YUBA COUNTY SPECIAL EDUCATION LOCAL PLAN AREA

SELPA FINANCE COMMITTEE MEETING

March 18, 2024

Chairperson:	Lora Gonzalez
Members in Attendance:	Kerri Hubbard, WUHSD Jennifer Passaglia, MJUSD Joanna Pastor, CMP (virtual) Aaron Thornsberry, YCOE Toni Vernier for Ajit Kang, PLESD
Others in Attendance:	Cindy Helms, MJUSD

Minutes

1.0 Call to Order

The meeting was called to order at 9:04 a.m.

2.0 Roll Call of Members of the SELPA Finance Committee

Voting representatives in attendance:

Joanna Pastor - California Montessori Project
No Representative in Attendance - Camptonville Union Elementary School District
No Representative in Attendance - CORE Charter School
Jennifer Passaglia - Marysville Joint Unified School District
Toni Vernier for Ajit Kang - Plumas Lake Elementary School District
No Representative in Attendance - Wheatland School District
Kerri Hubbard - Wheatland Union High School District
No Representative in Attendance - YES Charter Academy
Aaron Thornsberry - Yuba County Office of Education

3.0 Recognition of Visitors

Cindy Helms from MJUSD was in attendance.

4.0 Public Comments (Non-Agenda and Agenda Items) to Come to the Attention of the SELPA Finance Committee

There were no public comments.

5.0 Approval of September 18, 2023 SELPA Finance Committee Meeting Minutes

Jennifer Passaglia moved, Toni Vernier seconded to approve the minutes of the September 18, 2023, SELPA Finance Committee Meeting. The motion carried unanimously among the five districts in attendance.

6.0 Recommendation to SELPA Governance Council

6.1 SELPA Allocation Plan Recommended Revisions for 2024-25

The SELPA Allocation Plan was linked to the agenda. Lora reviewed the updated sections which were highlighted in yellow. Committee members questioned the percentage of funds which are billed back to the districts regarding the salary of the Assistant Superintendent (56%) and the Secretary to the Assistant Superintendent (70%) given multiple program transfers. Lora will talk to Kristen about having numbers of classrooms and locations ready to discuss at the March 28, 2024 Joint Meeting of the Superintendents' and Operations Councils. No motion was made by the Fiscal Committee due to the request for further conversation with Superintendents.

The Committee discussed Low Incidence funds. Currently 85% percent of the LI allocation goes to salaries/benefits of the Visually Impaired Program while 15% is budgeted to equipment for LI eligible students.

Kerri Hubbard moved, Jennifer Passaglia seconded to recommend that the Low Incidence allocation move to a 80% (VI Program salaries) and 20% (student equipment) split. The motion carried unanimously with the five districts in attendance.

7.0 2024-25 SELPA Updated Meeting Calendar

Per request of Yuba County Superintendent Rob Gregor, SELPA Superintendents' Council Meetings will be aligned with the County Superintendents' Meetings.

The next meetings are:

- March 27, 2024 - Joint Meeting of the Superintendents' and Operations Councils
  11:00 a.m. in the Wheatland School District Tech Room

- April 15, 2024 - Operations Council Meeting
  2:00 p.m. in the Yuba County Office of Education, Oak Conference Room

- April 24, 2024 - Joint Meeting of the Superintendents' and Operations Councils
  11:00 a.m. in the Yuba County One Stop Beckwourth Room

- May 22, 2024 - Joint Meeting of the Superintendents' and Operations Councils
  Public Hearing for the SELPA Local Plan
  11:00 a.m. in the Yuba County One Stop Beckwourth Room

The updated SELPA Meeting Calendar was linked to the agenda.

8.0 Yuba County SELPA P-1 Exhibits and Revenue Payment Schedule

The updated 2023-24 AB602 Special Education P-1 Payment Schedule was attached to the agenda. Cindy Helms stated that MJUSD still has unspent ADR/COVID funds. Aaron Thornsberry will follow-up on how to return the unused funds to the state.

8.1 February 29, 2024 SELPA Notification Email

On February 29, 2024, Aaron Thornsberry sent an email to district CBOs and Superintendents regarding information on P-1 and prior year adjustments. The email was attached to the agenda.

8.2 P-1 Projected Revenue

2023-2024 Special Education Revenue Projection was attached to the agenda. Aaron described 2023-24 Special Education revenue in detail.

8.3 Out of Home Care Revenue

Out of Home Care funds have been allocated to districts. Funds were allocated based on Fall 1/Census Day Foster Youth count. The Out of Home Care funding payment schedule was attached to the agenda.

8.4 P-1 Funding Exhibits

A Google Drive folder containing P-1 allocations from the CDE website was attached to the agenda.

8.5 Prior Year Adjustments - Annual Recertification P-1

The Prior Year Adjustments are reflected in the adjusted schedule attached to the agenda. The schedule was built based on the revised P-2 ADA for 2022-23 however, this schedule may be readjusted at 2023-24 P-2 based on another P-2 revision. The Finance Committee members were advised to use these numbers when developing projected revenues for the 2024-25 school year with the understanding that totals might shift. Adjustments for the final property tax certification for 2022-23 and higher Out of Home Care revenue were also provided.

8.6 PY Corrections 2023 P-1

CDE Adjustments and Prior Year Recomputations was attached to the agenda. Aaron shared that these numbers will change again.

9.0 2024-25 SELPA Annual Budget Plan Update

The 2024-25 SELPA Annual Budget Plan was attached to the agenda. Lora explained the information that was updated from the 2023-24 ABP. Aaron explained the costs that go into the billback.

9.1 2024-25 SELPA Annual Budget Plan Updated Timeline

The updated Annual Budget Plan Timeline was attached to the agenda.

9.2 2024-25 Member LEA Projected Expenditures Template - Due April 8th

Lora asked representatives to use the template attached to the agenda for projected 2024-25 expenditures. Please have projected expenditures completed by April 8th.

9.3 Special Education Finance and Budgets in Times of Change

A School Services of California PowerPoint was attached to the agenda. The presentation explains how to build a budget in times of change.

10.0 Excess Cost Inquiry

10.1 2023-24 Projected Excess Costs

The updated 2023-24 excess cost calculation was attached to the agenda. Aaron explained costs that go into the billback.

10.2 Low Incidence Funding Allocation and Excess Costs

The Vision Impaired Budget Change document was attached to the agenda. Costs increased by $28,209.95 due to salary/health/benefit/PERS increases as well as increased contract costs to Butte COE for Orientation and Mobility Services.

10.3 Cost Change in Special Education

Aaron explained estimated cost changes in special education from 2022-23 to 2023-24. The largest increase in costs was $2,210,777 for contracted staff due to unfilled positions. Major decreases came from the transfer of the preschool program to MJUSD. The net increase is estimated at $1,131,751.

11.0 2023-24 End of Year Maintenance of Effort (MOE) Presentation

11.1 School Services of California: MOE Training PPT

The September 2023 School Services of California PowerPoint was attached to the agenda. Lora reminded the committee to capture MOE exemptions whenever possible.

11.2 Subsequent Yearly Tracking (SYT) LEA Documents

District tracking documents are available through the link on the agenda.

11.3 SEMA MOE 4 Test Reminder: Use Correct Comparison Year When LEA Last Passed

Lora reminded representatives to use the correct comparison year when working on MOE.

11.4 Exemption Data Review - Exemptions Detail Form

The Exempt Reductions to Maintenance of Effort form was linked to the agenda.

12.0 March 2024 SELPA Finance Report

The SELPA Administrators of California Finance Committee March 2024 Finance Report was attached to the agenda.

13.0 Adjournment

The meeting adjourned at 10:27 a.m.

Next SELPA Finance Committee Meeting: TBD for 2024-25 School Year

Respectfully submitted,
Debbie Lockwood (for Lora Gonzalez)
Program Secretary, Yuba County SELPA