



HARRIET TUBMAN ELEMENTARY SCHOOL AN IB WORLD SCHOOL

August 19, 2025

Dear Families,

Every year, our school purchases individual and classroom-based supplies that allow us to provide well-rounded experiences for our students. In order to offset costs, each student in Kindergarten through 8th grade is expected to pay a school fee at the beginning of the school year. **This year, the student fee will be \$180 (a \$30 increase, approved by our LSC in July).** This is the first increase in recent memory—and it's more important than ever. Recently, CPS announced district-wide budget reductions, including:

- Cuts to building maintenance and cleaning staff
- Technology replacements coming from school discretionary funds
- Shifts in meal service and other operations

We're especially concerned about technology, as schools may now be responsible for funding device replacements. This small increase helps us remain prepared and preserve the experience our students deserve.

The SY26 School Fee will be utilized for the following:

- Literacy, Math, Science and Social Science Instructional Materials
- Classroom/Office Supplies
- Technology Supplies/Equipment
- Student Planners
- Student Field Trips*

Will cover most field trips, but there may be exceptions such as trips outside of Chicago city limits.

Please submit payment by Monday, September 29, 2025. Payments can be made with cash, personal checks, or money orders in the Main Office or with a credit or debit card via your ASPEN Parent Portal or Tubman's ePay webpage.

If circumstances do not allow you to meet this deadline, please complete the back of this letter and return by Friday, September 19, 2025.

Thank you so much for your assistance. We look forward to a wonderful school year.

Sincerely,

Tubman Administration



Academics



Arts



Athletics



International Baccalaureate
World School



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Please submit payment by Monday, September 29, 2025. Payments can be made:

- In the Main Office with cash, personal checks, or money orders
- Online
 - via your ASPEN Parent Portal Account



- via ePay

1. Go to: tinyurl.com/TubmanePay or



2. Select 'Make a one-time payment'
3. Fill out Student Information
 - If student ID Number is unknown, enter 111
4. Add SY25-26 Student Fees to cart and Check Out

Please email Ms. Martinez, the School Clerk, at Rmartinez170@cps.edu for assistance with Parent Portal or ePay.



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If circumstances do not allow you to meet the SY26 School Fee payment deadline, please complete all sections below and return by Friday, September 19, 2025 to make payment arrangements or apply for a Fee Waiver.

Student Name

Grade

Homeroom

Parent/Guardian Name

Phone Number

Initial next to your request and check the necessary box for each section:

_____ **Payment Plan with Extended Deadline**

1st Installment of \$45 due by Monday, September 29, 2025

2nd Installment of \$45 due by Monday, October 13, 2025

3rd Installment of \$45 due by Monday, October 27, 2025

4th Installment of \$45 due by Monday, November 10, 2025

- **I agree to make all payments as outlined above.**

_____ **Fee Waiver**

If you qualify for a fee waiver, the SY26 School Fee on your account will be waived.

You may still be responsible for additional charges or charges for optional items.

The Family Income Information Form must be completed and returned to the school to be considered for the fee waiver.

- **I have completed and returned the Family Income Information Form.**

Parent/Guardian Signature

Date



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