HAWK COLLECTIVE PTO – MEETING MINUTES

Organization: Hawk Collective PTO (Ison Springs Elementary)
Date: 8/13/2026
Time: 7:00 pm
Location: PTO Zoom

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1. Call to Order

Meeting called to order at: 7:02 pm
Presiding officer: Jacquie Norton (President)

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2. Attendance

Total Attendance: 36 attendees

Officers Present

☑ President: Jacquie Norton
☑ Vice President: A'lea Cardenas
☐ Treasurer: Kassundra Evans
☑ Secretary: Shelby Lindstrom
☑ Room Parent Coordinator: Tiera Haugabrook
☑ Volunteer Coordinator: Paige Dorley
☐ Fundraisers & Event Chair: Micah Barney

Staff / Administration Present

☐ Principal: Lakasha Lee
☑ Staff Secretary: Caitlin Sabers
☐ Staff Representative: Dr. Kenya Greer
☑ Staff Representative: Stephanie Mitchell

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3. Reports

a. Secretary and Treasurer Report (Shelby Lindstrom)

- Membership Update: 32 members of PTO

    - 17 teachers
    - 15 parents
- Open House Update
    - 30 interested parents in PTO
    - 29 room parent sign ups
    - 36 volunteer sign ups
- Financial summary and account balances (Prepared by Kassundra Evans)
    - Current Account balance: $183.07
    - July transactions
        - Deposited: $130.68
        - Withdrawn: $64.63
    - Note: Waiting on $1,400 from Read-a-thon and $600 from school PTO account

b. Hawk Collective Update (Jacqueline Norton, President)

- Introduction of the Hawk Collective PTO
    - This is our first year as PTO with a full board so we are still working on organizing volunteers and events.
- Recent changes on the PTO board
    - The previous Vice-President stepped down and A'lea Cardenas will be the new Vice-President.
- How to join PTO
    - Pay membership dues to Ison Springs PTO ($10 per family) through Paypal, Venmo, Zelle, or cash at the front office.
    - Contact us to communicate how to be involved: isonspringspto@gmail.com
- To keep our kids safe before you volunteer there is required training with Fulton County Schools and etiquette form to complete.
    - Complete the training on the Fulton County Website.
    - Read and sign etiquette form provided by PTO (at front office, or emailed link).

c. Event Reports (Tiera Haugabrook, Room Parent Coordinator)

- Popsicles on the Playground Report
    - We invited families with Kindergarten and Pre-K kids to come play on the playground and get to know each other.
    - We provided chalk, bubbles, music, and popsicles.
    - Principal Lee read a book to the kids and answered questions from parents.
    - We had about 16 kids come with their parents/siblings.

d. Upcoming Events (A'lea Cardenas, Vice President)

- Upcoming PTO opportunities:
    - Ongoing - Uniform Donation Drive
        - Donate old clothing items at front office in bins
    - Ongoing - School Store (for PBIS rewards and spirit wear)
        - Spirit wear is still coming
    - Sept. 3rd @ 4pm - 6pm - Curriculum Night - Uniform Sale
        - Uniforms will be $1 and a cap of $5 per child attending Ison Springs
    - Sept. 9th @ 2:45 - Staff Meeting (Staff appreciation snacks)
        - Possible Dunkin' Donuts donation for teachers
    - Oct. 2nd @ 6:30 - Movie Night
        - Outside on a projector
        - Possibly Zootopia 2 or Coco
        - Sell tickets with pizza or popcorn
    - Oct. 30th @ 5pm - 7pm - Trunk or Treat
    - Nov. 3rd - Election Day (possible bake sale)

4. Questions for the PTO

- Feel free to DM Tiera through the Hawk Collective instagram or email Shelby (isonspringspto@gmail.com).
- The volunteer training with FCS will take at least a couple days to process. If an event is coming up soon after you complete the training, you can screenshot the website (checkmate) and email it to us to show you've completed it.
- Bins to donate used uniforms are in front of the Hawk mural by the front desk.
- Curriculum changed from Sept. 10th to the 3rd.
- Volunteers will help with events and around the school, room parents coordinate with one specific teacher for needs within their classroom.
- Volunteers/members who have already signed up will be reached out to in the next couple weeks for opportunities and ways to get involved.
- Grandparents can also volunteer.
- The PTO covers all the grades pre-K to 5th.

5. Adjournment

Meeting adjourned at: 7:45 pm
Minutes prepared by: Shelby Lindstrom
Date prepared: 8/14/2026

Next Meeting: September 17th @ 7pm on Zoom