



Brooke Elementary Home & School Association

Minutes from General Meeting
9/21/20

#	Description
1	Call to Order 7:06pm
2	<p>Principal's Report - Dr. Moyer</p> <ul style="list-style-type: none"> ● This has been an unusual start of the school year. Proud of our staff and teachers' work. We have 436 students including virtual and cyber. We have 4 sections of K (2AM, 2PM), 4 classes in every other grade level, except 5 classes in 3rd grade. Thanks to H&S for the tote bags our materials were provided to families in. We received good feedback from parents, students, and teachers about materials pick up. They were happy to be able to see each other in person before virtual learning started. ● So far this year we've implemented daily class meetings at the start and end of the day. We know connection is the most important thing to recreate while we are virtual. The teachers are using this time to make connections. ● Picture days - good reviews from parents on the logistics. Photographers were really excited to get to show the parents the photo right away. May have fewer retakes this way. Next picture day available on Wednesday this week. Our goal is to get everyone in for photos. ● We are going to begin assessing students. Building-level and district-level assessments, as usual in the start of the school year. This will involve 1:1 virtual Sessions with students/teachers. These will give us a baseline so we can watch their growth through the year. ● Last year the H&S provided funds for stencils and paint in order to paint play areas on the playground. They are movement-maze type guides to be painted on the blacktop. A local Eagle Scout will be organizing the project. The stencils will add color and guided movement to the play area. This will be helpful for recess when students return to the building. ● Planning - our work inside the building includes setting up for students to return to the building whenever we receive the word from the district. Desk spacing, cleaning routines, classroom space and procedures are being designed so that we can establish our new routines. We are reexamining procedures such as pick up and drop off which we will need to modify. ● Thank you parents, for supporting teachers. They have felt supported and they appreciate it. It is hard and tiring work. It feels good to be at Brooke.
3	<p>Teacher's Report - Mrs. Cooper and Mrs. Russo Nothing to report</p>
4	<p>Co-Presidents Report - Nicole Chiccarine & Amanda McPhillips</p>

	Nothing to report
5	<p>Recording Secretary's Report - Sarah Daunoras</p> <p>Minutes from Home & School meetings will be available on the Home & School website, typically within a week. Agendas will be made available one week prior to the meetings.</p>
6	<p>Corresponding Secretary's Report - Christie Neeld</p> <ul style="list-style-type: none"> ● A to Z connect - please create an account or verify your existing account. This is a voluntary directory - you must take action to add yourself. This is the directory which other parents will be able to access. If you are in the A to Z directory, You will: <ul style="list-style-type: none"> ○ get the weekly email update (Wed Brooke Buzz) ○ make it possible for other parents to see your contact information for the purpose of sending invitations. ○ Order the correct size for your child's Olympic Day/Field trip shirt. Choose sizing which will be appropriate for your child in the Spring. ● If you have any items to add to the Brooke Buzz weekly newsletter, please send to Christie Neeld (cmpileggi@yahoo.com) by noon on Mondays.
7	<p>Treasurer's Report - Lauren Lineman</p> <p>To receive reimbursement for items purchased for Brooke H&S events and fundraisers, Committee Chairperson should please email a copy of your receipt to Laurenlineman@aol.com</p>
8	<p>Committees</p> <p>A. Ongoing Committees</p> <p>a. Teacher/Staff Appreciation - Amy Guay</p> <ul style="list-style-type: none"> ● We know teachers are putting a lot of hours in. I've had some people reach out with ideas for supporting teachers. I need some direction from the board/Dr. Moyer as to what I'm allowed to do. In the past we've done lunches etc. And I don't know what I'm currently allowed to do. ● Dr. Moyer - We are limited right now - the district is not allowing volunteers in the building. We have had people offer to bring things in - coffee and donuts etc. and this is ok. We would not be able to do an event on the scale which we are typically used to doing. Teachers will also be limited in their ability to assemble in a group and enjoy an event together. ● Possibly arrange to have a food truck at the school on a Wednesday? As long as we keep social distancing we should be fine. And notify the teachers ahead of time. <p>b. Beautification - Nicole Chiccarine</p> <ul style="list-style-type: none"> ● Will put fall decorations out front. Staff is already in the building and will appreciate the decorations. Some students will also be returning the week of Oct 8th. <p>c. Yearbook - Shannon Dauphin</p> <ul style="list-style-type: none"> ● Chairperson is Shannon Dauphin. She was unable to attend, but her report was read by Sarah Daunoras. ● We are still waiting for the 60 replacement yearbooks from last

year (to replace the ones which were received damaged), I have not been able to get an update from Lifetouch. They tell me that it is "in production."

- Co-chair for the yearbook is needed. My youngest is in 3rd grade so I'd like to slowly start training and transitioning so it isn't too overwhelming. Please reach out to Brooke Home & School at brookehs339@gmail.com
- Always looking for photographers and volunteers. We need those creative minds this year since many of our events may not take place this year. Any ideas?
- Please send any and all photos to the Brooke home and school email address brookehs339@gmail.com with *actual resolution* so they can be used in the yearbook.
- Contact the Brooke office (610-705-6006) if you did not order a yearbook last year and would like to get one now. Extra copies are available. This includes students who are new this year and would like to be able to see the names and faces of other students/teachers they are meeting on zoom. - Cost is \$17.50

d. **Spirit Nights** - Christie Neeld

- We have done Urban air and local restaurants in the past.
- We hesitate to burden local restaurants by trying to ask for donations right now.
- Handels reached out and offered to do a fundraiser night - Christie will pursue this.

e. **Spirit Wear** - Amy Guay

- Vendor is ready to go. They have stock and they are ready to produce the items. Variety of clothing items will be available, with Rams logo and Spring Ford logo. Will check to find out if face masks are an option. Will also check on water bottles. Hair bows were also popular last year. We are not planning to do any items with the Brooke school theme.
- Will explore use of google forms for an order form instead of paper
- How to collect money for orders? Checks can be sent in the mail, or dropped off in a dropbox in the vestibule at the office doors at Brooke. Another option is to venmo @Brooke-HomeandSchool
- Will get set up for orders as soon as possible.
- Headbands with Spring Ford logos from Strawberry Blonde was also a successful item last year. Will reach out (Stacey Sollozzo?)

f. **School Store** - Nicole Chiccarine

- Not able to operate this currently.
- Nicole Chiccarine will take over when school re-opens, and if the school store will be allowed to operate at that time.

g. **Spirit Sticks** - Christie Neeld

- We have a big stock of halloween spirit sticks. Could arrange to order online and pay via venmo, the spirit sticks could be mailed to families.

h. **Box Tops** - Andrea Straka

- Earned \$502.70 last year. We are starting digital box tops now -

just download the app, take a photo of your receipt within 2 weeks, and the school earns cash. No clipping box tops necessary. There is an invite code that will allow us to get a bonus credit when they first download.

- Box tops is a great way to support school right now. They can be dropped off in the vestibule at Brooke any time.

i. **4th Grade Celebration**

- Committee for 2020-2021 will be Nicole Pickersgill, Christie Neeld, and Sarah Daunoras.
- Dr. Moyer - If we are able to do a celebration for the 4th graders from 2019-2020, we will bring them back and do what we can.

9 **Events**

A. Major Fundraising Events

a. **Book Fair** - Erica Hermans

- We were unable to run the Spring Book Fair - in the Spring we usually take compensation in the form of Scholastic dollars (25% of profits) and we use the funds to purchase books for teacher classrooms. In the Fall we usually take compensation in cash (50% of profits).
- This year Scholastic will be offering virtual book fairs. It's run differently. We can't take compensation in cash. Must be in scholastic dollars (25% of profits).
- I propose that if we do run a virtual book fair this Fall, we should take the scholastic dollars and purchase the books for the teachers/classrooms like we would normally do in the Spring.
- We can arrange to do it in November - will ask for dates before the plan to return students to school so it isn't lost in the transition.
- Scholastic credits don't need to be spent right away - can be saved in account for use in future. We have \$1600 built up in our scholastic bank.
- Rachel Novosel and Lauren Lineman volunteered to help with the Book Fair.

b. **Fall Festival**

- This event will need to be cancelled this year.

c. **Holiday Shoppe** - Christie Neeld

- In the past 5-below offers a spirit night/week where you can take the kids there to shop and they give back a percentage to Broome H&S.
- Will set dates with 5-below.
- Could gift wrapping be done by Interact volunteers outside 5-below?

d. **Brooke Family Night - Bingo/Basket Raffle** (Amanda McPhillips, Michelle Riggs, Lauren Drakely, Erin Harris)

- On hold
- May be better to schedule the event earlier after the winter holidays, if we are able to do it this year.

e. **Color Me Fun Run** - Nicole Pickersgill, Tracey Finney

	<ul style="list-style-type: none"> ● Will schedule for 3/20/21 with Rain date of 3/21/21 ● Need to get dates to Mrs. Halphen to reserve the facilities <p>B. Other Fundraisers</p> <p>a. Kidstuff Coupon Books - Shauna Moyer</p> <ul style="list-style-type: none"> ● can be done virtually ● Concern that the process requires sending the coupon books home to each family, and then they must be sent back if not purchased. Logistically difficult this year. ● Table this for now <p>b. Halloween Costume Resale - Sarah Daunoras</p> <ul style="list-style-type: none"> ● Cancel for this year <p>c. Reading Phillie Game - Lauren Drakely</p> <ul style="list-style-type: none"> ● Table this for now - tickets can be done virtually if the opportunity is available in the spring.
10	<p>New Business</p> <p>A. Cards for a Cause - This was taken off tonight's agenda so that we can look into this further before we move forward.</p> <p>B. Olympic day T-Shirts from last year - school closure prevented this from moving forward.. The tote bags this fall did not replace the T-shirts from last spring. We plan on ordering shirts this year. Also looking in to buying lanyard tethers for kids masks upon return to school.</p> <p>C. Home and School Association Meetings will occur every other month on the 3rd monday of the month at 7pm throughout the year. They will be virtual until it is possible to meet in person.</p> <p>D. Mrs. Cooper - Mrs. Russo or I will be here for the meetings from now on.</p>
11	Adjournment at 8:17pm

Attendance:

Dr. Moyer
Amanda McPhillips
Nicole Chiccarine
Lauren Lineman
Christie Neeld
Sarah Daunoras
Erica Hermans
Shauna Moyer
Amy Guay
Andrea Straka
Rachel Novosel
Stacey Solazzo
Mrs. Cooper