

**Glenkirk Elementary School TPAC  
March 2023 Meeting Minutes**

**Date, Time, Location:** Tuesday, March 7, at 6:00 pm via ZOOM

**Meeting called to order by** Acting Chairperson Jen Tracy

**Attendance:** Marisa Miranda, Heather Kilgore, Jen Tracy, Selina Zodda, Shannon Fish, Kjerstan Hodum, Christine Jones, Jamie Kendle, Victoria Peacock, Karla Pekar, Cher Muzyk, Jen Oister, Paige Hayes, Valerie Kubancik, Danielle Dougan, Anna Maria Wyatt

**Meeting Minutes:** located on the Glenkirk webpage under TPAC

**Old Business/Chair's Minute:** given by Jen Tracy

We are still in need of a Chairperson and two representatives from Ellis Mills.

Current TPAC Officers:

**CHAIRPERSON**

TBD

**VICE CHAIRPERSON**

**Jen Tracy:** [tracyja@pwcs.edu](mailto:tracyja@pwcs.edu)

**SECRETARY**

**Karla Pekar:** [kpekor@gmail.com](mailto:kpekor@gmail.com)

**SPECIAL ROLE – SACI REPRESENTATIVE**

**Victoria Peacock:** [misswilliamsgr7@gmail.com](mailto:misswilliamsgr7@gmail.com)

**ADMINISTRATION**

**Marisa Miranda, Principal:** [mirandmj@pwcs.edu](mailto:mirandmj@pwcs.edu)

**Heather Kilgore, Assistant Principal:** [kilgorhe@pwcs.edu](mailto:kilgorhe@pwcs.edu)

**ELLIS MILLS, PARENTS**

**TBD (2)**

GLENKIRK ESTATES, PARENTS

Anamaria Wyatt: [wyattam@pwcs.edu](mailto:wyattam@pwcs.edu)

Selina Zodda: [simplyselina@gmail.com](mailto:simplyselina@gmail.com)

MORRIS FARMS, PARENTS

Victoria Peacock: [misswilliamsgr7@gmail.com](mailto:misswilliamsgr7@gmail.com)

Joleen Catania: [joleen.catania@gmail.com](mailto:joleen.catania@gmail.com)

SARANAC, PARENTS

Karla Pekar: [kpekor@gmail.com](mailto:kpekor@gmail.com)

Danielle Dougan: [brooklynns\\_mom@icloud.com](mailto:brooklynns_mom@icloud.com)

AT LARGE, PARENT

Cher Muzyk: [cmuzyk@gmail.com](mailto:cmuzyk@gmail.com)

**Principal's Time:** given by Marissa Miranda

Mrs. Miranda gave an overview of the school budget process:

- Allocations from the state are based on enrollment projections for next year. Projections for next year seem accurate. As the surrounding neighborhoods are aging, we see a natural decrease in enrollment.
  - Grade – 2023-34 projection (# rising from current cohort)
    - Kinder – 70 (n/a)
    - 1<sup>st</sup> – 70 (68)
    - 2<sup>nd</sup> – 85 (80)
    - 3<sup>rd</sup> – 101 (96)
    - 4<sup>th</sup> – 98 (97)
    - 5<sup>th</sup> – 111 (102)
  - Total enrollment projection for 2023-24 is 575 students.
- Budget was reviewed in February to determine positions that need to be filled or overstaffed.
  - Based on current projections, there will be three kinder and 1<sup>st</sup> grade classrooms; four 2<sup>nd</sup>, 3<sup>rd</sup>, and 4<sup>th</sup> grade classrooms; and five 5<sup>th</sup> grade classrooms.
  - With enrollment dropping below 600, we will no longer be funded for two PE teachers. LD positions will be reduced from 4 to 2.7. The high dosage tutor that was funded by CARES will no longer be there.

- We will continue to have 2 SPED assistants and an assistant teacher in every kindergarten classroom. There will continue to be three autism rooms, one ID room, and three preschool classes. The school security assistant will remain.
- The county is adding a Parent Liaison position in every school. The positions will be posted soon. Applicants must be bilingual in a language that is applicable in the school. More information will be shared with the school community.
- The enrollment survey is very important to ensure accurate numbers for staffing and budgeting. Parents are asked to enroll for kindergarten ASAP and to return the enrollment survey for next year ASAP.
- Budget goes to the board for approval
- May – Oct. – budget is finalized for 2023-24

**SACI Update:** given by Cher Muzyk

The February SACI meeting focused on the county-wide school budget.

- Prince William County Schools (PWCS) has a \$1.6 billion budget. This is a 6.9% increase over last year.
  - Projected enrollment for next year is 91,631.
  - 79% of the budget will go into instruction. Budget includes \$32.5M investment in employee pay, including an average 5.0% pay increase (step + COLA)
  - \$5.2 million new investment includes, in part, a new school bus radio system and transportation liaisons
  - County is rolling out a new AI scan system in high schools to deter weapons, drugs, vaping, etc.
  - Per pupil spending in PWCS is still the second lowest across Northern Virginia with Manassas Park being the lowest.
- Capital Improvement Plan includes additions to Gainesville and Reagan MS and building two new elementary schools – Manassas and Woodbridge. Cost of building has increased dramatically. Shortened summer vacation (from 11 weeks to 9.2 weeks) has shortened the time available for capital improvement work.
- Minutes with more details from the county SACI meeting can be found here: [https://www.pwcs.edu/about\\_us/advisory\\_committees/superintendent\\_s\\_advisory\\_council\\_on\\_instruction/documents/february\\_2023\\_minutes](https://www.pwcs.edu/about_us/advisory_committees/superintendent_s_advisory_council_on_instruction/documents/february_2023_minutes)

### **Citizen's Time:**

- **Question** – Parents have noticed teachers and staff members wearing the new yellow vests at Kiss 'n' Ride and also on the playground and at PE. Why are they being used during recess and PE?

**Answer** - Use of the vests is a new directive through Risk Management. It is a Safety and Security measure to identify who is supervising the kids while they are outside and so that the kids will know who to go to for help if needed.

- **Question** – Knightly Notes contains a lot of old business and it can be hard to find the new information. Would it be possible to put the new business at the top?

**Answer** – The repeated information remains at the top because it pertains to critical needs (ex. attendance procedures). The school is looking at using S'more for a nicer layout. This will go into effect once it is connected with School Status.

### **New Business:**

- **Note from Mrs. Miranda** – If you are a parent of a student on transfer, please be sure to fill out your paperwork and turn it in ASAP.
- **Note from Mrs. Tracy** – There is a lot coming up for 5<sup>th</sup> graders. Parents should look for information coming soon about the picnic and promotion ceremony among other things.

**Next meeting:** Tuesday, May 9, 2023, at 6:00 pm

**Meeting adjourned at 6:26 pm**

**Minutes compiled by** Karla Pekor