



# BROOKE ELEMENTARY

## HOME AND SCHOOL ASSOCIATION

### General Meeting Agenda

Monday, September 11, 2017  
16 Attendees

- **Call to Order.**
  - Motion to call the meeting to order by Krista Bean and Karen Faix at 7:04 pm.
- **Reports/Updates.**
  - **Principal's Report:** *Mary Pat Long.*
    - Thank you for the teacher first day breakfast!
    - New/Returning/Permanent/ Changed Staffing:
      - K – 5 HR, 1 – 4 HR, 2 – 4 HR, 3 – 4 HR, 4 – 5 HR
      - Mrs. Hoff is full-time K again.
      - Dr. O'Connell is back to 1<sup>st</sup>.
      - Mr. Christina Changalis is our new 3<sup>rd</sup> grade teacher.
      - Mrs. Andrea Sandberg moved from the 5/6 building to 4<sup>th</sup> grade.
      - Mrs. Jen Bonetz is the new instructional assistant.
    - Reminder on clearances.
      - Volunteers must have them in before any interactive student encounter like classroom parties or field trips.
      - Raptor by itself is only used for attending concerts or observing classrooms. (i.e.: American Education Week observation)
      - Continue healthy birthday recognitions.
      - Send notes with changes to pick-up.
    - Past/present events:
      - 2<sup>nd</sup> year with Journeys as an ELA resources; 3<sup>rd</sup> year with EDM as a math resource.
      - Beginning of year benchmark assessments are underway: 4Sights, AIMSweb, Fountas & Pinnell
        - Targeted first day for Target Time is Oct 2. Groups will continue to be fluid.
        - All students setting into school routines.
        - New SMART classrooms will be set up in the coming weeks. By mid-October, pretty close to 100% of instructional spaces will have a SMART board in place.
        - Safety
          - Fire Drills.
          - Severe Weather Drills.
          - A.L.I.C.E intruder drills.
    - Future happenings:
      - Pro-social
        - 2 Unity Days are planned this year.
        - Spirit Sticks and Classroom Announcement recognition of character counts.

- **Teacher's Report:** *Mrs. DeAngelis.*
  - Thank you for the teacher classroom checks. They are much appreciated and come at such a good time of year.
  - Thank you to, Karen Smith, for the wonderful "Great Outdoors" bulletin board.
  - Thank you to the parents who volunteer to help out in the library. If other volunteer are interested in shelving or helping out in the library, please contact Mrs. DeAngelis.
  - RIF (Reading is fundamental) assembly planning – 2 distributions of paperback books per year to the students.
  - Recruiting parents who have an interest in the Brooke Pond. We are hiring a local contractor for pond clean-up 2x per year, but if interested in helping out between cleanings, touch base with Mrs. DeAngelis.
  - Thank you to the Butterfly Garden family volunteers. Looking to do it throughout the school year. Fall clean-up targeted for 10/28. If anyone is looking to help out or need community service hours, please reach out to Mrs. DeAngelis.
- **Co-Presidents' Reports:** *Krista Bean & Karen Faix.*
  - Introduced the 2017-18 H&S Board
    - Krista Bean & Karen Faix – Co-presidents.
    - Corresponding Secretary – Christie Neeld
    - Recording Secretary – Erica Hermans
    - Treasurer – Shannon Dauphin
  - Continue to send in the blue data forms. This is needed for the School Directory, targeted for beginning of October.
  - Reminder on family contribution pledge.
- **Recording Secretary's Report:** *Erica Hermans.*
  - Nothing to report.
- **Corresponding Secretary's Report:** *Christie Neeld.*
  - Class Bundle/school supplies raised \$80.37 for H&S. This was a last minute effort. With more deliberate marketing at the end of the school year, we are excited about this fundraising opportunity moving forward.
  - If you have something that you want to add to the Wednesday H&S weekly emails, please contact Christie Neeld with that information by the preceding Monday at noon.
- **Treasurer's Report:** *Shannon Dauphin.*
  - Review of Budget
    - Earnings and Income.
      - All fundraisers listed.
      - Reading Phils Fundraiser raised \$108. Do we do paper next year?
      - Class Bundle to be added.
    - Expenses.
      - Provides money for a variety of expenses like \$16/student in field trips, classroom funds/ teacher, Brooke Shirts at \$5/student.
      - Pond Maintenance to be added.
    - Motion to approve budget. Krista Bean, Andrea Straka.

- **Committee Chair Updates.**

- **Art Fundraiser:** *Lauren Drakeley.*
  - October 20<sup>th</sup> – Art goes home.
  - Oct 30<sup>th</sup> – Art Orders Due.
  - November 29<sup>th</sup> – Art in.
  - Pick-up normally at Winter Carnival.
- **Basket Raffle/Glow Dance:** *Lynne Lombardo, Alicia Strenkoski, Cristina Marsillo, Gina Romano.*
  - Looking at possible Luau or Under the Sea theme.
  - Date: Jan 19<sup>th</sup>
- **Beautification:** *Stacey Sollazzo, Lynne Lombardo.*
  - Decoration front with corn stalks, hay bales, mums, and scarecrows once more local supplies come in. Looking to get items donated as well. Looking to get front decorated within next couple weeks.
- **Book Fair:** *Erica Hermans.*
  - Dates: 11/9-11/17
  - All for Books Coin Challenge will be held.
  - Family Pizza night 11/10.
- **Box Tops:** *Andrea Straka.*
  - Earned \$1002.90 last year
  - The June submission was \$577.90, which is the largest submission since I've been coordinator!
  - For this year, Andrea has submission sheets that need to be copied and distributed to all the classes. Goal this year is to make sure every family knows we participate in BoxTops and that they can collect them from friends and family too. There will be new bins to distribute to all of the classrooms. Andrea would love to see us increase our total redemptions by \$200 compared to last year, so the new goal will be \$1,200.
  - Will be posting this on Facebook: For more information on Box Tops, including a list of participating products, go to BTFE.com. Be sure to sign up as a member (it's free!) so you can check out our school's earnings details and get access to coupons and bonus offers.
  - Andrea needs 2 volunteer to help me with the November 1<sup>st</sup> submission, as she will be away.
- **Brooke Bucks:** *Larry Lombardo.*
- **Color Me Fun Run:** *Tracy Finney, Roseann Stadler.*
  - Actively seeking additional volunteers to help with the event.
  - \*\*\*High Priority: One or two people to shadow the Co-Chairs (Roseann and Tracy) for a smooth transition as this is the last year Roseann has a student at Brooke.
  - We hope to get started earlier than last year, targeting December for a kick off meeting. Mrs. Long has asked for a flyer as soon as possible.
- **Fall Festival:** *Stacy Sollazzo, Zykia Correll*
  - date: Friday, October 13th (rain date is October 20th)
  - Location: Farmer's Daughter - 3190 Schuylkill Road - Spring City PA 19475
  - Thoughts on food: not have hot dogs and instead have snacks and other small easy to sell items.
  - Host a bake sale? (ask for donations to be dropped off at school)
  - S'mores (will be pre-packed ready to go)
  - Do you want Spiritwear vendor there as well?

- Activities planned: tattoos, carnival games with prizes, guess the candy, guess the pumpkin weight
    - Should we have the pie in the face contest again?
    - Thank you to Zykia Correll to offering to co-chair the festivities.
  - **Fourth Grade Celebration:** *Shannon Dauphin.*
  - **KidStuff:** *Amy Guay.*
    - KidStuff books were distributed.
    - Huge fundraiser, 50%.
    - Monies to be returned by Monday, Sept 25<sup>th</sup>.
  - **Outreach:** *Krista Bean.*
  - **Reading Phillies:** *Larry Lombardo.*
    - Earned \$108 last year. Paper forms?
  - **School Store:** *Sissy Morelock*
    - Thank you to Sissy Morelock for volunteering for the School Store Chair!
  - **Spirit Sticks:** *Lynne Lombardo.*
    - We have lots of new styles to offer this year!
    - Back to School Spirit Grams were given out at the beginning of the school year.
    - Spirit sticks will continue to be sold for \$1 at school store.
    - We are still offering birthday spirit sticks for \$15.00. The birthday child and his/her entire class will get a pre-chosen spirit stick to celebrate their special day!
  - **Spirit Wear:** *H&S Board*
  - **Teacher/ Staff Appreciation:** *Amy Guay, Maggie Goldstein.*
    - Thank you to Amy Guay and Maggie Goldstein for taking on the Teacher/Staff appreciation lunches!
  - **Yearbook:** *Shannon Dauphin.*
    - Lifetouch will be printing our yearbooks again this year and the cost will remain the same at \$17.50.
    - Also, please email any pictures taken throughout the school year to brookehs339@gmail.com or sdauphin09@gmail.com. Please note that pictures need to be high resolution quality.
- **OPEN Chairs, Still need....**
  - Family Night/Bingo (Feb 23<sup>rd</sup>)
  - Gift Card Sales
  - Restaurant Nights
  - Winter Carnival / Santa's Secret Shoppe (**Dec 2<sup>nd</sup>, Highest Priority!**)
- **New Business.**
  - Baracuda defense system. Mrs. Long will take it as an action item to investigate.
- **Adjournment.**
  - Motion to adjourn: Andrea Straka, Amy Guay @ 8:12 pm.

***Next General Meeting: November 2017***