



Brooke Elementary Home & School Association

General Meeting Agenda					
Meeting Date:	9/17/2018	Time:	7:00 pm	Location:	Brooke Elementary School
Item #					
1	Call to Order 7:04 Principal's Report – Dr. Moyer <ul style="list-style-type: none"> • Finished MAP testing to see where they are and how have the grown over the summer <ul style="list-style-type: none"> ○ 3rd & 4th grade have already participated and will have a total of 3 assessments throughout the year ○ 1st & 2nd will participate in October with a total of 2 assessments for 2018/2019 with the intention of progressing toward 3 times a year ○ Includes Math and Language Arts related questions and adjusts the grade level after each question. This will to help assess what grade level they are currently at and provide a granular level overview of how each child is performing • New district employees <ul style="list-style-type: none"> ○ Director of Security <ul style="list-style-type: none"> ▪ After the Director's initial evaluation, Brooke proved to be attentive to all the major areas of concern and received good reviews of the schools security <ul style="list-style-type: none"> • Plan, places and procedures ▪ Provided tips to better enhance the schools security 				
2	<ul style="list-style-type: none"> • ALICE drills began today (9/17) <ul style="list-style-type: none"> ○ Brooke ALICE introductory letter was sent via Skyward ○ Easing into ALICE drills and being sensitive toward parents and students due to its alarming nature ○ Book was read "I'm Not Scared...I'm Prepared" today ○ Most important piece for kids is to listen to the closest adults and do as they are instructed to do ○ Will follow up next week with "Great Eight" and barricade drills <ul style="list-style-type: none"> ▪ Brooke's primary method of response will most likely be lockdown due to the size of the school ○ Rally points will be introduced as a physical education activity during the next cycle ○ From a state standpoint, there has been more of a push toward ALICE drill and less of an emphasis on fire drills • Double locked doors introduced today (9/17) to enter building during school hours <ul style="list-style-type: none"> ○ A newsletter will be distributed this week to inform parents of the new procedure ○ Each individual person/group will be required to be identify themselves outside of the first door and will be allowed to enter the first door at a time 				
3	Teacher's Report – Mrs. DeAngelis <ul style="list-style-type: none"> • Thank you for the Teacher Appreciation breakfast • Thank you for the \$100 classroom checks each teacher received • Thank you, Mrs Smith for the amazing bee themed bulletin board in the cafeteria • Thank you, all the Brooke families that helped with the Butterfly Garden <ul style="list-style-type: none"> ○ Will create a Fall family signup genius for families to signup to help throughout the Fall • Thank you for the pond vacuum (a wishlist item of Mrs. Steiner's) <ul style="list-style-type: none"> ○ Will continue to use the same individual used for the pond maintenance for the fall and spring • First RIF meeting tomorrow <ul style="list-style-type: none"> ○ RIF purchases 2 books per student, per year ○ Plan to have an activity leading up to the book distribution that will be used as a reward for the books ○ More information will be provided after the meeting • Thank you for the scholastic dollars earned • Birthday book program will be reintroduced <ul style="list-style-type: none"> ○ High interest books will be purchased to display in the library 				



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	<ul style="list-style-type: none"> ○ Parents can purchase a book for the child to choose from the display ○ A customized book plate will be placed in the book and the child will be able to borrow the book first ○ The book will be returned and added to the library for other students to borrow • CHOP's walk for cancer in support of Ella <ul style="list-style-type: none"> ○ There is a team that will be walking in the event and over \$170 has been raised for the team ○ Information for other families to donate toward the teams goal in honor of Ella can be found on our Facebook page
4	<p>Co-President's Reports – Krista Bean & Karen Faix</p> <ul style="list-style-type: none"> • Volunteer Clearances <ul style="list-style-type: none"> ○ Clearances are good for 5 years, but everyone will need to verify annually through the district ○ No longer able to fill out the annual form in the office the day of volunteering; required to be entered through the district—could take about a week for confirmation ○ Volunteers can do it online or fill out a form in the office but will need at least 1 week lead time • A to Z Connect <ul style="list-style-type: none"> ○ Forms will no longer be sent home for parents to complete or verify prior year information ○ The online link has been distributed in the Buzz and on the Facebook page to complete or verify online ○ Each family will need to verify their information to be included in the student directory
5	<p>Recording Secretary's Report – Noreen Oswald</p> <ul style="list-style-type: none"> • Nothing to report
6	<p>Corresponding Secretary's Report – Christie Neeld</p> <ul style="list-style-type: none"> • If anyone is interestd in having information included in the weekly Buzz, send an e-mail to Christie Neeld (cmpileggi@yahoo.com) before noon on Mondays
7	<p>Treasurer's Report—Lauren Drakeley</p> <ul style="list-style-type: none"> • Lauren was unable to attend and will provide the H&S budget • H&S will obtain a debit card this year to ease the purchasing and reimbursement process
8	<p>Committees Reports</p> <ul style="list-style-type: none"> • Kid Stuff – Karen Faix <ul style="list-style-type: none"> ○ Books were distributed on 9/11 ○ Sale ends and books are due back on 9/25 ○ There is an app available for the first time this year (a code comes with each book) ○ KidStuff is offering tshirts, long sleeve tshirts, or hoodies for certain number of books sold ○ Books are \$25 and Home & School receives 50% of the profits ○ New this year is online payment for the books • Art Fundraiser – Lauren Drakeley <ul style="list-style-type: none"> ○ Art fundraiser artwork began the week of 9/10 ○ Announcement letter will be sent home the week of 10/1 <ul style="list-style-type: none"> ▪ Need to determine whether this will be sent via e-mail or printed and sent home ○ Parents will be able to order 12/12-12/14 and will pickup will be available at the Holiday Shop • Spirit Wear <ul style="list-style-type: none"> ○ Need to find a chair to create and lead the committee • Fall into Fun Festival – Stacey Sollazzo <ul style="list-style-type: none"> ○ Olszanowski Farm is the new location ○ Date: 10/13/18 (Saturday) ○ Raindate 10/19/18 (Friday) ○ Ticket prices are \$8/person ○ Ticket order forms will be printed and sent home with each student ○ Sign up genius will be sent out for bake sale donations <ul style="list-style-type: none"> ▪ Posted on FB and will be sent out in the Buzz ○ Request will be sent out for parent volunteers (# needed TBD) ○ A co-chair is needed to help organize • Book Fair (Fall / Spring) – Erica Hermans <ul style="list-style-type: none"> ○ \$2,175 were made in 2017/2019 <ul style="list-style-type: none"> ▪ Resulted in \$5,000 Scholastic dollars ○ Pizza night will be Friday Nov. 9th and will attempt to use Rossi's again ○ Fall book fair Nov 8th -16th that will coincide with American Education week



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- Coin Classroom challenge 2 weeks prior to the book fair
- Theme is "Enchanted Forest Book Fair"
- \$2,500 goal for 2018/2019
- Holiday Shoppe – Krista Bean and Christie Neeld
 - Weds 12/12, Thurs 12/13, and Fri 12/14
 - Wed/Thur right after school 3:45 – 7:30
 - Friday may have a Family Night event -- to be determined
 - All products will be displayed in the lobby
 - Interact (high school) students will help kids shop
 - Will most likely use the same company used last year
- Glow Dance – Alicia Strenkoski and Gina Romano
 - Will not be coupled with the Basket Raffle this year
 - Friday, January 25th
 - Snow date – February 1st
 - Theme will be Candyland "Bee Sweet"
- Basket Raffle – Gina Romano and Lynne Lombardo
 - February 22nd
 - Will be coupled with the Family Movie Night
 - The Buzz and the Facebook page will be used for the parents to preview the baskets prior to the event
 - Baskets themes will be created by grade instead of class to consolidate the amount of baskets
- Family Movie Night – Amy Marstan and Lauren Drakeley
 - Will be coupled with the Basket Raffle
 - February 22nd
- Color Me Fun Run – Sandra Benek (*need to fill second chair*)
 - Need to find at least one more co-chair
 - A day and time will need to be determined
 - Considering the end of March in the afternoon or evening
- Beautification – Lynne Lombardo
 - Fall decoration will go up in the next couple of weeks
 - Hope to again have decorations donated
 - Will need volunteers with verified clearances to help decorate
- Box Tops – Andrea Straka
 - The collection form will be distributed
 - \$959.50 was raised in 2017/2018
 - Goal for 2018/2019 is \$1,000
 - Reminder will be sent out in the Buzz including the list of participating products
- Brooke Bucks
 - Will need to find a chair
 - An app that is used to purchase gift cards for a number of stores and Home & School receives a portion of the proceeds
 - Potential revenue generator if organized and communicated well
- Gift Card Sales
 - Will not be able to offer this year unless someone is willing to chair
- Restaurant Nights
 - Will need to find a chair
- School Store – Sissy Morelock
 - Dates for 2018/2019
 - 10/19, 11/16, 12/14, 1/18, 2/8, 3/15, 4/12, 5/17
- Spirit Sticks – Christie Neeld
 - Looking for a new chair or co-chair
 - Price for birthday sticks has increased to \$20 and will need to be sent in 2 weeks in advance of birthday
 - Spirit sticks will still be sold at the school store and special events
- Teacher / Staff Appreciation – Amy Guay
 - A light breakfast was served on Aug. 22nd to help welcome teachers back for the school year
 - Future dates pending with the intent to serve lunch during conference time and the Friday of the book fair
 - December cookie buffet
 - Will need volunteers the day of and a signup genius will be distributed



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	<ul style="list-style-type: none">• Yearbook – Shannon Dauphin and Michelle Gantzhorn<ul style="list-style-type: none">○ Lifetouch will be used to print the yearbooks○ Looking for volunteers to help with yearbook layout design and to take picture during school events<ul style="list-style-type: none">▪ Reach out to Shannon Dauphin (sdauphin09@gmail.com) or Michelle Gantzhorn if interested in helping○ Email any pictures taken at school events to brookehs339@gmail.com with high resolution or actual size pictures
9	New Business
10	Adjournment 8:08
<i>Next General Meeting – November 12th, 2018</i>	