APPROVED 10/6/2026

Burton PTA
General Meeting Minutes
Tuesday, September 1, 2026 – 7 pm

Date: 9-1-2026
Time: 7:09 - 8:08 pm
Location: Media Center

Number of Attendees: 34 (31 members)

I. Welcome and Convene
   A. Meeting called to order 7:09 pm by Natalie Friedman who welcomed attendees
II. Quorum Check
   A. Quorum confirmed
III. Approval of May meeting minutes
   A. Minutes from 05/12/2026 motioned by Melissa, second by Katie, approved by membership
IV. Officer Reports
   A. Officers
      1. President: Natalie Friedman
         a) School of Excellence, Phoebe Apperson Hearst Award for Outstanding Family-School Partnership
            (1) Natalie highlighted the importance of building connections and thanked the entire Burton community.
            (2) Special thanks to Melissa for her work with the surveying process
         b) School supplies – thank you!
            (1) Thank you to everyone who participated and picked up supplies
            (2) Special thanks to Elizabeth for helping organize
            (3) Families picking up helped save teachers significant time at the beginning of the school year
         c) Back-to-School Bonanza – thank you!
            (1) Thank you to everyone who helped make the event a success.
            (2) This was the best-attended Back-to-School Bonanza to date.
      2. Vice President/Chair of Standing Committees: Elizabeth Scott
         a) Fun Run – Friday, October 2
            (1) This is the only PTA meeting before the Fun Run.
            (2) The Fun Run is one of the PTA's largest fundraisers and provides much of the funding used to support the school throughout the year.
            (3) Rain date: October 9.

(4) Family packets will be sent home this week.
(5) This year's theme is "Climbing to New Heights," inspired by last year's fundraising success and the addition of the new climbing wall.
(6) The fundraising goal is $40,000.
(7) **Fun Run Fundraising link now live:** https://app.givebacks.gives/burtonfunrun2026
    (a) Share with family, friends, neighbors, etc.
(8) **TOP SECRET: DO NOT SHARE WITH CHILDREN AS THEY WILL FIND OUT IN SPECIAL ASSEMBLY ON SEPTEMBER 11.** If the goal is reached, the PTA hopes to fund an outdoor classroom for Burton. Mrs. Jakuc has developed a preliminary design that includes a hammock garden, tables, umbrellas, chairs, and a reading nook. The space would be for school use and would not be accessible to the general public.
(9) Each grade will have a designated time slot to run on Scotia, with a warm-up period beforehand.
(10) A volunteer SignUpGenius will be shared in an upcoming Blue Jay Journal.
(11) A sensory-friendly run will begin at 8:45 a.m. Families whose children would benefit from a quieter, less chaotic run should contact their teacher.
(12) Grade-level runs will then begin with 5th grade and continue through TK.
(13) Shout-outs can be purchased and will be organized by grade and announced while each grade is outside.
(14) Every student will receive a Fun Run T-shirt the morning of the event.
(15) **Adult T-shirts** are available for purchase through the link in the Blue Jay Journal and on Givebacks. The **deadline to order is September 11**.
(16) Weekly drawings will be held. Any student who has raised at least $1 will be eligible for weekly drawings, with one winner from each grade receiving a Burton "hype chain."
(17) The top three classes will receive prizes.
(18) The top 10 individual fundraisers will also receive prizes.

b) Voting on Open Roles:
    (1) Treasurer
        (a) The Treasurer-Elect position was added last year. Max had previously completed a two-year term, but

the membership had not formally voted him into the Treasurer position for the current year.
(b) Nominee: Max Shear
(c) Vote: Unanimously approved.

(2) Fundraising Chair
(a) The PTA did not currently have a Fundraising Chair. The role includes working on business sponsorships and other fundraising opportunities, such as restaurant nights.
(b) Alyssa Levin was nominated to serve as Fundraising Chair for the remainder of the year.
(c) **Vote:** Unanimously approved.
(d) Barbara also expressed potential interest in assisting with fundraising to possibly take on role in future.

(3) Reflections Co-Chair
(a) Reflections is a student arts program that includes categories such as visual arts, sculpture, dance, music, and writing.
(b) The kickoff/art event will be held October 13.
(c) This year's theme is "What My Culture Means to Me."
(d) Laurel was nominated to serve as Reflections Co-Chair alongside Melanie.
(e) Vote: Unanimously approved.

3. Secretary: Ellie Mosko
a) Membership update: 182 members and growing. **Renew and/or join PTA before early October in order to get a school directory.**
(1) Individual link (can be purchased by more than one household member) https://burton.givebacks.com/shop/items/15000
(2) Teacher/Staff link: https://burton.givebacks.com/shop/items/14993
b) Committee chairs and room parents were reminded that they must be PTA members.
c) Attendees were reminded to sign in if they had not already done so.
4. Treasurer/Treasurer Elect: Max Shear/Chris Davidson
a) Budget Update
(1) Burton received a $2,000 School of Excellence award. The PTA would like to use the funds to increase field trip budgets.
(2) The PTA ended the prior school year approximately $20,000 above the amount originally projected.

(3) Because final numbers were not available before school closed, the PTA was unable to make all spending decisions at the end of the year. Going forward, a June meeting will be held so the membership can review more complete year-end numbers and vote on potential uses for surplus funds.
(4) With support from the Berkley PTSA, the PTA used a portion of the surplus to fund the new rock-climbing wall at a cost of slightly more than $13,000.
(5) An additional $4,000 was proposed for the outdoor classroom project.
(6) Fun Run proceeds are expected to provide additional funding and, if fundraising goals are exceeded, give the PTA a cushion to discuss other needs and opportunities throughout the school year.

b) Funding Motions
(1) The following funding items were presented for approval:
(a) $4,000 toward the outdoor classroom.
(b) An additional $200 per grade for field trips, using School of Excellence award funds.
(c) The remaining approximately $800 from the School of Excellence award toward the end-of-year ASD program.
(2) Motion to approve all three funding items: Melissa Purdy
(3) Second: Megan
(4) The floor was opened for discussion. There was no discussion.
(5) Vote: Unanimously approved.

c) Chris will be transitioning into the Treasurer role throughout the year.

5. Principal: Lauren Fragomeni
a) Principal Fragomeni shared that, seven days into her fourth year at Burton, this has been the best start to a school year so far.
b) New team members
(1) Mrs. Ladomer – ASD teacher
(2) Mrs. Hartson – 3rd grade
(3) Mr. Keegan – PE
(4) Ms. Schlenker – Counselor
(5) Mrs. Karas – 5th Grade
c) School Updates
(1) Number Corner, part of the school's math program, has begun.

(2) The new rock wall is magnetic, allowing teachers to incorporate letters, colors, sounds, numbers, and other instructional elements into activities.
(3) The wall includes different types of holds to make it accessible to students with varying abilities.
(4) Thanks were extended to Burton teachers, including teacher liaisons Brzezinski and Henry.
(5) Burton's comfort dogs, Beatrice and Parker, are beginning their third year at the school. Their first day will be Wednesday, and they will generally be at Burton on Mondays, Wednesdays, and Fridays.
(6) The dogs visit classrooms and assemblies in addition to their regular work. The district now has two comfort dogs in every building.
(7) Students continue to receive instruction on how to be respectful of the dogs while they are working.

d) Traffic and Arrival/Dismissal
(1) Staff members are outside in all weather to help ensure student safety.
(2) Families are encouraged to use the Kiss and Go drop-off at the Recreation Center.
(3) The goal is for older students to walk around the building independently while younger students enter through the plaza doors.
(4) Families should **not drop students off on Nadine**, as this creates a significant safety concern. Huntington Woods Public Safety is issuing citations.
(5) Students and adults should dismount and walk bikes while on school grounds. Thank you to families who are following this procedure.
(6) In response to a question regarding gate access for Mrs. Williams' class pickup, Principal Fragomeni explained that the campus remains closed during school hours. Families may enter at the end of the day after students have returned inside from recess.

e) Upcoming Dates
(1) No school Friday or Monday for Labor Day.
(2) **September 9: Curriculum Night for grades 1–5.** This will be an open-house format. Families and students are invited, but children should remain with their parents.
(3) **September 21: No school** (Yom Kippur).

V. Committee Reports
A. Fundraising – Alyssa Levin
1. Fun Run fundraising is off to a strong start.

2. Current fundraising is tracking well, and there is optimism that Burton will exceed last year's goal.
3. Thanks were extended to the board and everyone who has helped secure new and returning contributions.

B. Teacher Appreciation – Melissa Purdy and Annmarie Sanderson
   1. The committee is organizing Stock the Lounge for Burton staff.
   2. This year, an Amazon Wish List will be used so families can purchase items and have them shipped directly to the school.
   3. The lounge serves approximately 55–60 staff members.
   4. Monetary donations will also be accepted through Givebacks, with a fundraising goal of $2,000.
      a) This will help the committee with providing fresh and healthier items such as fruit and cheese.
   5. Stock the Lounge fundraising is separate from the PTA's designated Teacher Appreciation budget.
   6. October 1: Grade-level lounge stocking begins.
   7. Families who would prefer to purchase and send other items not on the Amazon list are welcome to do so.

C. DEI – Renee Allen and Jessicalyn Edwards
   1. The Inclusion Initiative will continue to be featured in the Blue Jay Journal, highlighting themes related to heritage, culture, and inclusion through facts, books, activities, and other resources.
   2. The feature will expand from once per month to twice per month.
   3. The committee is also reviewing PTA events and the school calendar through a DEI lens.
   4. If interested in getting involved with DEI committee please email Renee Allen: reneeallenph.d@gmail.com

D. Reflections - Melissa
   1. Theme: "What My Culture Means to Me."
   2. **Art Night/Kickoff: October 13**
   3. **Submission deadline: November 11**
   4. Entries are divided by age/grade level.
   5. Additional information about eligible categories and submission requirements will be provided.

E. Directory - Katie
   1. Last year, the PTA discussed updating the directory template because some of the information requested from families did not reflect the variety of family structures within the Burton community.
   2. The committee explored creating a more inclusive custom template.
   3. The printer can create the custom template for an additional setup cost.
   4. The potential expense was anticipated in the budget, and the updated directory remains within budget.

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5. The printer may waive the setup fee if the PTA signs a three-year agreement. Before entering a longer-term agreement, the PTA would like to address limits on future price increases.
6. The updated directory will also include new PTA designations.

VI. New Business
   A. No additional new business was noted.

VII. Good of the Order
   A. Paula reminded families that Picture Day is tomorrow.
      1. Families were encouraged to **consider ordering the yearbook now since not many extras are printed.**
      2. Note: Ordering a yearbook and adding the digital option as an add on may provide cost savings instead of the other way around.
   B. Important dates are listed on the back of the meeting agenda.
   C. The back of the agenda also includes a QR code to join the PTA and an opportunity for families to share ideas, skills, or committee interests.
   D. Alyssa was recognized and thanked for stepping up to help fill PTA needs and open roles.

VIII. Adjourn
   A. The meeting adjourned at 8:08 p.m.

Important Dates

<u>September:</u>

- September 4 - District Closed
- September 7 – District Closed – Labor Day
- September 9 - Curriculum Night for Grades 1-4
  - Families with Last Names A-K: 6:00pm-6:30pm
  - Families with Last Names L-Z: 6:30pm-7:00pm

<u>October:</u>

- October 2 – Fun Run **see your Fun Run packet for timing details*
- October 13 – Reflections Kick-Off Event 6-7:30 pm
- October 21 – Book Fair 4-8 pm
- October 22 – Book Fair 4-8 pm
- October 29 – Burton Trunk-or-Treat at HW City Hall 6-7 pm

Support Burton Elementary and join PTA today! Each membership includes one vote in PTA budgets and elections as well as a school directory. *<u>Note: directories are printed in early October 2026.</u>*

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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: