

SISD COMPREHENSIVE NEEDS ASSESSMENT PROCESS

This process is the prework to the development of the district/campus improvement plans and decisions regarding the justification for use Title I and other funds. The data helps schools monitor and assess the impact of programs, instruction, and other resources related to student achievement by developing a school profile. When conducted thoroughly, the CNA tool provides schools with identified strengths and weaknesses and specifies priorities for addressing student achievement and meeting challenging academic and performance standards

COMPREHENSIVE NEEDS ASSESSMENT Process:

Step 1: Review the purpose and outcomes for conducting the CNA.	Step 2: Establish committees for each area of the CNA. (Areas: Demographic, student achievement, etc.)	Step 3: Determine when and which types of data will be collected and analyzed by the committee to develop the school profile.	Step 4: Determine areas of priority and summarize needs.	Step 5: Connect the CNA to the district/campus improvement plan development and review process.
<p>What do we want to accomplish with this process?</p> <p>How will we ensure that it's a process, not an event?</p> <p>How will we get multiple stakeholders involved in the process?</p> <p>How will we share the purpose and outcomes with those involved?</p> <p>What are the short-and long-term timelines?</p>	<p>Which staff members will make the greatest impact on the committee or team?</p> <p>How will team members be recruited, selected, and potentially replaced?</p> <p>How do we ensure there is diversity on each team to challenge assumptions and stretch the group?</p> <p>How will coordination among committees occur?</p>	<p>What data will we collect?</p> <p>Does the data need to be reorganized in charts, graphs, tables, etc., to facilitate analysis?</p> <p>Do data collection tools need to be developed?</p> <p>How do we ensure that certain types of data are kept confidential and FERPA is not violated?</p> <p>How do we ensure that committees follow the process and refrain from identifying solutions?</p>	<p>What are the strengths and needs of our district/school?</p> <p>What evidence supports the strengths and needs?</p> <p>What are the priorities?</p> <p>What are the strengths and the challenges of the current school program?</p> <p>Does the evidence gathered support staff assumptions about strengths and needs?</p> <p>Are there information gaps? What more do we need to know?</p>	<p>What are the findings in the CNA?</p> <p>How are the findings reflected in summary statements?</p> <p>How are the CNA strengths addressed in the district/campus improvement plans as strategies and activities which will be continued and sustained to build on these strengths?</p> <p>How are the CNA needs addressed in the district/campus improvement plans through strategies and activities designed to improve student outcomes?</p> <p>How do priorities and needs correlate with justifications for NCLB program expenditures?</p>

Comprehensive Needs Assessment Meeting (March-May)

Review the purpose and outcomes for conducting the CNA with the District Site Based Decision Making Committee: (Step 1 of CNA Process)

What do we want to accomplish with this process?
How will we ensure that it's a process, not an event?
How will we get multiple stakeholders involved in the process?
How will we share the purpose and outcomes with those involved?
What are the short-and long-term timelines?

Participants: (Step 2 of CNA Process)

Members of the District Site Based Decision Making Committee

James Rucker	Superintendent	Amanda Redde Parent/Community
Waylon Salinas	Athletic Director	Becky Caffey Parent/Community
Deanna Drummond	Principal	*parents contacted by phone if needed*
Sigrid Huddleston	Special Ed	
DeeAnn Crawford	Food Services	
Jasmine Salinas	Elementary Teacher	
Jayne Strickland	Secondary English	
Karla Strickland	Secondary Math	
Candice Rust	Science	
Michelle Berry	Elementary Teacher	

Timeline: (Step 3 of CNA Process)

March-May—District Site Based Decision Making Committee meets to review the District/Campus Improvement Plan and set forth a plan to survey parents, students, and staff in order to receive feedback of any needs recognized and strengths/weaknesses of the overall current school year. The committee will set priorities based on the survey and collect data available (STAAR results and Accountability data) at that point and time to analyze and determine end of the year revisions (if applicable) to the District/Campus Improvement Plan.

August-October—The District/Campus Improvement Plan is distributed to the District Site Based Making Committee for review and revisions. The committee discusses the school year and finalizes any changes made to the District/Campus Improvement Plan before board approval in November.

January-February—The District Site Based Decision Making Committee meets to review the first half of the school year and determine changes or additions made to the survey that will be distributed later in the school year (March-May)

May 24, 2021 AGENDA

*In reference to the **Comprehensive Needs Assessment Process**, (see previous pages of this document or go to [SISD District/Campus Improvement Planning](#)), the following agenda and minutes reflect the outcome when identifying needs, strengths, and weaknesses as part of the ongoing CNA process.

Priorities: (Step 4 of CNA Process)

- Reflect on data from on-demand STAAR results and the availability of additional results
Outcome
Results reflect strong scores for EOC and 5/8 Reading; weak areas in 3rd and 4th M/R; 4th W; and 5th Science (less than 60% approach grade level)

- Determine end of year strengths and the challenges from current school year
Outcome
Mitigation practices were consistent and effective, therefore attendance remained over 90% until the end of the year.
- Discuss needed parental involvement and feedback as part of the comprehensive assessment process and
Outcome
Create a parent survey to be available in June 2021
- Discuss necessary revisions the District/Campus Improvement Plan, which includes goals to increase STAAR performances
Outcome
Make necessary revisions during summer to include performance goals
- Set CNA meeting for beginning of 2021-2022 school year
Outcome
August 12, 2021

Meeting Minutes:(Step 5 of CNA Process)

- The STAAR data, available at this time, conclude that the EOC and 5th/8th scores did not show an overall loss of learning, however 3-4th math and reading remains consistently a problem area in elementary grades.
- Mitigation and return in-person safety concerns were discussed for the upcoming school year. Attendance remained well over 90% for the rest of the year.
- A parent survey to further assess learning loss and feedback for district improvement will be created and shared (via Facebook and website) in June.
- The results of the survey and revisions to the District/Campus Improvement Plan that will reflect the goals set to help increase STAAR performance will be ready to view at the next meeting as the CNA process to identify the district's needs and goals continue.
- Beginning of the year meeting scheduled for August 12, 2021

Comprehensive Needs Assessment Meeting (August-October)

Review the purpose and outcomes for conducting the CNA with the District Site Based Decision Making Committee: (Step 1 of CNA Process)

What do we want to accomplish with this process?
How will we ensure that it's a process, not an event?
How will we get multiple stakeholders involved in the process?
How will we share the purpose and outcomes with those involved?
What are the short-and long-term timelines?

Participants: (Step 2 of CNA Process)

Members of the District Site Based Decision Making Committee

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Waylon Salinas	Athletic Director	Becky Caffey Parent/Community
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Jasmine Salinas	Elementary Teacher	
Jayne Strickland	Secondary English	
Karla Strickland	Secondary Math	
Candice Rust	Science	
Michelle Berry	Elementary Teacher	

Timeline: (Step 3 of CNA Process)

March-May—District Site Based Decision Making Committee meets to review the District/Campus Improvement Plan and set forth a plan to survey parents, students, and staff in order to receive feedback of any needs recognized and strengths/weaknesses of the overall current school year. The committee will set priorities based on the survey and collect data available (STAAR results and Accountability data) at that point and time to analyze and determine end of the year revisions (if applicable) to the District/Campus Improvement Plan.

August-October—The District/Campus Improvement Plan is distributed to the District Site Based Making Committee for review and revisions. The committee discusses the school year and finalizes any changes made to the District/Campus Improvement Plan before board approval in November.

January-February—The District Site Based Decision Making Committee meets to review the first half of the school year and determine changes or additions made to the survey that will be distributed later in the school year (March-May)

Comprehensive Needs Assessment Meeting

August 12, 2021 AGENDA

*In reference to the **Comprehensive Needs Assessment Process**, (see previous pages of this document or go to [SISD District Improvement Planning](#)), the following agenda and minutes reflect the outcome when identifying needs, strengths, and weaknesses as part of the ongoing CNA process.

Priorities: (Step 4 of CNA Process)

- Reflect on data STAAR results and the availability of additional results
Outcome
Results reflect strong scores for EOC and 6-8th Reading, SS, Science, and Math; weak areas in 3rd and 4th M/R; 4th W; and 5th Science (less than 60% approach grade level)
- Determine end of year strengths and the challenges facing the 2021-2022 school year
Outcome
Mitigation practices in place, review the Return to In-Person Instruction and Continuity of Services Plan, sustain attendance as 90% for the 2021-2022 school year
- Discuss needed parental involvement and feedback as part of the comprehensive assessment process and
Outcome
Discuss the results from the June 2021 parent, student, staff survey
- Discuss necessary revisions the District/Campus Improvement Plan, which includes goals to increase STAAR performances
Outcome
Make necessary revisions include performance goals
- Set CNA meeting for January 2022
Outcome
Tentative date: January 3, 2022

Meeting Minutes:(Step 5 of CNA Process) (coming soon)