

**ISU Laboratory Schools  
Laboratory Schools Advisory Council  
University High School, Library  
December 12th, 2023, 6:00 – 7:30 pm**

**CAC Members:**

Liz Austin (end term 2026) -P	Jennifer McDade, Booster Representative-A
Megan Bozarth (end term 2026)-P	Christine Chiodo, PTO Representative- P
Meredith Diaz (end term 2025)-P	Jacob Davis, Faculty Representative- P
Mike Jones (end term 2026)-A	David Sulzberger, Faculty Representative-A
Heather Marshall (end term 2025)-A	Antonio Causarano, ISU Representative-A
Kathy Murdoch (end term 2024)-P	Anthony Jones, Director- P
Ryan Scritchlow (end term 2024) –P	
Rishi Shukla (end term 2024)-A	
Jeremy Wilcox (end term 2025)- P	

- I. Call to Order -Dr. Jones called the meeting to order at 6:00 pm.
- II. Roll Call- see above
- III. CAC 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
  1. Discussion – no discussion
  2. Approval of Prior Regular Meeting Minutes from November 14<sup>th</sup>, 2023
    1. Motion:
    2. Second:
- V. Announcements
  1. Metcalf Principal search update (Dr. Jones)
    1. The posting will go LIVE on Friday 12/15/23. The posting will be posted with a PHD as preferred and not required. The posting will be LIVE for a month-January 15th.
    2. Being posted as AP
    3. Search committee- AP, faculty, civil service rep from within Metcalf, Chair (from HS), college of ed student rep., search advocate from ISU/HR

4. What is Dr. Jones looking for in a candidate? Unifier, bring staff together and work across the both buildings, able to communicate well, connect and encourage with the university-share info about the school back to the university and across the state. Being able to promote the lab schools and what makes the lab schools stand apart.
  2. Vision Process Update- (Dr. Jones)
    1. Meeting with stakeholders, students, faculty, administrators, parents to begin to have conversations around the visioning process. Create and establish the vision. Come to shared beliefs and values. Look and clarify what the purpose is- what does it look like to do research.
    2. Have to look at the past and where we have been to determine the future. Discussed what surprised us with history, point our major events, and where we have been as a lab school.
    3. Next steps the draft of the vision and strategic plan (goals and objectives) will be done by April 2024
  3. Expansion Updates
    1. More answer by February-when admissions opens
- VI. Open Discussion
1. Parent Survey
    1. Discussion about the purpose, need, what data we would be looking at and why
    2. Do we need this survey if 5 Essentials goes out each year with similar questions?
      1. We tabled the discussion to continue so everyone can look at the survey and questions
  2. For next meeting will need to discuss who will take minutes and if a
- VII. CAC Meetings for FY 2024
1. Dates: December 12th , January 9th , February 13th , March 5th , April 9th , May 14th , June 11th , July 9<sup>th</sup> (Dr. Jones mentioned possible canceling the July meeting and taking the month of)
  2. Time: 6:00 – 7:30 pm
  3. Location: UHS Library or via Zoom
- VIII. Next Meeting Date: January 9<sup>th</sup> from 6:00 – 7:30 pm
- IX. Adjourn