

**Burton PTA**  
**General Minutes**  
**Tuesday, October 3, 2023 7:00**

- I. Welcome and Convene 7:02pm
- II. Approval of September meeting minutes - Leslee C, Max S
- III. Officer Reports
  - A. Officers
    1. President: Leah Wallbillich
    2. Vice President: Natalie Friedman
    3. Secretary: Ciara O'Laoire
    4. Treasurer: Alyssa Levin
    5. Communications: Ashley Csaki
    6. Educational Extensions Chair: Paige Passman
    7. Teacher Appreciation Chair: Leslee Caplan
    8. School Board Observer: Max Shear
    9. Council Delegate: Annmarie Sanderson
    10. Fundraising Chair: Elizabeth Scott
    11. Ice Cream Social Chairs: Melanie Wright, Carly Kardon
    12. Principal: Lauren Fragomeni
    13. Teacher Representatives: Pam Henry
  - B. Urgent/pressing business
    1. President: Leah Wallbillich
      - a) Back to School Bonanza success
        - (1) Thank you for attending, I had such a great time, lots of good feedback for the community
      - b) Trunk or Treat Signup
        - (1) Our first ever, RSVP to attend or to sign up for trunks, may need some candy donations depending on sign ups
        - (2) Trying to get to 30 cars currently at 12
    2. Vice President: Natalie Friedman
      - a) Fun Run: This Friday!
        - (1) Weather looks ok, t-shirts came in, did the sorting today, YOU BELONG HERE theme
        - (2) Kids get shirts Friday, pop over your shirt or change in the bathroom, colors by grade were posted in emails today
        - (3) More volunteers needed
          - (a) A few NHS volunteers joining
        - (4) Keep donation momentum going
          - (a) Choose your Blue Jay (student) at check out
        - (5) It came to my attention that kids were upset about the prizes, never the goal to upset kids, Givebacks platform gave suggestions for prizes and so, we did the Monarch cards for all, then stickers for all with \$1 and then \$100 for the wacky bands prize

- b) Watching donation tracker; wants to make sure to address the concerns that were brought to my attention and work on prizes for next year
- 3. Treasurer: Alyssa Levin
  - a) Budget update, doing well
  - b) Patrons/Sponsors going strong
  - c) Added line items to the budget with goal of transparency, annual payments vs bi-annual etc. working to be specific because we do pay for a lot within the school
  - d) Some details are available in the agenda today, thank you for your questions it helps us work toward this goal
- 4. Fundraising: Elizabeth Scott
  - a) Fun Run sponsor update
    - (1) Great year, record business support, we like to support them as they support us!
  - b) Upcoming Restaurant nights, Olga's Oct. 19 and Chipotle 11/20
  - c) Utopia Sweets
    - (1) Neighborhood business, offering a kick back to Burton for Oct. on her Halloween orders
  - d) Bloomscares promo running Thanksgiving through December with 25% back to Burton
    - (1) Bloomscares is a Detroit based company, indoor plants and gifts service
- 5. School Board Observer: Max Shear
  - a) Intro of new Berkley staff including Lauren Fragomeni, 42 new staff district wide
  - b) Christina Belsky - Counselor of the Year
    - (1) "I just feel so grateful to be a counselor in this district"
    - (2) "This district supports and values the counselors...grateful to be a part of this school district and is reinforced when meeting other counselors across the county"
  - c) Student Rep report
    - (1) Homecoming ahead
    - (2) Trainings: Alcohol & Vaping and Technology
  - d) BBB Curriculum report
    - (1) Waiting list of 100, now priority will be given to taxpayers within district vs first come first serve
    - (2) High Scope program, great fit for meeting kids at their developmental skill level
    - (3) 7 interventionist up from 3 which leads to fewer IEPs
    - (4) Updated playground, rubber base replaced woodchips
    - (5) 2026 expect universal pre-k - working to scale for this
  - e) Facilities/Technology Update
    - (1) Sinking fund, \$4M goes quickly

- (2) Bond scope discussed, more to come, meeting with vendors
      - (a) Burton is part of the first phase
  - f) Citizen comments
    - (1) Girls soccer displaced by updates to Hurley Field
  - g) Announcements
    - (1) BHS Choir, Carnegie Hall invite, district funded
- 6. Council Delegate: Annmarie Sanderson
  - a) Superintendent Update
    - (1) Burton and Pattengail will be in phase 1 of construction
    - (2) Safe Schools Week 10/16
    - (3) Walk, Bike, Roll and Count Day on Oct. 4
    - (4) BEF "Off to the Races" in February but also doing a new event
      - (a) November 4 at Xgolf Royal Oak, 7-10pm
  - b) Reflections report DUE NOVEMBER 3, any remaining work can be done at home
    - (1) Winners announced May 1st
- 7. Teacher Appreciation: Leslee Caplan
  - a) Stock the Staff Lounge, drop offs will be made to me at the cart on Friday morning, if you want to come in and help you are welcome to, just cutting down on traffic in the office area
  - b) In November we will provide a meal for teachers at conferences
- 8. Principal: Lauren Fragomeni
  - a) 3 core values - The Blue Jay Way - Kindness, Respect, Empathy. We would like to work on this for next year may add or change with input from staff and students
  - b) Leader in Me Coach Abe coming to train the leadership team, less is more, mission statements for each class.
    - (1) Birdhouses starting next week 10/12
  - c) 5th grade camp -
    - (1) Goal to ask each elementary PTA to pay \$86 per student, so camp will cost \$100 for 3 days of camp, you may see additional fundraising at other schools depending on how their PTAs are with funding
    - (2) District covering all costs associated with staffing and transportation
      - (a) \$155 plus counselor costs, final cost \$186 per student
      - (b) Burton PTA cost: \$6,880 (80 x \$86)
  - d) Bond - kick off meeting held 9/21,
    - (1) Burton Schedule
      - (a) Design 9/23-7/24
      - (b) Bidding 8/24-9/24

(c) Construction 2/25-12/25

(2) How can we use our greenspace? Update ball fields, etc.  
diverse range of staff to partake in committee

e) Safety - Walk, Ride, Roll to School Banner will be up to sign, Mrs.  
Grabowski will be by the tubes with stickers

(1) 2 fire drills, Raptor (phones) and traditional method used

(2) Reunification Drill, Oct 13

(3) Safe Schools 10/16-10/20 Alice Drill will be included

C. Other comments by officers

#### IV. Committee Reports

A. Membership: Thank you to all who have joined the PTA. Directories will be sent home with students once they arrive.

B. Book Fair: Fall book fair will be held the week of conferences in November. Volunteer signups, advertising and such will roll out mid October. Questions email [burtonbookfair@gmail.com](mailto:burtonbookfair@gmail.com).

1. Book Fair set up: 11/14 3:30-4:30

2. Book Fair hours: 11/15 & 11/16 4-8pm

3. Location: Burton Gym

C. DEI: Meeting with stakeholders, Diversity Alliance Club (Mr. Torres), and with Principle Fragomini, City Family DEI group

1. Doodle pool for first meeting is out

2. National PTA providing some support to build the spirit of collaboration

3. Morning announcements have been a good way to incorporate DEI incentives

D. Cheetah's Running Club

1. Starts tomorrow, meet at the track if you have volunteered, check the Blue Jay Journal, PTA pages

#### V. Good of the Order

A. Question: Are we reaching the community for donations? Are we asking the non-student community to donate? The city has a communications person we could link our stuff to in the city blast. Huntington Woods Parent Website cross posted

1. AC - Feel free to repost and share from our instagram and facebook pages, build community in that way too

#### VI. Adjourn - 7:42pm

#### VII. Important Dates

A. **Wednesday, October 4th:** Count Day & Walk, Bike, Roll to School

B. **Friday, October 6th:** Burton Fun Run

C. **No School for Students : Friday, October 20th**

D. **Wednesday, October 25th:** Picture Retake Day

E. **Friday, October 27th:** Trunk or Treat 6-7pm

F. **Tuesday, October 31st:** Burton Halloween Parade at 9:00 am

G. **Tuesday, November 14th:** Burton PTA Meeting - 7:00 pm

Burton PTA  
**2023/2024 PROPOSED Budget**

**INCOME:**

Membership Fees	\$3,700
Interest, Checking Account	----
Patrons	\$14,000
Fun Run	\$35,000
Spring Festival/Ice Cream Social	----
School Pictures	\$1,400
Misc Fundraisers (restaurants, spirit wear)	\$2,000
Scrip	----
Carry Over from 2022-2023	\$26,797.77
Carry Over to 2024-2025	\$12,037.77
<b>Total Income</b>	<b>74,397.77</b>

**EXPENSES:**

Bank Charges	\$100
General Account	\$300
Insurance, Bond & Liability	\$300
MI PTA Convention	\$500
Unit Dues – MI PTSA	\$40
BHS Yearbook Donation	\$25
Caring & Sharing	\$300
Founder’s Day	\$550
Membership Council Dues	\$500
Operation Graduation	\$120
Community Acts	\$250
Off To The Races	\$200
Social/Gifts	\$500
Teacher Appreciation	\$3,000
Burton Yearbook	\$50
Cheetah’s Run	\$1000
Burton Directory	\$575
Burton Landscaping	\$3000
Back to School Bonanza	\$2000
Fun Run Expense	\$3,500
Ice Cream Social	\$1,500

Camp Storer	\$10,000
Educational Support	\$8,800
Educational Extensions	\$15,000
Field Day	\$1,000
Fifth Grade Party	\$100
Math/Reading/Art Nights	\$500
Safety Patrol	\$650
Supplemental Learning Material	\$7,000
Book Fair	---
School Clubs	\$1,000
<b>TOTAL EXPENSES</b>	<b>\$62,360.00</b>