Henry J. Kaiser High
School Site Council Meeting Minutes
Date: September 9, 2026

	Voting Member	Name
☒	Principal	Monica Young
☒	Classroom Teacher	Summer Pearson
☒	Classroom Teacher	Daniela Cufuioti
☒	Classroom Teacher	Hannah Gonzales
☐	Classroom Teacher	Carolina Kochsiek
☒	Other Staff Member	Ajaa Jones
☒	Parent Member	Erma Grijalva-Resendez
☒	Parent Member	Deborah Vinlay
☒	Parent Member	Amber Richardson
☐	Student Member	Paul Gabriel Lenon
☐	Student Member	Fatima Uribe
☐	Student Member	Samantha Baker

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: 2:15pm
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** 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 #

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

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 #

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

Presented by SSC Secretary

Discussion/Comments: Click here to enter text.

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: Click here to enter text.

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: Conduct SSC Member Training on Roles and Responsibilities

Discussion/Comments: Each member had Robert's Rules of Order. They read about how to conduct the meetings, and then we discussed what the roles and responsibilities were of SSC. We had several new members, so we spent some time discussing the processes, as well as the transparency we hope to present. We then went over the roles of the Chairperson, Vice Chairperson, and the Secretary. No one had any questions, so we explained that we would get more detailed as each meeting went, and that we now needed volunteers to each position.

Agenda Item #2: Elect SSC Officers (Chairperson, Vice Chairperson and Secretary)

Summer Pearson **motioned to** approve the nominations

Motioned seconded by Hannah Gonzales

Discussion/Comments: There were no volunteers initially, so Dr. Campbell asked if Hannah Gonzales would be willing to be Chairperson, Summer Person would be willing to be Vice Chairperson, and Erma Grijalva-Resendez would be willing to be Secretary. We reiterated the roles and responsibilities of each officer, and they each agreed. No one opposed that person running, and no one spoke up to offer to take on that role instead. We then voted for each, and it was 8 for and 0 against.

Action Taken: ☒ Passed ☐ Failed ☐ No Action Taken **Vote Count:** 8 **Ayes** 8 **Nays** 0 **Abstained** 0

Agenda Item #3: Review and approve 2026-2027 Calendar of Meetings

Summer Pearson **motioned to** approve the calendar of meetings

Motioned seconded by Daniela Cufuioti

Discussion/Comments: We provided each member with a copy of the proposed meetings for the rest of the school year. Each would be on a Wednesday between 2:15 and 3:15, and we did have one tentative date in January planned in case we have to cancel December. We did let everyone know it was unlikely we would need to meet in January, but we wanted to keep it on the calendar just in case. There were no questions.

Action Taken: ☒ Passed ☐ Failed ☐ No Action Taken **Vote Count:** 8 **Ayes** 8 **Nays** 0 **Abstained** 0

Agenda Item #4: Review SPSA Actions/Services Implementation

Discussion/Comments: Each member was given a copy of the Title 1 and SupC financial control page. We reviewed each Goal and the total amount attached. We explained that the dollar amount was given to us by the district office, and it was based on our most at-risk student population: low SES, foster youth, and EL population. Erma asked if the goals matched the LCAP, and we explained that yes, Goals 1, 2, and 3 were given to us by the district office, but we write our actions and then distribute money as a SSC group. We as a site draft it, and they as SSC approve it. We reviewed what some of the goals were and what we spent the money on, such as AVID tutors, conferences, AVID field trips, PBIS, teacher planning time, and homework club. We also discussed how we use the data from this year to discuss changes that need to be made to improve our usage of the money, and that last year we made changes based on discussions we had in SSC. For example, we changed tutoring to homework club to both save money and offer a singular space for students to get help from multiple teachers. There were no additional questions.

Agenda Item #5: Review SPSA Budget (Goal:35% Encumbered)

Discussion/Comments: We have hit our encumbered numbers for SupC, but not yet for Title 1. We explained that we needed to approve the next item so we could move some money around to finish paying for our Homework Club P47, and that once that goes in, we will be at 31% encumbered. We reviewed how we would continually be updating the group about what we are spending money on and how it works. There were no additional questions.

Agenda Item #6: Determine whether to authorize the principal to adjust expenditures within the 2026-2027 SPSA (not to exceed 10% of initial allocation). (Action Item)

Erma **motioned to** *SSC authorizes the principal to adjust expenditures within existing Actions/Services in the current year Board approved SPSA, not to exceed the cumulative amount of 10% of the site's Title I and SUPC budgets (as reflected in the Board approved SPSA). The principal will report to SSC any such changes made to the SPSA expenditures at the next SSC meeting following the adjustments.*

Erma Grijalva-Resendez **motioned to** approve

Motioned seconded by Ajaa Jones

Discussion/Comments: We explained that this was standard for every SSC, as well as what 10% meant from both Title 1 and SupC. Anything above the 10% must be approved by SSC prior to us moving the money, and that every time we moved money within the 10%, we would be notifying school site council at the next meeting and they were welcome to ask

questions or share concerns if they had any regarding where the money was moved from. There were no additional questions.

Action Taken: ☒ Passed ☐ Failed ☐ No Action Taken **Vote Count:** 8 **Ayes** 8 **Nays** 0 **Abstained** 0

Agenda Item #7: Review and Approve Revised 2026-27 SPSA and Related Budget (IF APPLICABLE) (Action Item)

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: Click here to enter text.

X. Adjournment **Time: 2:34pm**

Presented by SSC Chairperson/President

Summer Pearson **motioned to** adjourn the meeting.

Motioned seconded by Hannah Gonzales

Action Taken: ☒ Passed ☐ Failed ☐ No Action Taken **Vote Count:** 8 **Ayes** 8 **Nays** 0 **Abstained** 0