



U-HIGH

Metcalf

Meeting Minutes

November 14, 2006

University High Library

7:00 – 8:30

ATTENDANCE: Dr. Robert Dean, Eric Ruud, Lois Morrow, Rita Fisher, Cathy Heissler, Marsha Truty, Michelle Hardman, Ken Fansler, Alison Geyer and Mike Troll

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

**INTRODUCTIONS &
ACKNOWLEDGEMENT
OF VISITORS:**

Meeting attendees introduced themselves since several members were unable to attend the September meeting. There were no visitors present at the November meeting.

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

The September Meeting minutes will be approved at the January meeting. The election of officers was postponed due to the low numbers at the September meeting. Therefore, a secretary had not been present in office during the September meeting.

ELECTION OF OFFICERS:

Dr. Dean introduced the need to elect the officers for the positions of chairperson and secretary. Cathy Heissler was elected chairperson and Michelle Hardman was elected secretary.

REVIEW OF COMMITTEES:

Legislation: This meeting was the first since the November 2006 interim elections. The CAC noted the value of maintaining good communication with our legislators and will assess the need for a spring meeting with our local legislators once the legislative agenda becomes clearer.

Those Who Excel: Nomination forms are available in the U-high and Metcalf offices. This year marks the 32nd year of the Those Who Excel Program sponsored by the Illinois State Board of Education. There are six nomination categories:

1. Classroom Teacher
2. School Administrator/Principal
3. Student Support Personnel (certificated)
4. Educational Service Personnel (noncert)
5. School Board Member/Community Volunteer
6. Team

Nominations must be postmarked by May 1, 2007. For more information go to www.isbe.net/those_who_excel.htm.

Fundraising:

The U-high Stroud Auditorium project was discussed. It is moving along. Over 200 seats have been sold, which has raised over \$100,000. The people leading the seat campaign are doing a terrific job and are pleased with their progress. Discussions are underway for the next appeal. There are a total of 750 seats in Stroud.

Project History: The Stroud Project was submitted to the Capital Development Board for the State of Illinois, which oversees the distribution of funds for all major projects at Illinois State University and all other state universities. The renovation of Stroud has been an approved project since 2004, but funds have not been released as of November 2006 (it is not uncommon for there to be a delay between project approval dates and the appropriation of funding dates). Dr. Dean will continue to keep the project in the forefront through contacts with University officials and state legislators. The money raised by University High School will fill the gap (approx. \$300,000) between the total project cost and the approved state funding.

General Discussion on Capital Development Projects vs. Capital Renewal Projects:

Capital Development Projects are the large construction projects such as the proposed remodeling of Turner Hall. Capital Renewal Projects are smaller in scope such as the remodeling of Stroud. The two different categories of projects have separate approval and appropriation timelines, which explains why Stroud is on hold even though larger projects at the University are moving forward.

Dr. Dean briefly discussed the future plans for U-High and Metcalf. Long range plans for the University (20 years) include the relocation of both schools. The tear down and replacement of Metcalf is on the Capital Development list being submitted by the University this year. It is the number four project behind three major projects including the Turner Hall Remodel. It generally takes a few years to move to the top of the list so the Metcalf project, if approved, will likely not occur for several years.

Thoughts about U-high:

A question was raised about adding students to the overall population. The total number of laboratory students was legislated in the 1970's and is unlikely to be changed.

U-High (the building) is outdated compared to other newer high schools in the area (Normal, Central Catholic High School). The board discussed the fact that students and parents do not generally choose U-high because of the facility; rather they choose U-high because of its strong academic standards, its size, and its reputation for excellence.

Interior upgrades have been made to enhance the facility (e.g., new science room, library renovation, smart classroom, computer labs). School leaders plan to continue these efforts. The technology available at University High compares favorably with any high school.

Long Range Plan for Illinois State University:

ISU is currently revising its 20-year long range plan. The relocation of Metcalf and/or U-High are included in the plan. Alternative locations are under consideration. Ken Fansler, a CAC member, serves on the long range planning committee.

The board agreed it would be valuable to invite a member (possibly the chair, Dick Runner) of the long range planning committee to a future CAC meeting.

The CAC will continue to follow the progress of the long range planning.

School Safety:

Dr. Dean introduced a Report entitled, "Fall 2006 School Shootings Position Statement" from the National Consortium of School Violence Prevention Researchers and Practitioners which can be found at www.ncsvprp.org.

The overall message from this report is:

Balance – Communication – Connectedness – Support

This message is important to keep in mind as we work together as a lab school community to ensure that our educational facilities provide a safe environment for our staff, students and visitors.

The lab schools present some mission-related challenges when it comes to improving security. The schools are very active environments as University students and faculty must have access in addition to our own students, parents, faculty and staff. Metcalf is particularly complicated because classrooms and other student services are spread out in three connected buildings – Metcalf, Fairchild Hall, and Rachel Cooper – with many entrances. Clearly, the facilities were not designed to meet the security issues currently facing schools.

Lab School personnel have been working with members of the Illinois State police department, the facilities department, parents, and other University departments in order to address the immediate and long range security needs for the Lab school facilities. At this time the planning teams have determined the followings step shall be taken within a reasonable time frame:

1. All classroom door locks will be upgraded (Metcalf and U-High) in order to enable safe lockdowns. There are approximately 200 doors that need new locks. The new locks/handles will meet the current ADA standards and therefore will have lever release handles.

Dr. Dean has approved funding for the lock upgrades. The project is currently being readied to go out for bids.

2. The ISU police will provide the laboratory schools with 12 handheld radios for emergency use. The radios will be distributed as follows: 5 to U-high, 5 to Metcalf and 2 for the superintendent's office. The radios will be on the same frequency as ISU Health and Human Services, and thus, can be monitored by the ISU police department.
3. Electronic door locks will be added to key entrances in each building.
4. New walls will be added to key locations between Metcalf and Fairchild. The goal is to provide a degree of separation between the two buildings.
5. Reasonable steps will be taken to consolidate the Metcalf students. This includes moving students from the third floor of Fairchild. The exact timing and locations have not been determined – planning is currently underway for this relocation.

Good security ultimately relies on good communication. The schools are fortunate to have strong relationships across multiple constituencies.

The status of these security improvements will be communicated to the Laboratory School community in future updates.

REPORT FROM ADMINISTRATIVE REPRESENTATIVE:

State Test Results: The official State Test Results have not yet been released. The release has been delayed due to issues with the testing company. Many schools did not receive all necessary testing materials in a timely manner, some testing materials were misplaced, and scoring deadlines were missed. The final testing results must be accurate as these test scores have serious consequences for schools due to No Child Left Behind requirements.

However, preliminary testing results have been made available online and Dr. Dean has compiled his own summary for grades 3, 5, 8, and 11. Students tested very well; more complete results will be shared by building administrators.

It is always hard to compare the Lab schools to other schools due to the fact that the Lab schools are not included in State comparisons.

Student Laptop Survey Results:

In the spring of 2006 teachers and administrators at U-High decided to pilot a laptop program in four classrooms. One classroom was selected from each of the four core areas – English, mathematics, science, and social science. For several reasons, the decision was made to permanently house the laptops within the school rather than implementing a true one-to-one program in which the laptops are assigned to the students 24/7. Under this model, the school owns, maintains, and assumes responsibility for securing the 25 laptops that have been placed in each of the classrooms. Wireless projectors were also added to each of the classrooms to enable any student or teacher to display his or her work at any time.

A student survey was recently taken to evaluate the program in its early stages. Overall, the results are very positive and the program seems to be a success so far. Eighty-two percent of the students reported that they are satisfied or very satisfied with their laptop classes.

Data will continue to be collected as the year progresses.

**U-High Library
Renovation:**

U-High recently completed a library upgrade project that has been well received by faculty, students and parents. It includes new paint, furniture, designated study spaces, and a conference room. The space provides an open atmosphere while addressing the needs for private study areas.

150th Celebration:

Illinois State University will be celebrating its 150th Anniversary throughout 2007. The Anniversary is officially celebrated in February. It is also the College of Education's 40th Anniversary of acting as its own entity.

Thomas Metcalf School and University High School share in the celebration of ISU's 150th Anniversary. The Lab schools are developing plans for our own celebrations within the overall ISU celebration.

The ISU Website (www.ilstu.edu/home/anniversary/#iguide) outlines the extensive celebration plan for the college.

Meeting Dates:

The Next scheduled meeting is January 16, 2007.

Adjournment:

The Meeting was adjourned at 8:30.