# Comprehensive Needs Assessment (CNA) Meeting

## AGENDA

Location: Ninfa Laurenzo ECC - Library Date: 6/3/2026

Time: 1:00 pm

**AUDIENCE**

Teachers
Paraprofessional
Adminstrators
Parents
Community Members
District Leaders

**Topic(s)**

- Comprehensive Needs Assessment
- Enrollment-Promotions
- Attendance-Incentives
- Staffing needs
- Parent Volunteer - Summer
- Review and Finalize CIP/CAP
- Questions

HISD | External Funding Titles I, II & IV
FUNDAMENTALLY FOCUSED. SUPPORT DRIVEN.

# Comprehensive Needs Assessment (CNA) Meeting

## MINUTES FORM

**CAMPUS NAME:** Ninfa Laurenoz ECC

**MEETING LOCATION:** Library

**DATE AND TIME:** 6-3-26 @ 1:00 pm

**PERSON RECORDING MINUTES:** Angelina Avila

**Minutes:**

The SDMC met to conduct the annual Comprehensive Needs Assessment (CNA) and review campus performance data to guide the development of the 2026–2027 Campus Improvement Plan (CIP) and Campus Action Plan (CAP). Principal Sarah Tovar facilitated the meeting and explained the purpose of the CNA process, emphasizing the importance of stakeholder input in identifying campus strengths, areas of need, and priorities for the upcoming school year.

Ms. Tovar and Mr. Martinez reviewed enrollment trends, student promotions, attendance data, and attendance incentive programs. Attendees discussed strategies to maintain strong student attendance and promote positive school engagement. Ms. Avila also provided staffing updates and reviewed the need for continued support of Special Education services and instructional programs. Summer parent volunteer opportunities were shared, and attendees discussed ways to strengthen family and community involvement.

Mr. Martinez presented student achievement data and celebrated campus successes. He reported that 98.5% of PK4 students and 98% of PK3 students met benchmark expectations in phonological awareness, while mathematics results showed that 98% of PK4 students and 99% of PK3 students scored within the On Track range. Additionally, Emergent Bilingual students demonstrated strong achievement, with 98.5% meeting benchmark expectations in phonological awareness. Ms. Tovar noted that these results reflect the effectiveness of current instructional practices and interventions.

Attendees reviewed proposed updates to the 2026–2027 Action Plan. Discussion focused on improving staff capacity through professional development, coaching cycles, Professional Learning Communities (PLCs), lesson rehearsals, and alignment with the new SPOT observation system. It was also discussed strengthening support systems for Special Education students through targeted instructional practices and progress monitoring.

Ms. Tovar reviewed literacy goals and recommended adding the Campus Storytelling Rubric as a key measure of oral language and literacy development. Teachers (Ms. Maldonado and Ms. Reyna) agreed to remove the “Words in a Sentence” indicator as a primary literacy measure and continue emphasizing

phonological awareness, storytelling, language development, and Science of Reading practices. Ongoing priorities in mathematics instruction and Emergent Bilingual language acquisition, including Dual Language and GLAD strategies, were reaffirmed as essential components of the campus improvement plan.

During the final review of the Campus Improvement Plan and Campus Action Plan, attendees were invited to provide recommendations regarding campus priorities and resources needed for continued success. Attendees expressed support for maintaining strong instructional programs, expanding student supports, increasing family engagement opportunities, and continuing professional development for staff. The meeting concluded after questions, discussion, and final review of the proposed plans.

**PARENT SUGGESTIONS/RESPONSES:**

Ms. Hernandez commended the campus for its strong academic achievement and dedication to fostering student success. She encouraged the continuation of literacy, mathematics, and language development programs that have contributed to positive student outcomes. Parents also shared their interest in expanded opportunities to volunteer and become involved in school activities, particularly during the summer. Additionally, they highlighted the importance of ongoing communication regarding student progress, attendance expectations, and upcoming school events and initiatives. Ms. Tovar thanked parents for their feedback and affirmed the campus's commitment to strengthening family engagement, increasing volunteer opportunities, and supporting programs that enhance student achievement and overall school success.

**NAME OF INTERPRETER (IF PRESENT):**

**SIGNATURE OF PRESENTER:** Sarah Tovar

**DATE:** 6/3/2026