

ISU Laboratory Schools
Citizen's Advisory Council
University High School, library
September 12th, 2023, 6:00 – 7:30 p.m.

Present: Meredith Diaz, Kathy Murdoch, Stacey Meyer, Christine Chiodo, Antonio Causarano, Dr. Anthony Jones, Rishi Shukla, Megan Bozarth, Liz Austin, Jeremy Wilcox, Jake Davis, Mike Jones, David Sulzberger & Heather Marshall

Absent: Jennifer McDade, Ryan Scritchlow

- 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. **CAC Purpose** – The group read the purpose of the CAC to themselves. 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. **Minutes of Prior Regular Meeting** (July 11th, 2023) Jeremy motioned to approve the minutes, and Meredith seconded the motion. All were in favor, and the minutes were approved as written.
- V. **Announcements**
 - Dr. Bob Fitzgerald was named the new Assistant Principal at Metcalf. Jon Haws was hired as the .50 PE teacher and .50 Athletic Director at Metcalf.
 - The State of the Lab Schools Address is scheduled for September 27th at 6:00 pm in Metcalf's Imaginarium. If many are in attendance and we outgrow the space, we will transition to Hayden Auditorium. CAC members shared a few suggestions regarding the event:
 - ✓ Include a Zoom option. This was very beneficial for those who could not attend in person.
 - ✓ Consider recording the event and posting it on the website for those who cannot participate that evening.
 - ✓ Announce the CAC members and encourage families to contact them in the future.
 - Homecoming is this Friday, September 15th. The U-high Alumni Association will host their annual Social event from 5:00-7:00 pm in Horton Field House.

VI. Reports from the Director

- We have updated Metcalf's website to be more aligned with the College of Education (COE). We worked with Arturo Ramirez and ISU's Web and Interactive Communications department to get this up and running. We will be working to transition U-high's website next.
- Dr. Jones shared current enrollment numbers in addition to some diversity statistics of the student population (i.e., gender, race, ethnicity). After reviewing the data, the group asked some questions and shared the following comments:
 - ✓ Does information on socioeconomic status get tracked?
 - ✓ Was there a discussion on capping the enrollment in each grade? Small class sizes are attractive to families that want to apply as well as to the COE for clinical students.
 - ✓ What is the cap for each class?
 - ✓ Is the COE aware of these numbers? Do they have any concerns with what they see?
 - ✓ Why are the class enrollment goals no longer posted on the website?
 - ✓ Are we rethinking the Metcalf Expansion Plan? Are we considering changing the admissions process at Metcalf?
 - ✓ Should we rethink the pre-school program? For example, should it be a full-day program or possibly be eliminated?
 - ✓ The Lab Schools are doing a good job of representing the demographics of McLean county. We can always improve, but the progress we have made should be recognized.
 - ✓ Have the larger class sizes impacted the clinicals? Has it relieved some pressure, or is it still hard to get in?
- We have set aside funds for some facilities improvements in FY24 and FY25: A/C in the large gym at Metcalf, chemistry labs at U-high, and security. We will be adding security cameras at both schools and a door scanner to the Metcalf entrance. All other major projects are related to fire codes and required updates from the Fire Marshall.

VII. Open Discussion

- Revisit Proposal for Name Change (**Citizen's** Advisory Council) – After a lengthy discussion, Rishi made a motion to change the name to Community Advisory Council, and the motion was seconded by Mike. Three members were in favor and nine were opposed. Then, Liz made the motion to change the name to the Lab Schools Advisory Council. Meredith motioned to table this discussion and voting on the name change until the next meeting. Christine seconded the motion, and all were in favor.
- At our last meeting we talked about updating our by-laws. Kathy provided a handout which included some proposed revisions.
- Action Items for Next Meeting:
 - ✓ Consider renaming the CAC to the Lab Schools Advisory Council.
 - ✓ Review the bylaw amendments that Kathy provided.

VIII. **Next Meeting Date:** November 14th from 6:00 – 7:30 pm in the U-high library.

IX. **Adjourn** – Heather motioned to adjourn, and Meredith seconded the motion.

