

Poplin Elementary School  
Site Base Meeting Minutes  
March 16, 2016

The meeting started at 2:31 PM.

Attended by: Kristie Scholz (kindergarten), Annemarie Bretz (first grade), Bea Householder (second grade), Beth Boger (third grade), Kelly Hagerman (fourth grade), Kim Peck (fifth grade), Beth Medlin (media center), Mary Locklear (related arts), Jennifer Glahn (guidance), Traci Raine (instructional assistants), Amanda Maione (EC), Melissa Roper (parent), Kate Earp (assistant principal), and Scott Broome (principal)

### **Old Business**

Read and approved the February 17, 2016 meeting minutes.

School Improvement Plan - no changes were made to the plan.

Budget Items/Budgeting Process - on April 21, 2016 the team members need to get a half day sub for the budget meeting. This item was postponed until the April 21, 2016 meeting, voted on, and approved

### **New Business**

Picture Company Presentations - Lifetouch and Metro would like to come and do presentation at the May meeting.

Planning for 2016-2017 -

School-wide Rules & Procedures - does the team feel that there is a need to review the procedures? Grade levels need to talk about the current procedures and if something needs to be changed. This will be discussed at the April meeting.

Character Traits - can they be elaborated on the morning announcements? Also some of them are difficult to pick a student to represent? Talk to grade levels about which traits need to be reconsidered. A sub-committee will look at this and share this with the staff next school-year.

Student Recognition - students are hearing their names on the announcements, which is good, but how can we take that up a notch? Possible idea is to do an assembly to recognize the students, and have a special person come to surprise them. What ways can we publicize students who don't usually get recognized? The team discussed some options. Possibly pick a day to announce these students. A sub committee will put a plan together and present it at the April meeting.

Name for our Mascot - PAUL the Patriot - Patriots Are Unique Leaders

### **Grade Level & Parent Level Discussions and Concerns**

K: teachers are concerned about getting to school on time with the closing of the road at the end of Poplin. Right now we have students in the room by 7 and want to know if there can be some flexible next year due to this? There is no plan to change this, but there is an understanding that situations come up and will be considered. We need to come up with a better way to help students who need more support.

1st: asking for more advanced time for notification for EC meetings. There is a concern with the number of EC classes that get cancelled due to EC meetings. Our K-2 EC person is only half time at Poplin, meetings have to take place during the day. Can the door to the bookroom be unlocked at 6 until school starts? A new lock is coming, but until then call Ms. Paula.

2nd: can we get book club series to meet one of their standards? Media center can purchase them and house them in the media center room.

3rd: is there a way to change what PTA sends out for what teachers want for teacher appreciation week? PTA can make the change. They would like a list of each teacher's five favorite things.

4th: none

5th: none

EC: Special Olympics is April 21st, and they would like to involve the whole school.

Related Arts: a special thank you to the 4th and 5th grade teachers for helping out with students who were not in the program.

Guidance: none

Media: none

Parents: PTA nominations are open for next year

Assistants: none

## **Other**

The meeting was adjourned at 3:43 PM.