

**ISU Laboratory Schools**  
**Laboratory Schools Advisory Council**  
**University High School, Library**  
**July 9<sup>th</sup>, 2024, 6:00 – 7:30 p.m.**

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I. **Call to Order**– Dr. Jones called the meeting to order at 6:02pm

II. **Roll Call**

**Present**– Megan Bozarth, Chrisitne Chiodo, Meredith Diaz, Mike Jones, Kathy Murdoch, Jeremy Wilcox, Ryan Scritchlow, Anthony Jones, Heather Marshall, Katherine Smith

**Absent**– Liz Austin, Tim King, Lyndsey Carney, Andy Govia, Antonio Causarano

III. **LSAC Purpose**

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

IV. **Induction of and Welcome to New Members**

- A. Parent at Large Members: Liz Austin, Megan Bozarth, Christine Chiodo, Meredith Diaz, Heather Marshall & Jeremy Wilcox
- B. Boosters & PTO: Tim King, Lyndsey Carney
- C. Faculty Representatives: Andy Goveia, Katherine Smith
- D. ISU Representative: Antonio Causarano

V. **Minutes of Prior Regular Meeting**

- A. Discussion–none
- B. Approval of Prior Regular Meeting Minutes from May 14, 2024  
Motion–MD  
Second–JW  
Passed–minutes approved

## VI. Announcements

- A. Group photo for district website: Set a date
  1. Set the date for September 10th
- B. First Day of Student Attendance – Thursday, August 15<sup>th</sup> – Friday, August 16<sup>th</sup>–1:00 p.m. Early Dismissal
  1. Q- when is Metclaf Move-in?
    - a) Dr. Jones will look into this
- C. Invitations Forthcoming to Parents & Families:
  1. Calendar for School Year 2024-2025  
<https://education.illinoisstate.edu/labschools/calendars/>
  2. Parent Teacher Conferences: October 2<sup>nd</sup>, February 26
    - a) Around the time of these conferences we will be sending out our LSAC survey to families again.
  3. Monthly Parent & Community–see discussion below
- D. SY 2024-2025 New Hires
  1. Shelly King, Speech and Language Pathologist (SLP)–she is not full time
  2. Mary-Kate Hanson, HILIA
  3. Michele Trueblood, HILIA
  4. Carrie Young, HILIA
  5. Ginnell Barke, MTSS Interventionist at Metcalf
  6. Shiann Papandrea, 7<sup>th</sup> grade ELA at Metcalf
  7. Ashton Davidson, 1<sup>st</sup> grade at Metcalf
  8. Paulina Dubrowska, English Teacher at U-High
  9. Daniel Provis, Chorus/Vocal Director at U-High
  10. Micah Bradshaw, Social Science at U-High
  11. Abigail Cash, English at U-High
  12. Mike Shanley, Social Science at U-High
  13. Brian Rohman, Interim Assistant Principal at U-High
  14. TBD, Office Assistant at U-High
  15. TBD, Athletic Office Assistant at U-High–Michelle is moving out of state
  16. TBD, Social Worker at Metcalf
- E. Lab School Staff would miss the COE breakfast to show appreciation to those who work in the COE since it is the same day as the first day of schools. The COE would still like to do this for the Lab School to help keep building that tie and relationship between COE and Lab Schools so it will be hosted on Aug 13. (Dr. Jones will be informing the staff)
- F. Remote Learning days update–
  1. the district has until September to get that submitted

2. the application process was more complex than first thought
3. need to finalize some language that would pertain to BSW and extra staff
4. will communicate to families as soon as it's finalized

## **VII. Reports from the Director**

### **A. Admissions**

1. Number of Applications (Metcalf – 531; U High – 285)
2. Past U-High admission numbers 2022→262, 2023→316
3. The HS said they no longer looked at discipline data from other schools that was submitted with apps. There was a misunderstanding about this. However, this year the principals did look at discipline data again. If needed a safety contract could be planned.
4. Numbers of Admits/Accepted (Metcalf-18; U High-155)
5. LSAC asked for more data on the breakdown, pull out the Pre-K #'s, need to track the kindergarten apps so we can see how many are not admitted after their Pre-K year

### **B. LSAC Survey Responses/Priorities/Goals**

1. Looked at whole school demographics, did not ask families their child's grade level, but looking forward we may want to consider that to look at more trends and specific building/grade concerns
  - a) make it an optional question to choose grade
  - b) could possibly categorize lower ele(k-2), upper ele (2-4), jr hgh(5-8), HS(9-12)
  - c) push to not change the survey at all for October, but possibly future we can add grade level bands
2. Who can see raw data? only LSAC & Dr. Jones. The building principals do not see this
3. Q-How will Dr. Jones take action on the 3 areas of focus LSAC identified-? suggested we have generalized 3 area of opportunity and now up to Dr. Jones to facilitate the conversations about how to improve those areas, acknowledge the strengths and areas of opportunity and growth
4. Possible suggestion is to take out the neutral since apmx. 21% were neutral-this will push responders to make more of an agree/disagree choice

## **VII. Open Discussion**

- A. Monthly Parent & Community Meetings -Should Dr.Jones have these again this year, should they be separate by school (Metcalf vs. HS), get parents back in the building and engage, PTO and Boosters could get involved to help drive families back into the school, discussion of various ideas (bring back "special" grade level celebrations/showcases, eat lunch with kiddos, parents in PE day, etc.) Megan B. is

compiling notes to give to Dr. Jones on ideas for elementary and what were “tradition” before COVID

1. Dr. Jones will seek suggestions from missing HS LSAC members to gather more ideas about engaging HS families
  2. Admin (principal and Dr. Jones sessions) everyone liked this session greatly, suggesting to break out the ELE and HS sessions. Will keep the Zoom option.
- B. Mandarin- still have a few things to finalize and the conversations will continue this week to finalize some pieces of Mandarin job posting
- C. Metcalf bubble kids-k and 1 are the only grades with 3 sections, when those classes reach 5th grade they should be able to be split back into 2 sections -it was suggested to communicate with the families involved this information. Dr. Jones is unsure where Dr. Bergman landed with if the new hire for the 1st grade level teacher will travel with the class each year or not.
- D. Preschool discussion- make known it’s not an automatic entry from Pre-K to K, what services should PTO and Metcalf still include or allow Pre-K with, what services are provided to Pre-K from within the school (they will get art, PE, music, and admin assistance), the Pre-K parents build great bonds with each other when they are picking up kiddos each day
- E. School traffic- need to update the school traffic information for Metcalf,-the website is not up to date, concerns about the first few weeks of school, possibly use parent volunteers to fill in when student workers are not in session-sign up genius
- F. AC Updates for Metcalf- has not been ordered, looking at blueprints for how it will be laid out, 3rd party needs to do a review and discuss findings with facilities, Fitz will share options (how to get it cooler when AC is not available yet) and info with parents
- G. LSAC email address discussion- Heather M. has the steps for how to view the inbox, there was nothing in the box earlier today, HM will find out if LSAC members need to have an ILSTU account to access
1. [LSACemail@ilstu.edu](mailto:LSACemail@ilstu.edu)- shared mailbox

**VIII. LSAC Meetings for FY 2024**

A. Dates:

August 13<sup>th</sup>, September 10<sup>th</sup>, October 8<sup>th</sup>, November 12<sup>th</sup>, December 10<sup>th</sup>, January 14<sup>th</sup>, February 11<sup>th</sup>, **March 4<sup>th</sup>** (note this is a week earlier due to Spring Break), April 8<sup>th</sup>, May 13<sup>th</sup>, & July 8<sup>th</sup>

→Time: 6:00 – 7:30 pm

→Location: UHS Library or via Zoom

B. Next Meeting Date: August 13th from 6:00 – 7:30 pm

**IX. Adjourn -at 7:37pm**

A. MSP(MD, RS)