

**SPECIAL EDUCATION LOCAL PLAN AREA
FINANCE MEETING MINUTES**

Wednesday, September 8, 2025 – 9:00 a.m.
935 14th Street, Marysville, CA 95901

TOPIC	DISCUSSION	ACTION TAKEN
1. CALL TO ORDER	Kristen Nottle-Powell called a meeting of Superintendents’ and Finance Council to order at 9:00am on September 8, 2025, at 935 14 th Street, Marysville, CA 95901	CALLED TO ORDER: 9:00 a.m.
ATTENDANCE, PLEDGE OF ALLEGIANCE	Veronica Merenda, Pang Vue, Cindy Helms, Craig Guensler, Kerri Hubbard, Aaron Thornsberry In absents was Sara Zamora, Ajit Kang, Debbie Campbell Kristen Nottle-Powell led the council in the Pledge of Allegiance.	QUORUM PRESENT Yes
2. PUBLIC COMMENTS	There were no public comments.	
3. APPROVAL OF AGENDA	Kristen Nottle-Powell directed the council members to the September 8, 2025, Agenda for their review and approval. Upon a motion by Pang Vue, duly second by Aaron Thornsberry, the council unanimously approved the September 8, 2025, Agenda as presented.	MOTION: To approve the September 8, 2025 Agenda as presented. MOTION: Pang Vue SECOND: Aaron Thornsberry ROLL CALL VOTE: Veronica Merenda - Aye Pang Vue - Aye Cindy Helms - Aye Craig Guensler - Aye Kerri Hubbard - Aye Aaron Thornsberry - Aye MOTION APPROVED (6/0)

<p>4. CONSENT AGENDA</p>	<p>Kristen Nottle-Powell directed the council members to the May 19, 2025, Consent Agenda for their review and approval.</p> <p>Upon a motion by Craig Guensler, duly second by Aaron Thornsberry, the council unanimously approved August 27, 2025, Consent Agenda as presented.</p>	<p>MOTION: To approve the Consent Agenda as presented.</p> <p>MOTION: Craig Guensler SECOND: Aaron Thornsberry</p> <p>ROLL CALL VOTE: Veronica Merenda - Aye Pang Vue - Aye Cindy Helms - Aye Craig Guensler - Aye Kerri Hubbard - Aye Aaron Thornsberry - Aye</p> <p>MOTION APPROVED (6/0)</p>
<p>5. SPECIAL EDUCATION LOCAL PLAN AREA</p>	<p>5.1 2025-2026 SELPA Advance Apportionment Schedule Aaron Thornsberry presented the 2025-2026 SELPA Advance Apportionment schedule. YCOE works diligently to distribute that funding to each LEA member.</p> <p>5.2 2025-2026 SELPA Revenue Projection Aaron Thornsberry presented the SELPA 2025-2026 projected revenue. All federal funds were projected using the prior year's allocation.</p> <p>5.3 End of Year Fiscal Forms Aaron Thornsberry presented the End of Year forms. How important the dues dates are and the closing of fiscal books for school year 2024-2025.</p>	

	<p>5.4 Excess Cost Calculation Aaron Thornsberry presented excess cost calculation. How each column of the document to explicitly share how the excess cost bill was calculated and finalized</p> <p>5.5 SELPA Finance Report August 2025 Kristen Nottle-Powell shared the August 2025 SELPA Finance Report. Encouraged members to share it with their CBOs.</p> <p>5.6 2024-2025 Low Incidence Budget Aaron Thornsberry presented the low incidence budget. The attribution is to the fact that the number of students with low incident disabilities has changed.</p>	
<p>6.0 REVISED SELPA FISCAL ALLOCATION PLAN</p>	<p>Aaron Thornsberry reviewed the revisions in the SELPA Allocation Plan highlighting the change in revenue for the Low Incidence Equipment Budget and Vision Impairment.</p>	
<p>7.0 SPECIAL EDUCATION LOCAL PLAN AREA MEETING CALENDAR 2025-2026</p>	<p>Aaron Thornsberry reviewed the SELPA Meeting calendar for 2025-2026. Members would like to change March 16, 2025, date for a later day in the month.</p>	

<p>8.0 SPECIAL EDUCATION LOCAL PLAN AREA FINANCE ADVISORY COMMITTEE 2025-2026</p>	<p>Kristen Nottle-Powell reviewed the SELPA Finance Advisory Committee for 2025-2026. All necessary changes have been made and approved prior to the Finance Meeting.</p>	
<p>9.0 END OF YEAR FORMS WALKTHROUGH POWER POINT 2024-2025</p>	<p>Kristen Nottle-Powell shared the End of Year Walkthrough Power Point. A presentation from School Services of California with instructions for how to complete end of year forms.</p>	
<p>10. ADVANCED PLANNING</p>	<p>10.1 Next Finance Meeting March 16, 2026 – 9:00 a.m. Location: YCOE Main Office 935 14th Street, Marysville, CA 95901</p>	
<p>11. ADJOURNMENT</p>	<p>There being no further business for discussion, the meeting was adjourned.</p> <p>Upon a motion by Craig Guensler, duly second by Kerri Hubbard, the council unanimously adjourned September 8, 2025, Superintendents’ and Finance’s Council meeting at 11:22 a.m.</p>	<p>MOTION: To adjourn the meeting at 9:57am</p> <p>MOTION: Craig Guensler SECOND: Kerri Hubbard</p> <p>ROLL CALL VOTE: Veronica Merenda - Aye Pang Vue - Aye Cindy Helms - Aye Craig Guensler - Aye Kerri Hubbard - Aye Aaron Thornsberry - Aye</p> <p>MOTION APPROVED (6/0)</p>

Respectfully submitted,
Donna Silva
 SELPA Secretary III, Yuba County Office of Education

Kristen Nottle-Powell, Ed. D
 Assistant Superintendent of Special Education & SELPA