

Andrew Jackson PTO Meeting Minutes

Location: AJS Library Date: July 17, 2025 Time: 530p

Meeting called to order by: President, Shawna Metoyer

Called to order 2nd by: Secretary, Devan Shade

Time: 5:32p

Attendance:

Becky Shanklin	Katherine Collier	Devan Shade
Kayla Neal	Natalie Holt	Kate Finn (Principal)
Adrina Simmons	Julia Freeman	Vanessa Johnson
Tanekia Brown	Olga Tweedy	Sarah Kennedy
Yolanda Burrell	Alli Watson	Shawna Metoyer

Order of Business:

President, Shawna M, lead meeting

- PTO Items that required a board vote. All items listed were approved.
 1. Teacher stipend increase – teachers \$200 to \$300, art \$1000 to \$1100, PE, music, STEM, library etc... \$650 to \$750. The amount to cover the cost \$14,450.
 2. Pay the salary of AJS secretary, Ashley Staley, for coming back 2 weeks earlier. Ashley is only a 10-month employee. Income paid via donation \$2316.37.
 3. Teacher coaching program used my administration to assist with teacher assessment, the cost \$4200 annually.
 4. Invest in a user-friendly website provider for the PTO, the cost is \$300 annually.
 5. Money Minder, a program geared towards non-profits like the PTO to assist in bookkeeping, the cost is \$299.
 6. Moving PTO meeting times from 430p to 445p.
- New PTO Procedures
 1. Teacher reimbursements – PTO is no longer allowed to pay teachers directly. Teachers will be required to communicate to PTO exactly what they need and PTO will make the purchase. **PTO is considering getting an Amazon Business account to assist with this change.**
 2. Expense reimbursements – there will be a new form, more information to come.
 3. New committees – bylaws, fundraising, teacher appreciation
Devan asked Katherine (membership chair) if this can be added to QRL code for parents to sign up for PTO communication list. Parents can sign up if interested.

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- Upcoming Events

1. Staff breakfast – 7/28
Request for help setting up, starting at 730a
Dr Finn breakfast to start at 8a
2. Preview Night – Popsicles with the Principal – 7/31
Dr Finn time 530p-730p
3. Boo Hoo Breakfast – 8/5
Request for help setting up starting at 730a
4. Open House – 8/11
Dr Finn PTO budget meeting 5p-530p, 530p-630p meeting in classroom with teachers
5. Chick-fil-A spirit night – 8/25
6. Papa John's spirit night – 9/4
7. Eagle Run – 11/7 rain date 11/14

Plan to have Spirit Booth set for both Preview Night and Open House. Alli hopes to have visual of new shirt design for pre-orders at Open House. Katherine to do Signup, 4 slots 45min time frame with PTO board handling funds.

*****SPRIT BOOTH CLEARANCE SALE***** stuff your bag - \$10.00 per bag – PTO provides bags.

- 2025-2026 Fundraising Ideas

1. Eagle Run
2. Pancake and Play
3. Silent Auction
4. Spirit Booth
5. Parent's Night Out (1 or 2 nights – possibly offsite like Hermitage Dance or Vision Taekwondo)
6. Concessions stand – Music Talent Show
7. Spring Supply Drive – take up donations for a teacher wish list stored
8. Other ideas – Dance, cookie sale, bundt cake

- **Color Wars** – Now Spirit Day

Katherine suggested possible requesting sponsorship in conjunction with Eagle Run. This way we would get a head start on Eagle Run sponsors. Give kids the option to vote on design as they did last year.

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Decided to do away with class or color competitions.

Each Friday will be spirit day; everyone will wear this year's color shirt (one color)

Last Friday of the month, Dr. Finn will draw names per class, if the student has their spirit day shirt on, they will get to pick from the student happy cart (PTO will fund).

- **Housekeeping Items**

PTO Approval Pending with MNPS

PTO Emails and shared drive

Google workspace is free for non-profits

Each board member will have their own personal email -which we can delete as the board changes

New GroupMe will be set up per school year

Meeting called to adjourn: Secretary, Devan Shade

2nd called to adjourn by: Treasurer, Kayla Neal

Time: 6:32p

Next meeting – August 12, 2025 – 445p