Kaiser High School

School Site Council Meeting Minutes

Date: December 3, 2025

	Voting Member	Name
☒	Principal	Monica Young
☐	Parent Member	Nelly Aguayo Jauregui
☒	Parent Member	Erma Grijalva-Resendez
☐	Parent Member	Barry Wilkes
☒	Student Member	Afif Haque
☒	Student Member	Liliana Campbell
☐	Student Member	Maria Reyes Perez
☒	Classroom Teacher	Carolina Kochsiek
☒	Classroom Teacher	Laura Mier
☐	Classroom Teacher	Donald Tulac
☒	Classroom Teacher	Hannah Gonzales
☐	Other Staff Member	Ajaa Jones

Composition is defined by California Ed. Code Section 52852

Roll Call of Members: X = Present

Quorum Met* (51% Voting Members): ☒ Yes ☐ No

Other Attendee's Names	Position
Kathryn Campbell	Assistant Principal

I. Call the Meeting to Order

Presented by SSC Chairperson/President

Time: 2:21pm

Note: A motion is not necessary to call the meeting to order

II. Roll Call of Voting Members

Presented by SSC Secretary

III. Changes or Additions to Agenda

Presented by SSC Chairperson/President

Click here to enter text. **motioned to**

Motioned seconded by *Click here to enter text.*

Discussion/Comments: *Click here to enter text.*

Action Taken: ☐ *Passed* ☐ *Failed* ☒ *No Action Taken* **Vote Count:** *0* **Ayes** *0* **Nays** *0* **Abstained** *0*

IV. Reading, Revisions (if necessary), and Approval of Minutes from Prior SSC Meeting

Presented by SSC Secretary

Afif Haque **motioned to** *Approve the minutes*

Motioned seconded by *Liliana Campbell*

Discussion/Comments: *No comments or discussion*

Action Taken: ☒ *Passed* ☐ *Failed* ☐ *No Action Taken* **Vote Count:** *7* **Ayes** *7* **Nays** *0* **Abstained** *0*

V. Reports of Officers, Committees, and/or Representatives *(ie: SAC, FACE Employees)*

Presented by SSC Secretary

Discussion/Comments: *NA*

VI. Public Comments

Presented by SSC Secretary

Note: Under the open meeting law; no action related to public comment may be acted upon at the meeting and issues raised at this meeting may be scheduled for another SSC meeting.

Discussion/Comments: *NA*

VII. Unfinished Business

Presented by Chairperson/President or Principal

Agenda Item #1: (Describe Recommendation)

Click here to enter text. **motioned to Click here to enter text.**

Motioned seconded by *Click here to enter text.*

Discussion/Comments: *Click here to enter text.*

Action Taken: ☐ *Passed* ☐ *Failed* ☒ *No Action Taken* **Vote Count:** *Select #* **Ayes** *Select #* **Nays** *Select #* **Abstained** *Select #*

**More Unfinished Business items may be added as long as they are recorded in the same format as above.*

VIII. New Business

Presented by Chairperson/President or Principal

Agenda Item #1: Review SPSA Implementation Status (Use Progress Monitoring Template)

Discussion/Comments: *We had printed the progress monitoring template and reviewed what substantially, partially, and minimally meant so they would understand how to read the document. We went through each goal one at a time looking at the implementation progress for each action. After each goal, we discussed where we were and what has been done first semester, as well as the plan for second semester. A teacher asked if we could devote some money toward EL students during summer school. We said that summer bridge would be a good option for that and that we are trying to revamp our summer bridge to make it more engaging and to get more students to sign up.*

Agenda Item #2: Distribute the District's Uniform Compliant Procedure (UCP) Annual Notice to SSC Members and review the process for distribution

Discussion/Comments: *We reviewed the complaint procedures and let SSC know that each document would be posted online and that the office staff would be trained on how to address issues regarding next steps and how to fill out the complaint form.*

Agenda Item #3: Review SPSA Budget (Goal: Encumber 80% of SPSA Budget AND Expend 50% of SPSA Budget

Discussion/Comments: *We started by sharing that we would not hit our 80% encumbered goal by December, but that we did have a plan to reach 80% by February. We briefly discussed what encumbered meant and how that works as we put in P-47s or plan conferences that will take place in the next few months. We started by acknowledging that we hadn't had enough planning time around spending our EL money, but that in the last month we had come up with a strong plan and will be spending the money in the next few weeks. We have tutoring/groups planned for our EL students. A parent asked us if there was a required percentage to spend on our SPED population, and we let SSC know that we have a percentage that we are required to spend on parents, but that our SPED*

students are an identified subgroup with disparities and that they are included in most of our goals, so the money is being on spent on them.

Agenda Item #4: Review and Approve Revised 2025-25 SPSA and Related Budget (IF APPLICABLE) (Action Item)

Click here to enter text. **motioned to** **Click here to enter text.**

Motioned seconded by *Click here to enter text.*

Discussion/Comments: *Click here to enter text.*

Action Taken: ☐ *Passed* ☐ *Failed* ☒ *No Action Taken* **Vote Count:** *Select #* **Ayes** *Select #* **Nays** *Select #* **Abstained** *Select #*

IX. Announcements

Presented by Chairperson/President or Principal

Discussion/Comments: *Band is having a performance at Stage Red on 12/17 and here at school at 12/19. We have a theater performance today, tomorrow, Friday, and Saturday. We have an orchestra player make the state performance, and two more are going in January. Soccer and basketball have started, and our air-rifle team has just won 13th place in the nation.*

X. Adjournment Time: 3:30pm

Presented by SSC Chairperson/President

Erma Grijalva-Resendez **motioned to** *adjourn the meeting.*

Motioned seconded by *Liliana Campbell*

Action Taken: ☒ *Passed* ☐ *Failed* ☐ *No Action Taken* **Vote Count:** *7* **Ayes** *7* **Nays** *0* **Abstained** *0*