

**MEETING AGENDA**  
**Campus Improvement Team Meeting**  
**Wednesday, September 22, 2021 (3:00 – 4:00 PM)**  
**Zoom Videoconferencing**

<b>TOPIC:</b> <ul style="list-style-type: none"> <li>● Review The Role of CIT Members and Introductions</li> <li>● 2021-22 Campus Improvement Plan Goals and Strategies to support ESSER funds</li> <li>● ESSER Funds Plan and budget</li> <li>● Needs Assessment: Title 1 Budget</li> <li>● Overview of data as of September 17, 2021</li> <li>● Other</li> </ul>	Attendees: CIT Members and guests Facilitator: Jessica Tejada and Gabby Cruz
--	---

<b>MEETING OBJECTIVES:</b> <ul style="list-style-type: none"> <li>● We will continue with introducing each CIT member and review the roles of the CIT.</li> <li>● Review the CIT dates for this year.</li> <li>● We will review the CIP and TIP goals and strategies.</li> <li>● We will discuss the ESSER Funds plan and budget.</li> <li>● We will review the strategies for goals based on our Needs Assessments.</li> <li>● Review the Title 1 budget allocations and request amendments as necessary.</li> </ul>
---

<b>TO PREPARE FOR THIS MEETING, PLEASE:</b> <ul style="list-style-type: none"> <li>● Meet via zoom videoconferencing.</li> </ul>
--

TIME	MINUTES	ACTIVITY
3:00	10	CIT Introductions and Role of the CIT
3:10	5	CIP and TIP 2021-22 Goals and Strategies
3:15	10	Needs Assessment (based on previous data) and used to create ESSER Fund Plan Current Data
3:20	10	2021-2022 Budget Review ESSER Funds 2021 (to be spent by end of 2023) Request to transfer funds from 6499 to 6299 (correct code for registration fee for trainings)
3:50		Other Items: Open House went well! October Family night will be on October 6 at 4:30 - 6:00 PM.

<b>Monthly CIT Meeting Dates:</b>	
Thursday, August 26, 2021	Wednesday, January 26, 2022
Wednesday, September 22, 2021	Wednesday, February 23, 2022 (enter March checkpoint)
Wednesday, October 27, 2021 (enter Nov. checkpoints)	Wednesday, March 30, 2022
Wednesday, December 8, 2021 (enter Jan. checkpoints)	Wednesday, May 25, 2022 (2022-23 Needs Assessment)



## Spring Branch Independent School District

### Edgewood Elementary School

8757 Kemplwood Drive

Houston, TX 77080

Phone: 713-251-5600 • Fax: 713-251-5615

Jessica Tejada, Principal

Gabby Cruz, Assistant Principal

### CIT Meeting Minutes September 22, 2021

The Campus Improvement Team met virtually on Wednesday, September 22, 2021. Members present through zoom Jessica Tejada, Gabby Cruz, Gabriela Iglesias, Jenna Garcia, Yadira Roel, Maria Ochoa, Ana Serrano, Grizelda Salgado, Stephanie Lizama and Fernando Negreros.

All members introduced themselves. We discussed the ESSER Funds plan and budget. We will support additional substitute for extended planning and professional development; expand our tutorial program; and increase instructional capacity for teachers through participation in professional development. We received \$62,200 to be used for these next 2 years. I reviewed the activities and plan for funding. I asked for feedback and comments. None were given. I asked for questions from the members. None were asked. We then requested for a budget amendment to allocate funds to the right funding code from 6499 to 6299. That is the code for registration of professional development. The funds are the same, just the budget coding change. We asked to add money to Region 4 Professional Development and allocate funds to pay for transportation for student field trips. The committee agreed with the budget amendments.

We discussed current running record data and compared it to the beginning of last year. We are seeing gains in students reading at grade level. We saw reductions in the below grade level reading, denoted by the color red in the pie charts. For example: first grade went from 76% below grade level to 46% this year. Second grade went from 50% below grade level to 42%. Third grade went from 56% below grade level to 47%. Fourth grade went from 58% to 23%. Fifth grade went from 52% below grade level to 34%. This is very promising for this year's year end goals. We did not meet our STAAR goals but will be significantly closer with students able to read on grade level at higher rates.

We thank our central office for the support we are given this year. We have a Literacy Instructional Specialist, Math Instructional Specialist and Science Instructional Specialist for 2 days a week. They collaborate with our intervention specialist to plan with teachers and support coaching cycles. We also received a CAIS staff member. She will support all testing for the campus in addition to coordinate 504 meetings and SSC meetings.

We set the next date as Wednesday, October 27 3:00 PM via zoom. The other dates are December 8, January 26, February 23, March 30, and May 25. We will review the November Campus Improvement Plan checkpoints during the October 27 CIT meeting. I will share data and progress towards goals.

The members present had no other questions. The members that were unable to be present received the information via email.

The meeting was adjourned at 3:35. The next CIT meeting will be on Wednesday, October 27, 2021 at 3:00 PM via zoom link.

15:16:37 From Jessica Tejada to Everyone:  
Do you approve the budget amendment?

15:16:44 From Gabby Cruz to Everyone:  
Yes

15:16:46 From Stephanie Lizama to Everyone:  
Yes.

15:16:46 From Elodia Rendon to Everyone:  
Yes

15:16:46 From Jenna Garcia to Everyone:  
Yes

15:16:47 From Ana Serrano to Everyone:  
yes

15:16:47 From MARIA OCHOA-CHALICO to Everyone:  
Yes

15:16:48 From Yadira Roel to Everyone:  
Yes

15:16:48 From Alana Morris to Everyone:  
Yes

15:16:49 From Gabriela Iglesias to Everyone:  
Yes

15:17:00 From Fernando Negreros to Everyone:  
Yes

15:24:16 From Jenna Garcia to Everyone:  
So awesome!!

15:34:34 From Alana Morris to Everyone:  
Thanks, Jessica!