



April 2, 2025
Harriet Tubman Elementary
LSC Meeting
MINUTES
3:15 p.m.

1. Call To Order

Ileana Inserni called the meeting to order at 3:18 pm.

2. Roll Call

Present: Tonya Hammaker, Principal; Nicholas Hall, teacher representative; Ileana Inserni, parent representative; Jessica Ittner, parent representative; Cynthia Chernoff, parent representative; Charisse Brooks, staff representative; Robert Daigneau, community representative

Absent: Phil Beans, community representative (excused); Noa Bass-Ehler, Student Representative (excused); Eryn Fleener, teacher representative (excused)
Quorum established.

3. Approval of Agenda

Ileana Inserni moved to approve the agenda. Nicholas Hall seconded the motion. There was no discussion. The motion passed unanimously.

4. Approval of Minutes

Ileana Inserni moved to approve the minutes of the March meeting. Nicholas Hall seconded the motion. There was no discussion. The motion passed unanimously.

5. Reports

a. Principal Report:

*Door 6 has been fixed; Tubman paid, not CPS. Playground equipment: quotes are out for three options at similar price. Students will vote on it. Vote next week (or soon after), then will order.

*Coffee with Principal, upcoming date will focus on PYP to MYP transition.

*Settlement of Konica copier account: due to lack of transparency from a previous administration, a multi-year contract was signed (Ileana Inserni said that the LSC wasn't made aware that it was a multi-year contract, which isn't allowed by CPS.) Ms Hammaker has worked with CPS legal to reach a settlement on the \$32,298.13 outstanding bill; Tubman must pay \$16,149.00.

*Purchase Orders:

Herff Jones, LLC - \$1,040.00 - Graduations caps, gowns, and tassels

Class Act Co. - \$1,124.00 - Graduations Packs: Autograph book, ribbon set, diploma cover

b. IB Report

c. PPLC Report; next meeting next week.

d. BAC Report; no meeting last month

e. Student Report

f. TIES Report <<LINKED HERE>>

g. FOT (Friends of Tubman Report)

i. Fundraising Requests

[Spring Fling](#) May 10, 2025

Ileana Inserni moved to approve the Spring Fling fundraiser. Nicholas Hall

seconded the motion. There was no discussion. The motion passed unanimously.

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

Ileana Inserni moved to approve the POs for

Herff Jones, LLC - \$1,040.00 - Graduations caps, gowns, and tassels
Class Act Co. - \$1,124.00 - Graduations Packs: Autograph book, ribbon set, diploma cover
\$9,500 April 2025 to April 26 copier maintenance

Nicholas Hall seconded the motion. There was no discussion. The motion passed unanimously.

7. 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.

There was no public participation.

8. Recruitment and Enrollment Status << LINK HERE>>

Current enrollment is 311; we enrolled 9 new students this week. Working with FOT to distribute info and marketing in various forms and places.

9. Council Member Vacancy – Candidates

Shelby King; currently two kids at Tubman, and one more in the pipeline.
Phil Beanz may need to leave the LSC; he has been absent for 5 meetings for scheduling reasons. To be discussed at the next meeting.

Ileana Inserni moved to enter Closed Session to discuss and vote on new council member.
Nicholas Hall seconded the motion. There was no discussion. The motion passed unanimously.

The LSC came back to open session at 4:06 p.m.

10. Discussion and Vote - Council Vacancies

IL moved to invite Shelby King to the LSC. Nicholas Hall seconded the motion. There was no discussion. The motion passed unanimously.

11. Discussion and Vote – Principal Evaluation Timeline

- Friday, April 4th: Send out Survey to Parents/Caregivers and Staff
- Wednesday, April 16th: Deadline for Survey completion
- Wednesday, April 23rd: Send compiled survey results to full LSC.
- By Sunday, April 27th: LSC Members complete Professional Practice Ratings and Comments Form
- Wednesday, April 30th: LSC Members will receive compiled ratings and full compiled comments
- Wednesday, May 7th: LSC Meeting where principal evaluation is discussed in closed session and vote to approve evaluation in open session
- Wednesday, May 7th: Share evaluation scores and final comments with Principal Hammaker after

Principal Hammaker will have her self-assessment ready for LSC by 4/23.

Ileana Inserni moved to approve the principal evaluation timeline. Nicholas Hall seconded the motion. There was no discussion. The motion passed unanimously.

12. Action Items and Next Steps

*Ileana Inserni will notify Phil Beanz of our intention to discuss and vote on his removal.

*Discuss and vote on potential removal of Council member Beanz.

*Principal Hammaker to give update on enrollment

13. Next Regular Meeting Date: May 7 at 6:00 p.m.

14. Adjourn

Ileana Inserni moved to adjourn the meeting. Nicholas Hall seconded the motion. There was no discussion. The motion passed unanimously. The meeting was adjourned at 4:25 p.m.

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