

Forest Street School
SMT Meeting
Wednesday, December 2, 2015
1:30pm-3:00pm

1. Meeting to Order

- Approval of Minutes from last meeting, 11/4/15
- Present: William Donnelly, Crystal Battle, Kimberly Donnerstag, Brian Canares, Saranda Murati, Najran Cowins, and Neuronas Plaisimond

2. Old Business

- Governor's Educator of the Year Program - each school to select 1 teacher and 1 para
 - *nominations have yet to be made
 - *suggestion to propose to announce to the staff on Monday's meeting, December 7th
 - *would like nominations to be returned and handed in by Monday, December 14th
 - *will create a google doc in order for staff to make their nominations. Ms. Plaisimond will create the form.
- *Mr. Donnelly will email the criteria prior to meeting in order for staff to make their nominations
- *SMT will meet on Monday, December 21st and will vote

3. New Business

- Micro Society update
 - *1st Micro Market Day will be on Friday, December 18th
 - *concern: Does the staff know that there is a Market Day on the 18th?
 - *concern: Will ventures be prepared with their goods and services for this day?
 - *concern: Will the community be invited?
 - *suggestion: on Friday, December 18th make it a mock Market Day and when we come back after the holiday break have our Market Day
- Winter Concert Date
 - *Monday, December 14th
 - *prefer to ask for voluntary donation of gloves, scarves, hats, mittens, etc.
 - *PTO meeting will be held before the Winter Concert
- Translation Services offered by Americorp
 - *Montclair University sent out a proposal to Americorp members to consider if it's important for our school
 - *it would be free for the school if we received an interpreter
- JLOSH Grant Application
 - *Due Friday, December 18th
- Staff Breakfast will be on Friday December 18th
 - *Mr. Donnelly is in charge for this breakfast
 - *will be emailing the December Breakfast staff and create a google doc
- PTO update
 - *PTO Clothing sale on November 14th outcome?

*Mr. Donnelly will notify them to report numbers and dates on their minutes in order to make them meaningful, add details into their minutes

*Coin Collection Drive

-undecided about when they are going to start this drive

-suggestion: PTO to have a bake sale in order to raise money for PTO

-Community Outreach

*Bulk Clothing Drive Dates

-fundraising idea proposed by Mr. Donnelly

-PTO needs to set a date if they are going to move forward with this fundraiser

-Next PTO Meeting

*Monday, December 14, 2015

*held prior to the Winter Concert at 4:30

4. Good of the Order

-flyers going out but some staff are not notified about this

*proposal: put one flyer in each of the staff's mailbox so they are aware of events that are going on

5. Adjourn

-motion to adjourn, Ms. Battle