August 27, 2025
Harriet Tubman Elementary
LSC Meeting Agenda
meet.google.com/qxw-ymzf-xwp
3:15PM

1. **Call To Order (2 minutes)**
   Called to order at 3:16pm

2. **Roll Call (2 minutes)**
   Present: Tonya Hammaker, Nicholas Hall, Eryn Fleener ,Charisse Brooks, Shelby King, Steven Keppler, Jessica Ittner, Ileana Inserni, Robert Daigneau, Aria Harper (Student Representative).

   Absent: n/a

3. **Approval of Agenda (3 minutes)**
   Inserni motions to approve the agenda
   Hall seconds the motion
   Unanimous approval

4. **Approval of Minutes (3 minutes)**
   Moving the approval of the July meeting to the September 17th meeting.

5. **Reports (20 minutes)**
   a. Principal Report

Principal Report

- BAC funding was removed due to the change in the EL program. Therefore, no official committee will take place, but families will still be connected and encouraged to engage.
- Current school enrollment is 282 (including PreK of 20 students), many students lost were EL students, Ileana shared that many of those students are accounted for at another school.
- Hall brought up the concern of Kindergarten class size, over the last few years the Kindergartens had been growing and this year the number is much smaller.
  - Hammaker: CPS shared that the age of students in our area that are Kindergarten aged is a very small number. We need to work on families in our neighborhood and across the city.
  - Keppler: It would be interesting to know what percentage of families with Kindergarten aged children chose us and what percentage did not.
  - Inserni: A trend of different age groups that are causing fluctuation in numbers through every year.
  - Hammaker: One thing that is hard is not being able to control the ratings from our school on outside sources. Other things that we can control would be the 5Essentials that staff members take and continuing our growth

   b. IB Report

- Keppler Q: What does the IB evaluation look like? What needs to be done this year?
  - Hammaker A: Every 5 years there is an evaluation visit to check in on policies, living the policies, communicating policies, do our parents & students know we are IB? Does the school look and feel IB? Is our staff trained, are our units IB focused? Does our schedule meet the minutes required?

- Open House on 9/4- 4-4:30 bullying prevention presentation ONLY, 4:40-5:10 & 5:20-5:50 will be classroom presentations with buffers for transitions and chatting with teachers/families
    c. PPLC Report
    d. FOT (Friends of Tubman Report)
        i. Fundraiser Requests
- Charlotte Thoresen-FOT President:
    - Praise for week zero communication & for the back to school bash (200 people attended)
    - Exciting news of renovations of the theatre curtains, gym floor, replacement of the gym divider, etc. Funding is from an anonymous donor, and it has officially been approved by the FOT to begin replacements. (LSC does not have to approve the use of the funds for this renovation)

Inserni motions to support the use of funds to renovate the school as FOT sees fit
Mr. Hall seconds the motion

- Discussion
    - Hall Q: Is it necessary to vote on this? Inserni: yes, it is useful to support FOT for the capital project because of the amount of money and work and to show unity in FOT and LSC. Better to have it for the future and record as overseers of the budget
    - Unanimously passed.
    - The FOT has the LSC's support in the use of the funds in the major capital project for our school.

- King Q: will this disrupt the use of the gym for the students/PE teacher? Hammaker A: We are hoping to do this soon while the weather is better so that PE can happen outside as needed.

6. Review and Vote on Budget Transfer Requests (if applicable) (5 minutes)

- None at this time.

7. Budget/Appeal Updates (10 minutes)

- Please view the Principal Report.

8. Discussion and Vote – LSC Vacancies – Timeline (5 minutes)

- 2 parent member, 1 community member vacancy
- Begin by sharing out the vacancies, start by sharing this information at the Open House on 9/4
- Open up the application on 9/5. Close the applications by October 10th and vote at the October 15th meeting. October 15th meeting would be when people applying for vacancies can come to share why they would want to join, ask questions, etc.
- If no one applies, the application will remain open.
- Inserni motions to open the applications on 9/5 until 10/10 to discuss and vote on 10/15
    - Hall seconds the motion
    - Unanimously approved
- Will create the schedule and graphic to share out, information will be shared in bulldog blast, posters can be made, etc.

9. Public Participation: Members of the public are welcome to make comments and ask questions but must **sign in** to participate. The public is called upon to speak in the order they sign-in. The public is kindly requested to limit their comments and questions to **three minutes**. Based on the comments or questions, the principal may address some concerns directly and if necessary, create an action step for the LSC to follow-up with the involved parties at a future date. While the LSC will do its best to address any comments or questions, when necessary, more time may be needed to adequately address a particular concern.

- No participants at this time.

10. Action Items and Next Steps (2 minutes)

- Recruitment & Enrollment Committee:
  - Fleener & King have expressed interest in leading this group
  - By September meeting, have plan of how this committee will operate and what it will achieve
- Information on OST (waiting on information from CPS)

11. Next Regular Meeting Date: September 17, 6:00PM

12. Adjourn

Inserni motions to adjourn the meeting
Hall seconds the motion
Unanimously adjourned at 4:09pm.

If you are unable to attend, but would like to provide feedback/ ask a question to the LSC,
please contact htubmanlsc@gmail.com