

ISU Laboratory Schools
Citizens Advisory Council
University High School, library
January 10th, 2023, 6:00 – 7:30 p.m.

Present: Meredith Diaz, Kathy Murdoch, Stacey Meyer, Antonio Causarano, Heather Marshall, Ryan Scritchlow, Jake Davis, Dr. Anthony Jones, Sienna Beard, Rishi Shukla, Liz Austin, Jeremy Wilcox, Angela Null & David Sulzberger

Absent: Curt Richardson & Joann Yant

- I. **Call to Order** – Dr. Jones called the meeting to order.
- II. **Roll Call** – Stacey noted the members that were present and absent (listed above).
- III. **Purpose of CAC** – Members reviewed the Purpose of the CAC; the purpose is outlined below.
 - To assist the superintendent in maintaining a viable relationship between the Illinois State University Laboratory Schools and the University, community, and State regulatory systems
 - To provide recommendations regarding both short- and long-term goals of the Laboratory Schools
 - To promote parent and community representation on committees as determined by the superintendent
 - To provide a liaison between the administration, faculty, and parents of students attending the Laboratory Schools
- IV. **Inclusion Activity** – In small groups, members took a few minutes to share one exciting thing they did over the holidays.
- V. **Minutes of Prior Regular Meeting** (November 1st, 2022) Jeremy motioned to approve the minutes, and Rishi seconded the motion. The minutes were approved as written.
- VI. **Announcements** –
 - Prospective Student Open Houses - U-High will host their Open House on February 1st from 6:00 – 8:30 pm in Stroud. Metcalf will host on February 9th from 6:00 – 7:30 pm in Hayden. In addition, applications for admission will be available online from February 1st – March 1st. Please help to spread the word!
 - Parent Survey - Dr. Jones sent an email last week regarding the parent survey. His hope was to engage parents and give them an opportunity to share their thoughts and

experiences. Below are a few questions and suggestions from members regarding the survey:

- ✓ Share details about what information or themes that you gather with the CAC. This group might be able to provide insight.
- ✓ We might want to consider sending a survey either quarterly or semesterly. This might help to drive talking points and the purpose of the CAC.
- ✓ Currently, what ways can parents provide feedback throughout the year? Could you share these opportunities with parents?
- ✓ Parent forums were offered in the past, but we are not certain this is the best avenue for engagement as the time and location were challenging (i.e., 5:00 pm in DeGarmo Hall).
- ✓ Send a reminder email a few days before the survey closes.

Dr. Jones mentioned that the responses he has received thus far have been fair, and he appreciates the honesty. It is important for him to be aware of problems and determine how to respond.

- State of the Lab Schools Address – This event is scheduled for February 21st at 6:00 pm in Stroud. Dr. Jones will send out an announcement to parents soon. He is hoping to have this event streamed so parents can view from home.
- Fundraising Events - Boosters will host a Cash Bash to support After Prom. This event will be held at the Bloomington Country Club on February 17th. Metcalf will host its biannual Winter Festival on February 19th; this event supports the PTO. Please encourage members of the Lab Schools community to attend!

VII. **Reports from the Director –**

- Admissions Process – In our efforts to implement more equity, diversity, and inclusion (EDI) within the College of Education, we have been tasked to review different programs and policies using the multicultural organizations change model – MCOB (<https://gacollegecounseling.org/wp-content/uploads/2020/02/MOD-Stages.pdf>). The Lab Schools decided to review our admission policies and procedures, and Dr. Jones is currently working with the principals, Lab Schools faculty associates, and Dr. Dakesa Pina, the COE's EDI Officer, to make improvements to this process. The group has been meeting to not only evaluate the process but ask important questions, such as: how can we continue to improve the culture and climate at the Lab Schools; how does the admission process work; and is the process transparent? We will not be able to complete a full evaluation of the process for this admissions cycle. However, our goal is transparency, and more details regarding student selection will be posted on each school's website.

Below are some thoughts shared from CAC members:

- ✓ Metcalf and U-high should be considered a district, and Metcalf should be a feeder school to U-high. It was suggested that this point be mentioned in the State of the Lab Schools address.
 - ✓ How the admissions committee evaluates a student's discipline record will change. In the past, a student with a one-time, minor behavior problem might not be admitted. However, moving forward, we do not want to use this as a qualification to keep a student from being accepted into U-high.
 - ✓ Has the student interview been discussed? Why are we interviewing students before they are officially accepted into Metcalf?
 - ✓ Be conscious of the way information is shared on the website; we want to be inclusive and encourage everyone to apply. You could consider posting percentages on the website also. For example, show the percentage of U-high's freshman class that is made up of students from Metcalf.
 - ✓ Current class sizes on the websites will need to be reviewed. For example, what is listed on Metcalf's site is incorrect. When this information is updated, could you add a link to specific data showing how class sizes are determined?
 - ✓ Regarding the Metcalf Expansion plan, how are we meeting the needs of this expanded enrollment as well as specific student needs? Are we exceeding what our facilities can hold? Is there a plan to hire needed personnel (i.e., social workers, police officers, paraprofessionals to assist with behavior issues in the classrooms) or do we already have the necessary resources with our current teachers? If we do, how will you measure this? How are you going to prepare for this? Will you accept students with IEP's moving forward?
- Illinois School Report Card – Our representation on the Illinois School Report Card is currently deficient; however, our goal is to obtain an annual summative designation in future years. Summative designations help families and communities understand how well schools within the district are serving all students. There is a template that each school needs to follow to provide this necessary data, but Mandy Stalets is investigating how to do this.

VIII. **Open Discussion**

- There is a misconception that the Lab Schools are private schools, but we are not. However, we are not a public school either; we are unique. It feels like the culture is shifting, and we are being pushed to become more like a public school. If we are

changing culture, this needs to be communicated to parents.

- It seems like the school closure on December 22nd was unnecessary (i.e., the weather was not as severe as expected, and the snow did not start until the afternoon). It is important that we are advocating for the Lab Schools and their students. How can we ensure this does not happen again?

IX. **Next Meeting Date:** March 7th from 6:00 -7:30 pm

X. **Adjourn** – Angela motioned to adjourn, and Ryan seconded the motion.