Steve Luther Elementary School

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Principal: Helen Chung

School Site Council (SSC)

AGENDA for SSC Meeting of August 26, 2026
(date)

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

1. Other by law

I. Welcome and Introductions

Meeting was called at 2:45 P.M. The pledge of allegiance was recited. Agenda was shown for today's meeting.

- **Introductions**

  Harold Huang (parent)
  Christen Jackson (School Administrator)
  Andrea Soto (teacher)
  Sharon Eom (teacher)
  Ashley Finney (teacher)
  Victoria Caluag (teacher)
  Brittaney Hammerle (Parent and paraeducator)
  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.)

A. Approval of Minutes: Ms. Finney approved

B.Approval of Proposed Agenda: Ms. Andrea second

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.)

- DELAC Report - None

IV. Legal Requirements

Helen reviewed the agenda and asked if anyone wanted to add anything else. Ms. Soto motioned to approve the agenda. Ms. Caluag second. Helen shared that we have three DELAC meetings. Each school site will send a school representative. Brittaney is our school site representative.

- ***Responsibility of the SSC***
  - Helen shared that she works closely with Mr. Huang regarding the SSC agenda. Mr. Huang prefers to be contacted via email.
  - The SSC is currently reviewing school programs and analyzing student data.
  - Upcoming staff development will focus on working with teachers to review and analyze data, including looking at student baselines.
  - Ms. Eom shared that she uses data to differentiate small-group instruction.
  - Helen shared Ms. Eom experience as an instructional coach and discussed how students can move between different tiers based on their needs and progress.

- The SSC includes 10 members, including parents, certificated staff, and classified staff.
- As a team, the SSC works together to make decisions.
- Parents are encouraged to communicate with other parents, reach out to families, and support volunteer opportunities.
- As a team, the SSC reviews the School Plan and school safety plans.

➢ *Propose to combine SSC and ELAC*

- Helen asked the committee about the proposal to combine SSC and ELAC meetings.
- Ms. Brittaney approved the proposal.
- Ms. Finney seconded the motion.

➢ *PBIS Assemblies*

- The school holds PBIS assemblies each year.
- TK and Kindergarten have their own PBIS assembly.
- Support systems are in place for students.
- Ms. Soto's class is not currently involved in the PBIS assemblies.
- Ms. Finney shared that first-grade students practice weekly by reciting patriotic songs and reviewing school rules in preparation for the flag ceremony and to help build a sense of community and school culture.
- Helen shared that through PBIS, students are learning how to follow school routines and expectations.

➢ *Safety Items*

Due to current weather conditions, students have been having indoor recess this week to help keep them safe.

➢ *DELAC Representative*

-No additional notes were shared at this time.

➢ *Upcoming Events*

- **Movie Night:** An upcoming movie night is being planned. Families are encouraged to help spread the word to other parents.
- **PTA Association Meeting:** An upcoming PTA meeting was mentioned.
- **APEX Fun Run:** Scheduled for August 27. Times have been adjusted due to the weather.
- Helen shared that the ABC daycare program has closed. A new program is expected to begin within the next month.

V. Unfinished Business

- No unfinished business was discussed.

VI. New Business

- The next meeting will be held in **November or December**.
- The team agreed that **Wednesday after school** would be a good day and time to meet.

IX. Adjournment

Ms. Finney adjourned the meeting
Ms Brittaney second the motion
Meeting End Time: 3:05pm