

**Forest Street School**  
**SMT Meeting Minutes**  
**Wednesday, February 8, 2017**  
**4:00pm-5:30 pm**

Meeting to Order

Present – Mr. Donnelly, Mr. Lorenzo, Mr. Canares, Ms. Murphy, Ms. Haddad, Ms. Delgado, Ms. Plaisimond

Technology:

- Chromebook Inventory
  - Keys missing on keyboard
  - Earphone jack are not all working
- Byte Bite (Book to Byte)
- Star Teacher For Technology
- Refresher on Subscription
- NEW
- Parent Portal Email (parents think that the email they get form parent portal is Junk Mail.)
- Parent Survey
- Parents need translated parent survey (all language)

Old Business:

1.1/31 market day successful

- Every Tuesday and Wednesday is market day.

2.Parent Teacher Conference

- Suggested on Utilizing space a little better
  - 4-7 Multi-purpose Room
  - 3<sup>rd</sup> grade in cafeteria
  - K-2 in Classroom
    - Second grade to make appointments (time slot) if possible.

3.PARCC

- Issues were resolved
- 3<sup>rd</sup> grade to help navigate
- March 9<sup>th</sup> practice run grades
  - 3<sup>rd</sup>, 5<sup>th</sup>, 6<sup>th</sup> and 7<sup>th</sup>
- Feb. 28 Access Test Begins
- April 3<sup>rd</sup> PARCC test begins.

New Business:

1.Nomination for recording Secretary

- Shereen Haddad
- Accepted nomination
- Recording Secretary is Shereen Haddad

2. Disney NJ PAC all of cast will be going

- Two groups will be attending;
  - training session
  - spectators

3. Saint Barnabas Workshop

- Health Week
- Food Care
- Parents and Students will benefit

4. Eye Care with Ms. Willis

- \$10 fee for free Exam and Eyewear
- Eye exams will be on bus

5. Laundry Venture

- Washer machine and dryer
- Waiting for maintenance to determine location

6. Disney Jungle Book Dates March 23, 24, 25

- Ticket Price \$7 adults \$3 children
- Seating First Come First Serve
- Save some seat for board members
- Seating on Risers
- Costumes almost done
- Basketball practice can not be in the gym because of set
- Dress Rehearsal
- Concerns
  - Selling Out
  - No Seats
- \$700 in sales from playbill
- Bio of all Case brought in \$40
- Advertisement

7. Buddy Reads (Tabled)

8. Change of Date for Jungle Book (March 23, 24, 25)

9. College Week March 27-31 Which will lead into PARCC Kick off

10. Family Boutiques

- Possible Dates
  - March or May

11. Field Day in June

- K-2 Full Day
- 3-7 Full Day