

Citizen's Advisory Committee

U-HIGH ISU Metcalf

Meeting Minutes

March 20, 2007

University High Library

7:00 – 8:30

ATTENDANCE: Dr. Robert Dean, Judi Doubet, Ken Fansler, Allison Geyer, Lois Morrow, Rita Fisher, Mike Troll, and Michelle Hardman

The Meeting was called to order by Dr. Dean at 7:00 p.m.

**INTRODUCTIONS &
ACKNOWLEDGEMENT
OF VISITORS:**

No visitors were in attendance.

READING OF & CALL FOR APPROVAL OR AMENDMENT OF MINUTES OF PRIOR REGULAR MTG:

The January Meeting minutes were reviewed and approved.

REVIEW OF COMMITTEES:

Legislative Forum: No report at this time. We will continue to monitor legislative issues that might have an impact upon the laboratory schools.

Those Who Excel: Nomination packets for Mike Troll and Lois Morrow are in the final stages of completion.

Fundraising: Benefit Concert – John Larson – a former U-high parent – has offered to arrange a benefit concert in order to raise funds for the laboratory schools. John's son Adam is a very talented musician and is well known in the area. John has experience with arranging benefit concerts for other non-for profit groups in previous locations.

Dr. Dean will explore this idea in more detail and report back to the CAC.

School Safety: Dr. Dean provided the group with an update on the security plans for U-High and Metcalf.

Metcalf and U-High: The replacement of indoor locks has been approved. The locks have been ordered and should be received within 4 to 6 weeks. Installation should begin prior to the end of the current school year.

Metcalf School: Administrators are awaiting bids from outside Architectural Firms on the proposed construction work associated with moves within Metcalf. Updates will be shared as they become available.

U-High: U-High is working with facilities management personnel to develop plans for an External Electronic Locking System. Computer-controlled electronic locks will be added to 5 exterior doors. A card swipe system will be installed to allow access to the building. A camera/intercom system will also be used to provide access to visitors.

The issue is complex due to the general nature of high school schedules and the access needs of a variety of constituents – students, parents, faculty, ISU students & professors,

vendors, etc. All issues will be carefully examined as implementation plans are developed. Once decisions are made, changes will be communicated to all groups. A gradual transition is planned.

Emergency Procedures: Both schools are upgrading their emergency plans. Several administrators attended the Illinois State Police School Safety training seminar in order to build relationships with emergency responders and gain valuable insight into current practices.

REPORT FROM ADMINISTRATIVE REPRESENTATIVE – DR. ROBERT DEAN:

Indoor Environmental Air Quality Survey:

An Indoor Air Quality survey was completed at U-High on February 12, 2007. The intent of the survey was to identify any particulates or conditions that might cause allergic reactions. The indoor air quality was found to be satisfactory, although the humidity level was relatively low. According to IDPH and/or ASHRAE standards the ideal relative humidity for a classroom is between 30-60%. It was measured at 18-27%. Although there are no regulations that dictate relative humidity levels, levels below 20% may contribute to dry mucus membranes and hacking coughs, etc. Dr. Dean will ask facilities management personnel to investigate possible solutions to the low humidity level at U-High.

Parent Laptop

Survey Results: University High School implemented a laptop program in selected classrooms during the 2006-2007 school year. The program makes laptops available as an instructional support tool. In the U-High program, the school owns and maintains the laptops as compared to other laptop programs where students are required to purchase their own computer.

A student survey was taken in the fall to gather early feedback from students. Recently we asked parents to take a similar survey.

Overall, the results from the parent survey are very positive and the program seems to be a success so far. Following are some of the survey results:

1. Total Respondents:
Parent Survey – 82
Student Survey - 370 (53% Female, 47% Male)
2. Self Rating on Computer Skills:
Parent Survey – 90% at competent to expert level
Student Survey - 95% at average to approaching “geek” status
3. Regarding homework, engagement with teachers, engagement with other students and amount of learning: parents observed few differences between laptop and non-laptop classrooms. These are not negative findings since the laptop initiative was designed to support instruction, not become the sole source of instruction. More access to technology will help prepare U-High students for college as technology is playing a more prominent role in higher education.
4. Regarding variety of learning opportunities, levels of student motivation, personalized learning opportunities and availability of up-to-date materials: parents felt very positive about the laptop initiative in these areas.
5. Overall, 78% of parents are satisfied or very satisfied with the laptop initiative

Given the success of the laptop program, it will be expanded to additional rooms next years. With more experience and additional teacher training, we expect the initiative to improve over time.

Ken Fansler, Director of Technology for the College of Education, discussed his visit to Ball State University. Ball State mandated the use of Macintosh computers by all students and faculty. It is a different approach to a laptop program. It is always helpful to discuss and evaluate various laptop models. We continue to feel that the school owned model with an emphasis on the computer as an instructional tool was a positive choice for U-High. This visit also shows that many universities will be expecting students to have a high level of technology skills before starting their collegiate careers. U-High students will be well positioned to meet those expectations.

Foreign Language:

The laboratory schools will be launching a study of the foreign language program over the next year. The review will include, but not be limited to the following questions:

- 1) What foreign languages should be offered?
- 2) At what age should foreign language instruction begin?
- 3) Should only one foreign language be offered at Metcalf?
- 4) Should we offer sign language?
- 5) Should we offer Chinese?
- 6) What does "best practice" suggest?
- 7) What is the impact upon clinical experiences?

Study results will be communicated as we work through the review process.

Middle School Electives:

Middle school electives play an important role in our students' education. Metcalf will be reviewing its elective offerings for the 2007-08 school year. It is a great time to explore the many options available to middle schools while addressing the needs of our students and our ISU clinical students.

Retirements and Resignations:

We would like to congratulate the following faculty members on their successful careers and their upcoming retirements: Rita Fisher, Dr. Tom Romance, Marcy Parsons and Kathy Elder at Metcalf; Bob Morris and Cal Hubbard (part-time for 2007-2008 school year) at U-High.

Steven Yunker, 4th grade teacher at Metcalf, and Keith Skinner, U-High guidance counselor, have resigned their positions to pursue other opportunities.

Job Openings are available on the ISU website and selected ads will run in the newspaper and on TV. Currently, U-High has posted the following vacancies: Two guidance counselor positions, two physical education positions and one mathematics position. (<http://www.cop.ilstu.edu/eo/labVac.taf>)

CAC Vacancies:

There will be one vacancy on the Citizens Advisory Committee. Applications will be included in a future mailing.

Make Up Days:

The February 13 and 14 snow days will be made up at the end of the year. The last student day will be Tuesday, May 29th. These make up days will not impact the graduation dates at either school.

We will make up the December 1st snow day on Monday, April 9th.

Adjournment:

Meeting adjourned at 8:15 p.m. The next meeting is scheduled for May 8.