Andrew Jackson PTO Meeting Minutes

Location: AJS Library **Date:** September 15, 2026 **Time:** 4:45p

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Meeting called to order by: Shawana Metoyer
Called to order 2nd by: Devan Shade
Time: 4:46p

Attendance:

Kayla Neal	Sarah Kennedy	Catie Davis
Shawna Metoyer	Tiffani Wassell	Becky Shanklin
Julia Freeman	Marisa Hough	Claire Duggar
Natalie Holt	Devan Shade	Yolando Burrell

Virtual:

Cali Rice	Shanee Driver	Latisha Jordan
Adrina Simmons	Katherine Collier	

School Representative:

Jennifer Johnson	Susan Floyd

Admin:
No update Finn out

Eagle Run:
Floyd shared theme: Toy Story (It's Real/Be Real)
THIS SHOULD NOT BE SHARED OUTSIDE PTO
September 25, 2026, Kickoff pep rally
Shawna to get with Tassie to move to October 2nd (school activity schedule)

- Flyer home to register that week
- Need prizes finalized by pep rally
- Parent packet information needs to be finalized

Changes to the Parent Packet

- Remove sign up sheet (volunteer, fitness guest, and hospitality)
- Only use Sign-Up Genius
- QR code for the website

Parking Update
Finn had advised the were no MNPS school buses this year a week ago

- Parking at Template Baptist Church 7 am- 4 pm has been confirmed
- Update – Finn notified Shawna that a MNPS bus is now available
  No bus cost, PTO will pay the driver for the day last year was around $300

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Committee Update:

Ambassadors

- Went over what is expected. Contact special guest (council member, school board, fire chief, police chief etc..)
- Greet on day of Eagle Run, usher them to their seating at Open Ceremony
- Latishia mentioned have contact for some ambassadors will provide to Shanee
- Follow-up with a thank you card

Fitness Guests

- We've reached out to about 40 fitness guests – would like to have a minimum of 14
- Have emails from First Tee golf and text from Vision Taekwondo confirming just need to register
- Jennifer Johnson gave verbal confirmation for Valentine Morozov
- Floyd mentioned Irish Dancers in the Donelson area – Devan will research

Hospitality: PTO feeds teacher, staff, volunteers and guests throughout the day

- We need donors (food or money)
  Money would have to be through QR Code not the signup

Prizes

Principal involvement

- Finn was duct taped last year
- Dress as a chicken for the day
- Kiss a pig
- Human sundae

Prize committee plans to meet within the week to finalize prizes for kick off pep rally

Spirit Booth

- Launch the new designs
- Need volunteers in 1-hour shifts – 1 must be a board member to handle cash
  Catie Davis can't handle money because she is an MNPS employee
- Need a new tent (2 would be nice)
- Eagle Run t-shirts
  Volunteers to help sort shirts the night before

Sponsors

- Sending emails and waiting for answers
- Offer 50% discounted sponsorships for Fitness Guest
  Coupon code will be sent in an email

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Run Site

Jennifer Johnson mentioned confusion about bucket colors last year

Each grade level had all the same colors

- Replace buckets – each teacher should have a different color bucket so students and teachers will know where their start, stop location is. Tally sheet should match bucket color.
- Make signs this year?

Volunteers

- Other committees need to know how many volunteers that they will need – provide to Katherine

All Eagle Run materials are in the office cabinet with doors

Floyd mentioned she hoped that we did not lose the personal touch with guest for Eagle Run

Financial Update

- Beginning balance: $96,073.70
- Ending balance: $85,604.95
- Largest expense: $2,886.00 spirit merchandise

Spirit Night – completed for 2026

- Papa John's September 1 and October 1
- Old Hickory Pizza and Pub October 20
- Chipotle added November 17

Bylaws Update

Final version will be reviewed at December 2026 meeting

Technology

Julia has worked with Shawna on PTO technology related items

Meeting called to adjourn: Shawna Metoyer

2nd called to adjourn by: Kayla Neal

Time: 5:31p

Next meeting: October 20, 2026

Shawna will send poll in GroupMe to reschedule as October 20th is Spirit Night at Old Hickory Pizza and Pub