Pin Oak Middle School
CNA Revision Meeting
6/3/2026
11 AM
POMS Large Conference Room

MINUTES

Roll Call
The meeting was called to order at 11:00 AM. Committee members were present to review and discuss the Campus Needs Assessment (CNA) for the upcoming school year. The purpose of the meeting was to analyze the current CNA, determine whether revisions were necessary, and ensure compliance with district and federal requirements prior to submission.

What is the Campus Needs Assessment and Action Plan?
Ms. Lebiga opened the discussion by reviewing the purpose of the Campus Needs Assessment. She explained that the CNA serves as the foundational process for identifying campus strengths, areas of need, and priorities through the analysis of multiple data sources. The committee was reminded that the CNA drives planning efforts and ensures alignment with student performance goals, campus initiatives, and compliance requirements. Members discussed how the CNA informs the development of the Campus Action Plan and serves as the first section of the annual planning process.

Administration reviewed the data sources used in developing the CNA, including demographics, student achievement, school culture and climate, staff quality and retention, curriculum and instruction, family and community involvement, school context and organization, and technology. Members acknowledged that these areas provide a comprehensive picture of campus performance and needs. The committee also reviewed previous Campus Improvement Plans and Campus Action Plans to understand how identified needs have shaped campus goals over time.

Analyze Campus Needs Assessment
The committee engaged in a review of the preliminary 2026–2027 Campus Needs Assessment and Campus Action Plan. Administration shared that both documents are currently in development and remain works in progress. Members were informed that final demographic data for incoming sixth-grade students and official STAAR assessment results have not yet been received. As a result, some data points and identified priorities may require additional analysis and refinement once all information becomes available.

Revisions if Needed
The committee reviewed the draft Campus Needs Assessment and discussed potential revisions. Administration noted that because incoming sixth-grade demographic information and STAAR performance data are still pending, the Campus Needs Assessment and Campus Action Plan will continue to be refined throughout the summer as additional information becomes available. Members agreed that no immediate revisions were necessary at this time and supported moving forward with the

current draft. The committee acknowledged that final adjustments may be made once all required data sources have been received and analyzed to ensure the documents accurately reflect the needs of the campus for the 2026–2027 school year.

Adjournment
With no further business to discuss, the committee thanked members for their participation and commitment to the campus improvement process. The meeting was adjourned at approximately 11:10 AM.