

# FOUNTAIN VALLEY SCHOOL DISTRICT PERSONNEL COMMISSION

## Regular Meeting AGENDA

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

June 28, 2018  
4:30 p.m.

Mr. William Mullin, Chairperson  
Mrs. Carol Davis, Vice Chairperson  
Mr. Tony McCombs, 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, May 29, 2018** *Action*  
*(Attachment #1)*
4. **Agenda, Regular Meeting of the Board of Trustees, June 14, 2018** *Information*  
*(Attachment #2)*
5. **Agenda, Regular Meeting of the Board of Trustees, June 21, 2018** *Information*  
*(Attachment #3)*
6. **Minutes, Regular Meeting of the Board of Trustees, May 10, 2018** *Information*  
*(Attachment #4)*
7. **Minutes, Special Meeting of the Board of Trustees, May 15, 2018** *Information*  
*(Attachment #5)*
8. **Director's Report** *Information*

**9. Commissioners' Comments**

*Information*

**10. 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**

**11. Classification Plan Amendment- Movement of Confidential Classification of Insurance Benefits Technician to Classified Salary Schedule**

*Action*

*(Attachment #6)*

**12. Eligibility Lists-  
School Office Manager**

*Action*

*(Attachment #7)*

**PERSONNEL**

**13. Job Announcements**

*Information*

*(Attachments #8-#19)*

**FINANCIAL**

**14. Personnel Commission Budget 2017-2018: Year-end Review**

*Information*

*(Attachment #20)*

**15. Personnel Commission Budget 2018-2019: 2<sup>nd</sup> Reading and Adoption**

*Action*

*(Attachment #21)*

**16. Approval of Invoice for PCASC Membership**

*Action*

*(Attachment #22)*

**17. SPCA/NC Fall Conference**

*Action*

*(Attachment #23)*

**CLOSED SESSION**

**18. Closed Session**

The Commission may discuss one or more of the following topics in Closed Session:

1. Personnel
2. Legal Advice

**NEXT MEETING**

**19. The next meeting of the Personnel Commission will be:**

**August 23, 2018  
4:30 p.m.  
PDC Room**

**ADJOURNMENT**

**20. 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 MAY 29, 2018**

DATE: June 20, 2018

---

Attached for your approval are the minutes of the Personnel Commission regular meeting of May 29, 2018.

**RECOMMENDATION**

The Personnel Commission approve the minutes of the May 29, 2018 Personnel Commission regular meeting.

**Attachment #1**

**FOUNTAIN VALLEY SCHOOL DISTRICT  
PERSONNEL COMMISSION**

***REGULAR MEETING***

**MINUTES**

May 29, 2018

5:30 p.m.

Mr. Mullin called the Regular Meeting of the Personnel Commission to order at 5:35 p.m. in the Board Room, 10055 Slater Avenue, Fountain Valley, California. Mrs. Davis led the Pledge of Allegiance.

Present for the entire meeting:

Mr. William Mullin, Chairperson  
Mrs. Carol Davis, Vice Chairperson  
Mr. Tony McCombs, Member  
Mr. Ross Hessler, Director, Human Resources

**GENERAL FUNCTIONS**

**Approval of Agenda**

Mr. McCombs moved to approve the agenda as presented. Mrs. Davis seconded the motion. Motion carried.

**Introduction of Guests**

Ms. Lisa O’Cain and Ms. Connie Ramirez were in attendance.

**Introduction of Staff**

Ms. Donna Johnson was in attendance.

**Minutes, Regular Meeting of the Personnel Commission, April 26, 2018**

Mrs. Davis moved to approve the minutes as presented. Automatic second used due to the absence of Mr. Mullin. Motion carried.

**Agenda, Regular Meeting of the Board of Trustees, May 10, 2018**

Presented as an information item only.

**Agenda, Special Meeting of the Board of Trustees, May 15, 2018**

Presented as an information item only.

**Minutes, Regular Meeting of the Board of Trustees, April 19, 2018**

Presented as an information item only.

**Director’s Report**

Mr. Hessler stated the District has been busy with the end of school year activities. He attended Cox’s Open House on Thursday evening and visited all four ESP classrooms. He also visited Masuda’s Open House the prior Thursday evening. Today the certificated recognition event was held in the Board room at the district office. The District had four teachers retire and 14 to 15 service awards. Earlier this evening, CSEA held their annual pizza party and at 7:00 p.m. and we will have the classified employee recognition later this evening. At the end of this week, management will host the classified BBQ and the CSPCA conference will be held this coming Friday.

### Commissioners' Comments

Mrs. Davis wished to congratulate Nicki Buck, who was awarded teacher of the year. Mrs. Davis stated she attended Gisler's Open House and it was really great. Mr. Mullin stated he attended Newland's Open House and everyone went out of their way to make it a great evening.

### Public Comments

Ms. Connie Ramirez thanked management and the Personnel Commission for attending the various Open House events at the schools.

## **ADMINISTRATION**

### Eligibility Lists

Mr. Mullin moved to approve the eligibility lists for Food Services Worker and Supervisor, Operations. Mrs. Davis seconded. Motion carried.

## **PERSONNEL**

### Job Announcements

The interdepartmental transfer job postings for Food Services Worker, Library/Media Technician, and School Office Manager were reviewed. Also, the limited term interdepartmental postings for Extended School Year and ESP Summer Camp positions were reviewed.

## **FINANCIAL**

### Approval of the Invoices for CODESP and CSPCA Memberships

Mrs. Davis made the motion to approve the CODESP invoice in the amount of \$2,050. Mr. McCombs seconded. Motion carried. Mr. McCombs made the motion to approve the CSPCA invoice in the amount of \$700. Mrs. Davis seconded. Motion carried.

## **CLOSED SESSION**

Commission adjourned to closed session for the Personnel Director's annual view at 5:50 p.m.

## **NEXT MEETING**

The next meeting of the Personnel Commission will be:

**Regular Meeting:**

**June 28, 2018**

**4:30 p.m.**

**PDC Room**

## **ADJOURNMENT**

The May 29, 2018 regular meeting of the Personnel Commission was adjourned at 6:50 p.m.

---

Mr. William Mullin, Chairperson

---

Mrs. Carol Davis, Vice Chairperson

**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 JUNE 14, 2018**

DATE: June 20, 2018

---

Attached for your information is the agenda of the Board of Trustees regular meeting of June 14, 2018.



Fountain Valley School District

BOARD OF TRUSTEES  
REGULAR MEETING

**AGENDA**

Board Room  
10055 Slater Avenue  
Fountain Valley, CA

**June 14, 2018**

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

M    \_\_\_  
 2<sup>nd</sup> \_\_\_  
 V    \_\_\_

**BOARD WORKSHOP**

**1. DISCUSSION ON THE INVESTMENT INCOME FROM FUND 40-41**

Assistant Superintendent, Business Services, Christine Fullerton, will join the Board for a discussion of the allocation of investment proceeds generated during the 2016-17 fiscal year from Fund 40-41.

- 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*
- Negotiations: *Government Code 54957.6*

*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.*



Update and review of negotiations with the FVEA and CSEA Bargaining Units with the Board's designated representative, Cathie Abdel.

- OPEN SESSION: 6:30PM
- PLEDGE OF ALLEGIANCE

### **SPECIAL PRESENTATIONS**

#### **2. CELEBRATION OF FVSD TEACHERS COMPLETING TWO-YEAR INDUCTION PROGRAM**

It is an interest of the Board of Trustees to recognize dedication to the teaching profession and our students and therefore, the Board wishes to recognize the following eight teachers who have completed the Fountain Valley School District's rigorous two-year Induction Program and are now eligible to receive their clear teaching credential: Sean Adamiak, Emi Allen, Laurie Gillis, Marissa Alonso, Jody Donnelly, Alison Lewis, Elizabeth Rivera and Chelsea VonInderstein. The District recognizes their commitment and hard work as well as that of their mentors who supported them while they completed the program.

- RECESS

### **STAFF REPORTS AND PRESENTATIONS**

#### **3. BUDGET UPDATE (ORAL AND WRITTEN)**

Assistant Superintendent, Business, Christine Fullerton and Director, Fiscal Services, Isidro Guerra will provide an update for the Board of Trustees on the State Budget and its effect on the Fountain Valley School District.

### **BOARD REPORTS AND COMMUNICATIONS**

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

### **PUBLIC HEARINGS**

#### **4. PUBLIC HEARING ON LOCAL CONTROL ACCOUNTABILITY PLAN (LCAP) (EDUCATION CODE SECTION 52062)**

The Board of Trustees will hold a public hearing for the purpose of receiving public comment on the Local Control Accountability Plan. Public input is welcomed.

#### **5. PUBLIC HEARING FOR 2018-19 BUDGET**

A public hearing shall be held for the purpose of discussing the proposed 2018-19 final budget prior to approval by the Board of Trustees. Public input is welcomed.

**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.

**LEGISLATIVE SESSION**

**6. CONSENT CALENDAR/ROUTINE ITEMS OF BUSINESS**

M \_\_\_  
2<sup>nd</sup> \_\_\_  
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 May 10<sup>th</sup> regular meeting
- 6-B.** Board Meeting Minutes from May 15<sup>th</sup> special meeting
- 6-C.** Personnel Items (Employment Functions, Workshops/Conferences, and Consultants)
- 6-D.** Donations
- 6-E.** Warrants
- 6-F.** Purchase Order Listing
- 6-G.** Budget Adjustments

**Consent Items**

**6-H. SCHOOL-BASED MEDI-CAL ADMINISTRATIVE ACTIVITIES (SMAA) PARTICIPATION AGREEMENT**

Superintendent's Comments: It is recommended that the Board of Trustees approves the School-based Medi-Cal Administrative Activities (SMAA) Participation Agreement for the term of July 1, 2018 through June 30, 2019 and authorizes the Superintendent or designee to sign all documents.

**6-I. CONSOLIDATED APPLICATION - SPRING 2018 DATA COLLECTION**

Superintendent's Comments: It is recommended that the Board of Trustees approves transmittal of the Consolidated Application Spring Data Collection to the California State Department of Education.

**6-J. OUTREACH CONCERN CONTRACT FOR PROFESSIONAL SERVICES**

Superintendent's Comments: It is recommended that the Board of Trustees approves the contract between FVSD and Outreach Concern.

**6-K. RESOLUTION 2018-32: CSPP CONTRACT 2018-19**

Superintendent's Comments: It is recommended that the Board of Trustees adopts Resolution 2018-32 to approve Contract Number CSPP-8343 with the California Department of Education for the State Preschool Program for the school year 2018-19 and authorize Mona Green, Child Care Programs Director, to sign all documents.

**6-L. APPROVE THE THREE YEAR RENEWAL OF PROPERTY AND CASUALTY CLAIMS ADMINISTRATION SERVICE AGREEMENT WITH KEENAN & ASSOCIATES AND SOUTHERN CALIFORNIA RELIEF JOINT POWERS MEMBERSHIP**

Superintendent's Comments: It is recommended that the Board of Trustees approves the Renewal of the Property and Casualty Claims Administration Services Agreement with Keenan & Associates and Southern California ReLief Joint Powers Authority Membership for a period of three years, July 1, 2018 through June 30, 2021.

**6-M. STUDENT ACCIDENT INSURANCE – 2018-19**

Superintendent's Comments: It is recommended that the Board of Trustees approve the selection of BCS Insurance Company, administered by Myers-Stevens & Toohey & Company, Inc., to distribute information regarding student accident insurance to parents in the 2018-19 school year.

**6-N. NOTICE OF LAYOFF FOR CLASSIFIED POSITIONS**

Superintendent's Comments: It is recommended that the Board of Trustees eliminates the services of the positions so designated on the effective date as detailed in the attached memo.

**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, June 21, 2018 at 6:30pm.**

*A copy of the Board Meeting agenda is posted on the District's web site ([www.fvsd.us](http://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 calling 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 at 10055 Slater Avenue, Fountain Valley, CA 92708 or calling 714.843.3255 or faxing 714.841.0356.*

**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 JUNE 21, 2018**

DATE: June 20, 2018

---

Attached for your information is the agenda of the Board of Trustees regular meeting of June 21, 2018.



Fountain Valley School District

BOARD OF TRUSTEES  
REGULAR MEETING

AGENDA

Board Room  
10055 Slater Avenue  
Fountain Valley, CA

June 21, 2018

- CALL TO ORDER: 6:30PM
- ROLL CALL
- APPROVAL OF AGENDA

M \_\_\_  
 2<sup>nd</sup> \_\_\_  
 V \_\_\_

- 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.*

- PLEDGE OF ALLEGIANCE

**STAFF REPORTS AND PRESENTATIONS**

**1. ANNOUNCEMENT OF PUBLIC HEARING FOR PERSONNEL COMMISSION BUDGET (WRITTEN ONLY)**

The Board of Trustees has received notification of the upcoming Public Hearing on the Personnel Commission's proposed budget for 2018-19. The Public Hearing shall be held on June 28, 2018 at 4:30 pm. Public input will be welcomed.

**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*

*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.*

*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.**

**LEGISLATIVE SESSION**

**2. APPROVAL OF THE 2018-19 LOCAL CONTROL ACCOUNTABILITY PLAN FOR PLAN FOR FOUNTAIN VALLEY SCHOOL DISTRICT**

As part of the Local Control Funding Formula, every school district in California is required to develop and adopt a Local Control Accountability Plan (LCAP).

M \_\_\_  
2<sup>nd</sup> \_\_\_  
V \_\_\_

Superintendent’s Recommendation: It is recommended that the Board of Trustees approves the 2018-19 Local Control Accountability Plan for Fountain Valley School District.

**3. APPROVAL OF 2018-19 DISTRICT BUDGET**

The 2018-19 District budget represents the results of the Board’s direction of maintaining the current high quality programs in a fiscally prudent manner. All required reserves are maintained, all funds will end with a positive ending balance and the budget meets State standards and criteria. Pursuant to expected State Budget passage or within 45 days of the State Budget passing, our budget will be updated and revised in September and throughout the year as needed.

M \_\_\_  
2<sup>nd</sup> \_\_\_  
V \_\_\_

Superintendent’s Recommendation: It is recommended that the Board of Trustees approves the budget for fiscal year 2018-19.

**4. CONSENT CALENDAR/ROUTINE ITEMS OF BUSINESS**

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.

M \_\_\_  
2<sup>nd</sup> \_\_\_  
V \_\_\_

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**

- 4-A. Personnel Items (Employment Functions, Workshops/Conferences, and Consultants)
- 4-B. Resolution 2018-34: Payment to Galindo for Missed Meeting due to Illness

**Consent Items**

- 4-C. **APPROVE THE CONTRACT WITH PREFERRED MEAL SYSTEMS TO PURCHASE FOOD AND SUPPLIES FOR THE 2018-2019 SCHOOL YEAR**

Superintendent's Comments: It is recommended that the Board of Trustees approves the contract with Preferred Meal Systems to purchase food and supplies for the 2018-2019 school year.

- 4-D. **APPOINT MEMBERS OF CITIZEN'S BOND OVERSIGHT COMMITTEE**

Superintendent's Comments: It is recommended that the Board of Trustees appoints the additional quorum member listed in the attached memo to the Citizens' Bond Oversight Committee.

- 4-E. **RENEW AGREEMENT WITH TLC AUCTIONS FOR DISPOSAL OF DISTRICT SURPLUS PROPERTY FOR FISCAL YEAR 2018-19**

Superintendent's Comments: It is recommended that the Board of Trustees approves renewal of the annual agreement with TLC Auctions and authorizes the Superintendent or designee to sign all related documents.

- 4-F. **CONTRACT FOR LEGAL SERVICES IN 2018-19 SCHOOL YEAR WITH DANNIS, WOLIVER, KELLEY, ATTORNEYS AT LAW**

Superintendent's Comments: It is recommended that the Board of Trustees approves the contract for legal services in 2018-19 with the Dannis, Woliver, Kelley, Attorneys at Law.

- 4-G. **APPROVAL OF ORANGE COUNTY DEPARTMENT OF EDUCATION POWERSCHOOL CONTRACTS (FORMERLY KNOWN AS SUNGARD)**

Superintendent's Comments: It is recommended that the Board approves Agreement Number 42950 – Amendment #2, “Business-Plus System Support” and Agreement 46315 “Human Resources Application” with the Orange County Department of Education and authorizes the Superintendent or designee to sign all documents.

- 4-H. **ADOPTION OF RESOLUTION 2018-33 TEMPORARY INTER-FUND TRANSFERS FROM FUND 40**

Superintendent's Comments: It is recommended that the Board of Trustees adopts RESOLUTION 2018-33, the temporary inter-fund transfer of funds from Fund 40.

- 4-I. **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
Cornerstone Therapies	N/A	7/1/18-6/30/19
Del Sol School	N/A	7/1/18-6/30/19
Del Sol School	\$48,626.00	7/1/18-6/30/19
Del Sol School	\$57,816.00	7/1/18-6/30/19
Olive Crest Academy	N/A	7/1/18-6/30/19
Olive Crest Academy	\$50,537.53	7/1/18-6/30/19
Olive Crest Academy	\$48,142.00	7/1/18-6/30/19
Olive Crest Academy	\$50,537.53	7/1/18-6/30/19
Port View Preparatory, Inc.	N/A	7/1/18-6/30/19
Port View Preparatory, Inc.	\$114,950.00	7/1/18-6/30/19

### **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**

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*  
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.
- Conference with Labor Negotiator: *Government Code 54957.6*  
Board designated representative: President Jim Cunneen and President Pro Tem Ian Collins  
Unrepresented employee: Superintendent

- **APPROVAL TO ADJOURN**

**The next regular meeting of the Fountain Valley School District  
Board of Trustees is on Thursday, July 12, 2018 at 6:30pm.**

*A copy of the Board Meeting agenda is posted on the District's web site ([www.fvsd.us](http://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 calling 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 at 10055 Slater Avenue, Fountain Valley, CA 92708 or calling 714.843.3255 or faxing 714.841.0356.*

**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 May 10, 2018**

DATE: June 20, 2018

---

Attached for your information are the minutes of the Board of Trustees regular meeting of May 10, 2018.

**Fountain Valley School District**  
Superintendent's Office

**REGULAR MEETING OF THE BOARD OF TRUSTEES**

10055 Slater Avenue  
Fountain Valley, CA 92708

**May 10, 2018**

**MINUTES**

President Cunneen 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

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

**Motion:** Mr. Collins moved to approve the meeting agenda.

AGENDA APPROVAL

Second: Mrs. Schultz

Vote: 5-0

Assistant Superintendent, Business, Chris Fullerton and Director, Support Services, Cara Robinson, reviewed with the Board of Trustees the current practices in place and requirements in relation to school safety, in addition to discussing plans for the future at each of our sites. Mrs. Fullerton opened the workshop by reviewing the District's comprehensive school safety plan, noting that annual site plans address school safety, allow for community and law enforcement collaboration, and address areas of improvement. She then provided greater detail regarding the District's Disaster Plan, including emergency bins with supplies needed in the event of a disaster, located at every school, the District Office, and Maintenance. Mrs. Fullerton explained that the District follows the standardized Incident Command System (ICS) used by the National Incident Management System (NIMS) and first responders. She also provided details regarding the Emergency Operations Center (EOC), a part of the NIMS protocol. Mrs. Robinson detailed practices in place, including monthly fire drills, other evacuation drills conducted every other month, and lockdown drills. In addition, the District conducts two full-scale Earthquake Evacuation Simulations in October and

SCHOOL SAFETY  
UPDATE

April. Following this, Mrs. Robinson reviewed trainings currently in place including CPR and First Aid, training for nurses in “Stop the Bleed” protocol, staff trainings in crisis response, HB Safe Schools Coalition, and OCDE sponsored trainings. Following this, Mrs. Robinson reviewed current best practices and recommendations. Moreover, Mrs. Fullerton explained that LCAP action 4.5 provides a full time counselor at each of the three middle schools. And lastly, LCAP action 4.7 promotes school connectedness through school based activities and expanded elective offerings.

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

PUBLIC COMMENTS

Mr. Cunneen 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 6:30pm.

PLEDGE OF ALLEGIANCE

Cub Scouts Pak 563 led the Pledge of Allegiance.

**SPECIAL PRESENTATIONS**

Each year, the Board of Trustees honors those volunteers who have made an outstanding contribution to education in the Fountain Valley School District. The Outstanding Service Award is based on service and leadership given beyond the local school and includes participation on district committees, councils, task forces, as well as local school service. Board President Jim

OUTSTANDING SERVICE AWARDS PRESENTATION TO STEVE BROWN AND NAOMI TYLER

Cunneen and Board Clerk Jeanne Galindo presented the 2017-18 Outstanding Service Award to Steve Brown and Naomi Tyler.

It is an interest of the Board of Trustees to recognize outstanding parent volunteers who give generously of their time and talents to our schools. From Cox School, the Board recognized and thanked Rei Hsieh and Scott Rogers.

RECOGNITION OF  
COX SCHOOL  
PARENT  
VOLUNTEERS

It is an interest of the Board of Trustees to recognize outstanding parent volunteers who give generously of their time and talents to our schools. From Gisler School, the Board recognized and thanked Barb and Jim Myers.

RECOGNITION OF  
GISLER SCHOOL  
PARENT  
VOLUNTEERS

It is an interest of the Board of Trustees to recognize students who display high achievement, improvement or extraordinary effort. The Board recognized the following six outstanding students from Cox School: Jihan Agzour (K), Ella Mora (1<sup>st</sup>), Joseph Le (2<sup>nd</sup>), Naomi Blanco (3<sup>rd</sup>), Aiden Luna (4<sup>th</sup>), and Brooklyn Tran (5<sup>th</sup>).

RECOGNITION OF  
COX SCHOOL  
STUDENTS

It is an interest of the Board of Trustees to recognize students who display high achievement, improvement or extraordinary effort. The Board recognized the following seven outstanding students from Gisler School: Sam Vorlop (TK), Elise Fonseca (K), Maya Gomez (1<sup>st</sup>), Luke Muschetto (2<sup>nd</sup>), Olivia Wirthlin (3<sup>rd</sup>), Geet Singh (4<sup>th</sup>), and Cayenne Bolar (5<sup>th</sup>).

RECOGNITION OF  
GISLER SCHOOL  
STUDENTS

Following the recognitions, the Board of Trustees took a brief recess for cookies and photos. The meeting resumed at 7:51pm.

RECESS

**BOARD REPORTS AND COMMUNICATIONS**

Mr. Collins’ activities since the last meeting included: visits to Cox and Talbert, HB Assistance League Treasures Under the Sea, CA Distinguished School recognition of Newland and Courreges at the Disneyland Hotel, ACSA Celebration of Excellence, Talbert PTO meeting recognizing Nicola Weiss, Taste of Fountain Valley, SPC meeting, Rotary Pins for Kids fundraiser, and Rotary meeting where Gary Hickman presented on the Second Amendment.

Mrs. Galindo’s activities since the last meeting included: FVSF meeting, Taste of Fountain Valley and work on the presentation of the Outstanding Service Award presentation to Steve Brown this evening. She noted the upcoming Seeden Photography anniversary party on May 23, as well as the Summer Enrichment Academy this summer.

Mrs. Crandall thanked Dr. Johnson for forging another wonderful community partner for the District in Citi National Bank with the recent donation to Tamura and Gisler Schools from Barnes and Noble. Her activities since the last meeting included: CA Distinguished School recognition of Newland and Courreges Schools at the Disneyland Hotel, Monster Concert, ACSA Celebration Excellence, Taste of Fountain Valley, and Chamber of Commerce luncheon with presentation by Hyundai’s Zafar Brooks.

Mrs. Schultz’s activities since the last meeting included: Taste of Fountain Valley, Monster Concert, ACSA Celebration of Excellence, and reading K-3 professional development held at the District Office. In addition, she participated in the March of Dimes Walk at Fashion Island.

Mr. Cunneen’s activities since the last meeting included: Monster Concert and visit to Cox. He noted the upcoming I-405 project and that on May 31 at 6pm we will be hosting an Open House with OCTA sharing more information regarding the project. He thanked his fellow trustees for their service.

**PUBLIC HEARING**

The Board of Trustees conducted a public hearing for the purpose of receiving public comment on the proposed tentative agreement for the 2017-18 school year between FVSD and CSEA, Chapter #358. Public input was welcomed. There were no requests to speak and the hearing was closed.

TENTATIVE  
AGREEMENT BETWEEN  
FOUNTAIN VALLEY  
SCHOOL DISTRICT AND  
CALIFORNIA SCHOOL  
EMPLOYEES  
ASSOCIATION,  
CHAPTER #358 FOR  
2017-18 YEAR

**PUBLIC COMMENTS**

There were no requests to address the Board of Trustees.

PUBLIC COMMENTS

**LEGISLATIVE SESSION**

**Motion:** Mr. Collins moved to approve the Declaration of Need.

DECLARATION OF  
NEED

Second: Mrs. Schultz

Vote: 5-0

**Motion:** Mrs. Galindo moved to approve Public Disclosure of Collective Bargaining Agreement Between Fountain Valley School District and California School Employees Association, Chapter #358 for 2017-18 School Year.

PUBLIC DISCLOSURE OF COLLECTIVE BARGAINING AGREEMENT BETWEEN FOUNTAIN VALLEY SCHOOL DISTRICT AND CALIFORNIA SCHOOL EMPLOYEES ASSOCIATION, CHAPTER #358 FOR 2017-18 SCHOOL YEAR

Second: Mrs. Crandall

Vote: 5-0

**Motion:** Mrs. Crandall moved to approve the Agreement Between California School Employees Association, Chapter #358 and Fountain Valley School District.

AGREEMENT BETWEEN CALIFORNIA SCHOOL EMPLOYEES ASSOCIATION, CHAPTER #358 AND FOUNTAIN VALLEY SCHOOL DISTRICT

Second: Mrs. Galindo

Vote: 5-0

**Motion:** Mrs. Schultz moved to approve the disclosure of management and confidential employees salary increases.

DISCLOSURE OF MANAGEMENT AND CONFIDENTIAL EMPLOYEES SALARY INCREASES

Second: Mrs. Galindo

Vote: 5-0

**Motion:** Mrs. Schultz moved to adopt Resolution 2018-28: Resolution of Appreciation to our School Nurses on National School Nurse Day, May 9, 2018.

RESOLUTION 2018-28: RESOLUTION OF APPRECIATION TO OUR SCHOOL NURSES ON NATIONAL SCHOOL NURSE DAY, MAY 9, 2018

Second: Mr. Collins

Vote: 5-0

**Motion:** Mrs. Galindo moved to adopt Resolution 2018-29: In Celebration of May 9, 2018 as California’s Day of the Teacher and May 7-11, 2018 as Teacher Appreciation Week.

RESOLUTION 2018-29: IN CELEBRATION OF MAY 9, 2018 AS



Second: Mrs. Schultz

Vote: 5-0

**Motion:** Mrs. Crandall moved to adopt Resolution 2018-30: In Celebration of Fountain Valley School District’s Classified Employee Week: May 21-25, 2018.

Second: Mr. Collins

Vote: 5-0

**Motion:** Mrs. Schultz moved to approve Proclamation of Appreciation to Our Speech/Language Pathologists During May 2018: Better Speech and Hearing Month.

Second: Mrs. Crandall

Vote: 5-0

**Motion:** Mrs. Schultz moved to adopt Resolution 2018-31: Resolution and Order of Biennial Trustee Election and Specifications of the Election Order.

Second: Mrs. Galindo

Vote: 5-0

**Motion:** Mrs. Crandall moved to approve the Consent Calendar.

Second: Mrs. Galindo

Vote: 5-0

The Consent Calendar included:

- Board Meeting Minutes from April 19<sup>th</sup> Regular Meeting
- Personnel Items (Employment Functions, Workshops/Conferences, And Consultants)

CALIFORNIA’S DAY  
OF THE TEACHER  
AND MAY 7-11, 2018  
AS  
TEACHER  
APPRECIATION  
WEEK  
RESOLUTION 2018-  
30: IN CELEBRATION  
OF FOUNTAIN  
VALLEY  
SCHOOL DISTRICT’S  
CLASSIFIED  
EMPLOYEE WEEK:  
MAY 21-25,  
2018  
PROCLAMATION OF  
APPRECIATION TO  
OUR  
SPEECH/LANGUAGE  
PATHOLOGISTS  
DURING MAY 2018:  
BETTER SPEECH  
AND HEARING  
MONTH  
RESOLUTION 2018-  
31: RESOLUTION  
AND ORDER OF  
BIENNIAL TRUSTEE  
ELECTION AND  
SPECIFICATIONS OF  
THE ELECTION  
ORDER  
CONSENT  
CALENDAR

- Donations
- Warrants
- Purchase Order Listing
- Budget Adjustments and Transfers
- Paradigm Healthcare Services, LLC Service Agreement
- Williams Quarterly Report for Third Quarter 2017-18
- Retainer Agreement for Legal Services in 2018-19 School Year with The Law Offices of Margaret A. Chidester & Associates
- Approval of Agreement Between School Loop, Inc., and Fountain Valley School District to Purchase and Receive a Subscription to School Loop’s Web-Based Service
- Non-Public Agency Contracts

Non-Public School/Agency	100% Contract Cost	Effective Dates
Zum Services	\$1,615.00	5/1/18-6/30/18

**SUPERINTENDENT’S COMMENTS/NEW ITEMS OF BUSINESS**

Dr. Johnson Noted several things running at a high level in the District, including the Taste of Fountain Valley, with the greatest number of attendees and money raised. In addition, the Monster Concert with the great number of kids performing and parents attending. And, Dr. McLaughlin hosted reading professional development, where teams had the opportunity to share their current work in reading, and plans for the future. In addition, Joy Moyers is the leader of Sumer Enrichment Academy. Moreover, Measure O is running, and on May 30th at 3pm at Courreges and 3:45pm at Masuda, we will have groundbreaking. He congratulated Newland and Courreges for their CA Distinguished School recognitions. In addition, regarding school safety, 5 people joined him at the Huntington Beach school violence training including one of our school nurses, school psychiatrists, Director Cara Robinson, Chris Fullerton and Joe Hastie, where they heard from the FBI and local law enforcement. He noted that the addition of elementary counseling through the LCAP is exciting. He also commended the Masuda Band and Director Rob Covacavich for their performance tonight. And, in Personnel, it is a busy time for hiring. He noted that it is essential for Personnel to be the heart and soul of an organization. He commended Mrs. Abdel for her work, noting that with nearly 20 years in the District, she does it all with empathy, care and heart. And with almost 700 employees, her staff is there to support all of our employees.

**ADJOURNMENT**

**Motion:** Mr. Collins moved to adjourn the meeting at 8:24pm.

Second: Mrs. Crandall

Vote: 5-0

/rl

**FOUNTAIN VALLEY SCHOOL DISTRICT**

**PERSONNEL DIVISION**

**MEMORANDUM**

TO: Personnel Commission

FROM: Ross M. Hessler, Director, Human Resources

SUBJECT: **MINUTES, OF THE BOARD OF TRUSTEES SPECIAL  
MEETING OF MAY 15, 2018**

DATE: June 20, 2018

---

Attached for your information are the minutes of the Board of Trustees special meeting of May 15, 2018.

**Fountain Valley School District**  
Superintendent's Office

**SPECIAL MEETING OF THE BOARD OF TRUSTEES**

10055 Slater Avenue  
Fountain Valley, CA 92708

**May 15, 2018**

**MINUTES**

President Cunneen 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

Jim Cunneen	President
Jeanne Galindo	Clerk
Sandra Crandall	Member
Lisa Schultz	Member

Absent:

Ian Collins	President Pro Tem
-------------	-------------------

**Motion:** Mrs. Schultz moved to approve the meeting agenda.

AGENDA APPROVAL

Second: Mrs. Galindo

Vote: 5-0

Mrs. Schultz led the Pledge of Allegiance.

PLEDGE OF  
ALLEGIANCE

**PUBLIC COMMENTS**

There were no requests to address the Board of Trustees.

PUBLIC COMMENTS

**LEGISLATIVE SESSION**

**Motion:** Mrs. Crandall moved to Accept and Award the RFQ for Project Inspection Services to a Qualified Pool of Firms.

ACCEPT AND  
AWARD THE RFQ  
FOR PROJECT  
INSPECTION  
SERVICES TO A  
QUALIFIED POOL OF  
FIRMS

Second: Mrs. Galindo

Vote: 5-0

**Motion:** Mrs. Galindo moved to approve the Consent Calendar. CONSENT CALENDAR

**Second:** Mrs. Schultz

**Vote:** 5-0

The Consent Calendar included:

- Permission to Award Contract for Professional Services to Nyberg Architects Pursuant to Government Code 53060
- Approve Sandy Pringle Associates Inspection Consultants to Provide Inspection Services for Phase 1 of the Measure O HVAC and Modernization Project
- Approve to Form the Revised Construction Service Agreement, Site Lease and Sub Lease to be used in Phases 1 through 5 of the Measure O HVAC and Modernization Project

**SUPERINTENDENT’S COMMENTS/NEW ITEMS OF BUSINESS**

Mr. Cunneen Reminded the audience of the I405 Improvement Project Open House at the District Office on May 31<sup>st</sup>. In addition, he read a thank you received from District Teacher of the Year, Niki Buck.

Dr. Johnson Noted the upcoming groundbreaking ceremonies at both Courreges and Masuda on May 30<sup>th</sup> at 3PM and 3:45PM, respectively.

**ADJOURNMENT**

**Motion:** Mrs. Schultz moved to adjourn the meeting at 5:35pm.

**Second:** Mrs. Crandall

**Vote:** 5-0

/rl



# Fountain Valley School District

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

## MEMORANDUM

TO: Personnel Commissioners

FROM: Ross Hessler, Director – Human Resources

SUBJECT: CLASSIFICATION PLAN AMENDMENT – MOVE CLASSIFICATION OF INSURANCE BENEFITS TECHNICIAN FROM CONFIDENTIAL GROUP TO CLASSIFIED REPRESENTED GROUP

DATE: June 12, 2018

Due to the upcoming retirement of the incumbent in this class, the district reviewed the classification to see if the current confidential designation was warranted. The confidential designation is intended to be reserved for just a few special situations where the position/classification is significantly involved in negotiations or related matters. Government Code section 3513(f) defines confidential employees as follows:

*"Confidential employee" means any employee who is required to develop or present management positions with respect to employer-employee relations or whose duties normally require access to confidential information contributing significantly to the development of management positions.*

In this case, it is not seen that this classification has the required degree of involvement in developing management positions to truly qualify for this designation. Rather information is provided to management to help them determine a course of action. Therefore, the change is proposed to this position, which is in recruitment period currently, to move into compliance with the Code above and place it in the classified bargaining unit rather than remain as a confidential position.

The current salary of the classification in the confidential unit is \$4,589 per month at step 1. The closest salary range in the represented group is range 66, which starts at \$4,572 per month. This is only a 0.37% difference in the monthly amount.

The last consideration is which job family to place the class in. The best option seems to be the "human resources" job family. The only other option to consider is the accounting family, but insurance/benefits is more closely aligned to human resources and it does not fit in well with the classes in the accounting, purchasing, and payroll areas.

## Recommendations

1. It is recommended that the Personnel Commission approve the placement of the classification of Insurance Benefits Technician on the classified represented salary schedule at range 66.
2. It is recommended that the Personnel Commission approve the placement of the classification of Insurance Benefits Technician in the human resources job family.



**FOUNTAIN VALLEY SCHOOL DISTRICT**

**PERSONNEL DIVISION**

**MEMORANDUM**

TO: Personnel Commission

FROM: Ross M. Hessler, Director, Human Resources

SUBJECT: **ELIGIBILITY LISTS**

DATE: June 20, 2018

---

Attached are the eligibility lists for:

**School Office Manager**

**RECOMMENDATION**

The Personnel Commission approve the eligibility lists enumerated above.

**Attachment #7**

**PROMOTIONAL ELIGIBILITY LIST**

**School Office Manager**

**Expires: 5-24-19**

<b>RANK</b>	<b>NAME</b>
1	Kathryn Baran
2	Margaret Sanford
3	Sarah Saucedo
4	Rachel Montemayor
5	Patti Bauer
6	Jill Dimeck

**OPEN ELIGIBILITY LIST**

**School Office Manager**

**Expires: 5-24-19**

<b>RANK</b>	<b>NAME</b>
1	Sherry Calabria
2	Mary McCulloch
3	Keri Gaydos
3	Nandini Puri
3	Dominique Parchman
4	Valarie Burlingame
5	Marisa Winch
5	Mamie Aldama
6	Jennifer Corbo
6	Anna Nagmay
6	Colleen Grace
7	Emily Koliha
8	Veronica Gomez
9	Eva Gemeinhardt
10	Jose Zamarripa
11	Carolyn Galloway
12	Christina Lai
13	Ma Esperanza Lau

**FOUNTAIN VALLEY SCHOOL DISTRICT**

**PERSONNEL DIVISION**

**MEMORANDUM**

TO: Personnel Commission

FROM: Ross M. Hessler, Director, Human Resources

SUBJECT: **JOB ANNOUNCEMENTS**

DATE: June 20, 2018

---

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

**Interdepartmental Transfers:**

Instructional Assistant – Bilingual (Vietnamese)  
Extended School Program Assistant  
Library/Media Technician  
Office Assistant – School  
Preschool Assistant (2)

**Interdepartmental Transfers: Limited Term Extended School Year Positions**

Bus Aide – Special Education  
Bus Driver  
Custodian

**Interdepartmental Transfers: Limited Term ESP Summer Camp Positions**

Custodian

**Dual Certification:**

Insurance Benefits Technician



**Fountain Valley School District**  
**Personnel Commission**

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

**CLASSIFIED EMPLOYMENT OPPORTUNITY**  
**INSTRUCTIONAL ASSISTANT – BILINGUAL (VIETNAMESE)**  
*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 - Bilingual (Vietnamese) or from the current list of “ready and willing” certified eligibles.

<b>POSTING DATE:</b>	June 6, 2018
<b>CLOSING DATE:</b>	June 12, 2018 at 4:00 p.m.
<b>SALARY:</b>	Current rate of pay
<b>HOURS:</b>	15.0 hrs/wk: Hours to be determined
<b>TERM:</b>	9.6 months/year, Start date 9/5/2018
<b>VACANCY:</b>	1 position at Tamura School

**THE JOB**

Under the direction of the assigned administrator, the job of Instructional Assistant - Bilingual is done for the purpose/s of providing support to the instructional programs within assigned classrooms with specific responsibility for assisting students' English language acquisition from their native language; also serving as a resource to other school personnel requiring assistance with non-English speaking persons.

**APPLICATION PROCESS**

Present employees in the classification of Instructional Assistant – Bilingual (Vietnamese) 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., Tuesday, June 12, 2018. POSTMARKS WILL NOT BE ACCEPTED.

**APPOINTMENT/CERTIFICATION**

Final selection of appointees will be made from “ready and willing” transfer eligibles in the classification of Instructional Assistant – Bilingual (Vietnamese) and, if necessary, the top three ranks of “ready and willing” certified eligibles on the Instructional Assistant – Bilingual (Vietnamese) eligibility list.

The Fountain Valley School District is an Equal Opportunity Employer and does not discriminate on the basis of race, national origin, gender, age, marital status, religion, or disability in compliance with federal and state laws.

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.fvsd.us](http://www.fvsd.us)

**CLASSIFIED EMPLOYMENT OPPORTUNITY**  
**EXTENDED SCHOOL PROGRAM ASSISTANT**

*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 Extended School Program Assistant or from the current list of “ready and willing” certified eligibles.

<b>POSTING DATE:</b>	June 13, 2018
<b>CLOSING DATE:</b>	June 19, 2018, at 4:00 p.m.
<b>SALARY:</b>	Current rate of pay
<b>HOURS:</b>	5.0 hours/week: Monday- Friday 7:00 a.m. – 8:00 a.m.
<b>TERM:</b>	9.6 months/year, Start date 9/5/2018
<b>VACANCY:</b>	1 position at Newland ESP

**THE JOB**

Under the direction of the Director, Child Care Programs, the job of Extended School Program Assistant is done for the purpose/s of providing a high quality, cost-effective program that provides before and after school child care fully integrated with the elementary school program; assist with the planning, implementing and participation in a variety of activities to meet the needs and interests of children.

**APPLICATION PROCESS**

Present employees in the classification of Extended School Program Assistant wanting to transfer must send a written request to the Personnel Department or email to [johnsond@fvsd.us](mailto: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., Tuesday, June 19, 2018. POSTMARKS WILL NOT BE ACCEPTED.

**APPOINTMENT/CERTIFICATION**

Final selection of appointees will be made from “ready and willing” transfer eligibles in the classification of Extended School Program Assistant and, if necessary, the top three ranks of “ready and willing” certified eligibles on the Extended School Program Assistant eligibility list.

<p>The Fountain Valley School District is an Equal Opportunity Employer and does not discriminate on the basis of race, national origin, gender, age, marital status, religion, or disability in compliance with federal and state laws.</p>
--

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.fvsd.us](http://www.fvsd.us)

### CLASSIFIED EMPLOYMENT OPPORTUNITY

## Library/Media Technician

### *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 Library/Media Technician or from the current list of “ready and willing” certified eligibles.

<b>POSTING DATE:</b>	June 4, 2018
<b>CLOSING DATE:</b>	June 8, 2018 @ 4:00 p.m.
<b>SALARY:</b>	Current Rate of Pay
<b>HOURS:</b>	15 hrs/wk, Tuesday, Wednesday and Thursday 8:00 a.m. – 1:00 p.m.
<b>TERM:</b>	9.6 mo/yr
<b>VACANCY:</b>	One Position at Tamura School

#### THE JOB

Under the direction of the School Principal, the job of Library/Media Technician is done for the purpose/s of providing support to the instructional program with specific responsibilities for maintaining the library collections at school sites; identifying age appropriate resources for students and teachers utilizing library resources; selecting appropriate items in support of classroom instruction; and performing clerical functions related to collection, processing, circulation, maintenance, and inventory of library materials and/or textbooks.

#### APPLICATION PROCESS

Present employees in the classification of Library/Media Technician wanting to transfer must send a written request to the Personnel Department or email to [johnsond@fvsd.us](mailto: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., Friday, June 8, 2018. POSTMARKS WILL NOT BE ACCEPTED.

#### APPOINTMENT/CERTIFICATION

Final selection of appointees will be made from “ready and willing” transfer eligibles in the classification of Library/Media Technician and, if necessary, the top three ranks of “ready and willing” certified eligibles on the Library/Media Technician eligibility list.

<p>The Fountain Valley School District is an Equal Opportunity Employer and does not discriminate on the basis of race, national origin, gender, age, marital status, religion, or disability in compliance with federal and state laws.</p>
--

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.fvdsd.us](http://www.fvdsd.us)

## Classified Employment Opportunity

# OFFICE ASSISTANT - SCHOOL

### *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 Office Assistant or from the current list of “ready and willing” certified eligibles.

<b>POSTING DATE:</b>	June 12, 2018
<b>CLOSING DATE:</b>	June 18, 2018 at 4:00 p.m.
<b>SALARY:</b>	Current rate of pay
<b>HOURS:</b>	20.0 hrs/wk, Monday – Friday – 9:00 a.m. –1:00 p.m. at Oka 27.5 hrs/wk, Monday – Friday – 8:00 a.m. –1:30 p.m. at Plavan
<b>TERM:</b>	10.48 months per year
<b>VACANCIES:</b>	Two vacancies, one position at Oka and one position at Plavan School

### THE JOB

Under the direction of the assigned administrator, the job of Office Assistant - School is done for the purpose/s of greeting and directing visitors; responding to inquiries from staff, the public, parents, students, etc. by providing requested information and/or referral to other parties; perform a variety of clerical duties in support of assigned school site office.

### APPLICATION PROCESS

Present employees in the classification of Office Assistant wanting to transfer must send a written request to the Personnel Department or email to [johnsond@fvdsd.us](mailto:johnsond@fvdsd.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., Monday, June 18, 2018. POSTMARKS WILL NOT BE ACCEPTED.

### APPOINTMENT/CERTIFICATION

Final selection of appointees will be made from “ready and willing” transfer eligibles in the classification of Office Assistant and, if necessary, the top three ranks of “ready and willing” certified eligibles on the Office Assistant eligibility list.

The Fountain Valley School District is an Equal Opportunity Employer and does not discriminate on the basis of race, national origin, gender, age, marital status, religion, or disability in compliance with federal and state laws.

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.fvsd.us](http://www.fvsd.us)

**CLASSIFIED EMPLOYMENT OPPORTUNITY**  
**PRESCHOOL ASSISTANT**  
***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 Assistant or from the current list of “ready and willing” certified eligibles.

<b>POSTING DATE:</b>	June 5, 2018
<b>CLOSING DATE:</b>	June 11, 2018 at 4:00 p.m.
<b>SALARY:</b>	Current rate of pay
<b>HOURS:</b>	32.5 hrs/wk: Monday – Friday, 8:30 a.m. – 3:30 p.m. (with 1/2 hr unpaid lunch)
<b>TERM:</b>	9.6 months/year, Start date 9/5/2018
<b>VACANCY:</b>	1 position at Oka State Preschool

**THE JOB**

Under the direction of the Director-Child Care Program, and daily oversight of the Preschool Instructor, assist with planning, organizing 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 in the classification of Preschool Assistant wanting to transfer must send a written request to the Personnel Department or email to [johnsond@fvsd.us](mailto: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., Monday, June 11, 2018. **POSTMARKS WILL NOT BE ACCEPTED.**

**APPOINTMENT/CERTIFICATION**

Final selection of appointees will be made from “ready and willing” transfer eligibles in the classification of Preschool Assistant and, if necessary, the top three ranks of “ready and willing” certified eligibles on the Preschool Assistant eligibility list.

The Fountain Valley School District is an Equal Opportunity Employer and does not discriminate on the basis of race, national origin, gender, age, marital status, religion, or disability in compliance with federal and state laws.

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.fvsd.us](http://www.fvsd.us)

**CLASSIFIED EMPLOYMENT OPPORTUNITY**  
**PRESCHOOL ASSISTANT**  
***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 Assistant or from the current list of “ready and willing” certified eligibles.

<b>POSTING DATE:</b>	June 15, 2018
<b>CLOSING DATE:</b>	June 21, 2018 at 4:00 p.m.
<b>SALARY:</b>	Current rate of pay
<b>HOURS:</b>	27.5 hrs/wk: Monday – Friday, 8:30 a.m. – 11:00 a.m., 1:00 p.m. – 4:00 p.m.
<b>TERM:</b>	9.6 months/year, Start date 9/5/2018
<b>VACANCY:</b>	1 position at Gisler State Preschool

**THE JOB**

Under the direction of the Director-Child Care Program, and daily oversight of the Preschool Instructor, assist with planning, organizing 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 in the classification of Preschool Assistant wanting to transfer must send a written request to the Personnel Department or email to [johnsond@fvsd.us](mailto: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, June 21, 2018. **POSTMARKS WILL NOT BE ACCEPTED.**

**APPOINTMENT/CERTIFICATION**

Final selection of appointees will be made from “ready and willing” transfer eligibles in the classification of Preschool Assistant and, if necessary, the top three ranks of “ready and willing” certified eligibles on the Preschool Assistant eligibility list.

The Fountain Valley School District is an Equal Opportunity Employer and does not discriminate on the basis of race, national origin, gender, age, marital status, religion, or disability in compliance with federal and state laws.

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.fvsd.us

## CLASSIFIED EMPLOYMENT OPPORTUNITY

### BUS AIDE – SPECIAL EDUCATION

*Interdepartmental*

#### LIMITED TERM POSITION FOR EXTENDED SCHOOL YEAR PROGRAM

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 Bus Aide – Special Education or from the current list of “ready and willing” certified eligibles.

<b>POSTING DATE:</b>	<b>June 15, 2018</b>
<b>CLOSING DATE:</b>	<b>June 21, 2018 at 4:00 p.m.</b>
<b>TERM:</b>	<b>June 26 – July 26, 2018 (July 4th Holiday observed)</b>
<b>HOURS:</b>	4.0 hours/day: 4 days/week (July 6, 13, and 20 are non-work days)
<b>SALARY:</b>	<b>Current rate of pay</b>
<b>VACANCY:</b>	1 vacancy

**PLEASE NOTE:** *The above position is Limited Term, beginning June 26, 2018, ending on or before July 26, 2018. Permanent District employees accepting a limited term position will receive benefits earned under the contract. Applicants must be available to work all 20 days of the Extended School year program.*

#### THE JOB

Under the general supervision of the Transportation Supervisor, the job of Bus Aide - Special Education is done for the purpose/s of providing support to the student while riding the school bus and assisting the Bus Driver with the specific responsibility for the supervision and safety of severely special needs students; observing and documenting student behavior in accordance with district and state and federal guidelines.

#### APPLICATION/SELECTION PROCESS

This position is open to employees currently holding the position of Bus Aide – Special Education or current employees who have successfully held this position in the past. Employees who meet these criteria must send a memo or email to the Personnel Office by 4:00 p.m., June 21, 2018. Emails should be sent to: johnsond@fvsd.us.

<p>The Fountain Valley School District is an Equal Opportunity Employer and does not discriminate on the basis of race, national origin, gender, age, marital status, religion, or disability in compliance with federal and state laws.</p>
--

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



# Fountain Valley School District

*Personnel Commission*

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

## CLASSIFIED EMPLOYMENT OPPORTUNITY

### BUS DRIVER

*Interdepartmental*

#### LIMITED TERM POSITION FOR EXTENDED SCHOOL YEAR PROGRAM

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 Bus Driver or from the current list of “ready and willing” certified eligibles.

<b>POSTING DATE:</b>	<b>June 13, 2018</b>
<b>CLOSING DATE:</b>	<b>June 19, 2018 at 4:00 p.m.</b>
<b>TERM:</b>	<b>June 26 – July 26, 2018 (July 4th Holiday observed)</b>
<b>HOURS:</b>	4.0 hours/day: 4 days/week (July 6, 13, and 20 are non-work days)
<b>SALARY:</b>	<b>Current rate of pay</b>
<b>VACANCY:</b>	7 positions

**PLEASE NOTE:** *The above position is Limited Term, beginning June 26, 2018, ending on or before July 26, 2018. Permanent District employees accepting a limited term position will receive benefits earned under the contract.*

#### THE JOB

Under the general supervision of the Transportation Supervisor, the job of Bus Driver is done for the purpose/s of providing support within the student transportation services area with specific responsibilities for transporting special education students over scheduled routes and/or to/from special excursions; enforcing rules, regulations, and laws to maintain safety during transport; ensuring the safe operating condition of the vehicle; and ensuring the safety of special education students during transport, loading and unloading from buses.

#### APPLICATION/SELECTION PROCESS

This position is open to employees currently holding the position of Bus Driver or current employees who have successfully held this position in the past. Employees who meet these criteria must send a memo or email to the Personnel Office by 4:00 p.m., June 19, 2018. Emails should be sent to: johnsond@fvsd.us.

<p>The Fountain Valley School District is an Equal Opportunity Employer and does not discriminate on the basis of race, national origin, gender, age, marital status, religion, or disability in compliance with federal and state laws.</p>
--

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



# Fountain Valley School District

*Personnel Commission*

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

## CLASSIFIED EMPLOYMENT OPPORTUNITY

### CUSTODIAN

*Interdepartmental*

#### LIMITED TERM POSITION FOR EXTENDED SCHOOL YEAR PROGRAM

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 Custodian or from the current list of “ready and willing” certified eligibles.

<b>POSTING DATE:</b>	<b>May 25, 2018</b>
<b>CLOSING DATE:</b>	<b>June 4, 2018 at 4:00 p.m.</b>
<b>TERM:</b>	<b>Post Extended School Year Program</b>
<b>HOURS:</b>	57 hours to be worked after ESY, and completed prior to September
<b>SALARY:</b>	<b>Current rate of pay</b>
<b>VACANCY:</b>	1 position at Plavan School

***PLEASE NOTE: This position is for a maximum of 57 hours to be worked after ESY ends (7/26/18), and completed prior to September. Permanent District employees accepting a limited term position will receive benefits earned under the contract.***

#### THE JOB

Under the general supervision of the Supervisor, Operations the job of Custodian is done for the purpose/s of providing custodial services at assigned site; ensuring an attractive, sanitary and safe environment for students, staff and visitors; performing a variety of special cleaning operations; assist with preparation of facilities for classroom activities and campus events; perform minor repair and maintenance and assure security of the site during assigned hours.

#### APPLICATION/SELECTION PROCESS

This position is open to employees currently holding the position of Custodian or current employees who have successfully held this position in the past. Employees who meet these criteria must send a memo or email to the Personnel Office by 4:00 p.m., June 4, 2018. Emails should be sent to: johnsond@fvsd.us.

<p>The Fountain Valley School District is an Equal Opportunity Employer and does not discriminate on the basis of race, national origin, gender, age, marital status, religion, or disability in compliance with federal and state laws.</p>
--

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



# Fountain Valley School District

*Personnel Commission*

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

## CLASSIFIED EMPLOYMENT OPPORTUNITY

### CUSTODIAN

*Interdepartmental*

#### LIMITED TERM ESP SUMMER CAMP POSITION

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 Custodian or from the current list of “ready and willing” certified eligibles.

<b>POSTING DATE:</b>	May 25, 2018
<b>CLOSING DATE:</b>	June 4, 2018 at 4:00 p.m.
<b>TERM:</b>	June 25 – August 24, 2018 (July 4th Holiday observed)
<b>HOURS:</b>	27.5 hours/week, 5 days/week, Hours to be determined
<b>SALARY:</b>	Current rate of pay
<b>VACANCY:</b>	1 position for multiple sites (ESP and CDC Summer Camp and Office at Cox, Gisler, and Plavan School

**PLEASE NOTE:** *The above position is Limited Term, beginning June 25, 2018, ending on or before August 24, 2018. Employees must be available 9 weeks with one week vacation allowance. Permanent District employees accepting a limited term position will receive benefits earned under the contract.*

#### THE JOB

Under the general supervision of the Supervisor, Operations the job of Custodian is done for the purpose/s of providing custodial services at assigned site; ensuring an attractive, sanitary and safe environment for students, staff and visitors; performing a variety of special cleaning operations; assist with preparation of facilities for classroom activities and campus events; perform minor repair and maintenance and assure security of the site during assigned hours.

#### APPLICATION/SELECTION PROCESS

This position is open to employees currently holding the position of Custodian or current employees who have successfully held this position in the past. Employees who meet these criteria must send a memo or email to the Personnel Office by 4:00 p.m., June 4, 2018. Emails should be sent to: johnsond@fvsd.us.

The Fountain Valley School District is an Equal Opportunity Employer and does not discriminate on the basis of race, national origin, gender, age, marital status, religion, or disability in compliance with federal and state laws.

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

**FOUNTAIN VALLEY SCHOOL DISTRICT**

**PERSONNEL DIVISION**

**MEMORANDUM**

TO: Personnel Commission

FROM: Ross M. Hessler, Director, Human Resources

SUBJECT: **PERSONNEL COMMISSION 2017-2018: YEAR-END ACTUALS REVIEW**

DATE: June 20, 2018

---

Attached is year-end actual cost information for the Personnel Commission by budget number for 2017-2018:



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 - To Date	Enc To Date	Actual To Date	= Balance	% Used
04/30/2018	10B PAY/O/CAIN,I,C	JE	20 4005102018	P204010B			3,055.88		
05/31/2018	11B PAY/O/CAIN,I,C	JE	20 4006082018	P204011B			3,086.73		
05/31/2018	11B PAY/O/CAIN,I,C	JE	20 4006082018	P204011B			4.03		
05/31/2018	11B PAY/O/CAIN,I,C	JE	20 4006082018	P204011B			17.99		
05/31/2018	11B PAY/O/CAIN,I,C	JE	20 4006082018	P204011B			15.27		
05/31/2018	11B PAY/O/CAIN,I,C	JE	20 4006082018	P204011B			26.68		
05/31/2018	11B PAY/O/CAIN,I,C	JE	20 4006082018	P204011B			30.85		
05/31/2018	11B PAY/O/CAIN,I,C	JE	20 4006082018	P204011B			30.85		
05/31/2018	11B PAY/O/CAIN,I,C	JE	20 4006082018	P204011B			30.85		
05/31/2018	11B PAY/O/CAIN,I,C	JE	20 4006082018	P204011B			30.85		
05/31/2018	11B PAY/O/CAIN,I,C	JE	20 4006082018	P204011B			30.85		
<b>Total:</b>					36,355.00	0.00	31,067.90	5,287.10	85%

**2410 Sch Off Mgr., Off/Admin Assist.**      **36,355.00**      **0.00**      **31,067.90**      **5,287.10**      **85%**

**2413 Additional Duty - Cler, Tech, Of**

**012819771 Personnel Commission**

**Budget/Balance Forward : 04/01/2018**

<b>593.00</b>	<b>655.80</b>
---------------	---------------

2018/05/24	EAAJ Entry From GLBU CF	A	PS052418B		65.00				
04/30/2018	10A PAY/DAO,H,D	JE	20 4004302018	P204010A			1.89		
05/31/2018	11B PAY/O/CAIN,I,C	JE	20 4006082018	P204011B			0.75		
05/31/2018	11B PAY/O/CAIN,I,C	JE	20 4006082018	P204011B			3.28		
05/31/2018	11B PAY/O/CAIN,I,C	JE	20 4006082018	P204011B			0.63		
05/31/2018	11B PAY/O/CAIN,I,C	JE	20 4006082018	P204011B			38.27		
<b>Total:</b>	012819771-2413				658.00	0.00	700.62	-42.62	106%

**2413 Additional Duty - Cler, Tech, Of**      **658.00**      **0.00**      **700.62**      **-42.62**      **106%**

**2430 Confidential Salaries**



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 - To Date	Enc To Date	Actual To Date	= Balance	% Used
--------	-------------	----	-------------------	---------------------	--------------------------	-------------	----------------	-----------	--------

012819771 Personnel Commission

Budget/Balance Forward : 04/01/2018

69,144.00	51,858.00
-----------	-----------

2018/05/24 EAAJ Entry From GLBUCF	A	PS052418A			18.00				
2018/05/10 1% O Entry From GLBUCF	A	PS051018A			673.00				

04/30/2018 10B PAYY/OHNSON,D,L	JE	20	4005102018	P204010B			5,762.00		
05/31/2018 11B PAYY/OHNSON,D,L	JE	20	4006082018	P204011B			5,818.00		
05/31/2018 11B PAYY/OHNSON,D,L	JE	20	4006082018	P204011B			56.00		
05/31/2018 11B PAYY/OHNSON,D,L	JE	20	4006082018	P204011B			56.00		
05/31/2018 11B PAYY/OHNSON,D,L	JE	20	4006082018	P204011B			56.00		
05/31/2018 11B PAYY/OHNSON,D,L	JE	20	4006082018	P204011B			56.00		
05/31/2018 11B PAYY/OHNSON,D,L	JE	20	4006082018	P204011B			56.00		
05/31/2018 11B PAYY/OHNSON,D,L	JE	20	4006082018	P204011B			56.00		
05/31/2018 11B PAYY/OHNSON,D,L	JE	20	4006082018	P204011B			56.00		
05/31/2018 11B PAYY/OHNSON,D,L	JE	20	4006082018	P204011B			56.00		
05/31/2018 11B PAYY/OHNSON,D,L	JE	20	4006082018	P204011B			56.00		
Total: 012819771-2430					69,835.00	0.00	63,998.00	5,837.00	91%

2430 Confidential Salaries

2470 Overtime - Clerical,Tech,Off

012819771 Personnel Commission

Budget/Balance Forward : 04/01/2018

250.00	0.00
--------	------

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: 2000	176,285.00	0.00	158,659.80	17,625.20	90%
-----------------	------------	------	------------	-----------	-----

3102 STRS-CLASSIFIED

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 To Date	Actual To Date	= Balance	% Used
--------	-------------	----	-------------------	---------------------	--------------------------	-------------	----------------	-----------	--------

012819771 Personnel Commission

Budget/Balance Forward : 04/01/2018

27.00	27.21
-------	-------

04/30/2018 10A STRS PAYROLL EXPENDITURE JE 20 ST04302018 P203010A	
Total: 012819771-3102	27.00
	0.00
	27.48
	-0.48
	101%

3102 STRS-CLASSIFIED

27.00	0.00	27.48	-0.48	101%
-------	------	-------	-------	------

3202 PERS-CLASSIFIED

012819771 Personnel Commission

Budget/Balance Forward : 04/01/2018

26,744.00	19,652.45
-----------	-----------

2018/05/24 EAAJ Entry From GLBUCF A PS052418A	
2018/05/10 1% O Entry From GLBUCF A PS051018B	-108.00
2018/05/24 EAAJ Entry From GLBUCF A PS052418B	50.00
2018/05/10 1% O Entry From GLBUCF A PS051018A	10.00
2018/05/10 1% O Entry From GLBUCF A PS051018A	105.00
2018/05/10 1% O Entry From GLBUCF A PS051018A	102.00

04/30/2018 10B PERS PAYROLL EXPENDITURE JE 20 PE05102018 P203010B	
05/31/2018 11B PERS PAYROLL EXPENDITURE JE 20 PE06082018 P203011B	2,234.85
	2,478.17

Total: 012819771-3202	26,903.00	0.00	24,365.47	2,537.53	90%
-----------------------	-----------	------	-----------	----------	-----

3202 PERS-CLASSIFIED

26,903.00	0.00	24,365.47	2,537.53	90%
-----------	------	-----------	----------	-----

3314 MEDICARE-CLASSIFIED

012819771 Personnel Commission

Budget/Balance Forward : 04/01/2018

2,529.00	1,792.54
----------	----------

2018/05/24 EAAJ Entry From GLBUCF A PS052418A	
2018/05/10 1% O Entry From GLBUCF A PS051018B	-11.00
2018/05/24 EAAJ Entry From GLBUCF A PS052418B	5.00
2018/05/10 1% O Entry From GLBUCF A PS051018B	1.00

# FOUNTAIN VALLEY SD

## Object Code/Pseudo Detail by Manager

Object	Description	TP	Primary Reference	Secondary Reference	CURRENT BUDGET	- To Date	Enc	Actual	= Balance	% Used
2018/05/10	1% O Entry From GLBUCF	A	PS051018A		10.00					
2018/05/10	1% O Entry From GLBUCF	A	PS051018A		10.00					
04/30/2018 10A MED PAYROLL EXPENDITURE					JE	20 ME04302018	P203010A	0.03		
04/30/2018 10B MED PAYROLL EXPENDITURE					JE	20 ME05102018	P203010B	201.08		
05/31/2018 11B MED PAYROLL EXPENDITURE					JE	20 ME06082018	P203011B	222.93		
Total: 012819771-3314							2,544.00	0.00	2,216.58	327.42 87%

**3354 ALTERNATIVE RETIRE-CLASSIFIED**

012819771 Personnel Commission

Budget/Balance Forward : 04/01/2018

2018/05/24	EAAJ Entry From GLBUCF	A	PS052418A		1.00			8.45		
04/30/2018 10B ARP PAYROLL EXPENDITURE					JE	20 AR05102018	P203010B	1.30		
05/31/2018 11B ARP PAYROLL EXPENDITURE					JE	20 AR06082018	P203011B	0.65		
Total: 012819771-3354							22.00	0.00	10.40	11.60 47%

**3356 OASDI-CLASSIFIED**

012819771 Personnel Commission

Budget/Balance Forward : 04/01/2018

2018/05/24	EAAJ Entry From GLBUCF	A	PS052418A		-43.00					
2018/05/10	1% O Entry From GLBUCF	A	PS051018B		20.00					
2018/05/24	EAAJ Entry From GLBUCF	A	PS052418B		4.00					
2018/05/10	1% O Entry From GLBUCF	A	PS051018A		42.00					
2018/05/10	1% O Entry From GLBUCF	A	PS051018A		41.00					
04/30/2018 10B OASDI PAYROLL EXPENDITURE					JE	20 OA05102018	P203010B	855.59		
05/31/2018 11B OASDI PAYROLL EXPENDITURE					JE	20 OA06082018	P203011B	952.29		
Total: 012819771-3356							10,710.00	7,446.22		



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 - To Date	Actual To Date	= Balance	% Used
Total: 012819771-3356					10,774.00	0.00	9,254.10	1,519.90	85%
3356	OASDI-CLASSIFIED				10,774.00	0.00	9,254.10	1,519.90	85%

## 3402 HEALTH & WELFARE-CLASSIFIED

012819771 Personnel Commission

Budget/Balance Forward : 04/01/2018

2018/05/24 EAAJ Entry From GLBUFC					-4,500.00				
04/30/2018 APRIL HEALTH & WELFARE							3,750.00		
05/31/2018 MAY HEALTH & WELFARE							3,750.00		
Total: 012819771-3402					41,250.00	0.00	40,500.00	750.00	98%

## 3402 HEALTH & WELFARE-CLASSIFIED

### 3502 SUI-CLASSIFIED

012819771 Personnel Commission

Budget/Balance Forward : 04/01/2018

2018/05/24 EAAJ Entry From GLBUFC					1.00				
04/30/2018 10B UIC PAYROLL EXPENDITURE							6.87		
05/31/2018 11B UIC PAYROLL EXPENDITURE							7.69		
Total: 012819771-3502					87.00	0.00	75.97	11.03	87%

## 3502 SUI-CLASSIFIED

### 3602 WORKERS' COMP-CLASSIFIED

012819771 Personnel Commission

Budget/Balance Forward : 04/01/2018

3,819.00	2,804.70
----------	----------

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 To Date	Actual To Date	= Balance	% Used
2018/05/24	EAAI Entry From GLBUCF	A	PS052418A		-14.00					
2018/05/10	1% O Entry From GLBUCF	A	PS051018B		7.00					
2018/05/24	EAAI Entry From GLBUCF	A	PS052418B		2.00					
2018/05/10	1% O Entry From GLBUCF	A	PS051018A		15.00					
2018/05/10	1% O Entry From GLBUCF	A	PS051018A		14.00					
04/30/2018	10A WKCMP PAYROLL EXPENDITURE	20	WC04302018	P203010A				0.04		
04/30/2018	10B WKCMP PAYROLL EXPENDITURE	20	WC05102018	P203010B				318.44		
05/31/2018	11B WKCMP PAYROLL EXPENDITURE	20	WC06082018	P203011B				351.67		
Total:	012819771-3602				3,843.00		0.00	3,474.85	368.15	90%
<b>3602</b>	<b>WORKERS' COMP-CLASSIFIED</b>				<b>3,843.00</b>		<b>0.00</b>	<b>3,474.85</b>	<b>368.15</b>	<b>90%</b>

### 3954 Long Term Disability-Class

012819771 Personnel Commission

Budget/Balance Forward : 04/01/2018

04/30/2018	APRIL HEALTH & WELFARE	JE	20 LT20180430	N20P0430				23.25		
05/31/2018	MAY HEALTH & WELFARE	JE	20 LT20180531	N20P0531				23.25		
Total:	012819771-3954				279.00		0.00	255.75	23.25	91%

3954 Long Term Disability-Class

Total for: 3000

### 4325 Office Supplies

012819771 Personnel Commission

Budget/Balance Forward : 04/01/2018

2018/05/24	EAAI Entry From GLBUCF	A	PS052418B		550.00			196.01		
06/08/2018	HESSLER, ROSS Office Supplies	OH	REIM052418					36.12		
06/08/2018	HESSLER, ROSS Office Supplies	OH	REIM052418 2					53.87		
Total:					85,729.00		0.00	80,180.60	5,548.40	93%

Manager: 0071 Personnel Commission

# FOUNTAIN VALLEY SD

Subfund: 0101 GENERAL FUND

## Object Code/Pseudo Detail by Manager

Object	Description	TP Reference	Primary Reference	Secondary Reference	CURRENT BUDGET - To Date	Enc To Date	Actual To Date	= Balance	% Used
Total: 012819771-4325					468.00	0.00	286.00	182.00	61%
4325	Office Supplies				468.00	0.00	286.00	182.00	61%
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:					468.00	0.00	286.00	182.00	61%

5210 Travel, Conference, Workshop

012819771 Personnel Commission

Budget/Balance Forward : 04/01/2018					1,160.00		3,691.39		
2018/05/20 TRNS Fr 2113 to 5210					2,729.00				
05/08/2018 PERSONNEL COMMI Travel, Confer							198.00		
Total: 012819771-5210					3,889.00	0.00	3,889.39	-0.39	100%

5210 Travel, Conference, Workshop

5290 Mileage Non Taxable

012819771 Personnel Commission

Budget/Balance Forward : 04/01/2018					100.00		10.27		
06/08/2018 JOHNSON, DONNA Mileage Non Tax							9.73		
06/08/2018 O'CAIN, LISA Mileage Non Taxab							9.73		



# FOUNTAIN VALLEY SD

## Object Code/Pseudo Detail by Manager

Object	Description	TP Reference	Primary Reference	Secondary Reference	CURRENT BUDGET - To Date	Enc - To Date	Actual To Date	= Balance	% Used
Total: 012819771-5290					100.00	0.00	29.73	70.27	29%
5290	Mileage Non Taxable				100.00	0.00	29.73	70.27	29%
<hr/>									
5390 Dues and Membership Non Taxabl									
012819771 Personnel Commission									
Budget/Balance Forward : 04/01/2018					4,090.00				
					2,790.00				
<hr/>									
Total: 012819771-5390					4,090.00	0.00	2,790.00	1,300.00	68%
5390	Dues and Membership Non Taxabl				4,090.00	0.00	2,790.00	1,300.00	68%
<hr/>									
5813 Consultant									
012819771 Personnel Commission									
Budget/Balance Forward : 04/01/2018					14,699.00				
					14,698.50				
<hr/>									
Total: 012819771-5813					14,699.00	0.00	14,698.50	0.50	99%
5813	Consultant				14,699.00	0.00	14,698.50	0.50	99%
<hr/>									
5825 Advertising									
012819771 Personnel Commission									
Budget/Balance Forward : 04/01/2018					600.00				
					499.77				
<hr/>									
06/18/2018 US BANK MF ZipRecruiter									
					186.75				
<hr/>									
Total: 012819771-5825					600.00	0.00	686.52	-86.52	114%
5825	Advertising				600.00	0.00	686.52	-86.52	114%

Manager: 0071 Personnel Commission

## FOUNTAIN VALLEY SD

Subfund: 0101 GENERAL FUND

Object Code/Pseudo Detail by Manager

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

**5828 Staff Recognition**

012819771 Personnel Commission

Budget/Balance Forward : 04/01/2018

1,550.00	324.89
----------	--------

05/16/2018	O'CAIN, LISA Staff Recognition	OH	REIM050218		31.54				
05/21/2018	O'CAIN, LISA Staff Recognition	OH	REIM052118		300.00				
05/30/2018	SAMS CLUB Staff Recognition	OH	363406615006	L20R1655	138.81				
05/30/2018	SAMS CLUB Staff Recognition	OH	36420615006	L20R1655	39.60				
06/08/2018	STATE BOARD OF Staff Recogniti	OH	00068265	L20R1794	33.21				
06/08/2018	GLASSICAL DESIG Staff Recognit	OH	00068265	L20R1794	404.25				
<b>Total: 012819771-5828</b>					<b>1,550.00</b>	<b>0.00</b>	<b>1,272.30</b>	<b>277.70</b>	<b>82%</b>

**5828 Staff Recognition**

1,550.00

0.00

1,272.30

277.70

82%

**5899 Other Operating Expenses**

012819771 Personnel Commission

<b>Total: 012819771-5899</b>					0.00	0.00	0.00	0.00	0%
------------------------------	--	--	--	--	------	------	------	------	----

**5899 Other Operating Expenses**

0.00

0.00

0.00

0.00

0%

<b>Total for: 5000</b>	24,928.00	0.00	23,366.44	1,561.56	93%
<b>Object Type Total:XP</b>	287,410.00	0.00	262,492.84	24,917.16	93%

**Manager Total:0071 Personnel Commission**

(287,410.00)

0.00

(262,492.84)



**FOUNTAIN VALLEY SCHOOL DISTRICT**

**PERSONNEL DIVISION**

**MEMORANDUM**

TO: Personnel Commission

FROM: Ross M. Hessler, Director, Human Resources

SUBJECT: **PERSONNEL COMMISSION BUDGET 2018-2019:  
REVIEW AND ADOPTION**

DATE: June 20, 2018

---

Attached is information for the Personnel Commission Budget 2018-2019: Review and Adoption

**RECOMMENDATION**

The Personnel Commission approve/adopt the 2018-2019 Personnel Commission Budget.

Cost Center: 4281Personnel Commis

# FOUNTAIN VALLEY SD

As of: 06/18/2018

Manager: 0071Personnel Comm.

## 3 Year Budget Worksheet by Manager/Cost Center

Sub Fund: 0101GENERAL FUND

Pseudo Object	Personnel Commission	Type	2016 - 2017		2017 - 2018		2018 - 2019		012819771
			Actual	Budget CB	Encumbrances	Actual	Budget B1		
2320	Supervisors & Administrators	XP	68,398.94	69,187.00	0.00	62,893.28	69,195	2320	
2410	Sch Off Mgr, Off/Admin Assist.	XP	33,160.25	36,355.00	0.00	31,067.90	33,390	2410	
2413	Additional Duty - Cler,Tech,Of	XP	277.97	658.00	0.00	700.62	800	2413	
2430	Confidential Salaries	XP	77,519.92	69,835.00	0.00	63,998.00	69,835	2430	
2470	Overtime - Clerical,Tech,Of	XP	128.95	250.00	0.00	0.00		2470	
3102	STRS-CLASSIFIED	XP	0.00	27.00	0.00	27.48		3102	
3202	PERS-CLASSIFIED	XP	23,333.26	26,903.00	0.00	24,365.47	30,986	3202	
3314	MEDICARE-CLASSIFIED	XP	2,517.99	2,544.00	0.00	2,216.58	2,512	3314	
3354	ALTERNATIVE RETIRE-CLASSIFIED	XP	13.00	22.00	0.00	10.40	14	3354	
3356	OASDI-CLASSIFIED	XP	10,366.92	10,774.00	0.00	9,254.10	10,671	3356	
3402	HEALTH & WELFARE-CLASSIFIED	XP	45,750.00	41,250.00	0.00	40,500.00	45,000	3402	
3502	SUI-CLASSIFIED	XP	82.84	87.00	0.00	75.97	85	3502	
3602	WORKERS'COMP-CLASSIFIED	XP	4,052.86	3,843.00	0.00	3,474.85	3,794	3602	
3954	Long Term Disability-Class	XP	294.50	279.00	0.00	255.75	279	3954	
4325	Office Supplies	XP	531.10	468.00	0.00	286.00	550	4325	
5210	Travel, Conference, Workshop	XP	4,017.16	3,889.00	0.00	3,889.39	2,500	5210	
5290	Mileage Non Taxable	XP	0.00	100.00	0.00	29.73	100	5290	
5390	Dues and Membership Non Taxabl	XP	2,690.00	4,090.00	0.00	2,790.00	3,000	5390	
5813	Consultant	XP	34,296.50	14,699.00	0.00	14,698.50	900	5813	
5825	Advertising	XP	460.95	600.00	0.00	686.52	900	5825	
5826	Licensing/Software,Mainn/Supp	XP	0.00	0.00	0.00	0.00	900	5826	
5828	Staff Recognition	XP	1,354.88	1,550.00	0.00	1,272.30	1,550	5828	
<b>Total</b>	<b>012819771 Personnel Commission</b>		<b>309,247.99</b>	<b>287,410.00</b>	<b>0.00</b>	<b>262,492.84</b>	<b>276,061</b>		

**FOUNTAIN VALLEY SCHOOL DISTRICT**

**PERSONNEL DIVISION**

**MEMORANDUM**

TO: Personnel Commission

FROM: Ross M. Hessler, Director, Human Resources

SUBJECT: **APPROVAL OF 2018-2019 MEMBERSHIP TO PCASC**

DATE: June 20, 2018

---

Attached is the invoice for 2018-2019 membership to Personnel commission Association of Southern California (PCASC) for approval.

**RECOMMENDATION**

The Personnel Commission approve 2018-2019 membership to PCASC.



## PCASC ANNUAL MEMBERSHIP INVOICE

Invoice Number: 2018/19-011

May 24, 2018

Mr. Ross Hessler, Director Human Resources  
Fountain Valley School District  
10055 Slater Ave.  
Fountain Valley, CA 92708

---

### Description

### Unit Price

Annual Membership:

*Personnel Commissioners Association*

*of Southern California (PCASC)*

\$100.00

Checks only (No purchase orders, please) payable to:

**Personnel Commissioners Association of Southern CA (PCASC)**

Please send check with copy of invoice to:

PCASC Treasurer A. Perez

1012 W. Beverly Blvd #341

Montebello, CA 90640

More information visit [pcasc.meritsystem.org](http://pcasc.meritsystem.org) or email [pcascsecretary@gmail.com](mailto:pcascsecretary@gmail.com)

[Tax ID: 80-0925314] – TIN

**FOUNTAIN VALLEY SCHOOL DISTRICT**

**PERSONNEL DIVISION**

**MEMORANDUM**

TO: Personnel Commission

FROM: Ross M. Hessler, Director, Human Resources

SUBJECT: **2018 SPCA/NC FALL CONFERENCE APPROVAL**

DATE: June 20, 2018

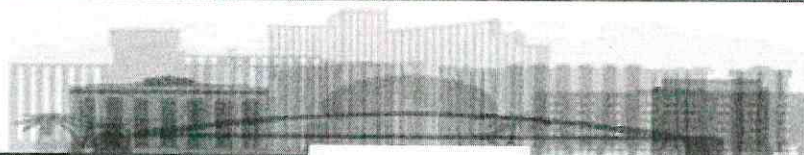
---

Attached is information for the 2018 SPCA/NC Fall Conference – October 7-9 2018

**RECOMMENDATION**

The Personnel Commission approves the reasonable and necessary expenses for the 2018 SPCA/NC Fall Conference – October 7-9 2018





R E N O

## 2018 SPCA/NC Fall Conference

October 7-9, 2018

(Sunday-Tuesday)

Renaissance Reno Hotel

One South Lake Street Reno, NV 89501

Please join us for the 2018 SPCA/NC Fall Conference in Reno, Nevada. Don't miss this great opportunity to engage yourself in a variety of sessions, learn from great speakers, network with field experts, and have fun with colleagues.

**Register now to take advantage of our discounted rates!**

- Early Bird - \$299 available through Aug 15
- Late Registration - \$349 Aug 16 to Sept 9

[tinyurl.com/spca-nc](http://tinyurl.com/spca-nc)

- \$99 per night available through Aug 15
- \$149 per night from Aug 16 through Aug 31
- \$179 per night from Sept 1 through Sept 9

[tinyurl.com/spcahotel](http://tinyurl.com/spcahotel)



School Personnel Commissioners Association/Northern California



### FEATURED TOPICS

Test Development and Item Analysis

- Investigations Education Code 45306

- Legal Updates

- Top Things You Should Know As a Personnel Commissioner

- Budgets & Contingencies

- Administrative Leave – Adverse Impact

