

Poplin Elementary School
Site Base Agenda
March 13, 2023

1. Review minutes from the last meeting

***schedule committee to help with planning so it is just not Watts, Lauri, etc. (decided to make this committee sitebase)**

2. Attendance

- Kinder—Meneses
- 1st—Durkee
- 2nd—Mastrovito
- 3rd—Murphy
- 4th—Holsman
- 5th—Taylor
- EC: Collins
- Related Arts: Garey
- Media: Medlin
- Assistant: Walker
- Support Staff: Weddine
- Principal: Lauri
- Parent: Megan Stroud
- Parent: Brooke Siegel

3. Department Questions and Concerns:

- Kindergarten
 - Field trip cell phone
 - You can ask students to wear a Poplin shirt/but name tags should have Poplin's number on it
 - Recess carts (where is the equipment?)
 - Equipment is broken/game piece got broken and wet from being left outside
 - Send an email to parents asking for balls for recess; make a classroom bag
 - PTA will work on giving teacher's a PE bag for equipment for next year
 - Schedule for PLC next year
 - Can kindergarten have a later time for PLC next year?
- 1st Grade-none
- 2nd Grade
 - still not sold on the cups at lunch-continue to monitor and if they are talking give them silent lunch/there will never be something that perfectly solves it and they are introducing the cups to the double run busses
 - **2nd/4th NOW LEAVE CUPS OUT SO THEY CAN USE THEM FOR AFTERNOON BUS RIDERS**
 - please make sure everyone sweeps and cleans under the tables they use even if it's overflow table
 - Remind students how to properly sweep and wipe tables

- Is there a way to mop the cafeteria floor more often? **(cafe staff is trained to clean the floor; custodial staff goes in once a week)**
- Dismissal- 2nd grade is not waiting on 3rd and 5th, but then we get told we are late on the bus lot because we can't leave when we are called because 3rd is still going. Also, as we are going out, we get stuck with first grade coming in from bus lot
- **Ms. Lauri/Mr. Watts will go around and talk to classes about behavior leaving the building/going to busses**
- Breakout rooms during LETRS is impossible when we are all together-**expectation is for all of us to be in the Media Center during Letrs**
- Clean up crew after PTA events-**they will talk about setting up a clean up crew at events, typically it is just the PTA board who cleans up. Thank you to the teachers/custodians who helped clean up. :)**
- **If parents are eating outside during a lockdown, go get them and let them in.**
- 3rd Grade
 - Third grade is concerned about how little time our assistant seems to have to work with our students, because of the time spent covering for classes.-**trying really hard not to pull TA's for coverage**
 - **Football -lots of incidents our occuring during football/so no football at recess**
 - **Tag-they cannot be pulling on each other shirts**
- 4th Grade
 - General procedures around the school
- 5th Grade
 - Air conditioning in classrooms (call the office for a work order)
- Media-none
- Specials
 - Science and STEM night: I need to get each grade level to do the following things:
 - All staff will attend
 - All kids get magnifying glasses and science glasses
 - **Each grade level is to write up a brief blurb (Carey will send this out for teachers to fill out) for each activity/experiment ie: the purpose, materials, science/stem explanation. This is to be a handout for the students/families. Parents will be given a pamphlet with all this information on it. (Classrooms will not be passing out individual pages.)**
 - Carey will make a Google Slide for each classroom to display on the whiteboards/tv if needed
 - Organize one person from each grade level to be responsible for the resources and handouts etc
 - **Remind teachers to keep adding info about the evening in Wed Folders/email/ dojo with parents**
 - I will organize a map and stickers for each family to "mark off" after they have visited each activity
- EC-

- TA-
- Parents-
 - Can big events have a work order to keep AC on?
- Support
 - Dismissal

***Next sitebase meeting is Apr 17, 2023**

*** Apr 5, 2023 next staff meeting**