Special Board Meeting Agenda

Thursday, November 12th, 2026 at 4:30 PM

Plaza Elementary School District

7322 County Road 24 Orland, CA 95963

Page

1. Meeting Opening

1.1 **Call Meeting to Order**

1.2 **Roll Call**

Voting Members:

Jake Cecil, Board Clerk

PJ Davis, Board Trustee

Katie Pasini, Board Trustee

Non Voting Members:

Patrick Conklin, Superintendent/Principal

Alex Hinely, Chief Business Officer

1.3 **Pledge of Allegiance**

2. Amend or Approval of the Agenda

3. Public Comment

Members of the public may be heard on any matter listed on the Agenda. A person addressing the Board will be limited to three (3) minutes unless the Chairperson of the Board grants a longer period of time. Public comment on each topic is limited to twenty (20) minutes.

3.1 **Comment on Agenda Items Only**

3.2 **Comment on Non-Agenda Items Only**

4. Action/Discussion Items

4.1 **Approval of Transfer of Mild/Moderate Support Needs (Resource Specialist Program) and Speech and Language Services from the Glenn County Office of Education to Plaza Elementary School District** 3

Plaza_ESD_MildMod_Transfer_Costs (1).pptx

Plaza_ESD_Program_Cost_Estimate.pdf

Plaza_ESD_Program_Transfer_Plan_11-5-26_formatted.docx

5. Adjournment to Closed Session

5.1 **Conference with Labor Negotiations (Government Code § 54957.6)**

6. Return to Open Session

6.1 **Closed Session Report, Action, and Votes Taken**

7. Confirmation of Next Meeting Date and Time

7.1 **The next Plaza Elementary School District Regular Board Meeting will be held on December 10th, 2026 at 4:00pm.**

8. ADJOURNMENT

PLAZA ELEMENTARY SCHOOL DISTRICT

Mild/Moderate Special Education Program Transfer: What It Would Cost

What we would pay to run the program ourselves, what we pay instead today, and what stays the same for students

Board presentation · November 2026 · Figures from the 2026–27 Glenn County SELPA allocation model

What is being proposed

Today the Glenn County Office of Education (GCOE) runs the Mild/Moderate program for Plaza students, and we pay for it as tuition through the Glenn County SELPA. Under this proposal, Plaza would provide these services directly beginning in the 2027–28 school year.

1

Mild/Moderate classroom

A 0.6 FTE Education Specialist and a 0.5 FTE instructional aide employed by Plaza

2

School psychologist

Contracted psychologist time, budgeted at $20,000 per year

3

Speech-language services

One speech-language pathologist shared with Lake, half time for each district

Students' IEP services do not change. Specialized services such as OT, PT, adaptive PE, behavior and mental health stay with the SELPA.

How we pay for special education today

Plaza's share of SELPA program costs

$344,626

−

Special education revenue credited to Plaza

$333,769

=

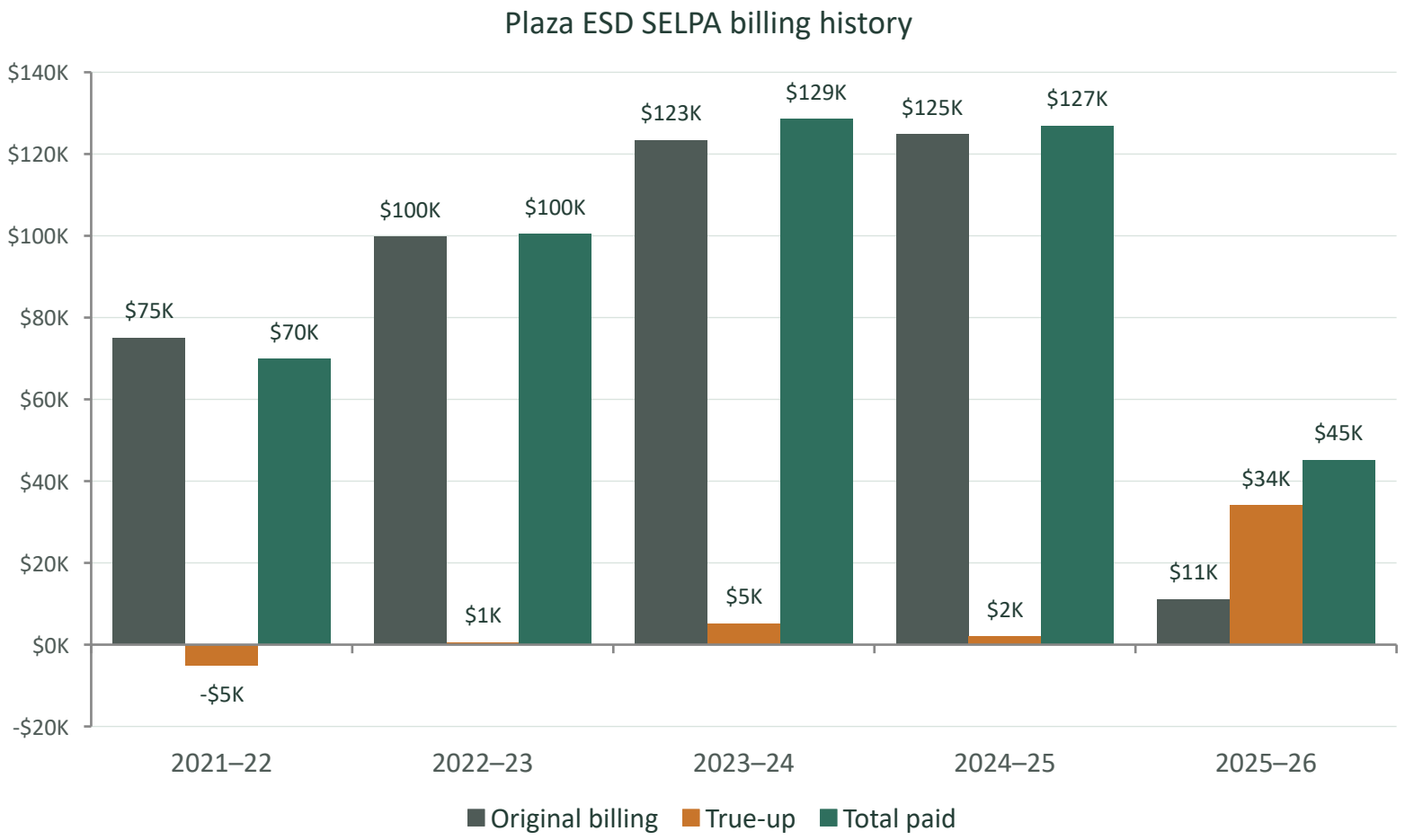
Tuition Plaza pays GCOE

$10,857

- Every district in the SELPA shares program costs based on how many of its students receive each type of service.
- Our special education revenue is then credited back. What remains is our tuition for the year.

Source: 2026–27 SELPA Allocation Model, revenue/expense revision of 10/20/2026

Our tuition changes every year, and we don’t control it



Total paid, last five years

$45,195 to $128,570

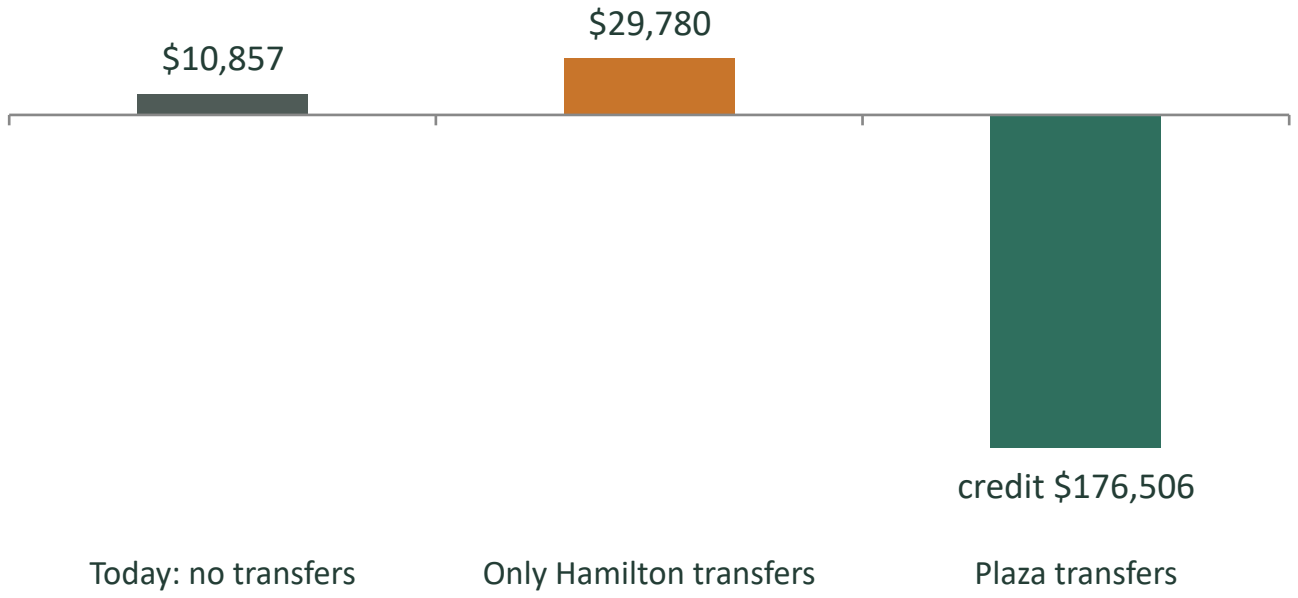
True-ups: −$5,205 to +$34,075

The significant decrease from $127K tuition in 2024-25 to $45K in 2025-26 is due to the SELPA Governance approving a new funding formula where district revenue is given to all districts prior to expenditures.

For 2026–27, tuition fell from $71,869 in the April model to $10,857 in October after the special education rate rose from $999 to $1,340 per ADA. A true-up will follow this year, too.

Sources: SELPA billing and true-up history, 2021–22 through 2025–26; SELPA 2026–27 District Financial Impact (April vs. October)

Three ways our tuition could look



If Hamilton leaves and we stay, Plaza's tuition rises to $29,780 because the remaining shared costs are spread across fewer districts.

If Plaza transfers, the SELPA owes us a $176,506 credit. That credit offsets what we spend to run the program ourselves; it is not savings on its own.

Sources: Program Costs summary; SELPA scenario requested by P. Conklin, corrected 11/3/2026 (Hamilton transfers Mild/Mod only)

What Plaza would pay directly

Position	FTE	Annual cost
Education Specialist (Step 7)	0.6	$63,686
Instructional aide (Range 5, Step 6)	0.5	$35,883
Speech-language pathologist	0.5	$77,056
School psychologist (contracted)	—	$20,000
Total		**$196,625**

Costs include salary, statutory benefits and health benefits.

Direct annual cost

$196,625

A full-time Education Specialist with a 0.75 FTE aide would cost $256,522, making the net cost $80,016.

Source: Program Costs worksheet

Putting it together

Direct program costs	$196,625
Less: SELPA credit	−$176,506
Net annual cost if we transfer	**$20,119**

Plaza's tuition today is unusually low due to a formula change that benefited smaller districts that have been subsidizing the SELPA costs for larger districts. Against the more likely future, Hamilton leaving the model, the transfer costs less.

Compared with tuition today ($10,857)

$9,262 more

per year

Compared with tuition if only Hamilton transfers ($29,780)

$9,661 less

per year

Annual figures based on 2026–27 numbers. Before materials, substitutes and professional development (next slide).

What these numbers don’t include yet

Materials and curriculum

Supplies and instructional materials for the program

Substitutes

Coverage when program staff are out

Professional development

Training for staff now employed by our district

Program specialist work

IEP compliance support and coordination handled locally

Hiring risk

Speech-language pathologists are hard to recruit in Glenn County

Year-to-year change

These are 2026–27 figures; the transfer begins in 2027–28

The SELPA’s own analysis notes that tuition reductions are reallocations, not proven savings, until each district’s full operating cost is confirmed.

What stays the same for students and families

- ✓ Every student keeps the services written in their IEP.
- ✓ OT, PT, adaptive PE, behavior and mental health services stay available through the SELPA.
- ✓ Students in county regional programs are not affected.
- ✓ Services would come from staff who work for the district and therefore follow our policies, procedures, schedules and bargaining agreements.
- ✓ Families can bring questions to the Superintendent’s office at any time.

Timeline and next steps



Board review of costs (tonight)

Board action on the transfer plan

SELPA Governance Committee decision

Recruit SLP, finalize staffing and budget

Program begins with the 2027–28 school year

Plaza Elementary School District

Mild/Moderate Special Education Program Transfer | Program Cost Estimate | Based on 2026–27 salary schedules and SELPA allocation model

Plaza Elementary School District proposes to operate its Mild/Moderate special education program directly beginning in 2027–28, rather than paying tuition to the Glenn County Office of Education (GCOE) through the Glenn County SELPA. This summary shows the estimated cost of the staffing needed to serve Plaza students and how that cost compares with SELPA tuition.

Direct program cost (planned staffing, Option A)	SELPA tuition credit if we transfer	Net cost: 2027-28
$196,625	**($176,506)**	**$20,119**

Staffing plan and annual cost

Position	Option A	Cost	Option B	Cost
Education Specialist (Step 7)	0.6 FTE	$63,686	1.0 FTE	$105,643
Instructional aide (Range 5, Step 6)	0.5 FTE	$35,883	0.75 FTE	$53,823
Speech-language pathologist (shared)	0.5 FTE	$77,056	0.5 FTE	$77,056
School psychologist (contracted)	As needed	$20,000	As needed	$20,000
Total direct program cost		**$196,625**		**$256,522**

Option A reflects the planned staffing for Plaza's current Mild/Moderate caseload. Option B shows the cost of a full-time program.

Comparison with SELPA tuition (2026–27 figures)

	Option A	Option B
Direct program cost	$196,625	$256,522
Less: SELPA tuition credit if we transfer	($176,506)	($176,506)
Net annual cost if we transfer	**$20,119**	**$80,016**
Tuition today (2026–27 approved model)	$10,857	$10,857
Tuition if only Hamilton USD transfers	$29,780	$29,780
Difference vs. tuition today	$9,262 more	$69,159 more
Difference vs. Hamilton-only scenario	$9,661 less	$50,236 more

Credit shown in parentheses. Tuition and credit figures are from the SELPA scenario in which Lake and Plaza transfer and Hamilton USD transfers Mild/Moderate only (corrected 11/3/2026).

Not yet included in these estimates

Materials and supplies, curriculum, substitutes, and professional development. Estimates for these items will be brought with the December board action.

Position cost detail

Education Specialist (Step 7)

	1.0 FTE	0.8 FTE	0.6 FTE
Salary	$70,237	$56,190	$42,142
Statutory benefits	$15,656	$12,525	$9,394
H/W cap	$19,000	$15,200	$11,400
MA	$750	$750	$750
Total	**$105,643**	**$84,665**	**$63,686**

Instructional aide (Range 5, Step 6; $23.81/hour, 204 days)

	0.75 FTE	0.5 FTE
Salary	$29,143	$19,429
Statutory benefits	$10,430	$6,954
H/W cap	$14,250	$9,500
Total	**$53,823**	**$35,883**

Speech-language pathologist (GCOE salary schedule, 187 days)

	1.0 FTE	0.8 FTE	0.6 FTE
Salary	$108,031	$86,425	$64,819
Statutory benefits	$24,080	$19,264	$14,448
H/W cap	$21,000	$16,800	$12,600
MA	$1,000	$1,000	$1,000
Total	**$154,111**	**$123,489**	**$92,867**

One full-time SLP is shared by Lake and Plaza. Each district's 0.5 FTE share is $77,056.

School psychologist (contracted, GCOE Step 11)

	Rate / budget
Hourly rate	$67.63
With statutory benefits (35.79%), plus H/W	$91.83
Annual budget	**$20,000**

Statutory benefits are calculated at 22.29% for certificated positions and 35.79% for classified positions. H/W = district health and welfare cap.

PLAZA ELEMENTARY SCHOOL DISTRICT

Mild/Moderate Program Transfer Plan

Transfer of Special Education Services and Program Operations

Plan Information	
Submitting LEA	Plaza Elementary School District
Current Program Operator	Glenn County Office of Education
SELPA	Glenn County SELPA
Proposed Effective Date	July 1, 2027
Letter of Intent Submitted	May 11, 2026
Approved by PESD Board	November 12, 2026
Submitted to Glenn County SELPA Director	
Prepared By	Patrick Conklin, Superintendent

Program(s) Included in Transfer

- ☐ Preschool
- ☒ **Mild/Moderate Support Needs**
- ☐ Regional Extensive Support Needs
- ☐ Therapeutic/Behavior Osprey and Eagle Program
- ☐ Adult Transition Program (18–22)
- ☒ **Related Service: Speech**
- ☐ Other

Section 1. Purpose and Transfer Request

Purpose: Describe the rationale for the requested transfer of program operation and services from the COE to the LEA.

LEA Statement of Intent

Plaza Elementary School District (PESD) requests approval to assume direct operation of its Mild/Moderate Support Needs program, currently operated by the Glenn County Office of Education (GCOE), effective July 1, 2027. The District is committed to a smooth, well-planned transition that maintains full continuity of services for all students with IEPs throughout the transfer process. Pursuant to Glenn County SELPA Policy SP 50.1 and Administrative Regulation AR 50.1.1, PESD submitted formal notice of its intent to the SELPA Director, the impacted LEAs, and the Governance Committee on May 21, 2026.

Why the LEA Is Requesting Transfer

PESD is requesting this transfer to bring program oversight, staffing, and service delivery under direct District administration, allowing closer coordination between special education and general education programming at the school site and more direct communication between families and program staff. Direct operation will also allow tighter alignment between special education services and the District's multi-tiered system of supports (MTSS), so that general education intervention, Student Study Team (SST) referral, assessment, and special education services function as one coordinated continuum for Plaza students.

Desired Outcomes for Students

The District's goal is uninterrupted delivery of all IEP-mandated services throughout the transition, with no lapse in placement, instruction, or related services. PESD anticipates that direct, site-based operation will support stronger integration between special education staff and the broader school community and more responsive communication with families.

Evidence of LEA Readiness

PESD has completed a preliminary analysis of its Mild/Moderate service needs, staffing model, and first-year costs (see Sections 4 and 6), and the transfer plan was approved by the PESD Board of Trustees. The District operates an established MTSS framework with designated intervention staff, regular

progress monitoring, and a Student Study Team process coordinated by the Superintendent, with the school psychologist participating when assessment is considered. This structure provides the general education foundation into which the Mild/Moderate program will be integrated.

The District has begun early recruitment for a Speech-Language Pathologist for 2027–28, including outreach to the CSU Chico Communication Sciences and Disorders program, and contracting services with a credentialed School Psychologist if current GCOE staff choose not to transfer with the program. PESD is committed to full compliance with all IDEA and California Education Code requirements. Final confirmation of readiness depends on GCOE providing current staffing, caseload, service, and cost information for the program, which the District will request during the SELPA review period.

Anticipated Benefits and Risks

Anticipated benefits include increased local control over program design and staffing, closer proximity of services to the students and families they serve, and streamlined communication between the program and the rest of the District. Anticipated risks include potential staff turnover if current GCOE staff decline to transfer, timing pressure on recruitment and hiring given the compressed transition window, and the need to establish new contracted service arrangements (e.g., psychologist, speech, and clinician time) before the July 1, 2027 deadline. The staffing and transition timelines in Sections 4 and 8 are intended to mitigate these risks.

Requested Action

The LEA formally requests approval to:

- ☒ **Assume operation of the identified program(s)**
- ☒ **Assume service delivery responsibilities**
- ☒ **Assume staffing and fiscal responsibilities**
- ☒ **Transition facilities and equipment as applicable**

Section 2. Current Program Overview

Item	Detail
Program location(s) / class numbers	Plaza Elementary School District
Grade span	TK–8
Students with IEPs attending school in LEA	10 SAI and 14 S&L students
Preschool	N/A
Regional programs (ESN/Tier 3)	N/A
Out-of-county placements (DHH, NPS)	N/A
Private school	N/A

Current Services Include

- ☒ **Specialized Academic Instruction**
- ☒ **Speech and Language**
- ☐ Occupational Therapy
- ☐ Physical Therapy
- ☐ Individual Counseling
- ☐ Behavior Intervention Services
- ☐ Health and Nursing Services
- ☐ Transportation
- ☐ Transition Services
- ☐ Deaf and Hard of Hearing Services
- ☐ Intensive Individual Services
- ☐ Adapted PE
- ☐ Assistive Technology
- ☐ Psychological Services
- ☐ Social Work Services
- ☐ Low Incidence Services
- ☐ Interpreter Services
- ☐ Specialized Vision Services
- ☐ Other

Section 3. Student Impact and Continuity of Services

Describe how the LEA will ensure a full continuum of placements and services for students with IEPs.

PESD will maintain the full continuum of placements and services currently provided under GCOE operation, with no lapse in services during the transition. All students' existing IEPs will remain in effect and will continue to be implemented as written unless changed through the IEP process. The District will use the SELPA governance and fiscal review period (August–November 2026) and the final LEA review period (November 2026–January 2027) to confirm staffing and contracted service needs, including education specialist, instructional aide, program specialist, psychologist, speech, and clinician time, so that all services are fully in place before the July 1, 2027 effective date.

Family and student communication, staff recruitment, finalization of materials and technology agreements, and student records transfer will occur throughout the March–June 2027 window, alongside completion of all compliance activities for the 2026–27 school year, to ensure placements and services continue without disruption.

The LEA Agrees To

- Maintain uninterrupted implementation of all current IEPs.
- Continue services in accordance with existing IEPs until changed through the IEP process.
- Ensure no lapse in service delivery.
- Maintain educational placement unless determined by the IEP team.
- Maintain active collaboration with Glenn County SELPA to ensure continued access to regional programs, low-incidence services, and specialized placements best delivered on a regional basis.
- Implement monitoring systems to verify that all services, accommodations, and modifications in student IEPs are delivered consistently and documented.

Student and Family Transition Plan

Activity	Responsible Party	Timeline
Student roster verification	GCOE and PESD	Nov 2026 – Jan 2027
Family notification	GCOE and PESD	Mar – Jun 2027
Family information meetings	PESD	Mar – Jun 2027
Plan for translation/interpretation supports	PESD	Mar – Jun 2027
Student records transfer	GCOE to PESD	Mar – Jun 2027
Transportation arrangements finalized	N/A	
Start of LEA operation	PESD	July 1, 2027

Section 4. Staffing Transition Plan

Current Staffing

Position	Position FTE	Contract for Services
Education Specialist	.8 FTE	GCOE
Instructional Aide	.75 FTE	GCOE
Speech-Language Pathologist	.2 FTE	GCOE
Psychologist	Unknown	GCOE
Administrative Support	Unknown	GCOE
Other	Unknown	GCOE

Expected Staffing Transfer Based on PESD Need

Position	Position FTE	Contract for Services
Education Specialist	.6 FTE	PESD
Instructional Aide	.5 FTE	PESD
Speech-Language Pathologist	.5 FTE	PESD
Psychologist	Unknown	GCOE or Other
Administrative Support	Unknown	PESD
Other	Unknown	

PESD recognizes the rights of certificated and classified employees affected by the transfer pursuant to Education Code sections 44903.7 and 45120.2, and will work with GCOE and the applicable employee representatives to ensure those rights, including seniority, years of service, and salary placement, are reviewed and honored before offers of employment are made.

Staffing Transition Plan

Activity	Responsible Party	Timeline
GCOE, LEA, and union representative joint meeting (review Education Code, employee rights, current years of service, salary, etc.)	GCOE and PESD	October 14, 2027
Offer of employment provided to staff	PESD	By Jan 15, 2027
Benefits coverage for transition between GCOE and LEA	GCOE	July 1, 2027
Timeline for staff to make a decision	GCOE staff	By Feb 1, 2027
LEA to assume responsibility to fill any vacancies	PESD	Feb – Jun 2027
Professional development plan for staff	PESD	As needed

Section 5. Facilities and Operations Readiness

Location(s): The Mild/Moderate program already operates on the Plaza campus, so no facility relocation or modification is anticipated.

Classroom Materials	LEA to Provide	LEA Option to Purchase from GCOE
Furniture for staff and students	PESD will furnish the classroom from District inventory or new purchase as needed.	Purchase existing GCOE furniture in the classroom at depreciated value, if offered.
Technology for staff and students (Chromebooks, iPads, smart boards)	PESD will issue staff devices and student Chromebooks through its existing District technology program.	PESD will evaluate any GCOE-owned interactive display or devices in the room.
Curriculum/materials	PESD will purchase specialized academic instruction and intervention curriculum aligned with District core and MTSS materials (see Section 6), plus assessment kits and protocols for the education specialist and SLP.	Consumables and assessment materials currently in use for Plaza students, if offered.
Assistive technology	PESD will provide any assistive technology required by IEPs and coordinate with Glenn County SELPA on low-incidence-funded devices.	Devices currently assigned to Plaza students under their IEPs, so students keep the same tools without interruption.
Specialized equipment	PESD will provide any specialized equipment required by IEPs.	Equipment currently used by Plaza students, if offered.

Items to Be Purchased

PESD will evaluate purchase of existing GCOE classroom furniture, consumable and assessment materials, and assistive technology currently assigned to Plaza students, at a price agreed with GCOE. Purchase decisions will be finalized by May 2027 once GCOE provides an inventory of program materials and equipment at Plaza. Any items not purchased will be provided by PESD before July 1, 2027.

Operations Readiness

Before July 1, 2027, PESD will confirm access to the SELPA IEP data system for District staff, receive transferred student records from GCOE, establish contracts for any related services not provided by District staff, set caseload and service schedules for the education specialist, aide, and SLP, and complete onboarding and professional development for program staff. The Superintendent will conduct an operational readiness review in spring 2027 (see Section 8).

Section 6. Fiscal and Resource Plan

Estimated Budget Summary

Cost Category	Estimated First-Year Cost
Salaries and Benefits	$176,000
Services/Contracts	$20,000
Materials/Supplies	$10,000
Curriculum	$10,000
Miscellaneous	
Total	**$216,000**

Funding Sources

- ☒ **Local Contribution**
- ☒ **Special Education Funding**
- ☒ **Federal Funds**
- ☐ Grant Funding
- ☐ Other

Impact to LEA Budget

The transfer shifts PESD from receiving Mild/Moderate services through GCOE's regional cost structure to directly funding salaries, benefits, contracted services, and materials. The District estimates first-year costs of approximately $216,000, funded through the District's special education allocation and a local General Fund contribution. Because PESD is a small district, modest changes in caseload or staffing have a proportionally large budget effect, so the primary fiscal risk is ensuring that special education revenue and the local contribution together cover direct personnel and service costs. The net budget impact compared with current costs will be confirmed once GCOE provides the cost of operating the program at Plaza.

Sustainability Plan

PESD will size staffing to Plaza's actual caseload and service minutes rather than a regional model, use its MTSS framework to address student needs early and keep referrals to special education appropriate, and serve students in the least restrictive environment on campus to minimize reliance on outside placements. The District will explore shared staffing with neighboring districts where it improves service and efficiency, build a recruitment pipeline for hard-to-fill positions such as speech-language pathology, and review program costs against special education revenue annually as part of budget development.

One-Time Startup Costs

One-time costs may include purchase of furniture, technology, assistive technology, and specialized equipment from GCOE or new vendors (Section 5); curriculum and instructional materials; staff recruitment and onboarding; professional development; and setup of data, IEP, and compliance

reporting systems. Estimated one-time costs: $20,000, to be finalized once GCOE identifies which materials and equipment will remain with the program.

Impact to SELPA Allocation Model

The transfer changes PESD's status from a recipient of GCOE-operated Mild/Moderate services to a direct operator. PESD will work with the Glenn County SELPA to adjust its allocation under the SELPA's funding methodology, accounting for students now served directly by the District versus those who continue to receive regional services, and will ensure compliance with all IDEA fiscal requirements, including maintenance of effort.

Section 7. Compliance and Program Quality Assurances

The LEA certifies it will:

- ☒ **Implement all services consistent with IDEA and California Education Code requirements**
- ☒ **Maintain credentialed staffing**
- ☒ **Participate in SELPA policy and procedures**
- ☒ **Meet timelines for assessments and IEPs**
- ☒ **Maintain required reporting systems**
- ☒ **Participate in and complete required monitoring activities**
- ☒ **Maintain service data and documentation**

Section 8. Transition Timeline Plan

Milestone	Date	Notes
LEA request submitted	Dec 2026	To be entered by PESD upon submission to GCOE/SELPA.
SELPA review	Dec 2026	SELPA governance and fiscal review, per GCOE SELPA timeline.
Governance approval	Dec 2026	Concludes SELPA governance and fiscal review window.
Staffing finalized	March 1, 2027	Joint LEA/GCOE/CTA/CSEA staff meeting occurs in February; staff decisions finalized by this date.
Last date to rescind request	NLT Feb 28, 2027	Final day to rescind; also closes the window for LEA to submit contracted services requests (psychologist, speech, clinician time).
Family notification	Mar – Jun 2027	Parent, student, and community meetings per GCOE timeline.
Operational readiness review	Mar – Jun 2027	Staff recruitment/hiring, materials/technology agreements, records transfer, and compliance activities for 2026–27 completed in this window.
Transfer effective date	July 1, 2027	LEA assumes full responsibility for the transferred program.
Other: contracted services requests	Nov 2026 – April 30th, 2027	Window for LEA to submit requests for contracted services (e.g., psychologist, speech, clinician time, program specialist).

Certifications

LEA Superintendent: I certify the LEA has capacity and commitment to operate the program and provide services consistent with applicable requirements.

Name: _____

Signature: _____ **Date:** _____

SELPA Governance Committee Review

Recommendation:

- ☐ Approve
- ☐ Approve with Conditions
- ☐ Deny

Comments: