

Fonville Middle School

CNA/CIP Meeting Minutes

Date: Thursday, September 3, 2026

Time: 4:45–5:45 p.m.

Location: Room 119

Meeting Facilitator: Principal Hernandez

Principal Hernandez opened the CNA/CIP meeting at 4:45 p.m. by welcoming staff, parents, PTO members, and other stakeholders. She explained the purpose of the meeting and emphasized the importance of stakeholder participation in the campus improvement process. Principal Hernandez provided an overview of the Campus Needs Assessment and Campus Improvement Plan and discussed the campus priorities and areas of focus.

Principal Hernandez reviewed Key Action 1, which focuses on strengthening the campus culture by prioritizing high-quality instruction, a high-performance culture, and improved student outcomes. She discussed the importance of maintaining high expectations for instruction and student achievement. The discussion included instructional walkthroughs and coaching, collaborative planning, professional development, student goal setting, and recognizing student and staff accomplishments.

Principal Hernandez then discussed Key Action 2, which focuses on ensuring that the second teach of the lesson, or LSAE, is targeted, rigorous, and student-centered. The campus plan emphasizes deeply internalizing lesson objectives, anticipating student misconceptions, refining instructional materials, and improving instructional strategies based on coaching. The group discussed the importance of using second-teach and reteach opportunities to provide additional support to students and adjusting instruction based on student needs and progress.

Ms. Fletcher presented Key Action 3, which focuses on student data notebooks and increasing student ownership of learning through the use of Zearn. The plan calls for students to track their Zearn lessons in their data notebooks and participate in conferences about their progress, successes, and next steps. Ms. Fletcher discussed the importance of students understanding their academic data, monitoring their own progress, setting goals, and taking greater ownership of their learning.

PTO parents then discussed parent and family engagement activities for September. PTO members discussed selling Fonville T-shirts during the September 16, 2026 Open House as an opportunity to promote school spirit and support PTO activities. The parents also discussed plans to schedule a student dance toward the end of September. The group discussed these activities as opportunities to increase student and family participation in the school community.

Ms. Martinez led the discussion on campus accomplishments and areas for continued improvement. She discussed the importance of recognizing the progress the campus has made while continuing to identify areas where additional attention and support may be needed. The

discussion included continuing to strengthen student achievement, instructional practices, student engagement, campus culture, and opportunities for parents and families to be involved in the school community.

To conclude the meeting, Principal Hernandez invited staff, parents, PTO members, and other stakeholders to provide additional feedback and recommendations. Stakeholders were given an opportunity to share ideas and suggestions for continued campus improvement. Principal Hernandez summarized the discussion and thanked everyone for their participation and continued support of Fonville Middle School. The meeting adjourned at 5:45 p.m..