



# Brooke Elementary Home and School Association

339 North Lewis Road  
Royersford, PA 19468  
[www.brookehs.net](http://www.brookehs.net)

August 2016

Dear Brooke Parents,

Welcome back to a new and exciting school year! All parents of Brooke children are automatically members of the Home & School Association.

Q: What is the Home & School Association?

A: The Home & School Association directly supports many of our children's extracurricular activities and events that happen during the school year. This is done through monetary contribution and volunteer parent support. We also work closely with school administration and teachers in the planning of each year's activities, and supporting educational aids.

Q: Who benefits from Home & School?

A: Both students and teachers directly benefit from Home & School contributions and activities.

Q: Where does Home & School allocate its funds?

A: Last year, through fundraisers and the Family Contribution Campaign, Home & School paid approximately:

- \$10,000 for a projection system which benefits all students
- \$6,000 for student field trips
- \$4,500 for Artist in Residence program
- \$75 to each teacher to purchase additional classroom supplies
- \$2,000 to provide Scholastic News to all students
- \$1,600 to purchase T-shirts for all students to wear on Olympic Day and field trips

Q: How can you help?

A: There are several ways to help! Some ways include: Chairing a committee, volunteering to work at events, participating in fundraisers and events, and/or make a one-time Family Contribution of \$50.

**Please see additional volunteer form for both chair and general volunteer opportunities.**

Q: Does the Home & School Association meet?

A: Yes. Home & School Meetings are held every other month on a Monday at 7PM and typically last an hour. All Brooke parents are invited and encouraged to attend! For the meeting schedule and all other things Brooke, please visit our website at: [www.brookehs.net](http://www.brookehs.net)

Thank you for your support. We look forward to a great school year!

Sincerely,

*Brooke's 2016/17 Home & School Board*

Lynne Lombardo  
Co-President  
610-948-1438

Krista Bean  
Co-President  
610-633-5682

Tara Grotto  
Corresponding Secretary  
484-410-1113

Karen Faix  
Recording Secretary  
215-669-7752

Larry Lombardo  
Treasurer  
610-405-8448

# Brooke Home & School Student & Parent/Guardian Data Form

Return by September 16, 2016 – Thank you for your support!

Please fill out the student information, **even if you have filled it out in the past**, so your child (ren) will receive their free school T-shirt required for events like field trips and Olympic Day. For Brooke H&S use only; information is not shared between schools. Please print clearly.

FAMILY LAST NAME: \_\_\_\_\_

PARENT(S)/GUARDIAN(S)  
FIRST NAME(S): \_\_\_\_\_

PHONE: \_\_\_\_\_

ADDRESS: \_\_\_\_\_

CITY, STATE & ZIP: \_\_\_\_\_

**E-MAIL** \*: \_\_\_\_\_

**\*PLEASE NOTE: In a continued effort to help the environment, we send our communications via e-mail. It is extremely important for families to provide an e-mail address so that you receive ALL Home & School correspondence.**

## **STUDENT T-SHIRTS:**

T-shirts are given to the students to be worn on field trips, for Reading Olympics and on Olympic Day to create a sense of unity.

The sizes available are: Youth Small (4-6), Youth Medium (8-10), Youth Large (12-14), Adult Small, Adult Medium, Adult Large. Please print clearly.

Student Name	Grade	Teacher (indicate AM or PM for Kindergarten)	Shirt size

**\*\* Sample sizes will be available in the office.**

The Brooke Home & School Association compiles and distributes an "All School Directory" electronically **to every Brooke Family**. This directory is used by homeroom parents to coordinate classroom events and *is for personal use only and may not be used for soliciting*.

➤ I would like my child (ren) to be included in the All School Directory.      Yes  No

**Easy Money! Give us your Giant Bonus Card number and we'll designate Brooke as a recipient for Giant A+ shopping rewards! It doesn't impact gas or turkey points; just free money for Brooke!**

**11-digit Bonus Card Number** \_\_\_\_\_

## PARENT VOLUNTEER OPPORTUNITIES

Name of parent or guardian: \_\_\_\_\_ Email address: \_\_\_\_\_

Phone #: \_\_\_\_\_ circle one: Home Cell Business

We realize that making a commitment in August for an event several months in advance may be difficult. As such, we would like to offer you the option to elect to receive solicitations for volunteer opportunities as they arise throughout the year. As each opportunity/event gets closer, more specifics regarding time commitment and volunteer needs will be communicated by the event chair(s).

- Yes I wish to try and volunteer. Please send me communications via email regarding opportunities.**
- No I do not wish to volunteer.**

**Chairperson Opportunities:** The following events are in need of 1 or 2 individuals to act as chairperson or co-chairperson. Please check the box if you are interested in taking on a leadership role for any of these events.

- Art Fundraiser:** Coordinate with art teacher for projects, coordinate with product vendor, and manage volunteers to ensure appropriate classroom coverage and for order processing and distribution.
- Basket Raffle** – Date TBD (ideally take place during dance night). Plan the event, identify donors, coordinate the collection of donations and oversee volunteers. Note: This event will ideally have 2 chair people.
- Beautification** – Coordinate the decoration of the inside and outside of the school for various seasons and holidays.
- Dance-themed Family Night** – TBD looking at January-February 2017. Plan the event, oversee volunteers, and communicate to parents/students.
- Family Nights** – Date TBD i.e. Fit Night, Movie Night, Bingo Night.
- School Store** – Manage merchandise, volunteers and receipts. Candidate would ideally be available to man the store during school hours.
- Secret Santa Shop** – Event is held from 9-2 on a Saturday during November or December. Duties include planning of event, purchasing items and overseeing volunteers.
- Winter Family Festival**– Event is held from 9-2pm on a Saturday in November or December. Assist in planning the event. The goal is to have an overall chair plus chairs for each “committee”. Time Required: TBD. Please circle any committee you are willing to lead. Area of interest: OVERALL CHAIR BAKE SALE PICTURES GAMES CRAFTS

**What types of events are planned for the year?** In addition to those events listed above with open chairperson opportunities, here is a list of events/fundraising activities that we are planning to host this year. More specifics on the volunteer requirements to be shared at a later date.

**Book Fair** – Work at Brooke during the day and/or evening selling books for the fair. Time Required: 30-minute shifts, Nov and May.

**Color Me Fun Run** – Event will be a Saturday morning in March – A one-mile run/walk around the Brooke track with a splash of color. Duties could include registration processing, color bagging, advertising, Packet assembly, etc. Time Required: 2 to 10 hours from January through March.

**Fall Festival** – Assist with our annual family festival in October at Northern Star Farm.

**Box Tops/Refunding** – Assist the chairperson as requested, in the collection and preparation of Box Tops for redemption. Time Required: 30 minutes/month plus 2-3 hours in October and March for the submissions.

**Spirit Wear** – Assist with ordering and fulfillment of logo clothing.

**Spirit Sticks** – Assist with the monthly sale and/or special promotions of Spirit Sticks.

**Teacher & Staff Appreciation** – When requested, assist the chair people by preparing and donating food for staff meals or help with set up or clean up. Time Required: Approx. 1 hour each in Nov, Dec, May and June.

**Secret Santa Shop** – Event is held on a Saturday during November or December. Help with shopping area for children at the Winter Family Festival. Help with set-up, clean up and/or work during the event. Time Required: 1 to 2 hours in November (planning) plus day of event (shifts)

**Yearbook** – As requested, assist the chairperson in taking and submitting pictures, working on formatting and page layout.



# 2016 – 2017

## Family Contribution Campaign

### Brooke Home & School

Parent funding is a critical part of the Home and School assistance to our children's Brooke activities and special events. This year, Brooke Home & School Association is asking for families to consider contributing \$50 per family - rather than the \$92 per child we have asked for in the past. As a thank you for your contribution, families who contribute \$50 or more, will have their name entered in a raffle to win a \$100 gift card to a place of their choice! Deadline for contribution to be included in drawing will be Friday, September 30<sup>th</sup>.

For more information on fundraisers we will have this year, please reference the Parent Volunteer Opportunities portion of this packet.

Please fill out the form below and send it to Brooke in an envelope marked "Family Contribution Campaign". Payments accepted: Cash, checks, PayPal and online credit card.

Checks should be payable to "Brooke Home & School."

PAY ONLINE at [www.brookehs.net](http://www.brookehs.net) under "Online Payments." Before clicking the "Buy Now" button, type "Family Contribution" in the Name of Fundraiser Field.

Thank you in advance for your contribution! Family Contributions are accepted throughout the year.

Sincerely,

*Brooke's 2016/17 Home & School Board*

Lynne Lombardo	Krista Bean	Tara Grotto	Karen Faix	Larry Lombardo
Co-President	Co-President	Corresponding Secretary	Recording Secretary	Treasurer
610-948-1438	610-633-5682	484-410-1113	215-669-7752	610-405-8448

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We would like to contribute to the Family Contribution Campaign.

Family: \_\_\_\_\_

Student(s)	Teacher(s)

Amount: \_\_\_\_\_ Check #: \_\_\_\_\_

Online Payment Transaction ID # or Receipt #: \_\_\_\_\_