



Walter Scarborough Elementary

3030 Trenton St. Houston, Texas 77093 (713) 696-2710

Principal: Miriam Medina **Assistant Principal:** Juan Ramirez

Assistant Principal: Jeremy Gates **Teacher Specialist:** Ana Vazquez

Teacher Specialist: Adriana Villareal

Whatever It Takes... Together We Can... No Excuses

Title: Minutes – Action Plan Formative Review Meeting

Date: August 27, 2026

Time: 3:00 p.m.

Location: WetLab (B204)

Presenter: Miriam Medina

Meeting #1

The Scarborough Elementary leadership team and committee members convened to conduct a formative review of the 2026–2027 Campus Action Plan. The purpose of the meeting was to review implementation of the campus Key Actions, discuss the systems being used to monitor progress, and ensure that the identified strategies remain aligned with the campus Indicators of Success. The committee revisited the Campus Needs Assessment, which identified priorities in Reading and Math achievement, Emergent Bilingual student growth, and the quality of instruction. The needs assessment specifically identified opportunities for continued teacher development within Engage and Deliver, including monitoring and adjusting instruction and stamping the learning.

The committee reviewed **Key Action 1: Improve Highest Quality Instruction** and discussed the campus systems established to strengthen instructional delivery. The Action Plan establishes a goal of having 65% of teachers achieve an average Spot Observation score of 14.5 or higher by December 2026 and 70% by June 2027. Campus leaders will continue conducting Spot Observations, providing on-the-spot coaching and written feedback, and supporting teachers through professional development and PLCs. Continued emphasis will be placed on effective lesson objectives and demonstrations of learning, Multiple Response Strategies (MRS), effective first teach, differentiation, monitoring and adjusting, and opportunities for teachers to observe proficient and exemplary instructional practices.

The committee reviewed **Key Action 2: Improve Quality HQI in Special Education Instruction and Service Delivery**. The Action Plan establishes the expectation that the campus will earn an “A” on the Fall 2026 Special Education folder audit and maintain an “A”



Walter Scarborough Elementary

3030 Trenton St. Houston, Texas 77093 (713) 696-2710

Principal: Miriam Medina **Assistant Principal:** Juan Ramirez

Assistant Principal: Jeremy Gates **Teacher Specialist:** Ana Vazquez

Teacher Specialist: Adriana Villareal

Whatever It Takes... Together We Can... No Excuses

in the spring, while maintaining SPED compliance at 90% or higher by June 2027. The team discussed the importance of continued monitoring of ARDs, progress monitoring, documentation and implementation of accommodations, IEP goals and objectives, and Student Documentation Binders. Campus leaders and the SPED Chair will continue reviewing compliance and documentation to ensure that students receive required services and accommodations consistently and with fidelity.

The committee also reviewed **Key Action 3: Improve Language Arts and Math Proficiency in Grades K–5**. The Action Plan establishes student growth expectations using NWEA MAP Reading and Math, DIBELS/Lectura, and Zearn. By June 2027, the campus goal is for 70% of students in grades 2–5 to meet their projected NWEA MAP Reading growth targets, 70% of students in grades K–5 to meet their projected Math growth targets, 60% of K–1 students to demonstrate expected annual DIBELS/Lectura growth, and 75% of students in grades 1–5 to complete at least three Zearn lessons per week. The committee discussed the continued implementation of daily Short Constructed Responses, monthly Extended Constructed Responses, response cards, writing exemplars, and the use of the TEA rubric. PLCs and formative student data will continue to be used to identify instructional needs, determine interventions, and monitor student progress toward campus goals.

The committee reviewed **Key Action 4: Improve English Proficiency for Emergent Bilingual Students**. The team discussed the importance of providing Emergent Bilingual students with consistent opportunities to strengthen reading, writing, listening, and speaking skills. The Action Plan identifies NWEA MAP Reading, TELPAS, Amira, and Summit K–12 as measures and resources for monitoring and supporting student language development. Campus leaders will continue coaching teachers on the effective implementation of MRS and providing professional development related to TELPAS, writing across the curriculum, SCRs, ECRs, and Summit K–12. Teachers will continue implementing the identified instructional strategies and monitoring student progress throughout the school year.

Following the review of the four Key Actions, the committee agreed to continue monitoring implementation and formative evidence to determine whether the strategies identified in the Campus Action Plan are producing the intended impact on instruction and student achievement. The team emphasized the importance of consistent implementation,



Walter Scarborough Elementary

3030 Trenton St. Houston, Texas 77093 (713) 696-2710

Principal: Miriam Medina **Assistant Principal:** Juan Ramirez

Assistant Principal: Jeremy Gates **Teacher Specialist:** Ana Vazquez

Teacher Specialist: Adriana Villareal

Whatever It Takes... Together We Can... No Excuses

progress monitoring, data-driven PLCs, instructional coaching, and timely intervention when evidence indicates that students or teachers require additional support. Campus leadership will use Spot Observations, student achievement data, program usage reports, SPED compliance documentation, student work samples, PLCs, and other identified monitoring systems to evaluate ongoing progress.

The meeting concluded with the committee reaffirming its commitment to implementing the 2026–2027 Campus Action Plan with fidelity and using formative evidence to make timely instructional and programmatic adjustments. The campus will continue to prioritize Highest Quality Instruction, Special Education instruction and compliance, Reading and Math achievement, and English-language proficiency for Emergent Bilingual students as the four primary areas of focus for continuous campus improvement.