

# MEMO

**To:** Rochester Board of Education  
**From:** Suzanne Keller, Director of Educational Services  
**Subject:** Board Report  
**Date:** September 20, 2023



## District Vacancies

The current vacancies for the district include:

- Director of Communications and Engagement
- Interim Director of Transportation
- Homebound Teacher (RHS)
- Special Education Teacher (RHS)
- K-6 Building Technology Support
- Systems Administrator
- Bus Mechanic
- Substitute Secretary (District Office)
- Permanent Substitute Teacher
- Maintenance Personnel
- Literacy Aide (RIS)
- Part-time Literacy Aide (RES)
- Special Education Aides
- Supervisory Aides (RJHS, RIS)
- Recess Supervisors (RES EC-3)
- Bus Monitor
- Bus Driver/Substitute Bus Driver
- Head Wrestling Coach (RJHS)
- Head Boys Tennis Coach (RHS)
- Head Scholastic Bowl Coach (RHS)
- Assistant Scholastic Bowl Coach (RHS)
- Head Scholastic Bowl Coach (RJHS)
- Assistant Boys Track Coaches (RJHS)
- 7th Grade Boys Basketball Coach (RJHS)
- Assistant Scholastic Bowl Coach (RJHS)
- Interim 6th Grade Girls Assistant Basketball Coach (RIS)

## **Curriculum and Instruction Council**

The Curriculum and Instruction Council's first meeting of the school year is scheduled for Thursday, September 28, 2023. The mission of Rochester's Curriculum and Instruction Council is to enhance the curriculum and instruction process. This process may include, but is not limited to the following: instructional strategies, curriculum design, professional development, assessment practices, technology integration and social-emotional learning.

This mission will be accomplished by the following:

1. **PROMOTING BEST AND INNOVATIVE PRACTICES** - The council will research, present, and recommend innovations to staff members, the school administration and the board of education.
2. **ENSURING CURRICULUM DEVELOPMENT AND ALIGNMENT ACROSS GRADE LEVELS AND IN SUBJECT AREAS** - The council will assist and make recommendations in the articulation of curriculum across grade levels and in subject areas.
3. **ENSURE SELECTION AND USE OF HIGH QUALITY MATERIALS** - The council will aid in the selection of appropriate textbooks and materials. The council will approve recommendations of textbooks and materials and forward such recommendations to the school administration and the board of education.
4. **DESIGN AND DELIVER HIGH QUALITY AND JOB EMBEDDED PROFESSIONAL DEVELOPMENT** - The council will aid in the selection of staff development activities. The council will approve the recommendations from the building leadership teams and forward such recommendations to the superintendent of schools and the board of education.
5. **EVALUATE OUR OWN EFFECTIVENESS** - The council will evaluate the process used by the curriculum council annually to determine if changes and revisions are needed to improve the council effectiveness.

### **Curriculum and Instruction Council Members currently include:**

#### **Administrators**

Suzanne Keller

Jeff Reed

Bethany Wellbaum

#### **K-6**

Ciera Harvill

Debbie Burke

Laura Lauber

Michelle Boulanger

#### **7-12**

Stacia Spraez

Cindy Boyer

Maggie Murray

Andrea Trexler

Mindy Bilyeu

#### **Instructional Coaches**

Traci Johnson

Debbie Kramer

## **RHS Student Representative**

Raegan Reynolds

### **School Improvement Day**

On Friday, September 22, 2023 staff across the district will participate in an afternoon of professional development with Franklin Covey's Leader in Me Coach/Partner, Ms. Jenifer Hearn. The title of the workshop is "Leader in Me: Foundations of 7 Habits Refresh." The 7 Habits of Highly Effective People include:

- Be Proactive
- Begin with the End in Mind
- Put First Things First
- Think Win-Win
- Seek First to Understand, then to be Understood
- Synergize
- Sharpen the Saw

The district's work with the Leader in Me began in January 2022.