



Brooke Home & School Association
 General Meeting Minutes
 September 15, 2021

#	Description	Speaker
1	Call to Order at 7:32pm	Amanda McPhillips & Laura Coffey
2	<p>Principal's Report</p> <ul style="list-style-type: none"> - Welcome new faces and familiar ones to the meeting, thanks for being here! - School started and we are getting into our groove again. It's delightful to see students here in person and feel somewhat "normal." - We have some new staff this year: <ul style="list-style-type: none"> - Ms. Taylor and Ms. Rockovich in 4th grade. - Ms. Natale joins 3rd grade after two previous third grade teachers changed positions. <ul style="list-style-type: none"> - Mrs. Abrams moved into a Title 1 Math role at Brooke and Spring City. - Mrs. Catts is an ELD teacher across the district. - Mrs. Bonner is the new school nurse and has done a fantastic job walking into this role in the middle of a pandemic. - Mrs. Young is out on child rearing leave and Ms. Henderson is filling in for her in 2nd grade for the beginning of the year. - Normal beginning-of-the-year testing is underway to figure out where students are at with their learning so we can build from there throughout the year. - We are taking time to go through safety procedures and drills including fire drills, ALICE practices, and a rally walk. - Parent Night was last week, we had a good turnout. Attendance was 50/50 virtual/in-person for those that participated. - Monday the staff will dress in blue for BeeKindElla Day to 	Dr. Moyer

	<p>promote kindness among the school community.</p>	
3	<p>Teachers' Report</p> <ul style="list-style-type: none"> - Thank you for the water ice at student walk through. - We are in the process of purchasing our own “Brooke Star” for children to see in the night sky <ul style="list-style-type: none"> - We hope to have a telescope and map of the night sky at Fall Fest - This ties into sky patterns with the first grade science curriculum as well as the broader Brooke theme this year 	Mrs. Khoury/Mrs. Russo
4	<p>Co-Presidents Report</p> <ul style="list-style-type: none"> - We are excited for a great year! Please be patient as we are still learning the details for events that are newer to us and haven't been held for a while due to COVID. We look forward to working together to make our events successful! - Thank you to the parents and community for your support!! - Spirit Wear sales were awesome at the beginning of the year. Thank you Amy Guay! - Lots of people have already signed up for A-Z Connect, thank you! Please keep telling people to sign up. - Water ice for the walk through was appreciated. 	Amanda McPhillips & Laura Coffey
5	<p>Recording Secretary's Report</p> <ul style="list-style-type: none"> - My job is to keep track of the agendas and minutes for all of our meetings. Please keep me posted if you have something you would like to add for a future meeting! - See attendance record for today's meeting at the end of these minutes. 	Rachel Novosel-Popko
6	<p>Corresponding Secretary's Report</p> <ul style="list-style-type: none"> - My role includes managing communication tools to share important information and keep everyone connected. <ul style="list-style-type: none"> - Ex. keeping our website updated, sending out the Brooke Buzz, Instagram account - The Buzz is getting 200+ views, which is great. <ul style="list-style-type: none"> - We planned to distribute bi-monthly but may adjust depending on what events are happening - Please send any items for inclusion in the next edition by the 12th and 28th of the month - We will put an email list together for Committee Chairs to help improve communication 	Amy Diegelman
7	<p>Treasurer's Report</p> <ul style="list-style-type: none"> - Thank you for your participation and support in the fundraisers 	Lauren Lineman

	<p>so far! It's great to see money coming in.</p> <ul style="list-style-type: none"> - Payments can be cash, check, or our Venmo account (@Brooke-HomeandSchool) 	
8	<p>Ongoing Committee Reports</p> <p>A. Fundraising</p> <p>a. Cards for a Cause</p> <ul style="list-style-type: none"> i. Boxes of greeting cards that you can purchase for different occasions to always have a card on hand! ii. 6 boxes have already sold iii. Fundraiser will run now through Oct 1 <p>b. Minted</p> <ul style="list-style-type: none"> i. An online company that features art-related gifts and cards that can be purchased using a discount code. ii. You save 20% and H&S gets a portion of your sales iii. There are no definite dates, you put in your order and we get a check at the end of the calendar year <ul style="list-style-type: none"> - Mrs. Russo requested more information in paper form so families get the messages in different formats. We are balancing this with the district's request to be as paperless as possible in our communications. <ul style="list-style-type: none"> - Will work with Dr. Moyer and the teachers to be succinct about communications, possibly teachers can utilize Skyward/emails as well <p>c. Book Fair</p> <ul style="list-style-type: none"> i. November 12-19 ii. Erica submitted paperwork for use of the building, but we need to wait until closer to the event to know what COVID protocols will allow iii. Dr. Moyer feels an indoor book fair could be run with modifications such as after school hours and holding the event in the gym for better spacing <p>d. School Store</p> <ul style="list-style-type: none"> i. Tabled for now because volunteers are not yet allowed in the building. Will revisit as conditions change. <p>e. Spirit Nights</p> <ul style="list-style-type: none"> i. Handel's Ice Cream Night was a success, they mailed us a check for \$150. ii. 422 Coupon Book sales 	<p>Laura Coffey</p> <p>Laura Coffey</p> <p>Erica Hermans</p> <p>Nicole Chiccarine</p> <p>Stacey Sollazo</p>

	<ol style="list-style-type: none"> 1. Coupon book for 50+ local business with over \$700 in savings 2. The decks cost \$25, H&S makes \$12 or \$13 per book sold 3. Orders due 9/30, will receive them 1-2 weeks later 4. H&S may purchase a few then sell them at Fall Fest, but we will not physically have the coupon books printed by then <p>f. Spirit Wear</p> <ol style="list-style-type: none"> i. Pre-ordering Brooke/Spring-Ford clothes and merchandise to have at student walkthrough was a huge success; sold 144 shirts and have orders for another 41. Also 24 water bottles and a lot of bows; Flannel PJ pants were also popular ii. Plan to continue selling at Fall Fest <p>g. Car Magnets</p> <ol style="list-style-type: none"> i. Two designs: BES and Brooke, available for \$8 each. ii. Will do drive-by pick-up on 9/21 if there are enough orders; plan to sell at Fall Fest as well <p>h. Box Tops</p> <ol style="list-style-type: none"> i. The company has changed their format over the past year. Collection is now completed via an App ii. Materials will be available on FB and Fall Fest with a new QR code to sign-up. iii. Since July, we've earned \$47.19, the goal is to get 100 more families to sign up! <ol style="list-style-type: none"> 1. Brooke gets \$4 just for having people to sign up and download the app- it's free money! (next week it's a \$5 bonus if people sign up, will really push this on FB to get the extra money) 2. Consider neighbors, grandparents, etc. iv. When you do your shopping, scan the receipt from the physical store. If you do online shopping, the app provides instructions on how to submit. v. It's Andrea's last year at Brooke, she needs a co-chair who can take over the role <p>- Discussed setting up an Instagram account to promote H&S events.</p> <p>- Check out "@brookehomeandschool" to follow us and learn about events and activities!</p>	<p>Amy Guay</p> <p>Amanda McPhillips</p> <p>Andrea Straka</p>
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	<ul style="list-style-type: none"> ii. Jonathan Cooper graciously volunteered to chair this committee. He plans to seek donations for Fall mums, scarecrows, pumpkins, etc. <p>b. Yearbook</p> <ul style="list-style-type: none"> i. Shannon Daughin has done a wonderful job with putting together the school’s yearbook for distribution at the end of the year. She needs volunteers, and a co-chair because it’s her last year at Brooke. ii. The role involves the following: <ul style="list-style-type: none"> 1. Taking/Collecting Pictures 2. Uploading them to the Lifetouch Website 3. Collaborating with Barb Halphen to make sure we have portraits for all students/Staff - Getting missing pictures if needed 4. Layout out each page of the yearbook through the Lifetouch site - This is the biggest job!!! 5. Getting Yearbook Blurb from Principal 6. Organizing Yearbooks orders - Most are done online 7. Putting labels on yearbooks when they arrive and delivering them to the school. 	Shannon Daughin
9	<p>Tentatively Scheduled Events and Fundraisers</p> <p>A. Collegeville Italian Bakery</p> <ul style="list-style-type: none"> a. Pizza-making kits that are sold and distributed via drive-through pick-up b. Tentatively scheduled to run late November through early December with pick-up on 12/9 <p>B. Whatacrockmeals</p> <ul style="list-style-type: none"> a. Easy prep crock pot meal kits that we sell. These can be especially helpful during the holiday seasons. b. Tentatively scheduled to start 11/1. <p>C. Divine Apples</p> <ul style="list-style-type: none"> a. A local company that sells caramel apples with delicious toppings. Consider adding other options such as sprinkles for toppings in this year’s sale b. Sales will run late January/early February, pick-up on 2/11 <p>D. Nothing Bundt Cakes</p> <ul style="list-style-type: none"> a. Local company that sells yummy bundt cakes with delicious flavor options. 	<p>Stacey Solazzo</p> <p>Amanda McPhillips</p> <p>Laura Coffey</p> <p>Laura Coffey</p>

	<ul style="list-style-type: none"> a. Stacy Sollazzo will reach out to her connection to get more details. b. A chair is needed for this event. 	
10	<p>New Business</p> <ul style="list-style-type: none"> - Jen Love expressed hopes for school-wide events that promote kindness and awareness for pediatric cancer during the month of September. - We discussed several groups already emphasizing kindness and awareness around this topic in memory of former Brooke students who have passed, specifically BeeKindElla, with an event planned for Sept. 20 (when everyone is encouraged to wear blue) as well as the Buddy Bench on the playground as part of Julia's Grace Foundation. 	
11	Adjournment- 8:56pm	Amanda McPhillips and Laura Coffey

Next H&S General Meeting is scheduled for November 17th at 7:30pm in the library.

Attendance at tonight's meeting:

Stacey Sollazzo

Ashley Bisacquinno

Tara Grotto

Amy Guay

Jen Love

Andrea Straka

Cara Romanowski

Jonathan Cooper

Christina Khoury

Karen Russo

Barbara Halphen

Erica Hermans

Amie Kipp

Becky Kellenberger

Lauren Lineman

Amanda McPhillips

Dr. Moyer

Amy Diegelman

Laura Coffey

Rachel Novosel-Popko