

**ISU Laboratory Schools  
Laboratory Schools Advisory Council  
University High School, Library  
July 14, 2026, 6:00 – 7:30 p.m.**

Zoom Link: <https://illinoisstate.zoom.us/j/84695176546>

**LSAC Members**

|                                  |                                         |
|----------------------------------|-----------------------------------------|
| Miles Bardell (end term 2029)    | Cat Poffenbarger, PTO Representative    |
| Christine Chiodo (end term 2027) | Erin Easter, Booster Representative     |
| Meredith Diaz (end term 2028)    | Kara Story, Faculty Representative      |
| Christina Doxsie (end term 2028) | Katherine Smith, Faculty Representative |
| Kathy Murdoch (end term 2027)    | Deborah MacPhee, ISU Representative     |
| Brian Peterson (end term 2029)   | Bryan Zugelder, Dean COE                |
| Mindy Prescott (end term 2029)   |                                         |
| Ryan Scritchlow (end term 2027)  |                                         |
| Andy Shirk (end term 2028)       |                                         |

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**I. Call to Order @6:00pm**

**II. Roll Call**

Present- Miles Bardell, Christine Chiodo, Meredith Diaz, Christina Doxsie, Kathy Murdoch, Mindy Prescott, Ryan Scritchlow, Brian Peterson, Cat Poffenbarger, Erin Easter, Katherine Smith, Deborah MacPhee, Bryan Zuegelder  
Absent- Andy Shirk, Kara Story (Ginnell Barke will be taking over )

**III. 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

**IV. Minutes of Prior Regular Meeting**

- A. Discussion
- B. Approval of Prior Regular
  - 1. Will postpone until the August meeting

**V. Announcements**

- A. PTO
- B. Boosters

**VI. Reports from the Director**

- A. Communication Norms

1. Hope that what we do in and outside of this meeting is the same. We can be seen as advisors and ambassadors to the Lab Schools.
  2. Assume positive intent- We are all in a leadership role and require a next level of commitment and representing the greater good.
    - a) Teachers and administrators have the best interest of the Lab Schools
  3. We also represent the broader school community and not just ourselves.
    - a) We are a collective voice of all the parents of the lab schools, not just what we personally feel.
  4. Establish the precedent we represent a united voice
    - a) Not going to turn around and stir up problems in the community
  5. Let's ask ourselves "Is this a day to day operational school matter or should this be addressed with the school principal?"
- B. Director Role/Timeline
1. The position is not filled due to the College of Ed being notified in March of the intent to terminate employment. The bylaws say the Dean must gather feedback before it's posted including how the role has been helpful to the lab schools, what are some holes that need to be filled that are not currently filled. The LSAC can advise and Dean Zugelder will be gathering feedback from faculty staff as well. Dean Zugelder would love to have someone in place by January after all feedback is gathered, he is confident we will have someone in place January/February . This role will continue to answer to the Dean of the College of Education.
- C. Budget Update
1. Rumor- the University is not funding the Lab Schools-This is FALSE. The Lab Schools have already received our payments. The Lab School budget is not a problem. The principals propose it as a team and then it is discussed.
- D. Staffing Updates
1. Metcalf- changes Susie B going to K, Carthens moving grades, Davidson to 3rd, 2/3 multiage Ms. Garth
  2. U-High- Assist. Bryan Bussel from Pontiac Township HS, Engineering, PE, Social Science, English, and food service roles have all been filled. Food Service role to help with better portions, pricing, and food offerings.
- E. IALS Organization
1. We have been recently approached and IALS wants to pay for an attendee at the international conference in Thailand- Kristi Sutter and Kristina Falbe from TCH, Associate Director for Scheduling and Contractual Staff

## VII. Open Discussion

- A. Election of Chair and Vice Chair
1. Chair- Meredith Diaz
    - a) MSP Scritchlow/Bardell
  2. Vice Chair-
    - a) Motion to postpone until the bylaws are reviewed  
MSP Doxsie/Scritchlow
  3. Secretary- Katherine Smith
    - a) Does not need to be at the agenda planning meeting, only is responsible for taking meeting minutes

B. Lab School Stakeholder Groups/Roles

1. PTO- supports the activities at Metcalf. Intended to support communication between families, administration, and teachers. Support activities that benefit the teachers and students.
2. Boosters-supports U-High sports and activities, does staff hospitality, but primary focus is on the co-curriculars
3. Alumni- put on the social for the homecoming game, but historically they have been much more involved when funds were available
4. LSAC- what we can do and are doing is to build trust in the lab school community and consider all the stakeholder voices when we meet and discuss

C. [2026-2027 Priorities for LSAC](#)

1. Building trust and strengthen relationships
2. Honor traditions while embracing the future
3. Ground everything in "What's best for students or What's best for ALL students"
4. Strengthen the partnership between families and the COE
5. Be strategic advisors

Open discussion about parental involvement, barriers to involvement, why are we in the state we are in, collect data?

D. School Resource Officer Discussion from prior meeting(s)

1. We are required to have an emergency operations plan.
2. SRO- they are not officers to be afraid of, they are helping identify needs that may be missed elsewhere, crime has changed over the years, traffic safety concerns, they are not patrolling the school-they are helping
3. Dean Zugelder will look into this more and get back to the group

E. Updates to Bylaws Meeting TBD

1. Next meeting we will discuss bylaws. A copy beginning with DRAFT is in the bylaw folder. All LSAC members should make comments and suggestions before the next meeting . We will use the next meeting to begin revising the bylaws.

F. Surveys from LSAC

1. Make sure to keep in mind that what is discussed in LSAC stays in LSAC due to the sensitive nature of the comments that often name names.

G. Will need to take a look at the spring break meeting date and most likely push back 1 week due to spring break.

VIII. **LSAC Meetings for FY 2026-2027**

**Dates:** 7/14/2026, 8/11/2026, 9/8/2026, 10/13/2026, 11/10/2026, 12/8/2026, 1/12/2027, 2/9/2027, 3/9/2027, 4/13/2027, 5/11/2027

**Time:** 6:00 – 7:30 pm

**Location:** UHS Library or via Zoom

IX. **Next Meeting Date:** August 11, 2026

X. **Adjourn @7:28pm**