

**MEETING AGENDA**  
**Campus Improvement Team Meeting**  
**Wednesday, October 28, 2020 (4:00 – 4:45 PM)**  
**Zoom Videoconferencing**

**TOPIC:**

- CIT District Training of The Role of CIT Members
- Data checkpoints for CIT and TIP
- Needs Assessment: Title 1 Budget and Request for Budget Amendments
- Other

Attendees: CIT Members and guests  
 Facilitator: Jessica Tejada and Gabby Cruz

**MEETING OBJECTIVES:**

- We will review the district provided slide deck as our CIT October 2020 Training on roles and responsibilities.
- We will review the data points to be used for the November checkpoints for CIT and TIP based on our Needs Assessments.
- Review and Request budget amendment to move funds from 211.13.6411 (Travel – employees) to 6499 to pay for Literacy trainings held virtually.

**TO PREPARE FOR THIS MEETING, PLEASE:**

- Meet via zoom videoconferencing.

TIME	MINUTES	ACTIVITY								
		Welcome								
		CIT Training <a href="https://drive.google.com/file/d/1XLGE0D56ZHNEECLTTH3CZ0DRVGD8Z6L/view?usp=sharing">HTTPS://DRIVE.GOOGLE.COM/FILE/D/1XLGE0D56ZHNEECLTTH3CZ0DRVGD8Z6L/VIEW?USP=SHARING</a>								
		Data Review								
		Request Amendments from the 2020-2021 budget. <ul style="list-style-type: none"> <li>• Funds to be moved, if approved, from travel to professional development to pay for literacy trainings held virtually, other professional development at Region 4.</li> <li>• \$2,000 from 211.13.6411 to 211.13.6499</li> <li>• \$2,000 from 211.11.6398 tech to 211.13.6499</li> <li>• \$1,200 from 211.11.6494 student transport to 211.13.6499</li> <li>• \$1,000 from 211.11.6399 supplies to 211.13.6239 Region 4</li>   <li>• \$3,000 from 211.23.6411 school leadership travel to 211.23.6499 PD</li> <li>• \$2,000 from 211.23.6411 school lead. Travel to 211.23.6239 Region 4</li> <li>• Budget code (revision of budget code)</li> <li>• From 211.13.6299 to 211.13.6499</li> </ul>								
		Other Items								
		Monthly CIT Meeting Dates: <table border="1" style="margin-left: 20px;"> <tr> <td style="background-color: #cccccc;">Monday, Sept. 28, 2020 at 3:00 PM</td> <td>February 22, 2020 at 3:00 PM (enter March checkpoint)</td> </tr> <tr> <td style="background-color: #cccccc;">October 28, 2020 at 4:00 PM (enter Nov. checkpoints)</td> <td>March 29, 2020 at 3:00 PM</td> </tr> <tr> <td style="background-color: #cccccc;">December 7, 2020 at 3:00 PM (enter Jan. checkpoints)</td> <td>April 26, 2020 at 3:00 PM</td> </tr> <tr> <td></td> <td>May 17, 2020 at 3:00 PM</td> </tr> </table>	Monday, Sept. 28, 2020 at 3:00 PM	February 22, 2020 at 3:00 PM (enter March checkpoint)	October 28, 2020 at 4:00 PM (enter Nov. checkpoints)	March 29, 2020 at 3:00 PM	December 7, 2020 at 3:00 PM (enter Jan. checkpoints)	April 26, 2020 at 3:00 PM		May 17, 2020 at 3:00 PM
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**CIT Meeting Minutes  
October 28, 2020**

The Campus Improvement Team met virtually on Monday, September 28, 2020. Members present through zoom: Jessica Tejada, Gabby Cruz, Gigi Rendon, Laura Smith, Sandra Solis, Aurora Benite, Nathalie Kuzmanovic, and Stephanie Lizama. Members not present received information through email: Clay Newby, Alana Morris and Claudia Perez. Alicia Solano, administrative assistant was also present.

We reviewed the October agenda. We began with the district presentation on the roles and responsibilities of the CIT. The slide deck was previously emailed to the members along with the draft agenda. We reviewed the current data collected including running record, MAP, CBA and we were in the process of taking math PSA for grades 2-5. Currently we are at 75% below reading level based on the beginning of year running record data in first grade. All other grade levels show about 55% below grade level in reading. Our common assessment data shows for grade 3 was at 70% below grade level and the second assessment shows us at 38% below grade level. In grade 4 the first CBA we were at 28% below grade level and the second assessment we were at 40% below grade level. In 5<sup>th</sup> grade 32% below grade level in math and the 2<sup>nd</sup> assessment we were at 16% below grade level. We will use these data points for the November checkpoint for Campus Improvement Plan (CIP) and the Targeted Improvement Plan (TIP). Our teachers are already seeing student growth and are excited about how the students are starting to regain lost reading levels. Our teachers are creating more small group plans based on the data collected. They are charting the data and using it to reshuffle the data cards.

The agenda has a few new budget amendments as we needed to readjust spending areas due to no travel and the need for virtual professional development for teacher and administrators. We discussed what we had spent our beginning of year budget on such as: learning bag instructional resources, document cameras, white boards, tabletop easels, books for the classroom and other general supplies requested by teachers. The committee members approved the budget amendments listed on the agenda.

Questions were asked about MAP, reading levels and ideas to support parents with it. We took notes of it and will discuss ways to create a zoom parent meeting to address the reading levels. Nathalie shared that last year we had a session for parents about this. We will create an opportunity for parents and send home information. Stephanie shared that on the report card it has a number and not a letter. Laura shared that some of the other schools wrote information in the comments to show the letter of the reading level. We thank everyone for sharing and will add to our communication to parents, information about the reading levels and next time in the report card, we will add that information.

The other dates are November 16, December 7, February 22, March 29, April 26 and May 17.

The Campus Improvement Plan Objectives will be reviewed more in depth during the spring semester as the CIT will provide feedback and input to develop the 2021-22 plan. The members that were unable to be present received the information via email.

The meeting was adjourned at 4:49. The next CIT meeting will be on Monday, November 16, 2020 at 3:00 PM via zoom link.

CIT October 28 2020 Sign In

16:00:48 From Gabby Cruz : Gabby Cruz  
16:01:03 From Sandra Solis : Sandra Solis  
16:01:06 From Elodia Rendon : Elodia Rendon  
16:02:17 From Nathalie Kuzmanovic : Nathalie Kuzmanovic  
16:03:52 From Laura Smith : Laura Smith  
16:04:02 From Stephanie Lizama : Stephanie Lizama  
16:16:13 From Aurora's iPhone : hello  
16:43:22 From Jessica Tejada : Budget amendment: Yes/No  
16:49:47 From Nathalie Kuzmanovic : yes  
16:49:47 From Laura Smith : Approved - yes  
16:49:48 From Elodia Rendon : Approve  
16:49:50 From Gabby Cruz : yes  
16:49:52 From Stephanie Lizama : approve  
16:49:52 From Sandra Solis : Yes