

**Glenkirk Elementary School TPAC  
May 2025 Meeting Minutes**

**Date, Time, Location:** Tuesday, May 6, 2025, at 6:00 pm via ZOOM

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

**Attendance:** Stacey Burroughs, Mindy Warmbrunn, Paige Hayes, Miranda Simmons, Jen Tracy, Matt Meyer, Sharron Land, Cher Muzyk, David Johnstone, Heather Norris, Jen Oister, K. Hodum, Peacock, McCuen

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

Current TPAC Officers:

**CHAIRPERSON**

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

**VICE CHAIRPERSON**

**SECRETARY**

Natalie Luft: [LuftN@pwcs.edu](mailto:LuftN@pwcs.edu)

**SPECIAL ROLE - SACI REPRESENTATIVE**

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

**ADMINISTRATION**

Matthew Meyer, Principal: [MeyerMD@pwcs.edu](mailto:MeyerMD@pwcs.edu)

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

**GLENKIRK ESTATES, PARENTS**

Kirstie Osborn: [OsbornKL@pwcs.edu](mailto:OsbornKL@pwcs.edu)

**MORRIS FARMS, PARENTS**

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

**SARANAC, PARENTS**

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

**ELLIS MILL, PARENTS**

Nandita Rajbhandari: [nandita\\_shrestha@hotmail.com](mailto:nandita_shrestha@hotmail.com)

**AT LARGE, PARENT**

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

**New Business:** given by Jen Tracy

~ **Officers for next year**

**Principal's Time:** given by Matthew Meyer

- Adopted budget for FY26
  - Still recruiting for 1 SPED teacher and 1 Part time ESOL teacher
  - Downsized 3rd grade class, but Ms. Brown is going to 5th grade
- Continuous Improvement Plan (CIP) Goal Update
  - Reading SOL are looking good

- Math SOL: 4th and 5th grade classes are looking good
- SPED & ESOL: some students will be retesting
- Climate & Culture Results: Sense of Belonging rates came back at 94%
  - Next focus will be Social & Emotional
- TPAC Board nominations for 2025-26
  - Mindy Warmbrunn as Chairperson
  - Stacey Burroughs as Vice Chairperson
  - The new Parent Liaison will take over the Secretary position

**SACI Update:**

We are seeing a dip in enrollment. Students are leaving in larger numbers than are coming into the schools. Birth rates are dropping.

We are the most diverse county in Virginia and the 10th most diverse county in the nation -- our numbers are increasing for English Language Learners (ELLs).

Last year we had a 94.3% graduation rate which is approaching the 95% goal.

Schools are seeing a drop in chronic absenteeism.

Next year's budget is \$1.89 billion

- o Decreasing student to teacher ratio for ELLs (state mandated)
- o Increasing Special Education TAs, Behavioral Specialists, Elementary Math Coaches, Instructional coaches
- o Adding a Dean of Students at the Middle and High School level to address behaviors. Working to norm procedures across all schools so the code of behavior is applied consistently.
- o Adding elementary safety officers
- o Adding social workers
- o Adding a Transportation Liaison and increasing the number of school bus attendants.
- o Large investment in HVAC systems.

Behavior- Seeing challenges with behavior across the division. Working on training with administrators to align responses to behaviors and standardize responses across the division. To do so we are performing an audit. We are adding the dean of students to assist with consistency.

We are seeing an uptick in race related infractions.

Grading- working on a new grading plan across the division that will address concerns about consistency across schools and also address the fact that we are post-COVID.

**SACI Meeting notes May 2025**

92 of 99 schools were represented this year. Best year ever for participation. Still working to achieve 100%

Family Life curriculum added to Parent Canvas.

Had elections for next year's officers.

Completed our annual report which will be presented to Dr. McDade in July.

High School students added to the committee for next year.

**Open Chair (formerly known as Citizen's Time):**

- frustration regarding parents parking in the Kiss & Ride lines to get their child or help their child get into the car. This is causing a huge backup
- Concern regarding cars passing the stop sign. Also parents are parking on top of the crosswalk which is causing concerns trying to cross the street.

**Next meeting: June 3, 2025**

**Minutes compiled by** Natalie Luft