



# BROOKE ELEMENTARY HOME & SCHOOL ASSOCIATION

**THE NEXT MEETING WILL BE HELD ON OCTOBER 11, 2010.**

## **MONTHLY MEETING MINUTES FOR SEPTEMBER 20, 2010**

Number of people attending: 19

1. **CALL TO ORDER:** Cindy Begg called the meeting to order at 7:06.
2. **PRINCIPAL'S REPORT** reported by Dr. Mackel:
  - 417 students
  - Great opening of school: Thank you to Barb Halphen and Barb Dilks and Karen and her crew.
  - Welcome to new teachers: Gail Carr filling in for Mrs. Detwiler and Heidi Houtz replacing Mrs. Smith
  - Thanks to Home and School for Welcome Back Breakfast
  - Theme – Across the USA in 180 days
  - Assemblies
    - Kick off Assembly PowerPoint for theme 9/2 (The PowerPoint was viewed during the meeting).
    - Pro-Social Theme 9/23
  - Past Events- Back to School Night Sept. 15<sup>th</sup>
  - Field trips
    - Environmental Education Kindergarten at school on 9/10
    - Special Education-Community based- Manderach Park, local restaurants
    - Weaver's Orchard- Kindergarten 10/14
  - RTI- Response to Intervention all grade levels Dibels 9/7-9/17
  - Guided Reading-all grade
    - Fountas & Pinnell testing now through October
  - Volunteer
    - Clearances no longer needed. Will be using Raptor screening.
  - Upcoming Events
    - Fall Fun Fair Friday October 22<sup>nd</sup>
    - Student Photos Wednesday October 6<sup>th</sup>
3. **CO-PRESIDENT'S REPORT** by Cindy Begg and Krista Bean:
  - Krista reported Joe Corbi is our new fundraiser for the year. Original Artworks is next.
  - We need volunteers.
  - Blue Student Data sheets need to be turned in by September 24<sup>th</sup>.
4. **RECORDING SECRETARY'S REPORT** by Colleen Lelli :
  - May minutes are posted on the Brooke Home and School website. Motion was made by Tracie Hackett and seconded by Karen Pizzuta to approve the minutes.
5. **CORRESPONDING SECRETARY'S REPORT** by Shari Spotts:
  - Chairs need to send fliers two weeks prior to Shari before going home.
  - We will not have Wednesday Folders this year but will have a family messenger to send home information.
6. **TREASURER'S REPORT** by Sue Graham:
  - Copies of the Treasurer's Report were available during the meeting. The account balances as of 5/10/10 are:

Commerce Checking	\$22,560
Commerce Savings	<u>\$28,522</u>
Total	\$51,082
  - Field trips were changed from \$12 per child to \$15 per child.
  - Budget will be posted on website.
  - Minutes were approved by Karen Pizzuta and seconded by Liz Brull.
7. **COMMITTEE REPORTS:**
  - **Basket Raffle-** Need 2
    - May run in the spring. Basket raffle include baskets filled with items usually thematic. Last year classes did their own baskets.
  - **Beautification-** Need 1
    - Beautification entails weeding gardens. Also, decorating at fall and Christmas. One suggestion was to assign a bed for each grade. However, a chair is still needed to coordinate beautification.

- **Blood Drive**- Shannon Megella and Michelle Christie
  - Will be held in the spring during the day.
- **Book Fair**- Danielle Ward, Shannon Megella, and Amy Moore
  - We have 2 book fairs a year. The first one will be from November 15<sup>th</sup> to November 19<sup>th</sup>. Pizza night will be November 15<sup>th</sup> and we are hoping to have another teacher competition.
- **Dance-A-Thon**- Christine Urner, Christina Frankel, Stephanie Shaner
  - Will be held November 5<sup>th\*\*\*</sup>
  - May do a small basket raffle.
  - Our goal is for this to be the biggest fundraiser of the year.
  - Prizes will be awarded.

**\*\* After the home and school meeting, the committee decided to move the Dance A Thon to March. Date TBD.**
- **Family Fit**- Stephanie Macaluso
  - LeRoux is coming October 26<sup>th</sup> for the first family fit night.
- **Fourth Grade Celebration**- Cindy Begg, Christina Frankel and Shirleen Smiley
  - Held in the spring for the fourth graders.
- **Holiday Happenings**- Need 2
  - We are doing Holiday Happenings differently this year. It will be held on a Friday night and will not have crafters.
  - We will have a short time frame.
  - Holiday Happenings will include a bake table, secret Santa shop, Santa, and a few crafts for the kids to do.
- **Joe Corbi**- Cindy Begg
  - Due back September 27<sup>th</sup>.
  - Responses very slow.
- **Market Day**- Rebecca Mest and Staci Henkels
  - Volunteers have been outstanding.
  - We had 63 orders for the first sale and had \$4300 in sales.
- **New Parent Orientation**- Colleen Lelli
  - Will be held October 11<sup>th</sup> at 6:30 before the Home and School Meeting.
  - An opportunity for new parents to come meet the home and school board members and find out volunteer opportunities.
- **Olympic Day**- Need 1
  - Will be held in June.
  - One chairperson needed to assist and provide support to Mrs. Bieber.
- **Original Artwork**- Kate Taylor, Plus 1
  - Art fundraiser and the introduction letter went out.
  - All art classes already started their artwork.
  - October 15<sup>th</sup> it will go home to parents.
  - The items will be available for delivery around Thanksgiving in time for holiday gifts.
  - Will need help when filling the orders.
- **Outreach Committee**- Kate Taylor
  - Outreach is when we send cards/notes of thanks and appreciation.
  - We send cards for illness, congratulations and retirement.
  - Library books are bought and a name plate is placed in the front with the new baby's name.
- **Publicity**- Need 1
  - This is a newly added committee.
  - Need someone to chair. Responsible for connecting with local paper to publicize Brooke events.
- **Refunding**- Christine Urner, Christina Frankel, Jen Vatilana
  - Refunding is getting free money. Includes: EScripts, printer cartridges, box tops, Giant gift cards and labels for education.
- **Restaurant Nights** – Hope Embree-
  - Rita's Spirit night Monday, September 27<sup>th</sup>
  - A lot of Restaurant nights planned for the year and some include: Sonic, Palermo's, California Tortilla and Friendly's.
- **School Store**- Jennifer Ludgate
  - School Store begins this Friday September 24<sup>th</sup>.
- **Spirit Wear**- Tracie Hackett
  - Order forms will go out in October.
  - They will be ready to be picked up the week of parent/teacher conferences.
- **Spring Family Night**- Need 3
  - Tentatively April 8<sup>th</sup>.

- This is a big event and correlates with the school theme.
- A lot of volunteers are needed for this event.
- **Teacher/Staff Appreciation and Hospitality-** Kim Tarity, Plus 1
  - Java Brewin' breakfast was already arranged.
  - Next will be a luncheon for the teachers and staff.
- **Yearbook-** Janice Johnson
  - If you take any pictures of events at Brooke, please send to Janice to include in the yearbook.

**8. TEACHER'S REPORT – Mr. Laurie**

- Thank you for the breakfast.
- It was nice to see all of the parents at Back to School Night.
- Fall Fun Fair will be October 22<sup>nd</sup> from 5:30-7:30. Activities provided that night include booths, games and art. It helps to raise funds for the classrooms. Looking for volunteers. Contact Mr. Laurie if interested.
- Thanks again for being supportive.

**9. NEW BUSINESS:**

- 10. ADJOURNMENT:** The meeting was adjourned at 8:10 p.m. Motion was made by Tracie Hackett and seconded by Kate Taylor.