APPROVED 10/7/2025

Burton PTA
General Membership Meeting Minutes
Tuesday, September 2, 2025 – 7 pm

Date: 09-02-2025
Time: 7:05 pm - 7:57 pm
Location: Media Center

Number of Attendees: 42 (33 Members)

I. Welcome and Convene
   A. Meeting called to order at 7:05 pm by Natalie Friedman
II. Quorum Approved
III. Approval of June meeting minutes
   A. Minutes from 06/4/2025 were motioned by Melissa second by Leslie, approved
IV. Officer Reports
   A. Officers
      1. President: Natlie Friedman
         a) Back to School Bonanza – this Friday 9/5 from 5:30 – 7 pm
            (1) Volunteers needed!
            (2) At playground
            (3) Facepaint, music, balloon artist, free, hotdogs, chips, cotton candy
            (4) Sign-up genius, need some cotton candy makers and grill master and flat top grill
         b) First Day of School Coffee & Donuts
            (1) Thank you to our HW Men's Club for your support!
            (2) Lots of people came out and thanks for joining us
      2. Vice President/Chair of Standing Committees: Elizabeth Scott
         a) Fun Run is Friday, Sept 26
            (1) Fundraising goal = $40K
                (a) Helps fund clubs
                (b) Field trips
                (c) 5th grade camp
                (d) Subscriptions
                (e) Assemblies
                (f) Requests from teachers and staff
                (g) New furniture for staff lounge
                (h) Etc.
            (2) Packets will be sent home Friday, Sept 5th and the site will go live! https://app.givebacks.gives/burtonfunrun2025/Campaign/Details?ReturnUrl=%2FCampaigns%2FSetup%2F4fbc26%2FBasics
            (3) New this year: Families can order t-shirts!

(4) Sponsor Update
(5) Weekly drawings and prizes special 100 year stickers
(a) Anyone who gives any amount entered into random raffle, prizes in end for top fundraiser and top three events and if win then entire school prize
(6) Celebrating “100 Years of Burton”
(7) Biggest and primary fundraiser
(8) Each grade gets color (5th red -> TK purple) will receive morning of fun run
(9) DJ on site to pump up w/ MC doing shout outs
(a) Can purchase shout outs to be red during child’s grade’s run
(10) T-Shirt surprise design by 5th graders to be unveiled @ pep rally on 9/11
(11) All donations through givebacks platform
(12) New this year, family members can order, each student gets free one, but can purchase for family members - code & link in blue jay journal
(13) Sign-up genius going out in next week - two for volunteer opportunities
(14) Come cheer kids on

b) Alissa/Chris - Sponsor update
(1) 3 brackets, bronze, silver, gold, a couple days away from being done. Last year's total was $21K right now at around $19K.
(2) Also accepting prizes/gift cards to be raffled off

c) This year doing a sensory run again, for those who need a quieter environment at 8:45 for any child silent run w/ Burton Blue Jay cheering on. Will also have a sensory station away from all the noise when individual grades come out. If interested in sensory run email the child’s teacher to let know

d) Question re: mascot and kids who are afraid of Blue Jay. Question about sensory run, usually know who has heightened awareness and limit exposure for those kids and slowly try to make some appearances but if someone has fears please let Mrs. Fragomeni and/or teacher know

3. Secretary: Ellie Mosko
a) Questions, Suggestions, and Committee Interest Form: https://forms.gle/L7d12QmbHtWwFdUq6
b) Working on loading minutes and agendas for future meetings to the Burton PTA page: https://burton.berkleyschools.org/about-burton/pta
c) Sign up sheet please sign up

4. Treasurer: Max Shear

a) Account Balance Update
    (1) We have about $41K in the bank
    (2) Budget passed in June as general operating budget
    (3) Sometimes may need to make some adjustments
    (4) As months go on will also see actuals
    (5) Check request forms available for refunds accessible online, ask to please print and return to office (PTA mailbox)

5. Principal: Lauren Fragomeni
    a) 5 days in and busy and kids doing great
    b) Mrs. Henry here as teacher rep w/ Mrs. Brzezinski
    c) Big change lunch in classrooms and navigating construction. Hope to be done in **November** w/ multipurpose rooms, but kids doing great w/ it, lunch team navigating and making it work
    d) Food service updating week at a time. Berkley website updated w/ lunch menus, chef salad added starting tomorrow.
    e) Construction update: trying to keep kids safe, due to makeshift walkway helps avoid the traffic on Nadine, hoping for the parking lot in the next week or two, but not positive on date. Preference is for families to drop off by and through the Rec Center area as it is safer than navigating Nadine. Concrete on the playground first and then parking lot and then new info re: how the space will be used. The lot will be a staff lot. More communications to follow.
    f) Field next big project to fix drainage issues. Men's club and Berkley district redoing drain, but another year to navigate. Will have fencing on the interior of the track. Half track will be accessible. Told some time in September fencing going up, but TBD, based on the construction timeline. Will get creative with space usage for recesses.
        (1) Will access from Talbot be open? Not sure. Will find out.
    g) Multipurpose/caf space in Nov. Thanks for dropping at rec, the safest way. Doors open @ 8 for all kids. So if kids can't join the line they can come through plaza doors (regardless of grade).
    h) Blue Jay Way:
        (1) aligning common language working w/ Burton team to have same messaging for all the kids. Posters will be displayed. Expectations for kids. Have for each space (i.e. hall, cafetaria, recess, restroom, classroom, etc.)
        (2) Once playground is in, asking that the playground not be used after 7:45 am.
        (3) Leader-in-me habits
        (4) Also created Blue Jay Way matrix - slides w/ common language, identifying who we are - trying to bring it all together and share language to use at home

(5) Mrs. Henry - Blue Jay Way helping solidify core values in every space and added layer of support
(6) Birdhouses goal end of September - multi-age community
(a) Last year had 2 town halls - March is reading month as school assembly plus comfort dogs (starting work soon) and another in June to celebrate different leaders in the school. See Blue Jay Journal for more
(7) Amy - Kindness, empathy and respect, each night share together ways showed kindness, respect, and empathy to bring it all together at home too

i) Room parents - this year streamlining messaging - who are room parents and how getting selected, teachers will randomly draw names. New way to partner and streamline communication. Probably by the end of this week if not early next week.

B. Urgent/pressing business
C. Other comments by officers

V. Committee Reports
A. Committee Chairs
1. School Supplies: Leslee Caplan
a) Thank you to everyone who helped!
(1) The team sorted before school started and delivered to rooms (6 pallets!)
b) Save the Date: Burton Winterfest Family Night @ Skate World of Troy on Wednesday 1/14
(1) PTA sponsors event so if come and don't skate free, if want to skate there's a fee for skate rental, also have video games, but can bring skates
2. Landscaping Chair/Cheetahs Running Club Chair: Amy Feiler
a) Updates on landscaping and Cheetahs
(1) Working to figure out ways to work around construction and ways to earn toe tokens, hopefully more info soon. Cheetahs Kindergarten - 5th grade run track and get tokens for running every 4 laps, end of year keychain, 1x week in fall and spring, parent volunteers during recess. Sign up will come out, worth signing up and they can decide whether or not and need permission slip.
(2) Once construction done going to need volunteers to help w/ landscaping, building butterfly garden by playground, will get certified as pollinator garden - "Monarch Weigh Station"
3. Teacher Appreciation Chair: Melissa Purdy
a) Upcoming – teacher appreciation fall conferences dinner
(1) Work to stock lounge w/ waters and snacks

(2) Link to give donation or sign up to bring supplies, next month will be stocked last day of month w/ first grade families - will get info through room parents
(3) Looking @ food options for teachers for 10/30 evening conferences, looking to see if anyone wants to help w/ setup (about 30 min)

4. Reflections - 10/14 doing a small event @ school give kids opp to start reflections projects - art contest by pta nationally, visual arts, photography, poem/short story, dance, theme: “I Belong”. The district does program to honor participants, more to come.

VI. New Business
   A. Talked to Paula, yearbook chair, thinking forward since won’t be yearbook chair next year, looking for someone to shadow. Helps to have graphic design lens
   B. Beth asked about motor group - on a pause until can figure out a space to do it. For Kindergarten and 1st grade.
   C. Re yearbook: could families buy a yearbook later? If don’t buy now, will there be another option? Another form comes out in January. May have extras for purchase, but cannot guarantee.
   D. Can we get the Blue Jay Way posters to print? Added to journal last week or two. And will add to minutes.
   E. Playground update? Told in September hopefully once pavement is done it will be ready to open and then fencing moved.
   F. The playground inside the track, what’s going there? Tubes were there but not allowed there due to insurance and code and were removed and stair steppers ordered but on back order.
   G. HS students to help with kids at the next meeting? Working on it. Tonight 8th graders helped out, goal is to have sitters for every meeting

VII. Good of the Order
   A. Natalie: thanks to all the people who have put in so much work already over the summer and only one week in: Ashley posting every day on socials, Melissa providing for all the teachers, E-Board meeting numerous times to prep, Alyssa so close to her goal in fundraising, Elizabeth w/ fun run, and everyone who has volunteered their time
   B. Max: Thanks to everyone for being here, amazing turnout! Please keep coming

VIII. Adjourn
   A. Ashley motioned Melissa 2nd
   B. Meeting adjourned at 7:57pm

Important Dates

- **Wednesday 9/3** – Picture Day!
- **Friday 9/5** – Back to School Bonanza 5:30-7 pm; FUN RUN Packets are sent home

- **Monday 9/8** – Deadline for ADULT Fun Run Shirt Orders (students each receive a free one the day of Fun Run)
- **Tuesday 9/9** – Burton Open House 6-7 pm – grades 1-5
- **Tuesday 9/23 and Wednesday 9/24** – School closed for Rosh Hashanah
- **Friday 9/26** – FUN RUN!
- **Wednesday 10/1** – Count Day
- **Tuesday 10/2 and Wednesday 10/3** – School closed for Yom Kippur
- **Tuesday 10/7 -** Walk & Roll to School Day + REFELCTIONS Kick-off 6 pm + PTA Meeting 7 pm

Support Burton Elementary and join PTA today! Each membership includes one vote in PTA budgets and elections as well as a school directory (printed later this fall).

Have a suggestion, idea, or a skill you'd like to share with us? Or looking to be part of a PTA committee? Link below to our suggestion form:

Burton PTA

2025 - 2026 Budget

INCOME:

Category	Budget Amount
Membership Fees	**$4,000**
Patrons	**$18,000**
Fun Run	**$40,000**
Spring Festival/Ice Cream Social	----
School Pictures	**$1,000**
Misc Fundraisers (restaurants, spirit wear, scrip, Givebacks, Mabel's Labels, etc.)	**$2,000**
100 Years at Burton Fundraiser	----
Carry Over to 2025-2026 (Goal)	$12,457.19
Carry Over to 2025-2026 (Actual)	$12,457.19
Carry Over to 2026-2027 (Goal)	$13,000
Total Income	**$90,457.19**

EXPENSES:

PTA Operations & Membership Materials	**$4,650**
Bank Charges	$100
PTA Board Operations, PTA Meeting Expenses, & Admin Fees	$500
Insurance, Bond & Liability	$350
MI PTA Convention	$500
Unit Dues – MI PTSA (% per membership)	$1,200
Community Acts, Advocacy, Social Gifts, Bereavement & Support (Flowers, Cards, Gift Baskets, Etc.)	$1,000
Burton Directory	$650
Equity & Community Support Fund	$350
Burton, District, & Council Support	**$1,950**
Membership Council Dues	$550
Founder's Day	$450
Fifth Grade Party Donation	$100
Safety Patrol	$700
Off To The Races (BEF Initiative)	$150
2025-2026 Burton PTA School Events & Activities	**$20,250**
Back to School Bonanza	$2,000
100 Years at Burton Celebration(s)	$1,000
Fun Run Expense	$4,000
Cheetah's Run	$1,000
Trunk or Treat	$250
Math/Literacy Night	$1,000
Winter Family Fun Night	$1,000
Field Day	$1,000
Teacher Appreciation	$5,000
DEI	$1,000
Reflections	$1,000
Ice Cream Social	$2,000
Burton Building / Grounds Maintenance & Support	**$5,662.19**
Burton Enhancements & School Improvements (TBD)	$5,662.19
Curriculum Enrichment & Support	**$38,650**

Money to Teachers for classroom support	$5,500
Field Trip Funds TK/K	$1,000
Field Trip Funds 1st Grade	$1,350
Field Trip Funds 2nd Grade	$1,000
Field Trip Funds 3rd Grade	$1,000
Field Trip Funds 4th Grade	$1,000
Field Trip Funds 5th Grade	$1,000
Assemblies	$3,000
March Reading Month	$1,000
Burtonbery	$1,000
Rentrop Cooking Class	$1,000
Principal's School/Teacher Support Fund	$2,000
Education Slush Fund	$5,000
Camp Storer (buses & counselors)	$12,000
Yearly Folders and Planner Purchase for K-5	$1,800
Subscriptions	**$6,295**
Scholastic	$3,500
Mystery Science	$1,795
Vimeo	$1,000
TOTAL EXPENSES	**$77,457.19**