

**ISU Laboratory Schools**  
**Laboratory Schools Advisory Council**  
**University High School, Library**  
**May 14, 2024, 6:00 – 7:30 pm**

Zoom Link: <https://illinoisstate.zoom.us/j/93037439346>

**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 6:02pm

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

II. Roll Call

**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

- Discussion-

- Approval of Prior [Regular Meeting Minutes from April 5, 2024](#)
  - MSP Jeremy, Ryan

#### IV. Announcements

- Seniors Last Day: Wednesday, May 15, 2024
- Award Assembly: Wednesday, May 15, 2024
- Class Night: Wednesday, May 15, 2024
- Graduation: Sunday, May 19, 2024
- Last Day of School: Wednesday, May 29, 2024
- Metcalf playground was dismantled today on 5/14

#### V. Reports from the Director

1. Clarity on the purpose of the LSAC survey
  - a. Set goals based on survey results
  - b. To get feedback from the parent body
    - i. Many times the feedback may be hard, but it is good that allows the parents to voice their feelings
    - ii. Will not take feedback and discuss with specific individuals, but to use the themes to have further discussions
2. Response letter to parents regarding the survey (B, D)
  - Target date: June 1
  - Stating that the results made us aware of the mistrust that has been going on and this is a way for us to address it
  - Suggestion to shorten the letter
  - State we received 200 families submit the survey
  - Discussions about wording and content of the letter
  - Include statistics, but do not highlight
  - →look into a shared email account for all of LSAC to have access to
  - Rishi-the results of the survey cannot be statistically significant because we did not reach a sample size
  - Be transparent discussion-State we received X amount of surveys out of the 3000 (This survey was sent to all Lab School Community family emails. We received 198 completed surveys. It is our goal to encourage families to participate, allowing us to increase the response rate.)
  - Action points-
    - Encourage family engagement
    - Distribute another one when parent teacher conferences are on October
  - Small committee to finalize the letter
    - Liz, Megan, Kathy, Meredith
    - Will send to the group for final approval on Wednesday, May 29th

3. Retirements/resignations/reassignments of F/S
  - a. Beth Gordon, Metcalf Interventionist (retirement)
  - b. Mandy Stalets, Curriculum Coordinator to (Interventionist)
  - c. Chris Corpus, Chorus Teacher (retirement)
  - d. Shyla Lipsey, Language Arts & U-Link (retirement)
  - e. Dr. Kirsten Haney, Social Sciences to U-Link Coordinator
  - f. Megan Somers, Social Sciences
  - g. Amy Reiman, Language Arts
    - i. Position posted (interviews in progress)
  - h. Mike Shanley AP to Social Science
    - i. Interim AP position posted

- There are more positions in discussion and approval with the University, but no others that will be disclosed at this time.
- Approval of social worker at Metcalf
- Half time PE position at Metcalf
- Looking at reorganizing the administration positions
- Metcalf has submitted all their positions and changes at this time
- Dr. Jones will keep us up to date about when more will be posted

#### VI. Open Discussion

- Shared Governance statement discussion (ABCD)
  - <https://education.illinoisstate.edu/labschools/fahandbook/appendixb.php>
- LSAC survey information
  - Liz-Any other action points to focus on? The biggest thing was mistrust. Liz suggests brainstorming some ideas to advise Dr. Jones with
  - Dr. Jones-
    - Feedback discussed the consistency of the turnover, mentioning that Dr. Bergman is the consistent admin figure. Make sure we can support Dr. Bergman in her new role. For example, a social worker.
    - Communication- will share some ideas with the LSAC. Ways to improve our communication. What group are we communicating to-Metcalf, U-High, or whole district. The message needs to be uniform throughout the district.
  - Kathy-include in the letter-Safe place to vocalize, come to the council members to make sure your concern gets addressed, and every child counts (we represent each child, we are a village together. We will do our best to keep your concerns in the forefront to be addressed by the Lab School Admin.)
- Bylaw amendment vote
  - Changed the time to anything after 5pm as decided upon by the committee

- June is optional and determined in the May meeting
  - Secretary position will need to post minutes within 2 weeks of the meeting
  - Need a roster posted online so families know who to reach out to
  - Need to have 2 years of minutes accessible at all meetings
  - →Motion- jeremy, second-Ryan→passed
- Vote for new LSAC members (C)
    - plan for Boosters rep, UHS faculty rep, Metcalf rep
      - U-High will give a faculty name next week
      - Metcalf-Dr. Jones will check with admin
      - PTO spot- Lindsey Carney
      - ISU faculty- Antonio Causarano
      - Boosters- will get Dr. Jones a name
    - 15 applications and 3 open parent positions
      - Dr. Jones sent all current LSAC members a Google Form to fill out their 3 spots
      - New LSAC members elected in: Christine Chiodo, Kathy Murdoch, Ryan Scritchlow
  - At this time we will not have a June meeting. Dr. Jones will email if he needs anything.

VII. LSAC Meetings for FY 2024

- Dates: June 11<sup>th</sup> ?, July 9
- Time: 6:00 – 7:30 pm
- Location: UHS Library or via Zoom

VIII. Next Meeting Date: June 11 from 6:00 – 7:30 pm (finalize decision)  
July 9, 6:00-7:30 pm

IX. Adjourn at 7:31 pm MSP