

BROOKDALE HOME & SCHOOL ASSOCIATION, INC.

MINUTES OF MEETING

November 13, 2013

The Brookdale Home and School Association was called to order at approximately 7:05 pm. Board members in attendance were Mike McLaughlin, Marlene Matulac, Monica Lutz, Jenn Harvey, and Nicole Bornemann.

Board of Education Representative: Emily Smith (President of the Bloomfield Board of Education)

Emily Smith stated that the Board of Education has appointed Dr. Catherine Orteo for the position as a member of the Board of Education. She was chosen out of four candidates because of her background in curriculum. Dr. Orteo was sworn in at the November 12th Board of Education meeting. She also reported that there will be a budget committee that will be started in January or early February of 2014. The Board is also in the process of interviewing candidates for the position as Curriculum Director. She stated that the teachers' contract was signed at the November 12th meeting and that they have agreed to the salary guide. The Board is there to support the teachers. A parent, Jen Vigna, raised questions about what the goals of the new superintendent would be. Ms. Smith stated that the Board will be voting on Mr. Goncalves's goals and will determine if his goals can be met.

Secretary's Report: Minutes were approved from the previous meeting of October 9, 2013.

Treasurer's Report: Monica Lutz presented the budget. Our current budget in the checking account is \$31,660.06 and that the total holdings amounted to \$2,684.29. The total profit for Kidstuff amounted to \$1,487.50, for the Halloween Dance it was \$2,024.28, and for Innisbrook the profit as of now totals \$3,537.64. A parent raised the question about fifth grade funds.

Old Business:

a. Innisbrook- The HSA thanked Jen Vigna for doing a wonderful job running the fundraiser. Jen Vigna asked for any volunteers to run Innesbrook for the 2014-2015 school year. Mike McLaughlin asked Jen Vigna to help introduce the fundraiser to the new chairperson. Jen Vigna stated that she would share any information she has with the HSA treasurers.

b. Halloween Dance- The HSA thanked both Monica Lutz and Maria Rendfrey on doing a wonderful job on running the dance.

c. Kidstuff- Gail Dolan reported that many Brookdale families sold a large amount of books. She requested that someone volunteer to take over Kidstuff for the 2014-2015 school year. She also thanked Mr. Fleres for the use of his office.

d. Birthday Bags- Marlene Matulac thanked Maria Rendfrey for putting together 350 birthday bags for every child in the school.

e. Bloomfield Life- Jodi Polidoro asked a question about automatic renewals.

e. Target- Marlene Matulac reported 26 people are now using their Target cards to help raise money for Brookdale School.

New Business:

a. Holiday Gift Shop: Gail Dolan stated that the event will take place on December 10th through December 13th. She requested for parents to volunteer for the Holiday Gift Shop to help the students shop and pay for products. She also requested to have volunteers gift wrap the items. This event is very dependent on the help of volunteers. The shopping schedule will be posted soon and will be sent via email. Please contact Gail Dolan or Kami Lacki to volunteer.

b: Small World Day: Mike McLaughlin stated that Small World Day will take place in January 17, 2014.

c. Spirit Wear: Mike McLaughlin stated that a flyer will be sent home to order spirit wear on Monday, November 18, 2013. Samples will be displayed and the HSA will notify all families when the samples arrive.

During this conversation, Emily Smith thanked the HSA for going paperless because the Board of Education is doing away with color copiers due to ink being expensive. They are also doing away with staff cell phones and that all of this has saved the district at least \$100,000.

d. Basketball: Mike McLaughlin stated that practices have started the week of November 11 through the 15th. The HSA has ordered new basketball uniforms this year. Terry Mullane had provided the HSA with the numbers of students who have registered as of November 13, 2013:

Sixth Grade- 8 boys, 6 girls

Fifth Grade- 9 boys, 6 girls

Fourth Grade- 10 girls, 19 boys

e. Box Tops: Mike McLaughlin congratulated Ms. G.'s class for winning twice in a row.

f. Amazon.com: Mike McLaughlin thanked Danielle Kennedy and her husband for helping the HSA become set up with Amazon.com. The current HSA Web site will require a few updates before the Amazon.com link can be inserted. Danielle Kennedy asked if the information could be given to her this week so that families could begin shopping for the holidays.

Discussion Items: Mike McLaughlin stated that he would like to start having open discussions about HSA events and that he would like to set aside time at the meeting to do this.

a. Relay for Life: Mike McLaughlin stated that the event will take place after the school year in June. It will take place in Brookdale Park and the hours will be from 6:00pm- 6:00am the following morning. Jen Vigna asked if this would be either a district or a school event. Emily Smith stated that this is not a district event and that school personnel should not feel pressured to sign up. Danielle Kennedy asked what Glen Ridge and Montclair have done with this event in the past. Marlene Matulac stated that it will be an overnight event and asked if anyone has any interest in chairing it. Ms. G. stated that the Brookdale faculty have asked about the event and about participating. Mr. Fleres stated that there will be a Brookdale teacher team. Ms. G. stated that the date of the event will be a problem because school is not in session at that time.

b. School Supplies Fundraiser: Mike McLaughlin stated that this is a fundraiser for getting school supplies for the teachers before September (2014-2015 school year). Ms. G. stated that the program did not work before because the supplies that they had requested never came in and they had to buy their own supplies. She stated that the program may have improved. The parents became concerned that the teachers were not getting the supplies that they needed.

The conversation transitioned as Emily Smith stated that the Board of Education is still considering having school uniforms for the district. Susan Coulter stated that the budget could be used for updated textbooks instead of uniforms. Danielle Kennedy stated that there needs to be a better discussion in Bloomfield about school uniforms. Emily Smith stated that this would be a discussion worth having because students would focus more on school work instead of clothing. Jen Vigna questioned about who would get their uniforms paid for by the district. Questions were raised about paying for uniforms.

c. International Food Buffet: Marlene Matulac stated that there will be changes to Small World this year because too much focus was being placed on the food than on the education of different cultures. Mr. Fleres stated the same concern and that more focus should be placed on the different cultures than just on the food. He has formed a committee with the teachers and this activity will be tied in to the social studies curriculum. He also said that the buffet table was a problem because of food allergies. He would like an experience on focusing on where the food

came from. Marlene Matulac stated that an international food night would make a great fundraiser for the 2014-2015 school year.

Marlene Matulac raised the question on where the Brookdale School car magnets were ordered from. She thought that this could be used as a great fundraiser to do.

Mike McLaughlin stated that Brookdale parents should let their HSA know about any concerns or ideas that they might have. The HSA is looking into afterschool programs for the future. Jen Vigna raised the question about what will be done about having parental volunteers in the school library. It was stated that the library's automated system took the place of parental volunteers. Jodi Polidoro stated that the Holiday Giving will be taking place soon and asked about what is usually done for this event. She also asked about giving to the homeless animals. Mike McLaughlin stated that the Holiday Giving involves selecting a Bloomfield charity and then giving donations to it. This event has not been done or two years. Mr. Fleres requested that we not have a tree for it because many trees will be put up in the school already.

Faculty Representative: Ms. G. thanked everyone who came to the Halloween bake sale that was run by the Student Council and that the Student Council also came together to paint a mural in the front hallway of the school. Pamela Malcolm asked about what the bake sale fundraiser was used for. Ms. G. stated that the profits would be used to purchase something for Brookdale.

Principal's Report: Mr. Fleres reported on important events that are happening at Brookdale School.

a. The School Mural: Mr. Fleres stated that the mural in the front hallway of the school will be changed every year by the Student Council and that he would like to add more color to the hallways.

b. The New Superintendent: Mr. Fleres congratulated the new superintendent, Mr. Sal Goncalves, on leading the Bloomfield School District.

c. The BEF: Mr. Fleres stated that the BEF is reviewing grants for iPads for Brookdale School.

d. Paperless: Mr. Fleres stated that the teachers have now moved to paperless lesson plans and that he stores all of them into an online file.

e. Month of Respect: Mr. Fleres thanked Ms. McCartney on a job well done .

f. Gifted and Talented: Mr. Fleres stated that Ms. Barton is overseeing the process for the Gifted and Talented Program. She is at the middle school and that Gifted and Talented is for Grades 4, 5, and 6 at the elementary level. The coordinators at Brookdale School are Ms. Pico and Ms. Pyser. The program is done during a lunchtime activity.

g. Weather Conditions: Mr. Fleres stated that he goes with a 32 degree method when determining when the students will go outside for recess or do indoor line up. If it is 32 degrees outside or above, recess or indoor line up will take place outside. He asks that parents dress their children appropriately for the weather. Students are let into the school building at 8:20am even if the weather is bad. When the student comes into the school for indoor line up, the teachers will come down a few minutes early to take them to class.

h. Lates and Absences: Mr. Fleres stated that the problems with excessive lateness and absences has improved and he encouraged parents to keep up the good work.

i. Talent Show: Mr. Fleres stated that the tentative date for the Talent Show will be on April 4, 2014.

j. Gym Requirements: Mr. Fleres stated that Mr. Mayer wants the students to either wear their sneakers or bring them to school on gym days.

k. Concerts: Mr. Fleres stated that the dates for the concerts will be on December 10th and April 25th. The events will take place during the afternoon at 1:30pm. The Winter Concert will have Grades 1, 2, and 3 performing. The Spring Concert will have Grades 4, 5, and 6 performing. The Kindergarten will not be participating in the concerts.

l. Half Days/Parent-Teacher Conferences: Mr. Fleres stated that parents should remember that parent-teacher conferences and half days will take place on November 21st, 22nd, 25th, and 26th. The other two half-days will be on November 27th and December 20th because of the holidays.

m. Twitter: Mr. Fleres has received positive feedback on the school Twitter page and that all classes now have a Twitter feed. The school Twitter page has been a positive way to promote good things at Brookdale School. Mr. Fleres provided the following Twitter page links for the individual teachers:

Mr. Joseph V. Fleres- @BrookPrincipal

Ms. Gallagher/Pyser- @Brook5thGrade

Mr. George Colwell- @BrookInstrument

Ms. Luca- @BrookLibrarian @EllenLuca1

Miss Perucki- @MissPerucki

Grade 1- @Brook1st

Ms. Gaccione/Lawton- @Brook6thGrade

Kindergarten Teachers - @Brookg

Miss Kelly- @L_Kelly611

Ms. Krista Verrengia- @kverrengia1027

Brookdale HSA- @BrookdaleHSA

n. Television Announcement Board: Mr. Fleres stated that the computer for the main announcement board in the front hallway is now repaired so that the students will be informed about what is going on.

There will not be an HSA meeting in December.

The meeting was adjourned at 8:30pm. The HSA would like to wish everyone a Happy Thanksgiving and Happy Holidays.

Respectfully submitted by Nicole Bornemann, HSA Secretary, on November 16, 2013.