agencies to ensure that we are targeting our efforts to meet their ever-changing needs as well as ensuring compliance and readiness for all DESE and other state agency mandates. The nationwide workforce crisis has made it difficult to expand our services during the past year, however we continue to prioritize the needs of our districts, staff, students and adult consumers.



## FY23 General Statistics

|   |                  |
|---|------------------|
| Years in Service  | 47               |
| Employees   | 215 <sup>1</sup> |
| Member Districts  | 10               |
| Districts Served in 2022-2023   | 107 <sup>2</sup> |
| Program Facility Sites  | 10               |
| Students Served in SMEC School Programs and District Services in FY23 | 712 <sup>3</sup> |
| Adult (Age 22+) Consumers Served FY23                                 | 149              |

## FY23 Revenue

|  |                                 |
|--|---------------------------------|
| Tuition and Services Member                    | \$4,669,678                     |
| Tuition and Services Non-Member                | \$749,047                       |
| DDS Contracts                                  | \$2,484,142                     |
| MCB Contracts                                  | \$185,350                       |
| MassHealth/Medicaid                            | \$1,775,035                     |
| DESE CACFP                                     | \$104,692                       |
| Professional Development                       | \$87,175                        |
| Intergovernmental/ Intergovernmental on Behalf | \$1,268,542                     |
| Investment Income                              | \$3,002                         |
| Miscellaneous <sup>4</sup>                     | \$35,107                        |
| <b>Total FY23 Revenue</b>                      | <b>\$11,596,048<sup>5</sup></b> |

## Adult Service Expenditures

|   |                    |
|---|--------------------|
| FY23 Amount Expended on Services for Students/Consumers Age 22+ |                    |
| SAIL Program (Expenses Funded by DDS/MCB Contracts)             | \$1,954,041        |
| ADH Program (Expenses Funded by Medicaid/MA Health and CACFP)   | \$1,209,657        |
| <b>FY23 Total Adult Service Expenses</b>                        | <b>\$3,157,698</b> |

<sup>1</sup> Includes full and part-time employees on payroll during FY23. Does not include 1099/outside contractors.

<sup>2</sup> Based on LEA student programmatic responsibility for services as well as professional development provided to district staff.

<sup>3</sup> Includes all SMEC program and district based services. Does not include students receiving transportation services only.

<sup>4</sup> Includes grants, self-pays, donations, insurance claim payments and revenues not otherwise designated.

<sup>5</sup> Based on FY23 Independently Audited Financial Statements-Governmental Funds Statement of Revenues.

## Cost Savings to School Districts

|   |                           |
|---|---------------------------|
| Average FY23 MA Private Ch. 766 Day School Special Education Daily Tuition Rate | \$438.90/Day <sup>7</sup> |
| FY23 SMEC Daily Tuition 180 Day Standard School Day Program                     | \$289/Day                 |
| Average Local Private Agency Therapy Fee (SLP, OT, PT, TVI)                     | \$100-\$165+/hour         |
| FY23 SMEC Therapy Fee (SLP, OT, PT)   | \$81/hour <sup>8</sup>    |

Cost savings to districts are realized by sharing resources regionally, utilizing district owned facilities to house Collaborative programs when possible, sharing agency administrative and indirect costs between the Collaborative's adult services departments and student services departments and having district representatives guide our program and service development. Exact savings figures are difficult to quantify, however a comparison of the average private day school FY23 tuition of \$438.90 per day versus the standardized FY23 SMEC program tuition of \$289 per day for all of our 180 day/school day programs indicates significant average annual savings of \$26,982 per student<sup>9</sup> as does a comparison of a range of contractual service costs offered by private agencies in the geographic area against the cost to districts to access the same therapeutic services through SMEC. If SMEC programs and services were not available, districts would undoubtedly be forced to utilize these higher cost private programs and services. Our programs serve students with low incidence special needs from multiple districts allowing the districts to share the costs of operating a high quality specialized program for several students instead of each district funding and operating an in-district program for one or two students. In addition, services provided by the Collaborative have a value added component in that we provide services specifically tailored to the needs and requests of our districts and students thereby reducing costs for certain amenities that may be included in the services offered by private providers but not necessarily required to provide a high quality program or targeted services to address specific district and students' needs.

Further cost savings are realized by operating programs within our local cities and towns thereby significantly reducing special education transportation costs and length of student trips. Cost savings varies based on route and competitive bidding quotes from private vendors. Similarly, utilizing surplus district classroom space to house collaborative programs reduces program overhead, which lowers tuition costs for all districts utilizing the program while providing a modest source of revenue for the host district.

Lastly, offering professional development on a regional basis allows districts to offer high quality professional development to their faculty and staff that might not be possible if each district, particularly the smaller districts, were required to fund and arrange courses or workshops on an individual basis. Particularly at a time when district professional development time has been reduced and is primarily targeted toward meeting new and increased state and federal mandates, targeted professional development for lower incidence or specialty staff would likely not occur if it weren't done on a regional basis through the Collaborative.

<sup>6</sup> Extracted from FY23 Independently Audited Financial Statements-Governmental Funds Statement of Expenditures.

<sup>7</sup> [www.mass.gov/osdFY23](http://www.mass.gov/osdFY23); average of private day school FY23 daily tuition rates using day program data only.

<sup>8</sup> FY23 SMEC member rate for hourly therapy services. Does not include contractual staffing FTEs which are staff specific.

<sup>9</sup> No direct program comparison is asserted. Cost savings calculated by difference in day program average daily rates x 180 days. Does not account for circuit breaker reimbursement.

## **FY23 Program Descriptions**

### **SMEC PRIMARY LANGUAGE PROGRAM**

The SMEC Primary Language Program, located at the Rochester Memorial School, serves students in grades PK-6 with significant language delays and autism spectrum disorders. Staffed by a special education teacher(s), speech pathologist, occupational therapist, physical therapist, consulting BCBA and paraprofessionals, the program offers intensive, language-based programming with a small staff/student ratio and opportunity for inclusive activities within the host building. Instruction in art and yoga are provided. School year and part-time summer programming options are available.

### **SMEC INTEGRATED SERVICES PROGRAM I**

The SMEC Integrated Services Program I, located at the Elizabeth Hastings Middle School in Fairhaven, serves students in grades 5-8 with significant social and language delays and autism spectrum disorders. It provides a continuum of services for students who have been deemed by their IEP teams to require a substantially separate classroom with a small staff/student ratio at the high school level. Services are provided by a special education teacher, paraprofessionals, an occupational therapist, physical therapist, BCBA consultant, school adjustment counselor and a speech language pathologist. Instruction in art and yoga are provided. School year and part time summer programming options are available.

### **SMEC INTEGRATED SERVICES PROGRAM II**

The SMEC Integrated Services Program II, located at the Old Rochester Regional High School in Mattapoisett, serves students in grades 9-12 with significant social and language delays and autism spectrum disorders. It provides a continuum of

services for students who have been deemed by their IEP teams to require a substantially separate classroom with a small staff/student ratio at the high school level. Services are provided by a special education teacher, paraprofessionals, an occupational therapist, physical therapist, BCBA consultant, school adjustment counselor and a speech language pathologist. Instruction in art and yoga are provided. School year and part-time summer programming options are available.

### **SMEC ALTERNATIVE LEARNING CLASSROOM I**

The SMEC ALC I program, located at the Ford Middle School in Acushnet, serves students in grades 5-8 with social/emotional, behavioral and learning disabilities. Students are served in a substantially separate classroom with a small student/staff ratio and inclusion opportunities. Services are provided by a special education teacher, reading specialist, paraprofessional, speech pathologist, occupational and physical therapists as needed and licensed mental health counselor. Instruction in art and yoga are provided. School year and part-time summer programming options are available.

### **SMEC ALTERNATIVE LEARNING CLASSROOM II**

The SMEC ALC II program is located at Dartmouth High School, serving students in grades 9-12 with social/emotional, behavioral and learning disabilities. Students are served in a substantially separate classroom with a small student/staff ratio and inclusion opportunities. Services are provided by a special education teacher, paraprofessionals, a licensed mental health counselor, speech pathologist, occupational therapist and physical therapists as needed as well as a consulting BCBA and employment development coordinator.



## **THERAPEUTIC LEARNING CENTER**

The Therapeutic Learning Center (TLC) is a DESE licensed public day school program in New Bedford. Serving students in grades K-5 with significant social/emotional disabilities and trauma backgrounds, the TLC offers a therapeutic milieu with a high staff to student ratio and specialized support. Services are provided by licensed special education teachers, paraprofessionals, a licensed school adjustment counselor, a BCBA, school nurse, OT, PT and SLP. Instruction in art and yoga are provided. School year and part-time summer programming options are available. SMEC plans to expand services in early FY24 up through grade 8.

## **THERAPEUTIC LEARNING PROGRAM**

The TLP program, located at the Quinn Elementary School in Dartmouth, serves students in grades K-5 with social/emotional, behavioral and learning disabilities. Students are served in a substantially separate classroom with a small student/staff ratio and inclusion opportunities. Services are provided by a special education teacher, reading specialist, paraprofessional, speech pathologist, occupational and physical therapists as needed and licensed mental health counselor. Instruction in art and yoga are provided. School year and part-time summer programming options are available.

## **TRANSITIONAL SERVICES**

SMEC offers transitional services to students ages 18-21 with developmental disabilities. Student

services include job development, employment skills training and support, life skills/ADL instruction, social/community skills development and case management. Instruction is community based with classroom and kitchen space available at the historic Tripp School building in Fairhaven. Staffing includes special education teachers, paraprofessionals, a speech pathologist, occupational and physical therapists, job developer, job coaches and transitional/vocational specialist. Instruction in art and yoga are provided. Services are available on a full-time, part-time or extended day/extended year basis. Job coaching is available seven days per week, year-round.

## **THE MULTIDISCIPLINARY LEARNING CENTER**

SMEC/s Multidisciplinary Learning Center is an elementary program serving students in grades PK-8 with significant physical or intellectual disabilities and/or medical fragility. An experienced special education teacher, CNA Paraprofessionals and an RN create a safe, supportive learning environment for students with multi-disabilities. Therapeutic services are provided by an OT, PT, TVI and SLP. The MLC program offers a 180 day program with a part-time 5 week summer component. The program is located in a public elementary school building in Mattapoisett and accepts referrals from all school districts.



## SUPPORTING ADULTS FOR INCLUSIVE LIVING (SAIL) PROGRAM

SMEC's SAIL program serves individuals over the age of 22 who have been deemed eligible for adult service funding through the Department of Developmental Services (DDS) and the MA Commission for the Blind (MCB). SMEC is a qualified state provider for employment support, residential support, community day support and individual support services. SAIL services operate year-round. Funding for the SAIL program is primarily provided through state contracts with DDS and MCB. Biannual licensure and compliance audits are conducted by DDS.

## SMEC ADULT DAY HEALTH (ADH) PROGRAM

SMEC's ADH program provides a continuum of services for individuals over the age of 22 who require daily supervision, activities and case management. The ADH program operates separately from the services provided through SMEC's SAIL program but on the same campus. The ADH program operates year-round and is currently funded through Medicaid/MassHealth and licensed by the Department of Public Health (DPH) with reimbursement for hot lunches provided through the DESE's CACFP program.

## ANCILLARY SERVICES

SMEC provides specialized staffing and therapeutic services to school districts throughout our region. SMEC's speech pathologists, occupational therapists, physical therapists, PTAs, COTAs, SLPAs, BCBA and ELL teachers provide therapeutic, evaluation and consultation services to students and staff in member and non member districts, vocational and charter schools throughout the region on a contractual basis.

## PROFESSIONAL DEVELOPMENT

SMEC offers a variety of professional development activities for educators from member and non-member districts throughout the year. SMEC is one of the few DESE qualified providers of Sheltered English Immersion endorsement classes for all teachers,



including vocational teachers, and administrators. In FY23, our professional development courses were offered in both virtual and in-person training formats. In FY23, 362 educators from over 80 public school districts, private schools, and Educational Collaboratives took part in SMEC PD activities.

## PARAPRO ASSESSMENT

129 paraprofessionals or aspiring paraprofessionals sat for the Parapro examination at SMEC between July 2022 and June 2023. Many also participated in our Parapro prep course focusing on math skills during FY23.

## SPECIAL EDUCATION TRANSPORTATION

In 2022-2023, SMEC offered special education transportation services to our member school districts. Cost benefit to district varies based on route and competitive bidding quotes from private vendors. During FY23, due to staffing and vehicle capacity limits, SMEC's transportation services were primarily limited to students attending SMEC programs or SMEC member districts' in-house programs.



## Summary

This annual report summarizes the activities of the Southeastern Massachusetts Educational Collaborative during the fiscal year ending June 30, 2023. The Covid-19 pandemic, resulting workforce crisis and other effects on our schools and businesses has brought unprecedented challenges to our students, staff and families. Our team has risen to the challenge and has put forth tremendous effort to ensure that we can safely conduct high quality in-person services, teaching and learning.

We are very proud to serve the communities in the Southeastern corner of the Commonwealth and to be able to partner with a wonderful group of school districts and state agencies to ensure that a wide array of high quality services is available to meet the needs of all individuals and we are looking forward to many changes in FY24 and beyond, including the acquisition of a new facility, that will allow us to strengthen and expand our services and instruction so that we can provide the very best in programs and support. We welcome and encourage the readers of this report to contact us or visit our website or Facebook page in order to truly see and hear about the great work that is done here.





**SMEC**  
Learning for Life

Southeastern Massachusetts  
**Educational Collaborative**

[smecollaborative.org](http://smecollaborative.org)



**ROCHESTER PUBLIC SCHOOLS**  
**Rochester, Massachusetts**

TO: Town Clerk, Town of Rochester, Massachusetts  
DATE: January 23, 2024  
SUBJECT: Meeting Notice

Pursuant to Chapter 30A of the Massachusetts General Laws, you are notified of the following REGULAR meeting of the **ROCHESTER SCHOOL COMMITTEE**.

**Thursday, January 25, 2024 at 6:30pm**

If you have any questions, please feel free to call me at 508-758-2772 ext. 1956.

**Respectfully submitted,**  
**Melissa Wilcox, Executive Assistant to the Superintendent**

**ROCHESTER SCHOOL COMMITTEE MEETING – REGULAR MEETING**  
**ROCHESTER PUBLIC SCHOOLS**  
**Rochester Memorial School, 16 Pine Street, Rochester, MA 02770**

**January 25, 2024 at 6:30 PM**

**ZOOM LINK:**

<https://oldrochester-org.zoom.us/j/96815845547?pwd=MIJtRVFXOVlPTWVHaUllcEg3U2l1QT09>

Meeting ID: 968 1584 5547

Passcode: 146869

***This meeting will be conducted in a hybrid format. School Committee, Administrators and public will have the option of meeting in person in the Band Room located at the Rochester Memorial School at 16 Pine Street, Rochester, MA 02770 or via zoom.***

**MEETING TO ORDER**

**PLEDGE OF ALLEGIANCE**

**RECOGNITION OF ACHIEVEMENT**

- I. Approval of Minutes**
  - A. Regular Session: December 14, 2023**
  - B. Executive Session
  - C. Budget Subcommittee
- II. Consent Agenda**
- III. Agenda Items Pending**
- IV. General**
  - A. FY25 Initial Draft Budget Discussion**
  - B. FY25 Initial School Choice Discussion**
  - C. Approval of Grant(s)**
- V. New Business**
  - A. Policy Review**
  - B. Curriculum
  - C. Business**
    - 1. Financial Report**
    - 2. Food Service Director Report**
    - 3. Facilities Director Report**
    - 4. Budget Transfers
  - D. Personnel
- VI. Special Topic Report**
- VII. Unfinished Business**
- CHAIRPERSON'S REPORT**
- CENTRAL OFFICE ADMINISTRATORS REPORT**
- PRINCIPAL'S REPORT**
- VIII. School Committee**
  - A. School Committee Goals
  - B. Committee Reports**



1. **Budget Subcommittee**
  2. **ORR District School Committee**
  3. **SMEC**
  4. **READS**
  5. **Tri-Town Education Foundation Fund**
  6. **Early Childhood Council**
  7. **Policy Subcommittee**
  8. **Equity Subcommittee**
- C. School Committee Reorganization
- IX. Future Business**
- A. Timeline
- B. Future Agenda Items
- X. Open Comments**
- XI. Information Items**
- XII. Executive Session**
- ADJOURNMENT**