

Andrew Jackson PTO Meeting Minutes

Location: AJS Library Date: November 4, 2025 Time: 4:45p

Meeting called to order by: Shawna Metoyer, President

Called to order 2nd by: Natalie Holt, Vice President

Time: 4:47p

Attendance:

Natalie Holt	Shawna Metoyer	Becky Shanklin
Tanekia Brown	Marisa Hough	Sarah Kennedy
Julia Freeman	Katherine Collier	Alli Watson
Yolanda Burrell	Ashley Tidwell	Devan Shade
Shanee Driver		

Virtual:

Callie Rice	Latishia Jordan	Heather Workman
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Administration or School Representative:

Jennifer Johnson, Para Pro	Kate Finn, Principal	Janet Baber, Gate Teacher
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Order of Business:

Administration Updates:

- Dr Finn asked for consideration of PTO time and date. Faculty feels like it needs to be after faculty meeting at 430p. Agreed to move meeting to the 3rd Tuesday of month at 445p beginning in January 2026.
- This Saturday (11/8) is the Celebration of Prade – needs parents/friends to volunteer
Shawna will send out link to sign up (only has 20 spots – 13 spots left)
Wear Eagle yellow/green or possibly Eagle Run shirts
Need help with setup, man the AJS table, hold school banner etc.
Opens at 11am, parade is at 1230p – participants must have a wristband to enter field
- Eagle Run – Ms. Floyd has taught at AJS for 43 years honoring her with a her own parking space

Eagle Run: November 7

- Committee Updates
Ambassador – Julia
All is good – will continue with updates as the week proceeds
Sponsors – Sarah
All is good – discussed parking – sponsor table set up (2)
Fitness Guests – Devan
Final follow up email, not parking, check in
Volunteers

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Hospitality – Shanee

Request help with pick (CFA, Papa Murphy, Chicken Salad Chick (9am), Papa John's (1015a))

Will check to see the number of pizzas Papa Murphy will donate

Concern addressed with not having enough donated food

Question asked for staff should plan to bring their lunches – was decided will provide lunch if not enough in hospitality

Parking – Yolanda

Will be onsite to put out signs between 415-430 the day before

Prize

No updates – all has been taken care of

Spirit Booth – Alli

Limited number of shirts will be on hand

Youth/Adult long \$20

Youth/Adult short \$15

Hoodies youth/adult \$30

PTO 20% discount

QR Codes – cannot take apply pay

Eagle Run shirt should be delivered tomorrow (11/5) – Callie asked for help separating

Wednesday – those can attend will come Wednesday – group will finish up Thursday

Run Site -Julia

Will print all items that needs to be printed – tally sheets

Asked Finn about putting popsicles in cafeteria freeze – Finn emailed cafeteria got the OK

Asked about mascot – Katherine stated covered

Asked if all run site material should be provided to teachers prior to – Jennifer stated all should be in with shirts when delivered

Membership – Ashley/Katherine

All good

Additional Items Needed

DJ – Katherine's daughter

Photographer – Katherine to post request on Facebook

Cones to separate fitness guests in areas where space is shared

Campus Security

First aid station

Trash cans

ALL HANDS-ON DECK 11/6/20205 for Eagle Run setup

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Financial Update:

- Vote on tax penalty - Shawana put up to vote for the over \$3500 tax bill. It was explained that if we do to the IRS will put a lien on PTO bank account. **VOTE passed to pay.**
- Beginning bank balance: \$89,962.47
- Ending bank balance: \$86,717.53
\$8533.15 deposits – Eagle Run
\$8793.63 withdrawals (\$5268 SPI \$800 Parent Booster)
- Reminder: Shawna reminded all that receipts for expenditures are due by 11/7. When possible, have Shawna or Natalie make purchases for you.

Spirit Nights Updates:

- Papa John's – November 6th with code AJS will receive a %
- Cici – 11/19

New PTO Requests:

- Dr. Rucker, Literacy coach
Literacy Night 11/20/2025 (Sports Theme) 5p-7p
Request was made for PTO Volunteers

Meeting called to adjourn: Shawna Metoyer, President

2nd called to adjourn by: Devan Shade, Secretary

Time: 6:13p

Next meeting: Wednesday, December 3rd at 445p