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

Heidi J. Letendre, Principal
heidiletendre@oldrochester.org

Charles West, Assistant Principal
charleswest@oldrochester.org

RMS School Council Meeting Agenda

Tuesday, October 21, 2025
Time: 3:30-4:30
Location: Rochester Memorial School-Library

1. Call Meeting to Order
2. School Updates
    a. Curriculum
    b. School Events
3. Start editing current plan based on district's next action step
    a. Goals 1, 2 & 3
4. Open-Public Comment
5. Adjourn Meeting

School Council Members:

Heidi Letendre, Principal, Leigh Beson, First Grade Teacher, Tracey Forns, Sixth Grade Teacher, Catherine Staier, First Grade Teacher, Mr. Douglas-Sims, parent; Mrs. Ashley Rounseville, parent; Mr. Lazaro-Rosa, parent, and Ms. Barbara Lee, parent.

RMS School Council Meeting Minutes

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Tuesday, Sep 30, 2025
Time: 3:30 – 4:30 pm

In attendance: Heidi Letendre, Principal, Leigh Beson, First Grade Teacher, Tracey Forns, Sixth Grade Teacher, Catherine Staier, First Grade Teacher, Mr. Douglas-Sims, parent; Mrs. Ashley Rounseville, parent; Mr. Lazaro-Rosa, parent, and Ms. Barbara Lee, parent.

Meeting Notes:
Meeting started at 3:29 PM

Co-chair nominated and approved- Doug Sims

Secretary – nominated and approved- Barbara Lee

Calendar: Meeting scheduled for Tuesdays and will be once a month and may have 2 meetings. Will send invites once it's completed.

2025-2026 Scheduled Meetings:

October 21st 3:30 PM

November 18th 3:30 PM

December 16th 3:30 PM

January 20th 3:30 PM

February 24th 3:30 PM

March 24th 3:30 Pm

April 14th 3:30 PM

April 28th 3:30 PM

May 19th 3:30 PM

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Replacement hires: Bailey Sweet, Deb Smith Special Education Teachers, Megan Craig, Paraprofessional Emily Lacasse hired at the end of last year

Lisa Rosello is the new secretary at RMS

Envisions math started and SusanLooney to meet with teachers in October

Fly Five will not start lessons until January.

Mr. West has started meeting with students by grade level to review expectations such as CARES acronym and bullying

Project 351 kicked off for enrollment.

School events – Bookfair is scheduled and will have a family night.

School improvement plan and the strategic plan:

The next step is taking the current school improvement plan and comparing it to the strategic plan.

More work is needed on:

- Portrait of the Graduate
- Branding – Suggestion from the School Committee to give a survey to the students/parents.
- Suggestion was made by Mr. Sims to possibly reaching out to Old Colony regarding graphic arts.

- 1.3 on School Improvement Plan: There's a poster ready to be provided and is the first steps of approval.

- 3.1 – There's a question as to whether a grant is still available and is pending.

- 3.2 – More work is needed for the template for the behaviorial/Social emotion piece. Open architect is an open dashboard that pulls in all the data from outside programs and teachers will be able to review student data in one platform

- 3.4 – Behavioral data is taken through PowerSchool and staff review student trends and needs to look at different options that may be useful for the student.

- 4.2 – "Branding"

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- 4.5 – Professional development and best practices. Monitoring student behavior. Sarah Ward training all about executive functioning tips and tricks. Some teachers had training on the Fly Five. Teachers have professional development in Fly Five in November.

- 5.1 – September 25th each school conducted Alice training with their staff.

Items to discuss further are getting "Go Buckets" and the items to support the Alice training.

Potential budget/infrastructure ideas - There is a superintendent walk to go through the whole building and capital planning projects to be added to the budget.

Budget needs from RMS are due October 17th. Prior approvals – Parking lot and playground was already approved to be done. Spent money to sandblast the paint and redid it. Continuing with the mulching of the playground. The new train was added to the playground and mulch will be coming. AC's are now on a rotating system to be replaced. Questioning part of the ceiling and leaks. An issue brought up about the tree's in the back being against the building. Also mentioned about whether there should be screens on every window.

Future suggestions for the playground would be to have a large canopy and table for recess and outdoor classrooms.

Solar panels are almost up and running, last steps will be Eversource turning on the panels.

Meeting adjourned at 4:21 PM
Next meeting – October 21st 3:30 PM