

**Forest Street School**  
**SMT Meeting Minutes**  
**Wednesday, October 5, 2016**  
**4:00pm-5:30pm**

**1. Meeting to Order**

-Present: Yancisca Cooke, William Donnelly, Brian Canares, Kyle Winter, Shareen Haddad, Jacob Warta, Steven Dourdis, Ms. T, Joyce Daniels, and Saranda Lipovica, Plaisimond

1. Approval of minutes from Last meeting 9-21-16 (Goal #1)  
-motion Mr. Warta and Winter

**2. Old Business**

2. District Walkthrough, October 12, 2016
  
3. Collegial walkthrough 10/7/16 (Goal 1)  
-The Data team will be doing the collegial walkthrough this Friday for the morning portion. They will give feedback to teachers.
  
4. Staff College Week, 10/10-10/14/16 (Goal 1)  
-Fundraiser to support Disney. Staff will be asked to donate \$10 or \$2 per day to wear college attire. We can have a Disney Day for students to dress down and pay \$1 for next Friday October 14th. All proceeds will go towards Disney Production.
  
5. Hispanic Heritage Month (Goals 1 and 2)

**3. New Business**

6. Data Team Meeting feedback from mtg (Goal 1)
7. Disney update, feedback from mtg 10-4 (Goal 1,2,3)  
-There will be Disney Tryouts on Tuesday, October 11. There will be a flier going home notifying the parents of the students that have shown interest. Work first on grades 3-5 for kids who want to be in the performance. After we get list of performance list we will send out another flier for whoever wants to be support members. Mrs. Daniels will go into the different classrooms to sell the show and really clarify what the show is about so we only get serious applications. Disney will be coming in on Tuesday, so we need to have a set list by then.
  
8. Family Liason update, Dourdis/Lorenzo (Goals 2 and 3)  
-There is a last call for the Education field trip. The middle school had many students sign up.

9. ESP Recognition Day Wednesday 11/16/16

-We want to recognize different staff members other than teachers to contribute to the school environment. (custodians, paras, etc.) Although, we do include all of these positions in staff appreciation week. It was decided that we won't have a ESP recognition day since we already do that during staff appreciation week.

**4. Good of the Order**

**-The water fountains don't have a drain. Students closest to the unit will be responsible throughout the day to empty out the little compartment where the water is being gathered to avoid water spilling on the floor.**

**-Progress reports will be given out on Friday. Ms. Cooke will review at risk students during report cards.**

**-SGOs will be collected by the 17th of October.**

**-We are in the process of purchasing licenses for math teachers to teach math 180 for 5th grade.**

**-Read 180 is up and running for grades 4-7**

**-System 44 is being worked on to be in place.**

**5. Adjourn**

**-Motion to adjourn Mr. Dourdis and Warta**