HISD | Finance & Operations

L. L. Pugh Elementary

CIP/CNA/SDMC MEETING

MINUTES FORM

Location: Conference/PLC Room 18 **Date:** 10/15/2026

Time: 4:30pm - 5:30pm

Person Recording Minutes: Ngozika Ughanze

AUDIENCE

DeAndra Waters(Principal), Xenia Kaniorous(Assistant Principal), Ngozika Ughanze (Counselor), Christopher Maloney(Teacher), Stefany Zamora(Teacher), Amanda Hernandez(Parent), Angela Mercado(Parent), Kristina Ramirez(Parent),Jasmeen Belmares(Paraprofesional), Paola Martinez(Paraprofessional), Carmen Fonsesca (Community Member), Rene Porras(Community Member), Elias Meraz (Business Representative, Alejandro Lopez(District Level Administrator) Inge Garibaldi(District Level Admnistrator)

Minutes

Principal Waters opened the meeting at 4:30pm and warmly welcomed all attendees, expressing appreciation for everyone's involvement. She explained that the Campus Action Plan is revisited regularly to keep the goals fresh in everyone's mind and to monitor progress throughout the year. She noted that, as of now, the campus goals are holding steady, and teachers are working hard every day to improve student outcomes. She then recapped the six indicators that guide the school's work for the 2026–2027 school year. These include increasing Mathematics growth for Kindergarten through 5th-grade students, strengthening teacher instructional practices measured through the SPOT Observation Tool, supporting Emergent Bilingual students by ensuring they complete their weekly Summit K12 lessons and make progress on NWEA MAP Reading, monitoring Special Education students to ensure they are meeting their IEP goals, and improving the school's Average Daily Attendance from 94.4% to 95.5% by January and to 96.5% by May 2027.

She then moved to the agenda topic on Assessment, reviewing Beginning-of-Year assessments such as NWEA/MAP, DIBELS, and CIRCLE, and explaining how these assessments help teachers understand students' starting points and instructional needs. Under the Testing agenda item, she provided updates on ongoing Gifted and Talented testing, Dyslexia screening, and regular progress monitoring. When discussing Demographics, she talked about attendance incentives for Cycle 1 and encouraged families to help students maintain strong daily attendance. The Cycle 1 Perfect Attendance recognition will be celebrated on Friday with Honor Roll celebration.

Next, she addressed Student Achievement, sharing details about the upcoming celebration recognizing students who met Honor Roll goals, scheduled for Friday, October 16. She emphasized how proud the campus is of students' efforts and encouraged families to continue supporting learning at home. Under the Curriculum agenda item, she highlighted the importance of digital learning tools such as Zearn and Amira, noting that many

students are actively using these programs and that they are available both at school and at home.

Finally, she reviewed the Parent and Family Engagement agenda items, sharing information about upcoming events including Literacy Night, the Fall Festival Trick-or-Treat event, and Family Lotería Night. She explained that PTO members and parent volunteers will help support these activities to ensure they run smoothly and provide meaningful opportunities for families to connect with the school.

Parent Questions and Suggestions

Ms. Ramirez asked for clarification on tiered instruction, and Principal Waters explained that Tier 1 represents core instruction for all students, Tier 2 provides targeted small-group support for students needing additional help, and Tier 3 offers intensive, individualized intervention for students requiring significant support. Mr. Fonseca asked about logistics for Literacy Night and the Fall Festival, and Principal Waters clarified that the events will take place in the parking lot, which can accommodate 10 to 12 cars along the sides. Mr. Fonsesca will also speak with the company across the street to allow faculty parking from 4:30pm to 6:00pm, if needed. Ms. Ramirez asked whether parents may volunteer for Honor Roll and Perfect Attendance celebrations, and Principal Waters confirmed they may, reminding all volunteers to complete their annual training. Parents suggested hosting garage sales to raise funds for PTO, and Principal Waters noted that planning for this will occur later.

Principal Waters thanked all attendees for their participation, and the meeting adjourned at 5:30pm.

Name of Interpreter (If Present): N/A

Signature of the Presenter: DeAndra Waters

Date: October 15, 2026