

ORANGE TOWNSHIP PUBLIC SCHOOLS  
FOREST STREET SCHOOL  
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Ms. Yancisca Cooke  
Principal

Mr. Ronald Lee  
Superintendent

**Forest Street School**  
**Wednesday, September 9, 2015 4:00-5:30pm**  
**SMT Minutes**

1. Opening, Being present & Attendance: Ms. Y. Cooke, N. Cowins, Ms. F. Romain, Mr. B. Donnelly, Ms. K. Donnerstag, Mr. B. Canares, Mr. J. Warta, Mrs. D. Collins-Grayson, Ms. S. Murati, Ms. C. Battle, and Ms. A. Samong,

-Not present Mrs. J. Daniels, Ms. S. Williams, Mrs. N. Plaisimond, Rev. Dr. I. Childress

2. Old Business

-Calendar of Events for 2015/2016

\*was handed out at our staff meeting on Friday, September 4th

\*September 21st→ 1st PTO meeting from 4:30-5:00. Mr. Donnelly reached out to Jersey Mike's Subs and they are going to supply our PTO meetings for the next three months with refreshments. They have agreed to be a community partner. Sharing a parent liaison with another school. She will be working through Montclair State.

\*April 1st→ Career Day

-Review Title I Plan and assign section to update

\*need to update overall evaluation of programs that we had for this past year (12 question section),

\*state assessments (were they proficient or not)

-concerns about using PARCC because we have not received the scores back

-would we be able to state what interventions we have used

\*Mr. Donnelly will assign us the sections

\*Canares pp. 11-14

\*Murati pp.15-17

\*Warta pp. 18-19

\*Battle pp. 20-21

\*Donnerstag pp.22-24

\*Romain pp. 26-28

\*Grayson pp. 29-30

\*Donnelly pp. 31-33

\*Cooke pp. 34-37

\*Cowins pp. 38-39

\*pp. 40-49 are unassigned

\*look through and start with our first event, which was the first day of school, should list the things that were going on for the first day of school.

\*can include our Open House on the 14th

\*can include Back to School Kick off on the 17th and Grandparents Day on the 18th

\*need to have a feedback survey for all events

-SMT Goals for the Year (SMT's implementation of Forest's needs based on Data)

\*not ready to define them yet because we need data to support our goals and see where the gaps are in our data and then set our goals from there and align them with the district's goals

\*evaluate the data collected by the data team and address gaps and needs that specific to Forest Street School

### 3. New Business

-Superintendent Lee's Grant Invitation, need for proposal (Saturday App Writing?)

\*need to find something in the realm of STEM

\*maybe use a grad students from NJIT and give them a stipend

\*no guidelines were given yet by the district

-SMT Guidelines: went over SMT guidelines and who we need to represent us; looked over the committees that we decided upon.

-Members to choose a Sub-Committee: will have teachers now sign up for the subcommittee that they would like to be a part of and will then assign each committee with an event that they need to be responsible for

-Selection of interim Time Keeper (replacing Joyce Daniels temporarily): Bryan Canares

-Review and approval or comment on Sunshine Club Proposal

\*made adjustments to the last one that was written up