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

*Heidi J. Letendre, Principal*
*hidiletendre@oldrochester.org*

*Charles West, Assistant Principal*
*charleswest@oldrochester.org*

# ***RMS School Council Meeting Minutes***

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

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

Not in attendance: Leigh Beson First Grade Teacher and Tracey Forns, Sixth Grade Teacher

Meeting Notes:
Meeting started at 345: PM

Prior Meetings minutes approved

School updates:
Susan Looney - working with the new math program and worked with kids from 3-6pm

Finished benchmarks for current year assessments. Parent teacher conferences this week. Will provide literacy letters this week. MCAS letters were mailed and notified by parents by e-mail.

Met with all grade levels, Admin and data drive. Discussed what worked well and what didn't go well. Also coming up with ways to improve for next year.

School events:
Halloween event will be in the back field this weekend

Budget paperwork was submitted on Friday and will be having a meeting with the Superintendent with a budget subcommittee Thursday Nov 6th.

The solar panel project is going well and is here during the school day. Will be sectioning off each individual part for the electrician. Weekly updates have been provided to the principal.

Picture retakes will be taken this week.

Goal planning:
1.3 - Pending on the approval for curriculum head.
1.4 - Math Envision, pending alignment with the other schools. Informal meetings are currently being done at the end and beginning of each year.
1.5 - Additional information being added into Atlas
2.1 - Question regarding whether additional half days should be added to implement the instructional.

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

*Heidi J. Letendre, Principal*
hidiletendre@oldrochester.org

*Charles West, Assistant Principal*
charleswest@oldrochester.org

2.3 - UbD is happening, training was done at the High School. Elementary has not had the training. There's an open question as to how this will apply at the elementary school level.
2.4 - Portrait of a Graduate work is still in process.
3.1 - Carey Thurston who works with multi system tiered support and she is meeting with teams at every school and will be presenting her findings in early December. She has already met with some of the specialists and is looking for the strengths and weaknesses in the school compared to the district.
3.5 - Discussed step up day and looking to plan soon for the end of the year.

Next meeting - will be looking at Goals 3,4, and 5.
Budget concerns - There are roofing leaks coming in through the STEM lab. Have a rotating schedule for the 5 air compressors to be replaced. The pavement was already approved for the parking lot and the playground, which will be completed over one of the vacations the solar panels are completed. Infostructure/upgrades in technology.

Alice training buckets - Superintendent is looking into them. Will be looking at it from a district perspective.

Will be sending out next years calender for next year