School Site Council Minutes

Murdock-Portal Elementary School

Wednesday, January 7, 2026
3:15-4:15 p.m.

Members in attendance:
Mrs. Luvara, Mrs. Ng, Ms. Hernandez, Mr. Roller, and Mrs. Rani, Karen Y., Vicki J., Randy L., Lingjie Weng, and one parent (LoCh.).

At this meeting, the principal reviewed the Safety Plan. This was reviewed at the December meeting as well, and then shared with the group to review off line.

The principal answered parent questions about San Jose PD involvement and the CA Healthy Kids survey. Based on feedback, some edits to the plan were shared.

There was a motion to approve the Safety Plan by Karen Y. Randy seconded. All SSC members present voted to approve the plan.

Wednesday, December 10, 2025
3:15-4:15 p.m.
Members in attendance:
Alison Luvara, Lori Ng, Ericka Hernandez, Brandon Roller, and Sita Rani, Karen Y., Vicki J., Randy L.; and Parent: Loretta Chen.

Friendly discussion about middle school. Two parents shared their experience. One parent shared Portal does a great job to prepare students to be independent in middle school.

Final review of the SPSA. No additional questions. Karen moved to approve the SPSA. Randy Liang seconded. All members in attendance voted to approve the SPSA.

Discussion and review of the School Safety Plan. The principal shared some background about the change in formatting. Spoke to the areas that were completed and unique to Portal. Answered questions. Confirmed the date for the Run, Hide, Defend training and drill.

Wednesday, November 19, 2025
3:15-4:15 p.m.
Members in attendance:

Alison Luvara, Lori Ng, Ericka Hernandez, Brandon Roller, and Sita Rani, Karen Y., Vicki J., Randy L.Zhe Yu,

There was an in depth conversation about the school plan. There were minor edits discussed. The Portrait of a Learner work was added as a strategy.

The team reviewed the CA Dashboard data with specific focus on our EL Progress as we moved down to Orange. The principal explained this.

A parent asked about the pool for the ELs was smaller than our EL count. The principal inquired and found out that students have to have three years of ELPAC data to be part of the CA Dashboard data.

Wednesday, October 29, 2025
3:15-4:15 p.m.

Members in attendance:
Alison Luvara Lori Ng, Ericka Hernandez, Brandon Roller, and Sita Rani, Karen Y., Vicki J., Randy L., Zhe Yu, and Lingjie Weng.

- School/Committee Updates
    - School Updates - Past two learning days focused on our work with Portrait of a Learner. Principal's Coffee scheduled for next Friday.
    - PSCO direct donation drive is off to a great start. 71% participation so far in this school year. Penguin Book Exchange in October and Movie Night in November.
- SPSA Review
    - Principal provided an update on parts of the SPSA and answered questions along the way.
    - In general, the SPSA is similar to years past with the exception of less supplemental funds for MTSS/Data Collaboration and funds for SEL/PBIS/Clubs.
- Questions & Discussion
    - Parents asked questions about how PSCO can support in areas where less funds exist. The principal shared that can be discussed for future planning. This was considered for this year as PSCO took for the costs for our recess and lunch SEL support.

    - A parent asked about opportunities for AI and robotics in school. Principal shared that students have some experience in this through their bi-weekly STEM classes. She stressed calling on the strengths of our parents who may be experts in this area.
    - This initiated a conversation about looking for experts for the work being done with POL and there was a discussion about bringing back a Career Day like done in years past.

The meeting ended at 4:17 p.m. The next SSC meeting will be held on Wednesday, November 19th.

Wednesday, September 24, 2025
3:30-4:30 p.m.

Members in attendance:
Alison Luvara Lori Ng, Ericka Hernandez, Brandon Roller, and Sita Rani
Karen Y., Vicki J., and Randy L.

- Introductions
    - All SSC members in attendance introduced themselves.
- Identify Chairperson
    - Karen stepped up to be our SSC Chairperson for the school year. Karen and Vicki share the role of our PAC representative.
- ELAC Update
    - Principal shared an update on the 9/19 ELAC meeting and identified our ELAC representatives for the school year.
- Portrait of a Learner
    - Principal reviewed the district priorities and spoke to the work being done with Portrait of a Learner and the core competencies. The focus for this year are: Inclusive Collaborator and Effective Communicator
- SPSA Goal Updates and Data Review
    - Principal reviewed the data from Spring 2025 and shared an update on all of our 24-25 SPSA goals.
        - Goal 1 - ELA - Partially Met
        - Goal 2 - SEL/PBIS - Met

        - Goal 3 - Math - Partially Met
        - Goal 4 - Science Met
- Questions & Discussion
    - Randy asked about previous SPSA's and ideas shared. Karen shared that all SPSA are on the CUSD website. The principal will share last year's SPSA with the team.
    - Karen asked about sharing the draft SPSA and asked if there was a way for parents to more easily provide feedback/edits to the principal.
    - Vicki gave kudos for the work being done with PBIS and the school's recognition at an upcoming CUSD board meeting.
    - The team reviewed the next scheduled meeting. If it is too soon considering the break, it will be postponed.