

**FOUNTAIN VALLEY SCHOOL DISTRICT
PERSONNEL COMMISSION**

Regular Meeting
AGENDA

Fountain Valley School District
10055 Slater Avenue
Fountain Valley, CA 92708

October 26, 2017
4:30 p.m.

Mrs. Carol Davis, Chairperson
Mr. William Mullin, Vice Chairperson
Rabbi Stephen Einstein, Member
Mr. Ross Hessler, Director, Human Resources

- **CALL TO ORDER**
- **PLEDGE OF ALLEGIANCE**
- **ROLL CALL**
- **APPROVAL OF AGENDA**

GENERAL FUNCTIONS

1. **Introduction of Guests**
2. **Introduction of Staff**
3. **Reading and Approval of Minutes - Regular Meeting of the Personnel Commission, September 27, 2017** *Action*
(Attachment #1)
4. **Minutes, Regular Meeting of the Board of Trustees, September 7, 2017** *Information*
(Attachment #2)
5. **Agenda, Regular Meeting of the Board of Trustees, October 12, 2017** *Information*
(Attachment #3)
6. **Director's Report** *Information*
7. **Commissioners' Comments** *Information*
8. **Public Comments**
Members of the community and staff are welcome to address the Personnel Commission on any item listed on the Agenda or Business or any other item or specific concern within the jurisdiction of the Personnel Commission. Speakers are requested to limit their presentation to four minutes.

ADMINISTRATION

- 9. Personnel Commission Annual Report, Second Reading** *Action*
(Attachment #4)
- 10. Classification Study Update** *Information*
- 11. Eligibility Lists** *Action*
(Custodian, ESP Aide, ESP Instructor, Head Custodian, Preschool Aide, Preschool Instructor, and Senior Library Media Technician)
(Attachments #5-#9)

PERSONNAL

- 12. Job Announcements** *Information*
(Attachments #10-#16)

FINANCIAL

- 13. Personnel Commission Budget 2017-2018: Status Review** *Information*
(Attachment #17)
- 14. PTC-SC 2017 Annual Conference,** *Action*
“Personnel Selection: Breakthrough to Excellence”
(Attachment #18)

CLOSED SESSION

- 15. Closed Session**
The Commission may discuss one or more of the following topics in Closed Session:
1. Personnel
 2. Legal Advice

NEXT MEETING

- 16. The next meeting of the Personnel Commission will be:**
- November 16, 2017**
4:30 p.m.
Board Room

ADJOURNMENT

- 17. Adjournment**

FOUNTAIN VALLEY SCHOOL DISTRICT

PERSONNEL DIVISION

MEMORANDUM

TO: Personnel Commission

FROM: Ross M. Hessler, Director, Human Resources

SUBJECT: **MINUTES, PERSONNEL COMMISSION-REGULAR
MEETING OF SEPTEMBER 27, 2017**

DATE: October 19, 2017

Attached for your approval are the minutes of the Personnel Commission regular meeting of September 27, 2017.

RECOMMENDATION

The Personnel Commission approve the minutes of the September 27, 2017 Personnel Commission regular meeting.

Attachment #1

FOUNTAIN VALLEY SCHOOL DISTRICT PERSONNEL COMMISSION

REGULAR MEETING

MINUTES

September 27, 2017

4:30 p.m.

Carol Davis called the Regular Meeting of the Personnel Commission to order at 4:30 p.m. in the Board room, 10055 Slater Avenue, Fountain Valley, California. Rabbi Einstein led the Pledge of Allegiance.

Present for the entire meeting:

Mrs. Carol Davis, Chairperson

Rabbi Stephen Einstein, Member

Mr. Ross Hessler, Director, Human Resources

GENERAL FUNCTIONS

Approval of Agenda

Rabbi Einstein moved to approve the agenda as presented. Automatic second used due to absence of Mr. Mullin. Motion carried.

Introduction of Guests

Ms. Cathie Abdel and Mr. Sam Koser were in attendance.

Introduction of Staff

Ms. Donna Johnson was in attendance.

Minutes, Regular Meeting of the Personnel Commission, May 16, 2017

Rabbi Einstein moved to approve the minutes. Automatic second used due to absence of Mr. Mullin. Motion carried.

Minutes, Regular Meeting of the Board of Trustees, July 13, 2017

Presented as an information item only

Minutes, Regular Meeting of the Board of Trustees, August 24, 2017

Presented as an information item only

Agenda, Regular Meeting of the Board of Trustees, September, 2017

Presented as an information item only

Director's Report

Mr. Hessler stated we had a good start to the school year. The District Office staff helped out at the different school sites on the first day. Back to School Night has already occurred at the elementary schools and will occur at the middle schools tomorrow night. A golf tournament is coming up soon to support the Foundation. Also, Hyundai is sponsoring a fundraiser at Mile Square Park to benefit the District.

Commissioners' Comments

Rabbi Einstein inquired about the current student population and how it compared to our projection for the current fiscal year. Ms. Abdel stated that we are currently below projection by thirty students.

Public Comments

None

ADMINISTRATION

Personnel Commission Annual Report 2016-2017, First Review

Mr. Hessler presented the Personnel Commission Annual Report 2016-2017 for first Review. It was determined to add, to the “Highlights” section, the notation that Fountain Valley School District was awarded a plaque for 50 years as a merit district.

Classification Study Update

Mr. Hessler presented the classification study timeline. The timeline is as follows: Mr. Hessler to meet with individual commissioners the week of September 25; Ms. Abdel and Mr. Hessler to meet with Mr. Gordon and Mr. Koser the same week; Ms. Abdel and Mr. Hessler to meet with the Steering Committee the week of October 2; Ms. Abdel and Mr. Hessler to hold multiple general meetings with classified employees the week of October 9; Letters to go out to classified employees regarding draft recommendations the week of October 16; Review and appeal meetings will be held the week of October 30; Personnel Commissioners to approve the job descriptions and recommend salaries at the November 16 meeting; and Board to approve the salaries at the January meeting.

Eligibility Lists

Rabbi Einstein moved to approve the Eligibility Lists for Field Support/Help Desk Technician and Health Technician -LVN. Automatic second used due to absence of Mr. Mullin. Motion carried.

PERSONNEL

Job Announcements

Job postings were reviewed for Interdepartmental Transfers for Bus Driver, Extended School Program Aide (2 postings) Extended School Program Instructor (2 postings), Food Services Worker Rover, Instructional Assistant, Instructional Assistant – Special Education, Instructional Assistant – SH/PH (5 postings), Library/Media Technician, and Preschool Aide (2 postings). Also, the open and promotional postings were reviewed for Bus Driver, Custodian, Extended School Program Aide, Extended School Program Instructor, Head Custodian, Preschool Aide, and Preschool Instructor.

FINANCIAL

Nothing at this time.

CLOSED SESSION

No closed session.

NEXT MEETING

The next meeting of the Personnel Commission will be:

**Regular Meeting:
October 26, 2017
4:30 p.m.
PDC Room**

ADJOURNMENT

The September 27, 2017 regular meeting of the Personnel Commission was adjourned at 4:52 p.m.

Mrs. Carol Davis, Chairperson

Rabbi Stephen Einstein, Chairperson

FOUNTAIN VALLEY SCHOOL DISTRICT

PERSONNEL DIVISION

MEMORANDUM

TO: Personnel Commission

FROM: Ross M. Hessler, Director, Human Resources

SUBJECT: **MINUTES, OF THE BOARD OF TRUSTEES REGULAR
MEETING OF SEPTEMBER 7, 2017**

DATE: October 19, 2017

Attached for your information is the agenda of the Board of Trustees regular meeting of September 7, 2017.

Fountain Valley School District
Superintendent's Office

REGULAR MEETING OF THE BOARD OF TRUSTEES

10055 Slater Avenue
Fountain Valley, CA 92708

September 7, 2017

MINUTES

President Crandall called the regular meeting of the Board of Trustees to order at 5:30pm.

CALL TO ORDER

The following board members were present:

ROLL CALL

Sandra Crandall	President
Lisa Schultz	President Pro Tem
Jim Cunneen	Clerk
Ian Collins	Member

Absent:

Jeanne Galindo	Member
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Motion: Mr. Collins moved to approve the meeting agenda.

AGENDA APPROVAL

Second: Mrs. Schultz

Vote: 4-0

BOARD WORKSHOPS

Assistant Superintendent, Business Services Christine Fullerton was joined by Richard Ingrassia from Rachlin Partners for an update on the progress of the Modernization and HVAC Projects at Courreges and Masuda schools.

Mrs. Fullerton opened the workshop by welcoming Mr. Ingrassia to the meeting. Mr. Ingrassia provided an overview of work to date at both Courreges and Masuda Schools. In addition, he reviewed the upcoming projects including Fulton, Tamura and Cox (based on available funding). He reviewed the project scope, noting the continued focus on the Big 5. He shared details regarding the new flooring and ceilings, and new roofing and paint at Masuda, in addition to new flooring and ceilings at Courreges. Mr. Ingrassia also reviewed current budgets against the Facilities Master Plan. In closing, Mr. Ingrassia reviewed the project schedule going forward, including projects submitted to DSA on September 19th with approval anticipated in January

WORKSHOP TO
PROVIDE UPDATE ON
THE PROGRESS ON THE
MODERNIZATION AND
HVAC PROJECTS AT
COURREGES AND
MASUDA SCHOOLS

2018, and construction planned to start in June 2018.

There were no requests to address the Board prior to closed session.

PUBLIC COMMENTS

Mrs. Crandall announced that the Board would retire into Closed Session. Action was not anticipated. The following was addressed:

CLOSED SESSION

- Personnel Matters: *Government Code 54957 and 54957.1*
Appointment/Assignment/Promotion of employees; employee discipline/dismissal/release; evaluation of employee performance; complaints/charges against an employee; other personnel matters.
- Pupil Personnel: *Education Code 35146*
Student expulsion(s) or disciplinary matters for violation of Board Policy 5144.1.
- Negotiations: *Government Code 54957.6*
Update and review of negotiations with the FVEA and CSEA Bargaining Units with the Board’s designated representative, Cathie Abdel.

The public portion of the meeting resumed at 7:00pm.

PLEDGE OF ALLEGIANCE

Mrs. Schultz led the Pledge of Allegiance.

SPECIAL PRESENTATIONS

Huntington Beach Assistance League President, Hedy Knight, and Links to Learning Chair, Linda Chrisman, joined members of the Huntington Beach Assistance League in generously presenting over \$25,000 in grants to teachers and principals in the Fountain Valley School District through their Links to Learning program. Teachers, principals and staff joined the Board of Trustees in thanking the Assistance League for their generous support of our District.

HUNTINGTON BEACH ASSISTANCE LEAGUE PRESENTATION OF LINKS TO LEARNING GRANTS

Following the grant presentation, the Board took a brief recess for cookies and photos.

STAFF REPORTS AND PRESENTATIONS

Assistant Superintendent, Business, Christine Fullerton and Director, Fiscal Services, Isidro Guerra reviewed for the Board of Trustees the unaudited actuals for the Fountain Valley School District for the fiscal year 2016-17. Mrs. Fullerton began by thanking her staff for their hard work in closing the books for 2016-17. She commended their dedication and outstanding efforts. She then reviewed the District mission statement. In addition, she provided an overview of the State economy and reviewed the 2017-18 adopted State budget. Mrs. Fullerton also shared an overview of the 2016-17 unaudited actuals. Mr. Guerra then provided a review of 2016-17 unaudited actuals revenues and expenditures. He also reviewed elements of the ending fund balance and provided a year over year comparison. In addition, he detailed ending fund balances of other funds. In closing, Mr. Guerra reviewed next steps for the Board.

UNAUDITED ACTUALS
FOR FISCAL YEAR 2016-
17 (ORAL AND
WRITTEN)

BOARD REPORTS AND COMMUNICATIONS

Mr. Cunneen was pleased to share that his son at Masuda reported a great first day. He noted that it was a wonderful start to the school year for all.

Mr. Collins' activities since the last meeting included: assisting at Talbert in passing out schedules. He echoed the sentiments of a wonderful and smooth start to the school year. In addition, he thanked everyone for their well wishes regarding his recent surgery.

Mrs. Schultz noted her joy at seeing so many happy students back at school and commended the smooth start to the school year. She thanked staff for all of their efforts and positive energy in making this happen.

Mrs. Crandall congratulated staff on a wonderful start to the school year. She noted as well that all four of her grandchildren reported that everything is awesome.

PUBLIC COMMENTS

There were no requests to address the Board of Trustees.

PUBLIC COMMENTS

LEGISLATIVE SESSION

Motion: Mr. Cunneen moved to accept and award the RFP ACCEPT AND AWARD

for preconstruction and lease-leaseback services for modernization and HVAC project to West Coast Air Conditioning Co., Inc.

THE RFP FOR
PRECONSTRUCTION
AND LEASE-
LEASEBACK
SERVICES FOR
MODERNIZATION
AND HVAC PROJECT
TO WEST COAST AIR
CONDITIONING CO.,
INC.

Second: Mrs. Schultz

Vote: 4-0

Motion: Mrs. Schultz moved to approve global adoption of updates to Board Policies and Board Bylaws since adoption of updated Board Policy Manual, January 2017 (second reading and adoption).

GLOBAL ADOPTION
OF UPDATES TO
BOARD POLICIES
AND BOARD BYLAWS
SINCE ADOPTION OF
UPDATED BOARD
POLICY MANUAL,
JANUARY 2017
(SECOND READING
AND ADOPTION)

Second: Mr. Cunneen

Vote: 4-0

Motion: Mr. Collins moved to adopt Resolution 2018-10 Adopt Uniform Public Construction Cost Accounting Procedures.

ADOPTION OF
RESOLUTION 2018-10
ADOPT UNIFORM
PUBLIC
CONSTRUCTION
COST ACCOUNTING
PROCEDURES

Second: Mrs. Schultz

Vote: 4-0

Motion: Mr. Collins moved to approve the Consent Calendar.

CONSENT
CALENDAR/
ROUTINE ITEMS OF
BUSINESS

Second: Mrs. Crandall

Vote: 4-0

The Consent Calendar included:

- Board Meeting Minutes from August 24th regular meeting
- Personnel Items (Employment Functions, Workshops/Conferences, and Consultants)
- Warrants
- Purchase Order Listing
- Budget Adjustments
- Resolution 2018-11: Compensation to Trustee Ian Collins for missed meeting due to illness
- Unaudited Actuals for Fiscal Year Ending 2016-17
- Resolution 2018-09: Gann Amendment Appropriations

Limitation

- Special Education Settlement Agreement 2018-A
- Tobacco-Use Prevention Education (TUPE) Cohort M Competitive Grant
- Award the Agreement for Preconstruction Services for Modernization and HVAC Project to West Coast Air Conditioning Co., Inc.

SUPERINTENDENT’S COMMENTS/NEW ITEMS OF BUSINESS

Dr. Johnson Commended our site leaders for their welcome back meetings. He commended the passion in their addresses and their efforts in setting the room environments. In addition, he commended Mr. Hastie for the outstanding job he is doing. He thanked him for all of his efforts not just in his regular duties, but also his work regarding our modernization projects. In addition, he celebrated the efforts of all of our staff members; certificated staff, classified staff at our sites, the District Office and M&O and our administrators; leading to a smooth and successful start to the school year. Moreover, he commended the Board for their recent review and study of our global adoption of Board Policy updates and Board Bylaws. Lastly, he celebrated those that committed to participating in the Happiness Challenge, 21 days of thanks you, and thanked them for spreading a positive environment in our District.

ADJOURNMENT

Motion: Mrs. Schultz moved to adjourn the meeting at 7:58pm.

Second: Mr. Collins

Vote: Unanimously approved

/rl

FOUNTAIN VALLEY SCHOOL DISTRICT

PERSONNEL DIVISION

MEMORANDUM

TO: Personnel Commission

FROM: Ross M. Hessler, Director, Human Resources

SUBJECT: **AGENDA, OF THE BOARD OF TRUSTEES REGULAR
MEETING OF OCTOBER 12, 2017**

DATE: October 19, 2017

Attached for your information is the agenda of the Board of Trustees regular meeting of October 12, 2017.



Fountain Valley School District

BOARD OF TRUSTEES
REGULAR MEETING

AGENDA

Board Room
10055 Slater Avenue
Fountain Valley, CA

October 12, 2017

- CALL TO ORDER: 5:30PM
- ROLL CALL
- APPROVAL OF AGENDA

M ___
 2nd ___
 V ___

BOARD WORKSHOPS

1. CALIFORNIA ASSESSMENT OF STUDENT PERFORMANCE AND PROGRESS (CAASPP) RESULTS 2017 AND CALIFORNIA DASHBOARD

Steve McLaughlin, Assistant Superintendent, Educational Services and Julianne Hoefler, Director, Educational Services will present the 2017 California Assessment of Student Performance and Progress (CAASPP) results for Fountain Valley School District and review the California Dashboard with the Board of Trustees.

- PUBLIC COMMENTS

Speakers may address the Board of Trustees on Closed Session Items. Please comply with procedures listed on the goldenrod form "For Persons Wishing to Address the Board of Trustees" and give the form to the Executive Assistant.

- CLOSED SESSION

The Board of Trustees will retire into Closed Session to address the following:

- Personnel Matters: *Government Code 54957 and 54957.1*
Appointment/Assignment/Promotion of employees; employee discipline/dismissal/release; evaluation of employee performance; complaints/charges against an employee; other personnel matters.
- Pupil Personnel: *Education Code 35146*

Our mission is to promote a foundation for academic excellence, mastery of basic skills, responsible citizenship, and a desire by students to achieve their highest potential through a partnership with home and community.

- Negotiations: *Government Code 54957.6*
Update and review of negotiations with the FVEA and CSEA Bargaining Units with the Board's designated representative, Cathie Abdel.

- Conference with Real Property Negotiator: *Government Code Section 54956.8*
Property: District owned real property located at 265 S. Anita Drive, Orange, California, known generally as the Crossroads Office Park ("Property").

Negotiating Parties: Fountain Valley School District, real property negotiators Christine Fullerton, Assistant Superintendent, Business Services and District legal counsel, and the County of Orange.

Under Negotiation: Instruction to negotiators will concern price and terms of purchase issues associated with the possible sale of the identified Property.

- OPEN SESSION: 7:00PM
- PLEDGE OF ALLEGIANCE

SPECIAL PRESENTATIONS

2. CELEBRATION OF CLASSIFIED EMPLOYEE OF THE YEAR: WALLY KRICHESKY

The Board of Trustees will join staff and the community in celebrating Wally Krichesky, Heavy-Duty Mechanic, as Fountain Valley School District's Classified Employee of the Year.

- **RECESS**

BOARD REPORTS AND COMMUNICATIONS

Board Members will make the following reports and communicate information to fellow Board Members and staff.

PUBLIC COMMENTS

Members of the community and staff are welcome to address the Board of Trustees on any item listed on the Agenda of Business or any other item of specific concern. Speakers are requested to limit their presentation to four minutes unless the time is waived by a majority of the Board Members present. If a member of the audience requests a response to their comments, the Board of Trustees may ask the Superintendent/Staff to respond to them personally or in writing after the meeting, or direct that additional information be provided to the Board on a future agenda.

*** BOARD MEMBERS WHO WISH TO DISCUSS WITH STAFF ANY ITEMS LISTED UNDER LEGISLATIVE SESSION SHOULD INFORM THE BOARD PRESIDENT AT THIS TIME.

PUBLIC HEARINGS

3. CERTIFICATION OF PROVISIONS OF STANDARDS-ALIGNED INSTRUCTIONAL MATERIALS

The Board of Trustees will conduct a public hearing for the purpose of receiving public comment on the certification of provisions of standards-aligned instructional materials for the Fountain Valley School District. Public input is welcome.

LEGISLATIVE SESSION

4. RESOLUTION 2018-12 IN SUPPORT OF THE FILING OF AN APPLICATION FOR STATE FUNDING FOR LISTED SCHOOL DISTRICT ELIGIBLE FACILITIES

M ___
2nd ___
V ___

The District is eligible to participate in the State’s facilities grant funding program known as the School Facilities Program (SFP). The SFP provides grants to modernize schools with buildings over 25 years old (20 for portable buildings) and to expand schools as justified with new construction eligibility.

Superintendent’s Recommendation: It is recommended that the Board of Trustees adopts Resolution 2018-12 In Support of the Filing of an Application for Sate Funding for Listed School District Eligible Facilities.

M ___
2nd ___
V ___

The Board of Trustees of the Fountain Valley School District shall hereby certify that as of October 12, 2017, each pupil in the District in kindergarten through grade 8 has been provided with a standards-aligned textbook or basic instructional materials in each of the following areas: mathematics, science, history-social science and English/language arts, including the English language development component of an adopted program.

Superintendent’s Recommendation: It is recommended that the Board of Trustees hereby certifies through adoption of Resolution 2018-14 that each pupil in the Fountain Valley School District has been provided with a standards-aligned textbook or basic instructional materials in the curricular areas of mathematics, science, history-social science, English/language arts and visual and performing arts.

M ___
2nd ___
V ___

All items listed under the Consent Calendar and Routine Items of Business are considered by the Board of Trustees to be routine and will be enacted by the Board in one action. There will be no discussion of these items prior to the time the Board votes on the motion unless members of the Board, staff, or public request specific items to be discussed and/or removed from the Consent Calendar.

Superintendent's Recommendation: The Board of Trustees approves all items listed under the Consent Calendar and Routine Items of Business in one action.

Routine Items of Business

- 6-A.** Board Meeting Minutes from September 7th regular meeting
- 6-B.** Personnel Items (Employment Functions, Workshops/Conferences, and Consultants)
- 6-C.** Donations
- 6-D.** Warrants
- 6-E.** Purchase Order Listing

Consent Items

6-F. WILLIAMS UNIFORM COMPLAINT QUARTERLY REPORT

Superintendent's Comments: It is recommended that the Board of Trustees receives and approves the Williams Quarterly Report for the first quarter of the 2017-18 year and approves its submittal to the Orange County Department of Education.

6-G. APPROVE CHRISTINE FULLERTON, ASSISTANT SUPERINTENDENT, BUSINESS SERVICES AND JOE HASTIE, DIRECTOR OF MAINTENANCE & FACILITIES AS THE DISTRICT'S REPRESENTATIVES TO THE STATE FACILITIES PROGRAM

Superintendent's Comments: It is recommended that the Board of Trustees approves Christine Fullerton, Assistant Superintendent, Business Services, and Joe Hastie, Director of Maintenance & Facilities, as the District's representatives to the State Facilities Program.

6-H. RESOLUTION 2018-13: AUTHORIZATION FOR TEACHING CREDENTIALS

Superintendent's Comments: It is recommended that the Board of Trustees adopts Resolution 2018-13: Authorization for Teaching Credentials to approve the teaching assignments listed.

6-I. APPROVAL TO SOLICIT REQUEST FOR PROPOSAL TO UPGRADE EXISTING 1 GB DATA LINES TO 10 GB DISTRICTWIDE

Superintendent's Comments: It is recommended that the Board of Trustees approves the Solicitation of Request for Proposal to Increase Data Line Speeds from 1 GB to 10 GB.

6-J. LANGUAGE NETWORK

Superintendent’s Comments: It is recommended that the Board of Trustees approves the contract with Language Network for the 2017-2018 school year.

6-K. INDEPENDENT CONTRACT FOR BEHAVIOR SOLUTIONS

Superintendent’s Comments: It is recommended that the Board of Trustees approves the contract between Behavior Solutions and FVSD, not to exceed the amount of \$7,000, for student behavioral consultation and supervision.

6-L. CALIFORNIA HEALTHY KIDS SURVEY

Superintendent’s Comments: It is recommended that the Board of Trustees approves the California Healthy Kids Survey MOU between the FVSD and WestEd.

6-M. APPROVE THE CONTRACT WITH GOVERNMENTAL FINANCIAL STRATEGIES TO PROVIDE CONTINUING DISCLOSURE SERVICE RELATED TO MEASURE O GENERAL OBLIGATION BONDS

Superintendent’s Comments: It is recommended that the Board of Trustees approves the contract with Governmental Financial Strategies to provide continuing disclosure services related to the Measure O general obligation bonds.

6-N. APPROVAL OF FULL DAY CONSULTING AGREEMENT BETWEEN GROWING EDUCATORS, INCORPORATED AND FOUNTAIN VALLEY SCHOOL DISTRICT TO PROVIDE A BALANCED LITERACY PRESENTATION AT THE NOVEMBER 9 STAFF DEVELOPMENT DAY

Superintendent’s Comments: It is recommended that the Board of Trustees approves the full day agreement between Growing Educators, Inc. and Fountain Valley School District for November 9, 2017. It is also recommended that the Board of Trustees approves updating the cost of full day training with Growing Educators, Inc. included on the Independent Contractor List for the 2017/2018 school year approved by the Board on July 13, 2017, from \$1,900 to \$2,200.

6-O. NON-PUBLIC AGENCY CONTRACTS

Superintendent’s Comments: Under current consortium budget agreements, any unfunded cost of non-public school or non-public agency placement is a cost to the general fund of the resident district. It is recommended that the following non-public school/agency contracts/addendums be approved and that the West Orange County Consortium for Special Education be authorized to receive invoices and process payment.

Non-Public School/Agency	100% Contract Cost	Effective Dates
Olive Crest Academy	N/A	7/1/17-6/30/18

Olive Crest Academy	\$1,764	7/1/17-6/30/18
Olive Crest Academy	\$1,764	7/1/17-6/30/18
Olive Crest Academy	\$1,764	7/1/17-6/30/18
Trinity Consulting	\$1,150	10/12/17-6/30/18

SUPERINTENDENT'S COMMENTS/NEW ITEMS OF BUSINESS

The Board President will receive any announcements concerning new items of business from board members or the superintendent.

- CLOSED SESSION
- APPROVAL TO ADJOURN

The next regular meeting of the Fountain Valley School District Board of Trustees is on Thursday, November 9, 2017 at 7:00pm.

A copy of the Board Meeting agenda is posted on the District's web site (www.fvsd.us). Materials related to this agenda submitted to the Board of Trustees less than 72 hours prior to the meeting are available for public inspection by contacting the Superintendent's Office at 10055 Slater Avenue, Fountain Valley, CA 92708 or call 714.843.3255 during normal business hours.

Regular Board meeting proceedings are tape recorded.

Reasonable Accommodation for any Individual with a Disability: Any individual with a disability who requires reasonable accommodation to participate in a board meeting may request assistance by contacting the Superintendent's office: 10055 Slater Avenue, Fountain Valley, CA 92708 or call (714) 843-3255 or FAX (714) 841-0356.

FOUNTAIN VALLEY SCHOOL DISTRICT

PERSONNEL DIVISION

MEMORANDUM

TO: Personnel Commission

FROM: Ross M. Hessler, Director, Human Resources

SUBJECT: **PERSONNEL COMMISSION 2016-2017 ANNUAL REPORT
-SECOND READING**

DATE: October 19, 2017

Attached is information for the 2016-2017 Personnel Commission Annual Report:
Second Reading/Approval

RECOMMENDATION

The Personnel Commission approve the 2016-2017 Personnel Commission Annual Report.



MERIT SYSTEM DISTRICT

The Fountain Valley School District (FVSD) has been a Merit System District since September, 1967. The District serves grades K-8 for a large portion of the City of Fountain Valley and a small portion of Huntington Beach.

FVSD has an enrollment of about 6,300 students. They attend our seven K-5 schools and three 6-8 middle schools. FVSD employs a total of about 625 highly qualified certificated and classified staff members and supports a strong academic and comprehensive educational program at all grade levels and schools. The Personnel Commission plays a crucial part in the selection, training, and recognition of the District's 350 classified employees.

The Commission generally meets on the fourth Thursday of each month at 4:30 p.m. in the Board Room at the District Office.

HOW TO REACH US
 FVSD Personnel Commission
 10055 Slater Avenue
 Fountain Valley, CA 92708
 Telephone: (714) 843-3228
 FAX: (714) 843-3263
 Email: hesslerr@fvsd.us

REPORT OF ACTIVITIES

<u>Recruitment and Selection</u>	<u>2015/16</u>	<u>2016/17</u>
Applications received	1,709	1,433
Written tests	587	404
Performance tests	170	30
Oral interviews	237	203
Eligibility lists certified	29	18
<u>Postings</u>		
Open	0	1
Promotional	0	0
Dual - open and promotional	30	25
Interdepartmental	30	21
<u>Classification Activity</u>		
Revised job descriptions	7	1
New classifications created	4	2
Classifications retitled	1	2
Reclassifications/salary reallocations	0	2
Rule changes	2	0
<u>Employment</u>		
New hires	43	45
Summer employment	84	84
Promotions	4	5
Retirements	5	8
Resignations	15	14
Probationary terminations	2	2
Reemployments	2	0
Layoffs:		
Elimination of position	3	0
Reduction in hours	0	0

Highlights

The southern California commissioner's association, PCASC, awarded FVSD with a plaque for 50 years as a merit district at the spring conference. The Commission recognized 14 outstanding classified employees at the annual Classified Employee Recognition evening in May. Walter Kirchesky, Lead Heavy Duty Mechanic at the Maintenance Yard, was honored as the Classified Employee of the Year.

WHAT IS THE MERIT SYSTEM?

The Merit System is a set of rules and procedures similar to "civil service," which govern classified school personnel. Its fundamental purpose is to ensure that employees are selected, promoted, and retained without favoritism or prejudice, on the basis of merit and fitness. In Merit System school districts in California, the system is administered by the Personnel Commission, an independent body composed of three persons appointed for three-year staggered terms.

MERIT SYSTEM LAW*

- Requires the Personnel Commission to do the following:
- Ensure employees are hired in accordance with Commission Rules and Merit System Law on merit and fitness, without favoritism, interference, or influence.
- Protect applicants and employees from discriminatory treatment.
- Determine job-related educational and work experience requirements.
- Ensure objective, job-related tests.
- Provide for the establishment of eligibility lists.
- Provide for announcements of job vacancies to employees and the public.
- Classify or reclassify positions.
- Recommend salary schedules consistent with the principle of like-pay for like-service.
- Establish reasonable causes for demotion, suspension and dismissal.
- Investigate and hear appeals of permanent employees who have been suspended, demoted or dismissed.

* California Education Code
 Sections 45240-45320

PERSONNEL COMMISSIONERS

Carol Davis

Mrs. Davis was sworn into office in October, 2005, as the Commissioner appointed by the other two Commissioners. She is retired from the Fountain Valley School District where she worked for 25 years, including four years as Classified Personnel Technician. Mrs. Davis graduated from Vanguard University. She and her husband have three children, all of whom were FVSD students, and they also have six grandchildren.

Stephen Einstein

Rabbi Einstein has been the CSEA appointee to the Commission since December, 1990. He was named Founding Rabbi of Congregation B'nai Tzedek in Fountain Valley, where he served for over 35 years. Rabbi Einstein graduated cum laude from UCLA and received his doctorate degree from Hebrew Union College-Jewish Institute of Religion. He was a member of the Board of Trustees from 1984 to 1990. Dr. Einstein and his wife have four children who attended FVSD schools, and seven grandchildren.

William Mullin

Mr. Mullin has been the District's appointee to the Commission since December, 1988. He is retired from the aerospace industry after 45 years with McDonnell Douglas, Douglas Aircraft, and Boeing. Mr. Mullin earned a B.S. degree in Economics from St. Edward's University, Austin, Texas. He and his wife are the proud parents of three children, all graduates of the FVSD, one of whom is a principal in the district, and five grandchildren.

STATEMENT OF ETHICS

We, the members of the Fountain Valley School District Personnel Commission and staff, believe:

In dedication to the performance of our responsibilities as defined under the Federal Constitution and the statutes of the State of California.

That public school service is a noble service; that stewardship is one of public trust; and we shall endeavor to perform our duties in a manner to bring honor and credit to education.

Excellence in the support of public education is the ultimate goal of the Merit System.

Equal opportunity shall be provided to ALL and ALL shall be allowed to present their qualifications under a system of merit selection.

Efficiency of the classified service begins with individual responsibility to a shared ethical and work-related commitment by all employees in the work place.

As public officials in support of the Merit System, we set the ethical tone by our personal conduct and our institutional leadership.

Implicit in our support of the Merit System is our obligation to administer state and federal laws honestly in the mutual interest of the citizens, elected representatives, management, and employees.

In our continuing effort to discharge our duties: We shall continue to seek, through state legislation and local policies, rules and processes which will further the interest of efficiency and fairness under the Merit System guidelines.

We shall act in accordance with the best interests of sound personnel management; we shall refrain from partisanship and from pressure brought by special interest groups; we shall uphold the public interest as opposed to individual, private, or group interests.

We shall conduct ourselves both on and off the job in such a manner as to create faith in the objectivity and impartiality of our decisions, and we shall not engage in an activity or enterprise that would impair this standard.

- Mrs. Carol Davis, Chairperson
- Mr. William Mullin, Vice-Chairperson
- Rabbi Stephen Einstein, Member
- Mr. Ross Hessler, Director- Human Resources
- Mrs. Donna Johnson, Classified Personnel Technician
- Mrs. Lisa O'Conn, Sr. Office Assistant



Fountain Valley School District



Personnel Commission

Annual Report 2016 – 2017



FOUNTAIN VALLEY SCHOOL DISTRICT

PERSONNEL DIVISION

MEMORANDUM

TO: Personnel Commission

FROM: Ross M. Hessler, Director, Human Resources

SUBJECT: **ELIGIBILITY LISTS**

DATE: October 19, 2017

Attached are the eligibility lists for:

Custodian

ESP Aide

ESP Instructor

Head Custodian

Preschool Aide

Preschool Instructor

Senior Library Media Technician

RECOMMENDATION

The Personnel Commission approve the above eligibility lists enumerated above.

Attachments #5 - #9

ELIGIBILITY LIST
Custodian
Merger

RANK	NAME
1	Damien Dennis
2	Eli Balandran
2	Lee Mapula
3	Rithya Chan
3	Robert Salazar
3	Luis Merced
4	Christopher Kintop
4	Joe Marshall
5	Chris Ruscheinsky
5	Manuel Correa
6	Eduardo Munoz
6	Stephen Bergeron
6	Kevin Pedraza
6	Douglas Pike
7	Ivan Narragon
7	Jerome Akiona
7	Frank Jean
8	Chris Burks
8	Eleazar Diaz
9	Jorge Sanchez
9	Juan Cuevas
10	Steven Erickson
10	Alexther Gallardo
11	Francisco Garcia
12	Patricia Hicks
12	Paul Caldwell
13	Steven Williams
14	Marco Cruz

ELIGIBILITY LIST
ESP Aide
Merged List

RANK	NAME
1	Amy Lammers
2	Guadalupe Alvarez
3	Jacqueline Trejo
3	Denise Mendoza
4	Maya Conde
4	Mealynn Tonnu
5	Leah Cohen
6	Lilia Lucchetti
6	Mara Hewlett
6	Yovana Martinez
6	Sean McLaughlin
7	Jamie Nguyen
7	Rita Valencia
8	Ilsa Robinson
9	Christine Brickner
9	Tu Nguyen
9	Sophia Nguyen
10	Diane Del Toro
10	Jasmine Wollspurger
11	Kathryn Mahmood

ELIGIBILITY LIST
Extended School Program Instructor
Merged List

RANK	NAME
1	Monica Dalton
2	Autumn Arnett
2	Michelle Clark
3	Dana Romero
4	Kristel Sy
4	Lourdes Carlin
5	Mara Hewlett
5	Teresa Aguilar

ELIGIBILITY LIST
Preschool Aide
Expires 10/4/2018

RANK	NAME
1	Harmony Tague
2	Guadalupe Alvarez
3	Ryan Gassis
3	Denise Ivers
4	Kerry Langley-Doan
5	Kimberly Nguyen
6	Megan Burns

ELIGIBILITY LIST
Head Custodian
MERGED

RANK	NAME
1	Jeremy Talley
1	Christopher Tomczak
2	Daniel Clavel
3	Frank Jean
3	James Nguyen
3	Kevin Pedraza
4	Steve Mata
5	Marco Chavez
5	Pablo Espinoza
5	Alex Laurean
5	Manuel Correa
6	Eric Raposo
6	Joel Soto
7	Tracy Scott
7	Nelson Aviles
8	Rich Perrier
9	Ernest Cortez
10	Patricia Hicks
11	Marco Aviles
12	Chris Carmichael

ELIGIBILITY LIST
Preschool Instructor
Merged List

RANK	NAME
1	Cayce Korhonen
2	Brittany Bui
3	Tamara Wickham
3	Anna Blanke
4	Natalie Perez
5	Rakhee Parekh
5	Lauren Fields
6	Anne Fouquette
7	Shondah Donato
8	Yvonne Betancourt

Eligibility List
Senior Library Media Technician
Expires 10-17-2018

RANK	NAME
1	Erin Spivey
2	Jennifer Johnson

FOUNTAIN VALLEY SCHOOL DISTRICT

PERSONNEL DIVISION

MEMORANDUM

TO: Personnel Commission

FROM: Ross M. Hessler, Director, Human Resources

SUBJECT: **JOB ANNOUNCEMENTS**

DATE: October 20, 2017

Job announcements posted since the last regular meeting of the Personnel Commission are attached as an information item:

Interdepartmental Transfers:

Instructional Assistant- Special Education
Instructional Assistant- SH/PH (2 postings)
Preschool Aide

Dual Certification:

Instructional Assistant
Instructional Assistant- Special Education / Instructional Assistant- SH/PH

Promotional Only:

Sr. Library/Media Tech

Attachments #10 - #16



Fountain Valley School District

Personnel Commission

10055 Slater Avenue, Fountain Valley, CA 92708 (714) 843-3228 www.fvds.us

CLASSIFIED EMPLOYMENT OPPORTUNITY

INSTRUCTIONAL ASSISTANT - Special Education

Interdepartmental Transfer Only

The following position is posted in accordance with Personnel Commission rules and will be filled by “ready and willing” transfer eligibles from within the classification of Instructional Assistant – Special Education or from the current list of “ready and willing” certified eligibles.

POSTING DATE:	September 28, 2017
CLOSING DATE:	October 5, 2017 @ 4:00 p.m.
SALARY:	Current rate of pay
HOURS:	26.00 hrs/wk: Hours to be Determined
TERM:	9.6 months a year
VACANCY:	Oka School

THE JOB

Under the direction of an assigned supervisor, this classification provides instructional support and assistance to teachers and students assigned to a designated special education instructional program; performs instructional support activities related to behavior management and other related activities to special education students; and performs a variety of routine clerical duties.

APPLICATION PROCESS

Present employees wanting to transfer must send a written request to the Personnel Department or e-mail to johnsond@fvds.us asking to be considered for this position. The communication must contain information sufficient to indicate the employee is a “ready and willing” transfer eligible. **Requests must received by 4:00 p.m., Thursday, October 5, 2017. POSTMARKS WILL NOT BE ACCEPTED.**

APPOINTMENT/CERTIFICATION

Final selection of appointees will be made from “ready and willing” transfer eligibles and the top three ranks of “ready and willing” certified eligibles.

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No portion of this announcement is an express or implied contract with applicants. The Personnel Commission reserves the right to cancel, change, or rescind any portion of this announcement at any time.

Regular employees assigned four or more hours per day will become members of the Public Employees Retirement System. All regular classified employees will become members of California School Employees Association or pay a service fee.



Fountain Valley School District

Personnel Commission

10055 Slater Avenue, Fountain Valley, CA 92708 (714) 843-3228 www.fvsvd.us

CLASSIFIED EMPLOYMENT OPPORTUNITY INSTRUCTIONAL ASSISTANT – SH/PH *Interdepartmental Transfer Only*

The following position is posted in accordance with Personnel Commission rules and will be filled by “ready and willing” transfer eligibles from within the classification of Instructional Assistant – SH/PH or from the current list of “ready and willing” certified eligibles

POSTING DATE:	September 28, 2017
CLOSING DATE:	October 5, 2017 @ 4:00 p.m.
SALARY:	Current Rate of Pay
HOURS:	28.75 hrs/wk: Hours to be determined by site
TERM:	5 days a week, 9.6 months a year
VACANCY:	2 positions, one at Fulton School and one at Oka School

THE JOB

Under the direction of an assigned supervisor, assist a certificated teacher in providing instruction to individuals or groups of students in an assigned special education program including Severely Handicapped and Physical Handicapped programs; monitor and report student progress regarding behavior and performance; perform a variety of clerical and supportive duties related to classroom activities.

APPLICATION PROCEDURE

Present employees wanting to transfer must send or e-mail a note to the Personnel Department (johnsond@fvsvd.us) asking to be considered for this position. The communication must contain information sufficient to indicate the employee is a “ready and willing” transfer eligible. The Personnel Office must receive all employee requests by 4:00 p.m., Thursday, October 5, 2017.

APPOINTMENT/CERTIFICATION

Final selection will be made from the top three ranks of certified eligibles on the list, along with others such as transfer eligibles “ready and willing” to accept the vacant position.

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Fountain Valley School District

Personnel Commission

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CLASSIFIED EMPLOYMENT OPPORTUNITY INSTRUCTIONAL ASSISTANT – SH/PH *Interdepartmental Transfer Only*

The following position is posted in accordance with Personnel Commission rules and will be filled by “ready and willing” transfer eligibles from within the classification of Instructional Assistant – SH/PH or from the current list of “ready and willing” certified eligibles

POSTING DATE:	October 11, 2017
CLOSING DATE:	October 17, 2017 @ 4:00 p.m.
SALARY:	Current Rate of Pay
HOURS:	28.75 hrs/wk: Hours to be determined by site
TERM:	5 days a week, 9.6 months a year
VACANCY:	One position at Fulton School

THE JOB

Under the direction of an assigned supervisor, assist a certificated teacher in providing instruction to individuals or groups of students in an assigned special education program including Severely Handicapped and Physical Handicapped programs; monitor and report student progress regarding behavior and performance; perform a variety of clerical and supportive duties related to classroom activities.

APPLICATION PROCEDURE

Present employees wanting to transfer must send or e-mail a note to the Personnel Department (johnsond@fvsd.us) asking to be considered for this position. The communication must contain information sufficient to indicate the employee is a “ready and willing” transfer eligible. The Personnel Office must receive all employee requests by 4:00 p.m., Tuesday, October 17, 2017.

APPOINTMENT/CERTIFICATION

Final selection will be made from the top three ranks of certified eligibles on the list, along with others such as transfer eligibles “ready and willing” to accept the vacant position.

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CLASSIFIED EMPLOYMENT OPPORTUNITY

PRESCHOOL AIDE

Interdepartmental Transfer Only

The following position is posted in accordance with Personnel Commission rules and will be filled by “ready and willing” transfer eligibles from within the classification of Preschool Aide or from the current list of “ready and willing” certified eligibles.

POSTING DATE:	September 29, 2017
CLOSING DATE:	October 5, 2017 at 4:00 p.m.
SALARY:	Current rate of pay
HOURS:	10.0 hrs/wk: Monday – Friday, 2:15 p.m. – 4:15 p.m.
TERM:	9.6 months/year
VACANCY:	1 position at Tamura Preschool

THE JOB

Under the direction of the Director-Child Care Program, and daily oversight of the Preschool Instructor, assist with planning and implementing a variety of activities to meet the needs and interests of preschool-aged children; participate in activities with groups of children; and maintain and report progress regarding behavior and performance.

APPLICATION PROCESS

Present employees wanting to transfer must send a written request to the Personnel Department or email to johnsond@fvsd.us asking to be considered for this position. The communication must contain information sufficient to indicate the employee is a “ready and willing” transfer eligible. **Requests must be received by 4:00 p.m., Thursday, October 5, 2017. POSTMARKS WILL NOT BE ACCEPTED.**

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Fountain Valley School District

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CLASSIFIED EMPLOYMENT OPPORTUNITY

Instructional Assistant

Dual Certification - Open and Promotional

The following position is being posted in accordance with Personnel Commission rules to establish a substitute list and an eligibility list for future vacancies that will be filled by “ready and willing” certified eligibles or “ready and willing” transfer eligibles.

POSTING DATE:	September 27, 2017
CLOSING DATE:	October 17, 2017 at 4:30 p.m.
SALARY:	\$16.70 - \$20.32 per hour (Range 21, 5 Steps) – <i>Per CSEA contract, hiring may be made up to step 3</i>
TERM:	9.7 months/year
VACANCY:	None (To establish an eligibility and substitute list)

THE JOB

Under the direction of a Principal, assist a certificated teacher in reinforcing instruction to individuals or small groups of students in a classroom or other learning environment; assist teachers with the preparation of instructional materials; tutor students in assigned subject areas.

TYPICAL TASKS

Tutor individual or small groups of students, reinforcing instruction as directed by the teacher; monitor and oversee student drills, practices and assignments. Perform a variety of clerical duties such as preparing, typing and duplicating instructional materials, scoring papers and recording grades; maintain student files as assigned. Provide support to the teacher by setting up work areas and displays, operating computer, audio-visual equipment, and distributing and collecting paper, supplies and materials; confer with teachers concerning programs and materials to meet student needs. Provide one-on-one assistance to children demonstrating signs of school adjustment problems in a play setting utilizing a non-directive approach as assigned by the position. Research and prepare instructional, motivational and decorative materials such as vocabulary lists, worksheets, games, flash cards, awards and displays. Administer, monitor and score a variety of tests and assignments; rephrase materials and explain instructions and words. Observe and control behavior of students according to approved procedures; report progress regarding student performance and behavior. Operate a variety of office, instructional and audio-visual equipment as assigned. Assure the health and safety of students by following health and safety practices and procedures. Direct group activities of students as assigned, assist in monitoring lunchroom, recess and other playground activities as assigned.

See Other Side

MINIMUM REQUIREMENTS

Any combination equivalent to graduation from high school and some experience in working with children in an organized setting.

KNOWLEDGE AND ABILITIES

Knowledge of: Child guidance principles and practices; basic subjects taught in District schools including arithmetic, grammar, spelling, language and reading; safe practices in classroom and playground activities; basic instructional methods and techniques; correct English usage, grammar, spelling, punctuation and vocabulary; oral and written communication skills; basic record-keeping techniques; classroom procedures and appropriate student conduct.

Ability to: Assist with instruction and related activities in a classroom or assigned learning environment; reinforce instruction to individual or small groups of students as directed by the teacher; add, subtract, multiply and divide quickly and accurately; understand and follow oral and written directions; learn the procedures, functions and limitations of assigned duties; communicate effectively with children and adults; read, interpret, apply and explain rules, regulations, policies and procedures; establish and maintain cooperative and effective working relationships with others.

APPLICATION PROCESS

Applicants must complete an online application, obtained through our website – www.fvvsd.us, which links to EdJoin. **All application materials must be submitted through EdJoin by 4:30 p.m., October 17, 2017.**

EXAMINATION PROCESS

The examination process will consist of a written test and oral interview to be held on the dates listed below (these dates are subject to change). Applicants also applying for Instructional Assistant - Special Education classifications will only take the test one time – either on the date below or 10/19 at 1:00p.m. Applicants must confirm their preference by Wednesday, 10/18.

Examination parts and relative weights:

Written test and writing project (Pass/Fail) October 20, 2017 at 1:00 p.m.

Qualifications Appraisal Interview (100%) Week of October 30, 2017

Testing will be conducted at the Fountain Valley School District Office, located at 10055 Slater Avenue, Fountain Valley.

APPOINTMENT/CERTIFICATION

Final selection of appointees will be made from the top three ranks of “ready and willing” certified eligibles on the list, along with “ready and willing” transfer eligibles. Promotional candidates will receive seniority points based on their length of service. The eligibility list for this position will be established for twelve months. All employment offers are conditional, based on successful fingerprinting/conviction clearance, and a tuberculosis screening.

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Fountain Valley School District

Personnel Commission

10055 Slater Avenue, Fountain Valley, CA 92708 (714) 843-3228 www.fvdsd.us

CLASSIFIED EMPLOYMENT OPPORTUNITIES

Instructional Assistant - Severely Handicapped/Physically Handicapped Instructional Assistant - Special Education *Dual Certification - Open and Promotional*

The following position is being posted in accordance with Personnel Commission rules to establish a substitute list and an eligibility list for future vacancies that will be filled by “ready and willing” certified eligibles or “ready and willing” transfer eligibles.

POSTING DATE:	September 27, 2017
CLOSING DATE:	October 17, 2017 at 1:00 p.m.
SALARY:	IA – SH/PH - \$18.27 - \$22.19 per hour (Range 30, 5 Steps)* IA – Special Ed - \$17.35 - \$21.08 per hour (Range 25, 5 Steps)* *Per CSEA contract, hiring may be made up to step 3
TERM:	9.7 months per year
VACANCIES:	None (To establish eligibility and substitute lists)

THE JOB

Under the direction of a school principal and certificated teacher, these classifications provide instructional support and assistance to teachers and students assigned to a designated special education instructional program, perform instructional support activities related to behavior management and other related activities to special education students, and perform a variety of routine clerical duties. SH/PH aides also assist with lifting students in and out of wheelchairs, braces and other orthopedic equipment, assist staff members in positioning pupils and in rendering various forms of personal care such as toileting and diapering, dressing, undressing, bathing, grooming and feeding, and assure the safe use and operation of wheelchairs, devices and other equipment including catheters and urinals. They also assist teachers with the implementation of Individualized Education Plans or Physical Training Programs through instruction in a variety of activities; provide guidance for students in various areas including critical life skills, academic learning, social and leisure skills, physical development and personal hygiene. The ideal candidate for these jobs is caring, dependable and a good team player.

KNOWLEDGE AND ABILITIES

Knowledge of: Child guidance principles and practices related to children with special education needs; problems and concerns of students with special needs; basic subjects taught in District schools including arithmetic, reading, writing, grammar and spelling; safe practices in classroom activities; basic instructional methods and techniques; correct English usage, grammar, spelling, punctuation and vocabulary; oral and written communication skills; principles and practices of interpersonal effectiveness; basic record-keeping techniques; classroom procedures and appropriate student conduct.

See Other Side

Ability to: SH/PH Aide - reinforce instruction to students with severe disabilities, physical, cognitive, communicative, behavioral and emotional disorders; assist with instruction and related activities in a classroom or assigned learning environment; **SH/PH and Special Education Aide** - perform clerical duties related to classroom activities; understand and follow oral and written instructions; establish and maintain cooperative and effective working relationships with others; work confidentially with discretion; communicate effectively both orally and in writing; understand and work within scope of authority.

MINIMUM REQUIREMENTS

SH/PH Aides - Any combination equivalent to graduation from high school preferably supplemented by course work in child development related to students with severe or physical disabilities and one year experience working with students of various age levels. It is highly desirable to have experience working with children in a specialized learning environment. Education may be substituted for experience on a year-for year basis.

Special Education Aides – Any combination equivalent to graduation from high school and one year experience working with students of various age levels, preferably including some experience with those requiring a specialized learning environment. Education may be substituted for experience on a year-for-year basis.

APPLICATION PROCESS

Applicants must complete an online application for each classification of interest. You can obtain an application through our website –www.fvsd.us, which links to EdJoin. **All application materials must be submitted through EdJoin by October 17, 2017 at 4:30 p.m.**

EXAMINATION PROCESS

The examination process for each classification will consist of a written test and oral interview, weighted as shown below and held on the dates listed. These dates are subject to change. (Those also applying for Instructional Assistant (not special education related) may take the written test on 10/20 at 1:00p.m. Applicants must confirm their preference by Wednesday, 10/18.)

Exam parts and relative weights:

Written test and writing project (pass/fail)..... October 19, 2017 at 1:00 p.m.

Qualifications appraisal interview (100%).... .. Week of October 30, 2017

Testing will take place at the Fountain Valley School District office, located at 10055 Slater Avenue, Fountain Valley

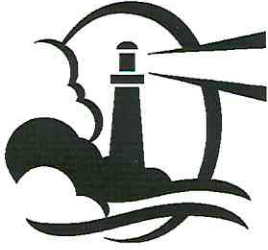
APPOINTMENT/CERTIFICATION

Final selection of appointees will be made from the top three ranks of “ready and willing” certified eligibles on the list, along with “ready and willing” transfer eligibles. Promotional candidates will receive seniority points based on their length of service. The eligibility list for this position will be established for twelve months. All employment offers are conditional, based upon successful completion of a medical examination, fingerprinting/conviction clearance, and tuberculosis screening.

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Fountain Valley School District

Personnel Commission

10055 Slater Avenue, Fountain Valley, CA 92708 (714) 843-3228 www.fvdsd.us

CLASSIFIED EMPLOYMENT OPPORTUNITY

Sr. Library/Media Technician

Promotional Only

The following position is being posted in accordance with Personnel Commission rules to establish an eligibility list to fill a vacant position.

POSTING DATE:	September 25, 2017
CLOSING DATE:	October 6, 2017, 4:30pm
SALARY:	\$20.78 – \$25.25 per hour, (Range 43, 5 Steps)
HOURS:	Four hours per week, schedule TBD
TERM:	9.67 mo/yr
VACANCY:	District Office

THE JOB

Under the direction of the Assistant Superintendent, Educational Services, perform a variety of technical and clerical functions in support of the school library functions including the ordering and distribution of books and other materials; troubleshooting technical and operational problems with library, software and book vendors; maintain the master Union Catalog database; and perform lead activities in support of the other school library personnel. The ideal candidate works well with children and other staff, has excellent communication and technical abilities.

REPRESENTATIVE DUTIES

Operate and trouble-shoot problems with a variety of library/media center equipment, including a computer work station, printer, scanner, search stations and server. Use the Follett utilities programs to import and update US MARC records into the Union Catalog. Maintain the district union catalog; create, import, export, and maintain the MARC records of all school sites. Purge the master database MARC records of materials weeded from all school site collections as determined by district policy and other appropriate sources. Assist with classifying print and non-print resources according to the rule of Library of Congress and Sears Subject Heading. Identify, analyze, track errors, and resolve problems that may occur in data exchange between the Union Catalog Server and school databases. Order and process new materials for all school sites; assign barcode range, verify orders, enter purchase orders and verify cataloging and processing specifications; correct any discrepancies. Assist library staff with software applications and library operations; coordinate training and/or assistance to library staff as needed; arrange for meetings as necessary. Maintain appropriate files and records on all school annual budgets for books, videos, CD ROMs, and hardware; generate statistics on monthly and yearly circulation figures. Attend workshops and conferences to maintain an awareness of the latest trends and development in the library media/information literacy field.

See next page

KNOWLEDGE AND ABILITIES

KNOWLEDGE OF: Library practices, procedures and terminology; Dewey Decimal System and computer cataloging system; operation of a computer work station and data entry and retrieval techniques, including navigating in the internet; library reference materials and resources; child

development, interests and literature; appropriate operating systems and software for library use, word processing, spreadsheets, and databases; filing, indexing and inventory procedure; Library of Congress and Sears list of subject headings; MARC tags and subfields; modern office practices, procedures and equipment; basic record-keeping techniques; correct English usage, grammar, spelling, punctuation and vocabulary; oral and written communication standards and practices.

ABILITY TO: Learn, apply and explain policies, procedures, rules and regulations; learn and apply basic computer skills; work independently with little direction; establish and maintain cooperative and effective working relationships with others; maintain records and prepare reports; communicate effectively both orally and in writing.

EDUCATION AND EXPERIENCE

Any combination equivalent to - graduation from high school, supplemented by college-level course work in library science and three years of experience working in a library or instructional setting.

APPLICATION PROCESS

Applicants must complete an application on EdJoin, obtained through our website – www.fvsd.us. The deadline is 4:30 p.m. on Friday, October 6, 2017. Copies of transcripts or report cards should be attached as needed to show minimum qualifications. Those meeting the minimum qualifications stated above will be invited to the oral interview.

EXAMINATION PROCESS

The examination process will consist of an oral interview, with the exact date to be determined.

Exam parts/weights:

Technical interview (100%)

Week of October 16, 2017

Testing will be conducted at the Fountain Valley School District Office

Applicants who may need reasonable accommodation for testing or interviewing must notify the Personnel Department by calling (714) 843-3228.

APPOINTMENT/CERTIFICATION

Final selection of appointees will be made from a list of the top three ranks of certified promotional candidates. The eligibility list for this classification will be established for one year.

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FOUNTAIN VALLEY SCHOOL DISTRICT

PERSONNEL DIVISION

MEMORANDUM

TO: Personnel Commission

FROM: Ross M. Hessler, Director, Human Resources

SUBJECT: **Personnel commission Budget 2017 -2018: Status Review**

DATE: October 20, 2017

Attached is the 2017-2018 Personnel Commission Budget for review

FOUNTAIN VALLEY SD

Object Code/Pseudo Detail by Manager

Object	Description	TP	Primary Reference	Secondary Reference	CURRENT BUDGET	To Date	Enc	- To Date	Actual To Date	= Balance	% Used
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2320 Supervisors & Administrators

012819771 Personnel Commission

07/01/2017	FMB1 Entry From GLBUCB	A	IG091917		67,862.00						
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07/31/2017	01B PAY/HESSLER,R,M	JE	20 4008102017	P204001B					5,517.67		
08/31/2017	02B PAY/DAVIS,C,A	JE	20 4009082017	P204002B					50.00		
08/31/2017	02B PAY/EINSTEIN,S	JE	20 4009082017	P204002B					50.00		
08/31/2017	02B PAY/HESSLER,R,M	JE	20 4009082017	P204002B					5,517.67		
08/31/2017	02B PAY/MULLIN,W	JE	20 4009082017	P204002B					50.00		
10/06/2017	03B PAY/DAVIS,C,A	JE	20 4010102017	P204003B					50.00		
10/06/2017	03B PAY/EINSTEIN,S	JE	20 4010102017	P204003B					50.00		
10/06/2017	03B PAY/HESSLER,R,M	JE	20 4010102017	P204003B					5,517.67		
Total:					67,862.00		0.00		16,803.01	51,058.99	24 %

2320 Supervisors & Administrators

67,862.00 0.00 16,803.01 51,058.99 24 %

2410 Sch Off Mgr.,Off/Admin Assist.

012819771 Personnel Commission

07/01/2017	FMB1 Entry From GLBUCB	A	IG091917		33,001.00						
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07/31/2017	01B PAY/OCCAIN,J,C	JE	20 4008102017	P204001B					2,995.96		
07/31/2017	01B PAY/OCCAIN,J,C	JE	20 4008102017	P204001B					-680.90		
07/31/2017	01B PAY/OCCAIN,J,C	JE	20 4008102017	P204001B					-544.72		
08/31/2017	02B PAY/OCCAIN,J,C	JE	20 4009082017	P204002B					1,497.98		
10/06/2017	03B PAY/OCCAIN,J,C	JE	20 4010102017	P204003B					3,041.77		
Total:					33,001.00		0.00		6,310.09	26,690.91	19 %

2410 Sch Off Mgr.,Off/Admin Assist.

33,001.00 0.00 6,310.09 26,690.91 19 %

2413 Additional Duty - Cler,Tech,Of

012819771 Personnel Commission

07/01/2017	FMB1 Entry From GLBUCB	A	IG091917		500.00						
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FOUNTAIN VALLEY SD
Object Code/Pseudo Detail by Manager

Object	Description	TP	Primary Reference	Secondary Reference	CURRENT BUDGET - To Date	Enc To Date	Actual To Date	= Balance	% Used
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08/31/2017	02A PAY/DAO,H,D	JE	20 4008312017	P204002A	500.00	0.00	188.57	311.43	37%
Total: 012819771-2413					500.00	0.00	188.57	311.43	37%

2413	Additional Duty - Cler,Tech,Of				500.00	0.00	188.57	311.43	37%
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2430 Confidential Salaries

012819771	Personnel Commission				69,144.00				
07/01/2017	FMB1 Entry From GLBUCB	A	IG091917						

07/31/2017	01B PAY/JOHNSON,D,L	JE	20 4008102017	P204001B			5,762.00		
08/31/2017	02B PAY/JOHNSON,D,L	JE	20 4009082017	P204002B			5,762.00		
10/06/2017	03B PAY/JOHNSON,D,L	JE	20 4010102017	P204003B			5,762.00		
Total: 012819771-2430					69,144.00	0.00	17,286.00	51,858.00	25%

2430	Confidential Salaries				69,144.00	0.00	17,286.00	51,858.00	25%
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2470 Overtime - Clerical,Tech,Off

012819771	Personnel Commission				250.00				
07/01/2017	FMB1 Entry From GLBUCB	A	IG091917						

Total: 012819771-2470					250.00	0.00	0.00	250.00	0%
2470	Overtime - Clerical,Tech,Off				250.00	0.00	0.00	250.00	0%

Total for:					170,757.00	0.00	40,587.67	130,169.33	23%
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3102 STRS-CLASSIFIED

012819771	Personnel Commission								
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08/31/2017	02A STRS PAYROLL EXPENDITURE	JE	20 ST08312017	P203002A			27.21		
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Total: 012819771-3102					0.00	0.00	27.21	-27.21	0%
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FOUNTAIN VALLEY SD

Subfund: 0101 GENERAL FUND

Object Code/Pseudo Detail by Manager

Object	Description	TP	Primary Reference	Secondary Reference	CURRENT BUDGET - To Date	Enc - To Date	Actual To Date	= Balance	% Used
3102	STRS-CLASSIFIED				0.00	0.00	27.21	-27.21	0 %
3202	PERS-CLASSIFIED								
012819771	Personnel Commission								
07/01/2017	FMB1 Entry From GLBUCB	A	IG091917		26,148.00				
07/31/2017	01B PERS PAYROLL EXPENDITURE	JE	20 PE08102017	P203001B			2,026.80		
08/31/2017	02B PERS PAYROLL EXPENDITURE	JE	20 PE09082017	P203002B			1,984.50		
10/06/2017	03B PERS PAYROLL EXPENDITURE	JE	20 PE10102017	P203003B			2,224.27		
Total:	012819771-3202				26,148.00	0.00	6,235.57	19,912.43	23 %
3202	PERS-CLASSIFIED				26,148.00	0.00	6,235.57	19,912.43	23 %
3314	MEDICARE-CLASSIFIED								
012819771	Personnel Commission								
07/01/2017	FMB1 Entry From GLBUCB	A	IG091917		2,465.00				
07/31/2017	01B MED PAYROLL EXPENDITURE	JE	20 ME08102017	P203001B			189.23		
08/31/2017	02B MED PAYROLL EXPENDITURE	JE	20 ME09082017	P203002B			187.47		
08/31/2017	02A MED PAYROLL EXPENDITURE	JE	20 ME08312017	P203002A			2.73		
10/06/2017	03B MED PAYROLL EXPENDITURE	JE	20 ME10102017	P203003B			200.30		
Total:	012819771-3314				2,465.00	0.00	579.73	1,885.27	23 %
3314	MEDICARE-CLASSIFIED				2,465.00	0.00	579.73	1,885.27	23 %
3354	ALTERNATIVE RETIRE-CLASSIFIED								
012819771	Personnel Commission								
07/01/2017	FMB1 Entry From GLBUCB	A	IG091917		14.00				
08/31/2017	02B ARP PAYROLL EXPENDITURE	JE	20 AR09082017	P203002B			1.30		
10/06/2017	03B ARP PAYROLL EXPENDITURE	JE	20 AR10102017	P203003B			0.65		

Manager: 0071 Personnel Commission

FOUNTAIN VALLEY SD

Subfund: 0101 GENERAL FUND

Object Code/Pseudo Detail by Manager

Object	Description	TP	Primary Reference	Secondary Reference	CURRENT BUDGET	To Date	Enc	-	Actual To Date	=	Balance	% Used
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Total: 012819771-3354					14.00		0.00		1.95		12.05	13%
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3354	ALTERNATIVE RETIRE-CLASSIFIED				14.00		0.00		1.95		12.05	13%
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3356	OASDI-CLASSIFIED											
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012819771	Personnel Commission											
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07/01/2017	FMB1 Entry From GLBUCB	A	IG091917		10,472.00							
07/31/2017	01B OASDI PAYROLL EXPENDITURE	JE	20 OA08102017	P203001B					809.10			
08/31/2017	02B OASDI PAYROLL EXPENDITURE	JE	20 OA09082017	P203002B					795.31			
10/06/2017	03B OASDI PAYROLL EXPENDITURE	JE	20 OA10102017	P203003B					853.33			
Total: 012819771-3356					10,472.00		0.00		2,457.74		8,014.26	23%

3356	OASDI-CLASSIFIED				10,472.00		0.00		2,457.74		8,014.26	23%
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3402	HEALTH & WELFARE-CLASSIFIED											
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012819771	Personnel Commission											
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07/01/2017	FMB1 Entry From GLBUCB	A	IG091917		45,750.00							
07/31/2017	JULY HEALTH & WELFARE	JE	20 IF20170731	N20N073117A					3,750.00			
08/31/2017	AUGUST HEALTH & WELFARE	JE	20 IF20170831	N20N083117A					3,750.00			
09/30/2017	SEPTEMBER HEALTH & WELFARE	JE	20 IF20170930	N20P0930					3,750.00			
Total: 012819771-3402					45,750.00		0.00		11,250.00		34,500.00	24%

3402	HEALTH & WELFARE-CLASSIFIED				45,750.00		0.00		11,250.00		34,500.00	24%
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3502	SUI-CLASSIFIED											
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012819771	Personnel Commission											
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07/01/2017	FMB1 Entry From GLBUCB	A	IG091917		84.00							
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07/31/2017	01B UIC PAYROLL EXPENDITURE	JE	20 UI08102017	P203001B					6.54			
08/31/2017	02B UIC PAYROLL EXPENDITURE	JE	20 UI09082017	P203002B					6.39			

FOUNTAIN VALLEY SD

Subfund: 0101 GENERAL FUND

Object Code/Pseudo Detail by Manager

Object	Description	TP	Primary Reference	Secondary Reference	CURRENT BUDGET	- To Date	Enc To Date	- Actual To Date	= Balance	% Used
08/31/2017	02A UIC PAYROLL EXPENDITURE	JE	20 UI08312017	P203002A				0.09		
10/06/2017	03B UIC PAYROLL EXPENDITURE	JE	20 UI10102017	P203003B			6.87			
Total: 012819771-3502					84.00	0.00	19.89		64.11	23 %
3502 SUI-CLASSIFIED					84.00	0.00	19.89		64.11	23 %
3602 WORKERS'COMP-CLASSIFIED										
012819771 Personnel Commission										
07/01/2017	FMB1 Entry From GLBUCB	A	IG091917							
					3,723.00					
07/31/2017	01B WKCMP PAYROLL EXPENDITUR	JE	20 WC08102017	P203001B				285.80		
08/31/2017	02B WKCMP PAYROLL EXPENDITUR	JE	20 WC09082017	P203002B				283.14		
08/31/2017	02A WKCMP PAYROLL EXPENDITUR	JE	20 WC08312017	P203002A				4.13		
10/06/2017	03B WKCMP PAYROLL EXPENDITUR	JE	20 WC10102017	P203003B				315.85		
Total: 012819771-3602					3,723.00	0.00	888.92		2,834.08	23 %
3602 WORKERS'COMP-CLASSIFIED					3,723.00	0.00	888.92		2,834.08	23 %
3954 Long Term Disability-Class										
012819771 Personnel Commission										
07/01/2017	FMB1 Entry From GLBUCB	A	IG091917							
					279.00					
07/31/2017	JULY HEALTH & WELFARE	JE	20 LT20170731	N20N073117A				23.25		
08/31/2017	AUGUST HEALTH & WELFARE	JE	20 LT20170831	N20N083117A				23.25		
09/30/2017	SEPTEMBER HEALTH & WELFARE	JE	20 LT20170930	N20P0930				23.25		
Total: 012819771-3954					279.00	0.00	69.75		209.25	25 %
3954 Long Term Disability-Class					279.00	0.00	69.75		209.25	25 %
4325 Office Supplies					88,935.00	0.00	21,530.76		67,404.24	24 %

FOUNTAIN VALLEY SD

Object Code/Pseudo Detail by Manager

Object	Description	Primary TP Reference	Secondary Reference	CURRENT BUDGET	To Date	Enc	-	Actual To Date	=	Balance	% Used
012819771 Personnel Commission											
07/01/2017	FMBI Entry From GLBUCB	A	IG091917	550.00							
08/03/2017	HESSLER, ROSS Office Supplies	OH	REIM 7/20/17					31.19			
09/13/2017	HESSLER, ROSS Office Supplies	OH	REIM 080217					33.88			
Total: 012819771-4325				550.00		0.00		65.07		484.93	11%
4325 Office Supplies				550.00		0.00		65.07		484.93	11%
4410 Fixed Assets \$500-\$5000											
012819771 Personnel Commission											
Total: 012819771-4410											
				0.00		0.00		0.00		0.00	0%
4410 Fixed Assets \$500-\$5000				0.00		0.00		0.00		0.00	0%
Total for:				550.00		0.00		65.07		484.93	11%
5210 Travel, Conference, Workshop											
012819771 Personnel Commission											
07/01/2017	FMBI Entry From GLBUCB	A	IG091917	2,500.00							
Total: 012819771-5210				2,500.00		0.00		0.00		2,500.00	0%
5210 Travel, Conference, Workshop				2,500.00		0.00		0.00		2,500.00	0%
5290 Mileage Non Taxable											
012819771 Personnel Commission											
07/01/2017	FMBI Entry From GLBUCB	A	IG091917	100.00							

Manager: 0071 Personnel Commission

Subfund: 0101 GENERAL FUND

FOUNTAIN VALLEY SD

Object Code/Pseudo Detail by Manager

Object	Description	TP	Primary Reference	Secondary Reference	CURRENT BUDGET	Enc To Date	-	Actual To Date	=	Balance	% Used
Total: 012819771-5290					100.00	0.00		0.00		100.00	0%
5290	Mileage Non Taxable				100.00	0.00		0.00		100.00	0%
5390 Dues and Membership Non Taxabl											
012819771 Personnel Commission											
07/01/2017	FMB1 Entry From GLBUCB		A IG091917		2,750.00						
07/11/2017	CSPCA Dues and Membership Non	OH	22.2017.18	L20R0112				700.00			
09/28/2017	PERSONNEL COMM Dues and Membe	OH	2017/18.011	L20R0425				40.00			
Total: 012819771-5390					2,750.00	0.00		740.00		2,010.00	26%
5390 Dues and Membership Non Taxabl											
5813 Consultant											
012819771 Personnel Commission											
07/01/2017	FMB1 Entry From GLBUCB		A IG091917		14,000.00						
10/04/2017	EDUCATIONAL MAN Consultant	OH	2017.1104	L20R0513				12,248.75			
Total: 012819771-5813					14,000.00	0.00		12,248.75		1,751.25	87%
5813 Consultant					14,000.00	0.00		12,248.75		1,751.25	87%
5825 Advertising											
012819771 Personnel Commission											
07/01/2017	FMB1 Entry From GLBUCB		A IG091917		600.00						
08/16/2017	SAN JOAQUIN COU Edjoin 2017-20	OH	17180755	L20R0176				464.77			
Total: 012819771-5825					600.00	0.00		464.77		135.23	77%
5825 Advertising					600.00	0.00		464.77		135.23	77%

Manager: 0071 Personnel Commission

FOUNTAIN VALLEY SD

Subfund: 0101 GENERAL FUND

Object Code/Pseudo Detail by Manager

Object	Description	Primary TP Reference	Secondary Reference	CURRENT BUDGET -	Enc To Date	- Actual To Date	= Balance	% Used
5828 Staff Recognition								
<hr/>								
012819771	Personnel Commission							
07/01/2017	FMB1 Entry From GLBUCB	A	IG091917	1,550.00				
<hr/>								
10/04/2017	O'CAIN, LISA Staff Recognition	OH	REIM092517			16.31		
Total: 012819771-5828				1,550.00	0.00	16.31	1,533.69	1 %
<hr/>								
5828 Staff Recognition				1,550.00	0.00	16.31	1,533.69	1 %
<hr/>								
5899 Other Operating Expenses								
<hr/>								
012819771	Personnel Commission							
<hr/>								
Total: 012819771-5899				0.00	0.00	0.00	0.00	0 %
<hr/>								
5899 Other Operating Expenses					0.00	0.00	0.00	0 %
<hr/>								
Total for: 5000				21,500.00	0.00	13,469.83	8,030.17	62 %
Object Type Total XP				281,742.00	0.00	75,653.33	206,088.67	62 %
Manager Total: 0071 Personnel Commission				(281,742.00)	0.00	(75,653.33)		

FOUNTAIN VALLEY SCHOOL DISTRICT

PERSONNEL DIVISION

MEMORANDUM

TO: Personnel Commission

FROM: Ross M. Hessler, Director, Human Resources

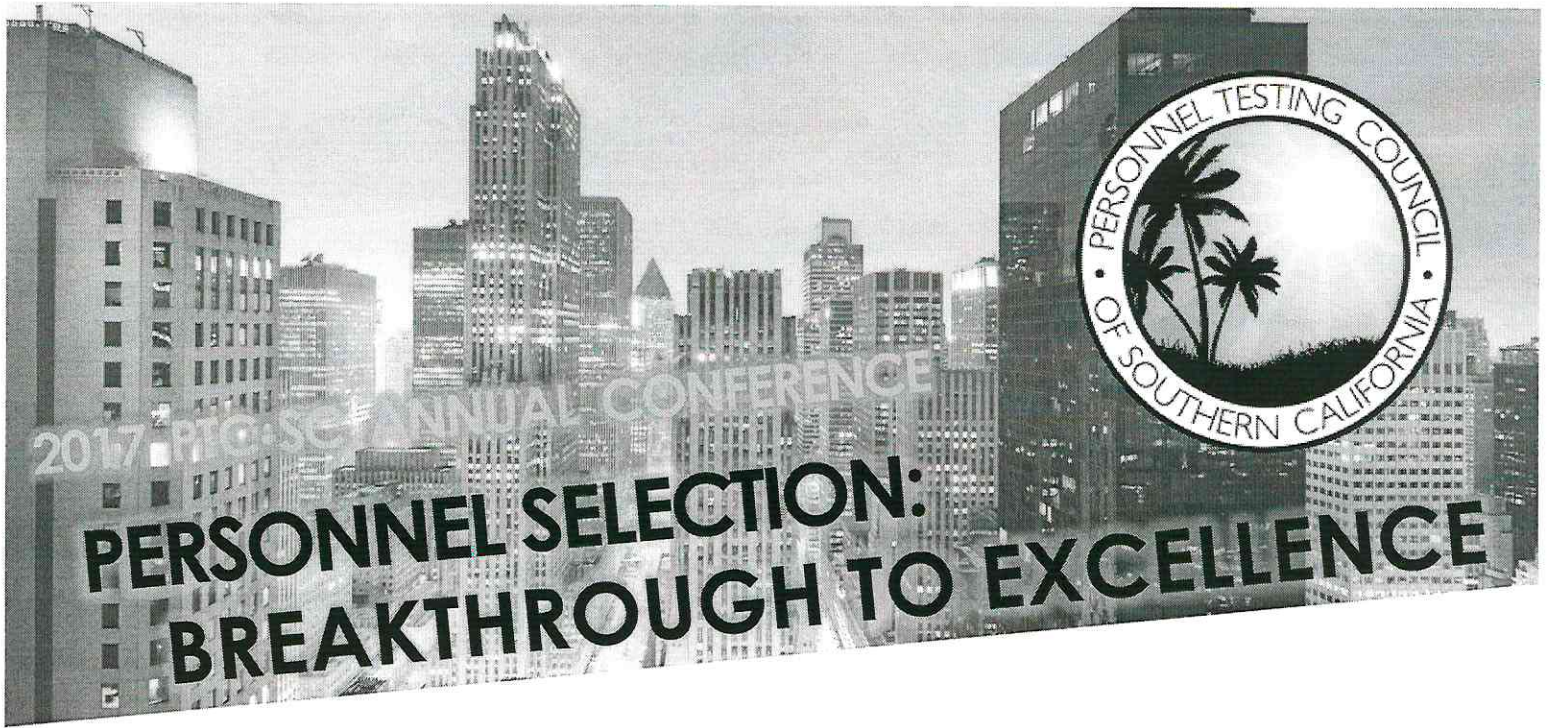
SUBJECT: **2017 PTC-SC Conference Approval**

DATE: October 20, 2017

Attached is information for the 2017 PTC-SC Conference – November 2, 2017

RECOMMENDATION

The Personnel Commission approves the reasonable and necessary expenses for the 2017 PTC-SC Conference – November 2, 2017



Featured Speakers



Jackie Goldberg
Keynote Speaker



Melinda Blackman, Ph.D.
Distinguished Professor of
Psychology, CSUF



Jonathan Judge
Partner, AALRR



Kandice Taylor-Sherwood
Executive Director,
Civil Service, City of Long Beach

"Using interviewing in selection"

*"Legal Implications of
Employment Testing"*

*"Business Process Improvement
(aka doing stuff better)"*

Join us for the 2017 PTC-SC Annual Conference where we bring together bright minds to exchange ideas in personnel selection, foster learning, and ignite inspiration. This 1 day conference will be filled with inspiring talks from experts in the field, innovative presentations, and engaging discussion panels from your peers. Don't miss the opportunity to attend this amazing conference. Register today!

THURSDAY, NOVEMBER 2, 2017

Disney's Paradise Pier Hotel | 1717 Disneyland Dr. Anaheim, CA

www.ptc-sc.org

Sponsored by:



PTC-SC

Exchanging ideas in personnel selection since 1953

Online Conference Registration/Payment

PTC-SC Membership Categories & Rates

	Early Bird Aug. 16 – Oct. 15	Normal Oct. 16 – Nov. 2
Professional Member Conference Only	\$99	\$109
2018 Professional Membership + Conference	\$139	\$149
Student Member Conference Only	\$59	\$69
2018 Student Membership + Conference	\$74	\$84

Non-Member Rates

	Early Bird Aug. 16 – Oct. 15	Normal Oct. 16 – Nov. 2
Professional Non-Member Conference Only	\$119	\$139
Student Non-Member Conference Only	\$69	\$79

Below you will find options to pay for your conference via credit card or direct transfer from a bank account. Please make sure to review and choose the correct payment option. You may also want to make sure to include your name and organization in the notes area on PayPal when making your payment. This will help alleviate any confusion when partnering your registration form and payment.