

**ISU Laboratory Schools**  
**Laboratory Schools Advisory Council**  
**University High School, Library**  
**February 13, 2024, 6:00 – 7:30 pm**

**CAC Members:**

Liz Austin (end term 2026)	Jennifer McDade, Booster Representative
Megan Bozarth (end term 2026)	Christine Chiodo, PTO Representative
Meredith Diaz (end term 2025)	Jacob Davis, Faculty Representative
Mike Jones (end term 2026)	David Sulzberger, Faculty Representative
Heather Marshall (end term 2025)	Antonio Causarano, ISU Representative
Kathy Murdoch (end term 2024)	Anthony Jones, Director
Ryan Scritchlow (end term 2024)	
Rishi Shukla (end term 2024)	
Jeremy Wilcox (end term 2025)	

I. Call to Order at 6:09pm

II. Roll Call

- o Anthony Jones, Christine Chiodo, Kathy Murdoch, Liz Austin, Megan Bozarth, Meredith Diaz, Mike Jones, Heather Marshall, Ryan Scritchlow, Jeremy Wilcox
- o Absent- Rishi Shukla, Jennifer McDade, Jacob Davis, Antonio Causarano

LSAC Purpose

- A. To assist the superintendent in maintaining a viable relationship between the Illinois State University Laboratory Schools and the University, community, and State regulatory systems
- B. To provide recommendations regarding both short- and long-term goals of the Laboratory Schools
- C. To promote parent and community representation on committees as determined by the superintendent
- D. To provide a liaison between the administration, faculty, and parents of students attending the Laboratory Schools

III. Minutes of Prior Regular Meeting-(Motion, Second, Pass)

- o Discussion- none
- o Approval of Prior Regular Meeting Minutes from January 9<sup>th</sup>, 2024

IV. Announcements

- o 5 Essentials Survey is now open (January 30 -March 29)
  - Released by ISBE a little late, but open until end of March
  - Encourage families to complete the survey
  - For the County box make sure to select State of Illinois and not Mclean County

- o Lab Schools Application is now open (February 1-March 1)
  - The expansion plan has stopped, shared the spots available during the open house. Applications open until March 1st.
  - Spots available 24-25 school year- kindergarten (4), 2nd grade (2), 4th grade (2)
    - parents appreciated the transparency for admissions and the process
    - parents brought friends to the open house
  - No longer automatically admitting preschool into kindergarten
  - Faculty associate, lab school personnel, administrators will receive priority, then current siblings, and lastly the general community
  - We have to consider many things before we raise the capacity, expand, and allow more students in (cafeteria, etc.)
    - 3rd floor- Metcalf only has 1 room we can use on the 3rd floor. It's being used by Japanese school now
  - Q-Kathy referencing the current enrollment Dr. Jones gave us in the Fall- how does the upcoming class size look?
    - The sizes will remain about the same
    - Adding students only if there is an open spot
  - Dr. Jones mentioned he has had a conversation with ISU building facilities about the pool. Discussion has been had about making a multi-purpose room space. Seeing the need for more space for the cafeteria. ISU is willing to partner and have the conversations
    - issues to consider- asbestos, ventilating, electrical
  - Air Conditioning- ISU will help support the Metcalf AC. Metcalf just put in the requisition.
  - Question about the Lab School calendar- the current calendar has been updated and the calendar for 24-25 has been approved. When will 25-26 calendar be looked at?
    - The calendar committee will need to be brought back together
    - Dr. Jones is working on submitting the e-learning plan
  - Q- Since the Lab School is a part of ISU and ISU is closed due to weather what happens to our schools?
    - If ISU is closed then the Lab School will have a no school/snow day
    - If the faculty/staff get a bonus day (from the ISU President) then "we" owe the Lab School staff a day
    - Maybe show creativity on days where days of higher absences before holidays and end of the year

- o Parent Teacher Conferences (February 28)
- o Visioning Workshop (February 29)
  - The final session to meet with all stakeholders (parents, faculty, faculty associates, students, student teachers) in Degarmo- Dr. Scott Kuffle
  - From this session a draft of 4 pillars, vision and mission, core values, how we measure
  - Then from this session a 5 year strategic plan will be drafted (use parent survey, 5 essentials, other assessments, involvement around extracurriculars, and student interests)
  - Dr. Jones brought up-Parents concerned we are moving away from theater and arts-
    - NO theater and arts are not going away
  - Q- Can or cannot use academic overload to replace PE at U-High?
    - exempt when in a sport
    - waiver for academic overload- families use for AP and higher level classes-not allowing anymore
    - those who need the waiver- the state says they need to meet with the school board. In the Lab School case they had to have general counsel, attorney for university, and Uhigh admin
    - what we are trying to do is provide opportunities for families who want to go above and beyond academically
  - Q-5-6 years ago pre-k was able to do music and pe. Is pre-school still going to be separate? Do we still include pre-K in PTO “things”?
    - Yes, it will still be separate over in Fairchild. Dr. Jones had a conversation with a previous Dean- early childhood is definitely growing, and important. The earlier students learn to read makes them kindergarten ready . The format of our preschool program is such that it supports itself.
  - Q- Is there a chance to go back to admitting to Metcalf in preschool and eliminating the pre-K tuition?
    - the tuition that comes from the families goes directly to the program to pay for teachers, aids, and supplies
    - will need to revisit, monitor, and communicate to families
    - added a full day Pre-K
- o Metcalf’s Principal Search Update:
  - Two Community Forums  
Dates: Monday, February 12, 2024  
Wednesday, February 14, 2024

Time: 6pm  
Location: Hayden Auditorium  
Zoom link: provided for each night

#### V. Reports from the Director

- o School Calendar Adjustment due to weather related school closure
  - discussed above
- o E-Learning application
  - The Lab Schools will have to schedule a public communication forum as part of the application process
  - Megan B. is happy to help with the committee because she has done this with Unit 5
    - Data about kids who can't access the internet or have issues on e-learning days- teachers communicated a backup plan as to what students should be doing. Giving students asynchronous tasks
  - Lisa Kindell brought up the other HILIA students had access to their learning when Lab Schools had a no school/snow day recently
  - The struggle for elementary students is the guideline that the students need to do 5 hours of work. More to discuss about how this could look for our students.
  - Q-Do we have enough chromebooks for e-learning? Yes-now we just need to think about who needs hot spots. We need to make sure we have the technology available to support e-learning and need to document this to the state.
- o LSAC Shared Folder
  - Everyone should have access to the folder
- o Annual Report
  - Had some issues with collecting data last year, finding gaps in the information we had. Will post last year's updates as well as this year.
  - Dr. Jones is looking over the past reports and is looking to trim down the report, but add infographics and making it earlier to understand
  - Will email the LSAC group the reports

#### VI. Open Discussion

- o Parent Survey- M/S/A
  - going out monday, February 27 closes Sunday, March 17

#### VII. LSAC Meetings for FY 2024

- o Dates: March 5<sup>th</sup>, April 9<sup>th</sup>, May 14<sup>th</sup>, June 11<sup>th</sup>
- o Time: 6:00 – 7:30 pm

- o Location: UHS Library or via Zoom

VIII. Next Meeting Date: March 5<sup>th</sup> from 6:00 – 7:30 pm

IX. Adjourn