



ORANGE TOWNSHIP PUBLIC SCHOOLS
PARK AVENUE SCHOOL
231 Park Avenue, Orange, New Jersey 07050
Tel: (973) 677-4124 Fax: (973) 414-6433
<http://orange.schoolwires.com/park/site/default.asp>

**Mr. Ronald Lee,
Superintendent of Schools**

**Dr. Myron Hackett
Principal**

**Ms. April Stokes
Assistant Principal**

School Management/Leadership Team Minutes October 1, 2018

Members Present

Dr. Hackett
Ms. Stokes
Ms. Walker
Ms. Ashe
Ms. Curran
Mrs. Keogh
Ms. Harlem
Ms. Beaghen
Mrs. Layton
Ms. Jervis
Ms. Cooper

Agenda

1. Future ready schools (Dr.Harlem)

- Ms. Stokes is now on the team.
- Teachers and paraprofessionals have been sent a survey that will help us determine what areas we need to focus on in order to earn our certification.

2. Breakfast duty: Rotation Schedule (Ms.Cooper)

- We need another monitor. Ms. Stokes will look into hiring a paraprofessional.

- Sometimes Mrs. Raimondo gets pulled out to translate. Someone needs to take her place in order to make sure the children are supervised.

3. Safety patrol (Ms.Stokes)

- Ms. Stokes choose the candidates.
- She will meet with them on Wednesday.
- Safety Patrol should have designated posts (1 by Ms. Green's desk, 2 outside the cafeteria, 2 inside the cafeteria, 2 inside the gym, 1 girl by the girl's room and 1 boy by the boy's room).
- Safety Patrol can monitor the hallways during dismissal.
- Safety Patrol monitors will be given a little training on how to best communicate with parents and students.

4. Open lab (Dr. Harlem)

- Dr. Harlem is willing to monitor students during open lab, but she also has breakfast duty.
- Open lab might be better utilized during after school.

5. Literacy and Math Night

- Planning meeting will be next week.
- Cooper, Keogh, Walker, Layton, Harlem and and Beaghen will be present.
- Items to be covered include Spelling City, Reading Plus, I Ready, Readorium, and set up work stations for the parents. (Game 24 Station, Fluency Station...)

6. Digital Citizenship Week

- Device free dinner

- Poster contest

7. Review of ASPS Smart Goals

Smart Goal 1: By June 2019, 75% of the students in Grades K-7 will meet or exceed projected Growth Goal as Measured by Iready.

Smart Goal 2: By June 2019, 75% of students in Grades K-7 will meet their Lexile Growth Goals as measured by SRI.

Smart Goal 3: By June 2019, improve parent participation by 55% in the 18-19 school year in order to provide parents with the means to support students academically.

Discussion took place in regards to our three PAS Smart Goals. Dr. Hackett stated that we will be working as a team to prepare the Cycle 1 presentation which will address data pertaining to the goals. Each goal has specific interims that must be addressed and adhered to. The use of data must continue to be an instructional focus across the teams.