

Ontario-Montclair School District



SELPA BUDGET COMMITTEE MEETING MINUTES

May 4, 2021

I. CALL TO ORDER

A regular meeting of the OMSD SELPA BUDGET COMMITTEE was called to order at 11:03 a.m. by Committee Member Vanessa Eastland.

II. ROLL CALL

COMMITTEE MEMBERS PRESENT: Vanessa Eastland, Chief Financial Officer (Fiscal Services); Dr. Henrietta Udensi, Director II (Special Education); Nelson Favela, Director II (Special Education); Veronica Castro, Coordinator (Fiscal Services); Elizabeth Gonzales, Budget Analyst (Accounting Department).

MEMBERS ABSENT: Amy D'Andrea, Assistant Principal (Moreno Elementary School)

Administrators Present: Dr. Alana Hughes-Hunter, Executive Director, (SELPA), Phil Hillman, Chief Business Official (Business Office)

Lupe Godinez, Executive Assistant (Fiscal Services)

III. WELCOME AND INTRODUCTIONS

Committee member Vanessa Eastland welcomed the OMSD SELPA Budget Committee members and visitors.

IV. ADOPTION OF AGENDA

a. May 4, 2021 Regular Meeting

On a motion by Committee Member Nelson Favela and seconded by member Dr. Henrietta Udensi, the OMSD SELPA Budget Committee members APPROVED, Adoption of Agenda dated May 4, 2021 as presented, Agenda motion and seconded no one from the public was present Agenda will stand as is.

V. ADOPTION OF THE MINUTES PROPOSAL

a. May 7, 2020 Regular Meeting

On a motion by Committee Member Veronica Castro and seconded by member Elizabeth Gonzales, the OMSD SELPA Budget Committee members APPROVED, adoption of the minutes proposal for the May 7, 2020 regular meeting as presented, by a unanimous 5-0-0 vote by the OMSD SELPA Budget Committee members.

VI. GENERAL PUBLIC COMMENTS - None.

VII. PRESENTATIONS

- a. The 2021-2022 OMSD SELPA proposed budget was presented by Committee Member Vanessa Eastland.
- b. SELPA Administrator Report - Dr. Alana Hughes-Hunter requested the following correction to the presentation: Annual Budget Plan will be presented to the Community Advisory Committee as an Informational Item at a subsequent Board of Trustee meeting.

VIII. DISCUSSION/ ACTION ITEMS

- a. 2021-22 OMSD SELPA Proposed Budget - was approved by the OMSD SELPA Budget Committee.
- b. Committee member Vanessa Eastland explained the necessary steps and timelines for the adoption of the budget.

On a motion by Committee Member Dr. Henrietta Udensi, and seconded by member Nelson Favela, the OMSD SELPA Budget Committee members APPROVED, the Proposed 2021-22 OMSD SELPA Budget as presented, by a unanimous 5-0-0 vote by the OMSD SELPA Budget Committee members.

IX. PANEL QUESTIONS – None

X. NEW BUSINESS

a. Article III:

- i. 3.1 – Composition: The Budget Committee shall be composed of the Chief Financial Officer, the Coordinator of Fiscal Services, a Budget Analyst, a Special Education Director II, a Program Specialist, and a Site Administrator.
- ii. 3.2 – Appointment for Membership: For the District positions noted in Section 3.1, where more than one District employee is eligible for membership, the SELPA Executive Director shall select one eligible member from the eligibility list for each position. The SELPA Executive Director will then present the selections to the Board for appointment at a regularly scheduled Board meeting.
- iii. 3.3 – Term of Committee Membership: The term of the office for a Budget Committee member shall be one year. There are no term limits.
- iv. 3.4 – Voting Rights: All members will have voting rights. Each voting member shall be entitled to one vote and may cast that vote on each matter submitted to a vote of the Budget Committee. In order to ensure active participation, absentee ballots shall not be permitted.
- v. 3.5 – Resignation: Any member may resign by filing a written resignation.

b. Per Article 3.1, 3.2 and 3.3 of the Budget Committee for Special Education Bylaws, the Executive Director of SELPA, Dr. Alana Hughes-Hunter has proposed to appoint Vanessa Bryant as the Site Administrator member and Dr. Keichea Reever as the Program Specialist member. Both names will be sent to the Board of Trustees for approval

- c. Per Article 3.3 – Amy D’Andrea, who serves as the Site Administrator term is up as of June 30, 2021.
- d. Per Article 3.5 – Nelson Favela has resigned from the committee due to job position as a Director II and will no longer serve as the Program Specialist member as of June 30, 2021.
- e. Committee member Vanessa Eastland proposed May 3, 2022 as a tentative date for the next OMSD SELPA Budget Committee regular meeting.

XI. ACTION ITEMS

On a motion by Committee Member Elizabeth Gonzales, and seconded by member Dr. Henrietta Udensi, the OMSD SELPA Budget Committee members APPROVED, the proposed tentative date of May 3, 2022 for the next OMSD SELPA Budget Committee regular meeting as presented, by a unanimous 5-0-0 vote by the OMSD SELPA Budget Committee members.

XII. ADJOURNMENT

On a motion from Committee Member Nelson Favela, and seconded by member Veronica Castro, the OMSD SELPA Budget Committee members APPROVED, the adjournment of the, OMSD SELPA Budget Committee regular meeting at 11:34 a.m. by a unanimous 5-0-0 vote by the OMSD SELPA Budget Committee members.

*Minutes respectfully submitted by: Lupe Godinez, Executive Assistant to the Chief Financial Officer of Fiscal Services*