

Poplin Elementary School  
Site Base Meeting Minutes  
October 19, 2016

The meeting was called to order at 2:30 p.m.

Attended by: Maria Darrigrande (kindergarten), Annemarie Bretz (first grade), Jennie Taylor (second grade), Brienne Natoli (third grade), Kelly Hagerman (fourth grade), Ashley Whited (fifth grade), Beth Medlin (media center), Melinda Jobe (related arts), Jennifer Glahn (guidance), Traci Raine (instructional assistants), Kevin Daggs (EC), Melissa Roper (parent), Kate Earp (assistant principal), and Scott Broome (principal)

### **Old Business**

- Reviewed and approved minutes of September 21, 2016
- Reviewed and updated grade level parent discussion items and concerns
- Broome reviewed the school improvement plan changes from grade levels - reviewed Poplin Assessment Data Snapshot, Poplin Profile, Poplin shared beliefs, and Poplin priority goals.

### **New Business**

- Maker spaces - Beth Medlin presented maker spaces where students can be creative in the media center. It is a place where they can tinker. There are 2-3 other schools in the county that have started. At Poplin, Medlin would like some help with other leaders of SITE BASED. Medlin would like to get a 3D printer, green screen, lego wall, storage for supplies, and whiteboard paint for tables. Medlin did put in a grant for money for the supplies to Union Power. She also talked about a designated space for the area and presented ideas for it. Medlin did ask SBT team to go back to grade levels to ask ideas and brainstorm ways for the school to use. Broome asked the team what our thoughts were. Broome would like to see parts of it to be mobile. Broome ask the parents what their thoughts were. All team members were on board and asked the team to talk to grade levels about it. Report back at next meeting.
- Safety Patrol - Hagerman asked team should it be just 5th or should we include 4th. Broome wants it to 4th and 5th. Hagerman stated they have to be interviewed, fill out application, sign a contract, and get a recommendation from teacher. Motion to approve the safety patrol - approved. Broome asked if the flag patrol could be included within safety patrol. Amendment to including flag patrol with safety patrol was approved.
- K - None
- 1st - Cleanliness of the floor in cafeteria, we are sticking to the floor. It is hard because because of tables and afterschool. Earp is going to look into it.

- 2nd - Wanted clarification on outside school food- is it countywide. We have a no compete clause. There is no outside food in the cafeteria, but it can be eaten outside and or the front office. Is it the teacher's responsibility to tell the parents - Broome says there is a paper in the front office stating no outside food and the front office should be telling them. Earp said if it happens come up and get one of them and they will come down and take care of it. Birthday treats can come in to the cafeteria.
- 3rd - Discussion on honor roll if we can recognize students every 6 weeks instead of the end of the year. Students will get certificate from Texas Roadhouse every 6 weeks. Recognize them on announcements and on paper in hallway. Is there something we can do to recognize students who work hard but just will not make honor roll. This is where we can bring in character traits to recognize these kids. Teachers can recognize students in the classroom with things such as postcard home, a note home to parents, class meeting shoutouts, office shoutouts, red rose take home, or teacher can give students something that shows they are recognize within the school. Made a motion to approve honor roll ideas - approved.  
Social Committee - discussions on bringing it back. Voted to bring back social committee but team members need to go back and have discussions with grade levels for what they want the committee to look like.
- 4th - Do we have any extra Raz Kids licenses. We have to wait on county to decide what we are doing with online reading subscriptions. Superintendents is doing a technology audit and we can not do anything until that is complete.  
Can we do some kind of lanyards for field trips instead of stickers because they come off while in the trip.
- 5th - Students council - Kim Peck would like to be part of the committee. Broome told Peck - Clarke - Earp to get together talk about it.  
Please keep kids off the grass during recess next to the windows.
- EC - None
- Assistance - None
- Specials - 3rd grade - November 14th - 17th practice from 7:35 - 8:20 - The program is the 17th @ 6:30. Programs - 4th/5th will be in March and 2nd will be in May.
- Parents - None
- Administrators - Front office printer copier - if grade levels will use after 3:30, use own paper, color ink is very expensive.
- Media - Can we use SIT team as a committee for book challenge. Approved
- Guidance - What do we want to do for Christmas... do we want to do it for our own student or outside community. We agreed to do the same thing as last year.

Meeting adjourned @ 3:46pm.