

**Forest Street School**  
**SMT Meeting**  
**Wednesday, February 3, 2016**  
**1:30pm-3:00pm**

**1. Meeting to Order**

- Approval of Minutes from Last Meeting, 1/6/15
  - \*What were the results for the Governor's Educator of the Year Program
- Present: William Donnelly, Crystal Battle, Kimberly Donnerstag, Brian Canares, Saranda Murati, Najran Cowins, Francesca Romain, Daneen Collins-Grayson, Steven Dourdis, Rev. Dr. Irving Childress, and Neuronas Plaisimond

**2. Old Business**

- Black History Month Celebration - staffing (confirmed as of 2/2/16: Munoz, Battle, Donnelly, Dourdis, Hanson, Kenyon, Springer, Antunes, Repiscak)
  - \*google doc needs to be created/distributed in order for grades to not be repeating the same person
  - \*emails went out twice
  - \*send out a reminder stating professional responsibilities/duties
  - \*Mr. Dourdis is working on getting a curtain
- Micro Society Update
  - \*Inauguration of elected officers
    - lead to a field trip to the courthouse on Park Street with parents and teachers (60 participants)
  - \*Repeat Staff Micro field trip to JCGCS?
    - have not received a response from the school
  - \*Fundraising, Jersey Mike's (October, November, December) Rounded Up to \$100. Thank you letter from Ms. Cooke
    - very low turnout for these three months

**3. New Business**

- Parent Teacher Conferences
  - \*Being held on Monday, February 8th from 6-8pm and Tuesday, February 9th from 1:15-4:15
- Family Liaison update
  - \*Micro Parent/Student surveys are being worked on by Ms. Cooke as well as Mr. Dourdis
  - \*Spring Cleaning Fundraiser: Will happen after spring break. Trying to get Montclair involved, as well as Mr. Childress
    - need to pick out a date
  - \*Looking into grants for after school programs
  - \*Scheduling a Math Night with Ms. Cowins, Date TBD (March)
  - \*Waiting for donations for a sound system

-grant committee submitted in mid January to Lowes Home Center which asks for \$4,000 to buy sound system equipment for our multipurpose room so students can put on performances, will know by May

\*Would like to have a tax seminar for the parents since tax season is upon us

\*Organizing a Forest Street Soccer Team

-Black History - Apollo flyer to go out, decorations

-Valentine's Day Dance: Friday, February 12, 2016

\*no longer being planned and will be moved to the end of March

\*will call it the Pre PARCC Party

\*middle school students will be planning it

-Fundraising, Jersey Mike's (February, March, and April)

\*Manager stated that he is going to do the fundraising again for these 3 months

-Collaboration with Rev. Childress

\*come together with Rev. Childress in order to integrate the collaboration of community and school

\*Jihadah Sharif would like to promote programming at the church but using our students, however did not have definitive dates and times

-Career Day, Friday, April 1, 2016

\*Ms. Grayson will start sending out letters at the end of February

-Access Testing weeks of February 22 and February 29th

\*could go into a 3rd week depending on students' attendance

-PARCC testing

\*weeks of April 4th and May 13th

-Next PTO Meeting will be on Thursday, February 11th at 4:30pm

\*was originally scheduled for Monday, February 8th, however due to our parent teacher conferences we had to reschedule

-JLOSH donated clothes for the students (socks, underwear, sweatshirts, pants, hats, gloves) for the nurses closet

#### **4. Good of the Order**

#### **5. Adjourn**

**-motion to adjourn, Mr. Canares**