

Poplin Elementary School
Site Base Meeting
April 17, 2019

Present: Kate Earp, Meredith Hagerty, Michelle Ruby, Megan Long, Patricia Murphy, Ashley Whited, Shelley Holland, Alisa DeLoreto, A.C. Jermyn, Dyanna Moore, Brooke Richmond, and Jennifer Glahn

The meeting was called to order at 2:31 p.m.

Old Business:

- The minutes from the March meeting were reviewed and approved.
- Review/Update on Grade Level Parent Discussion Items/Concerns.
- Review of School Improvement Plan - There were no changes to this.

New Business:

- Mrs. Richmond will be helping to interview for STEAM replacement.
- Our Safety Inspection was on April 18th. All doors need to be closed and locked at all times, even if you are in the room. Kids should be sent in the hallway in pairs if they need to go to the office or nurse.
- End-of-Year Items
 - Come to Mrs. Earp's office and pick up the number of blue/pink/yellow cards. Complete the following: Place picture sticker on card. (Pink-girls, Blue- boy, Yellow- any student that gets pulled out of the class or has an intervention folder- Resource/ Intervention/ Speech/ ESI/ PT/OT). These students will not need a blue or pink card too.
- Awards Day for K-4 will be on Tuesday, June 4 at 12:30 p.m.
- End of Year checklist and cumulative folder guidelines will be reviewed with each team by Earp during PLCs.
- 5th Grade Promotion will be June 6 at 8:30 a.m. There will be no specials on that day.
- STEM Leader Corps:
 - We are partnering with DiscoveryEd. There will be a DiscoveryEd kick-off at the PDC for the four selected leaders on June 11th. The purpose of this is to build the groundwork for STEM. There will be another kick-off in August. There are 4 PD days:
 - 1. STEM Immersion Experience- August 16
 - 2. Developing High Quality STEM Lessons - September 30
 - 3. Assessing Student Progress - November 7
 - 4. Developing High Quality STEM Lessons Pt. 2- January 9

- The 4 teachers selected will have a STEM learning lab classroom.
- The 4 teachers will open their doors to let other teachers come in and observe.
- Applications are due back Monday, May 13th.
- We (Poplin) have a subscription to STEM Connect.

Grade Level & Parent Discussion Items/Concerns:

- K - Assistants aren't sure how many students they should have for fire drills. Teachers need to communicate to TA that is covering where kids are that aren't in the class.
- 1st - None
- 2nd - Report Cards - K-2 grades are due to Watts by Monday, April 29.
- 3rd - None
- 4th - None
- 5th - None
- EC - None
- Specials - None
- Parents - None
- Guidance - Terrific Kid is on May 16.
- Media - None
- PTA - Volunteer Appreciation dinner
 - Teacher Stipend will be \$100- Teachers will only be reimbursed for NON-consumable goods.
 - Deadline for stipend has not been determined but we are considering doing away with the deadline.
 - Kickball will be on May 3 from 6:30 p.m. - 8:00 p.m. Every grade needs to have coverage.
- Teacher Assistants - None
- Administration - Hang in there. We've got this. Next staff meeting will be devoted to 10 year celebration which will be at Wise Acres. If it rains we will relocate to Poplin inside. Jeans every Friday in May.
- Other

The meeting was adjourned at 3:14 p.m.