

Poplin Elementary School  
Site Base Meeting Minutes  
February 15, 2017

The meeting was called to order at 2:29 p.m.

Attended by: Melissa Wheeler (Kindergarten), Wendy Loken (First grade), Jennie Taylor (Second grade), Bea Householder (Third grade), Kelly Hagerman (Fourth grade), Ashley Whited (Fifth grade), Beth Medlin (Media Center), Traci Raine (Instructional Assistant), and Scott Broome (Principal).

### **Old Business**

- Review and approval of January 2017 minutes. Minutes were approved.
- Review and update on Grade Level Parent Discussions and Concerns.
- Review of School Improvement Plan. No changes were made.

### **New Business**

- Splash / Globalization - Broome gave an update about this district goal. Broome has written a scope and sequence plan for each grade level to follow. Grade levels will incorporate globalization into the Social Studies and/or Science curriculum. Grade levels need to meet and discuss the country to use and respond to plan. The preliminary plan was approved by Houlihan.
- Branding our School - Broome asked grade levels to brainstorm ideas by Friday describing our school and ways we can advertise Poplin to the public. Things to consider - What is Poplin's identity? What is Poplin known for in the community? What makes Poplin different and better than other school choices (non-UCPS)?
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### **Grade Level Concerns:**

- K - No concerns.
- 1 - There is a need for a Phonics program. Broome said UCPS is exploring one.
- 2 - Can there be playground equipment for the grass area near the black top and games be painted on the blacktop? Broome said both could be done. Can we start a Staff Spotlight? Each week a different staff member is highlighted. Taylor and Weddine will create a form to use. Information will be shared with the school on a bulletin board.
- 3 - There is a concern that children of staff members are in the Sign-in workroom and hear conversations that are meant to be private. Broome said all staff children need to wait outside of the staff sign-in workroom from this point forward. Can the comment section of the report card be changed? Broome said there is

only space for 100 characters and the answer is no.

- 4 - No concerns.
- 5 - No concerns.
- EC - No concerns.
- Media - No concerns.
- Parents - No concerns.
- Specials - No concerns.
- Assistance - No concerns.
- Guidance - No concerns.
- Administration - No concerns.

The meeting was adjourned at 3:23 p.m.