Steve Luther Elementary School

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Principal: Helen Chung

School Site Council (SSC)/ English Learner Advisory Committee (ELAC)

Minutes for SSC/ELAC Meeting of 05/19/2026
(date)

Legal Requirements (Check topics to be covered at ***this*** meeting):

	1. Other: By-Law
	2. Parent Involvement Policy
	3. Uniform Complaint Procedures
	4. Parent Education Opportunities
	5. Consolidated Programs Overview
	6. Home-School Compact
	7. Assessment/Curriculum/ Program Effectiveness

X	8. Safety Plan
	9. Attendance
	10A. SPSA Development
	10B. SPSA Budget
	10C. SPSA Review/Approval
	11. EL Program
	12. R30
	13. Needs Assessment

I. Welcome and Introductions

- Meeting was called at 2:45 pm. The pledge of allegiance was recited.
- Agenda was shown for today's meeting.
- Introductions (name, role, extra information):
    - Harold Huang (parent)
    - Alicia Caley (parent)
    - Diana Cebreiro (School Admin Assistant)
    - Katie Knupfer (teacher)
    - Liz Irving (teacher)
    - Sarah Pyo (teacher)
    - Michaela Rachunok (teacher)
    - Andrea Soto (teacher)
    - Helen Chung (principal)

II. Call to Order

(Open the meeting and state the time. Count the members present. Indicate if a quorum is met. A quorum is 51% of the total School Site Council membership. If a quorum is not met, the meeting can proceed as an informational meeting only; items may not be voted on.) Ms. Irving motioned, Mrs. Herrera seconded at 2:45 PM.

III. Committee Reports

(This section includes correspondence and various committee or advisory committee reports. Each report could conclude with a motion that the Council must address.)

IV. Legal Requirements

- Safety Plan
    - Social Climate Goal 1:

        - Administer student and parent surveys to assess perceptions of safety, emotional wellbeing, and awareness of available resources.
        - SAEBRS Assessment and Intervention data collected during each trimester to identify at-risk students and provide interventions as needed.
        - Implementation of Second Step curriculum for all students.
        - Red Flag Alerts Monitoring - Reviewing behavioral and emotional alerts quarterly to identify patterns and respond with needed interventions.
    - Social Climate Goal 2:
        - Family Engagement Nights centering around internet safety and social-emotional learning.
        - Share school resources with families, ensuring that they are aware of available social emotional learning and mental health supports offered through the district.
        - Monthly Social-Emotional Learning Club where students can come together during their lunch breaks to focus on kindness, problem solving, and empathy.
    - Physical Environment Goal 1:
        - Incorporate safety topics, scenarios, and emergency response protocols for certificated and classified staff meetings.
        - Frequently conduct and review fire, earthquake, and lockdown drills.
        - Ensure that all emergency fire and medical equipment is functional and up-to-date. Continue to bring in emergency and medical supplies for the "command center" to assist during a possible emergency.
    - Physical Environment Goal 2:
        - De-escalation training provided for all staff members to assist with supporting students and visitors experiencing challenges.
        - Crisis response collaboration – align general education staff with special education practices concerning the handling of behavioral emergencies.

V. Unfinished Business

Minutes from 3/10/26 meeting approved. Motioned by Elizabeth Irving, seconded by Nancy Herrera.

VI. New Business

- Next meeting will take place during the 2026/2027 school year.

IX. Adjournment

- Meeting was adjourned at 3:10 PM. Ms. Irving motioned to adjourn the meeting and Mrs. Caley seconded the motion.