

Poplin Elementary School
Site Base Meeting Minutes
September 20, 2017

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

Attended by: Members: Scott Broome, Kate Earp, Beth Medlin, Michelle Ruby, Ashley Whited, Bri Natoli, Kelly Hagerman, Meredith Hagerty, Jennie Taylor, Brooke Richmond, Alisa DeLoreto, Melissa Roper.

Old Business

- Attempt to review of old minutes from May 27, 2017 (Google was down at the time). Members discussed May meeting and agreed to approve minutes.

New Business

- Election of Secretary: Meredith Hagerty
- Election of Team Leader: Kelly Hagerman
- Team Training
 - Mr. Broome read the SBMT guidelines to the committee
 - It was determined that all committee members are lawful members of the SBMT and capable of fulfilling their duties
 - School Improvement Plan - It was determined that grade levels shall discuss the SIP with grade levels and determine what changes need to be made
 - Teacher of the Year Selection Process
 - a) Kate Earp requested approval from the SBMT for the TOY selection process
 - b) New TOY selection process was approved

Grade Level Concerns:

- K- none
- 1st Grade
 - 1st- first grade wants approval to use the full playground area, not only the "K-2" area. Mr. Broome approved pending that teachers discussed the new area with students and rules. 1st grade wants use of the color copier during specials if it is available. Mr. Broome said to bring it to the front if you needed it immediately. Office staff should be alerted if you print anything in the front office.
- 2nd grade – none
- 3rd grade – none
- 4th grade – none
- 5th grade – none
- Special Areas – none
- Media – none

- Parents – none
- Announcement that traffic director resigned
- Confirmation of future date and times

Adjournment