

FOUNTAIN VALLEY SCHOOL DISTRICT PERSONNEL COMMISSION

Regular Meeting AGENDA

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

November 15, 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, October 30, 2018** *Action*
(Attachment #1)

4. **Agenda, Regular Meeting of the Board of Trustees, November 08, 2018** *Information*
(Attachment #2)

5. **Minutes, Regular Meeting of the Board of Trustees, October 11, 2018** *Information*
(Attachment #3)

6. **Minutes, Special Meeting of the Board of Trustees, October 25, 2018** *Information*
(Attachment #4)

7. **Director's Report** *Information*

8. **Commissioners' Comments** *Information*

9. 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

10. Eligibility Lists

Custodian, ESP Instructor, Food Services Worker and Head Custodian
(Attachments #5-#7)

Action

PERSONNEL

11. Job Announcements

(Attachments #8-#10)

Information

FINANCIAL

12. CSPCA Conference Approval

(Attachment #11)

Action

13. Merit Academy Approval for Mr. Tony McCombs

(Attachment #12)

Action

CLOSED SESSION

14. Closed Session

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

1. Personnel
2. Legal Advice

NEXT MEETING

15. The next meeting of the Personnel Commission will be:

December 20, 2018
4:30 p.m.
Board Room

ADJOURNMENT

16. 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 OCTOBER 30, 2018**

DATE: November 6, 2018

Attached for your approval are the minutes of the Personnel Commission regular meeting of October 30, 2018.

RECOMMENDATION

The Personnel Commission approve the minutes of the October 30, 2018 Personnel Commission regular meeting.

Attachment #1

**FOUNTAIN VALLEY SCHOOL DISTRICT
PERSONNEL COMMISSION**

REGULAR MEETING

MINUTES

October 30, 2018

4:30 p.m.

Mr. Mullin called the Regular Meeting of the Personnel Commission to order at 4:32 p.m. in the Board Room, 10055 Slater Avenue, Fountain Valley, California. Ms. Connie Ramirez 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

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

Introduction of Guests

Mr. Steve McLaughlin, Ms. Cathie Abdel, Mr. Jerry Gargus, Ms. Kate Smith, and Ms. Connie Ramirez were in attendance.

Introduction of Staff

Ms. Donna Johnson was in attendance.

Minutes, Regular Meeting of the Personnel Commission, September 27, 2018

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

Agenda, Regular Meeting of the Board of Trustees, October 11, 2018

Presented as an information item only.

Agenda, Special Meeting of the Board of Trustees, October 25, 2018

Presented as an information item only.

Minutes, Regular Meeting of the Board of Trustees, September 6, 2018

Presented as an information item only.

Director's Report

Mr. Hessler reported the Personnel Department is still busy completing staffing and testing. He hopes the calendar year-end will not bring a lot of retirements due to CalPERS benefits. He attended a meeting with Ms. Abdel at Newport Mesa which included other merit districts. The topic was impacts, issues and implementation of the Noon Duty Aides move to classified. Mr. Hessler reported the Educational Services Department was in attendance with the two new members of their team. Present are Dr. Jerry Gargus, Director Educational Services, and Kate Smith, Director of Support Services.

Commissioners' Comments

Mr. Mullin enjoyed his vacation in Australia and New Zealand. He stated the United States had a large team there for the Invictus Games.

Public Comments

Ms. Connie Ramirez stated the Courreges ESP students are reading a book about a dog named Daisy. It is a tie-in with their community service which includes writing cards and letters to our soldiers.

ADMINISTRATION

Educational Services Division Introduction of New Employees and Presentation on Achievement Data.

Mr. Steve McLaughlin introduced himself and his new team members. He introduced Dr. Jerry Gargus who is the new Director of Educational Services and Ms. Kate Smith who is the new Director of Support Services. Dr. Gargus comes to us from Torrance where he was the Coordinator of Intervention. Ms. Kate Smith comes to us from South Whittier where she worked in special education.

Mr. Steve McLaughlin gave a presentation on achievement data. He stated Educational Services focuses on our School Board priorities with the number one priority being increasing student achievement and success for all students. In Educational Services they stay committed to best first instruction, being data-driven and providing social, emotional and academic support.

Approval of Revision to Personnel Commission Rule 502

The Personnel Commission reviewed and discussed Rule 502 in order to bring into compliance the procedures and rules regarding contact of those applicants on an eligibility list. This was the Personnel Commission's third reading of the changes to rule 502. Changes were made to add an option of a six month eligibility list and language was added or changed to sections 502.2, 502.3, and 502.5. Mrs. Davis moved to approve the changes as presented. Mr. McCombs seconded the motion. Motion carried

Classification Plan Amendment – Creation of New Classification of Noon Duty Aides

Assembly Bill 2160 and its impact on the District's current substitute employees working as "Noon Duty Aides" was discussed. Mr. Hessler stated the principals will make final decisions regarding the status of their current Noon Duty Aides. Current Noon Duty Aides, working in the position as of January 1, 2019, will not be subject to probation. After January 1, 2019, we will establish an eligibility list to be used for any openings. Mr. Hessler presented the Personnel Commission with a job description and proposed range for the new classification of Noon Duty Aide. Mrs. Davis moved to approve the Noon Duty Aide job description with the educational requirement for a high school diploma or equivalent removed. Mr. McCombs seconded the motion. Motion carried

Eligibility Lists

Mr. McCombs moved to approve the eligibility lists for Extended School Program Assistant, Instructional Assistant – Applied Behavior Analysis, Preschool Assistant, Office Assistant- Department, Office Assistant-School, Payroll Clerk, and Speech/Language Pathology Assistant. Mrs. Davis seconded the motion. Motion carried.

PERSONNEL

Job Announcements

The interdepartmental transfer job postings for Extended School Program Assistant, Extended School Program Instructor, and Preschool Assistant were reviewed. The dual certification job postings for Custodial, Extended School Program Instructor, Head Custodian, and Instructional Assistant – Applied Behavior Analysis were reviewed.

FINANCIAL

Personnel Commission Budget 2018-2019: Review of Year-to-Date

The Personnel Commission's year- to –date budget and actuals for 2018-2019 was reviewed.

CLOSED SESSION

No closed session.

NEXT MEETING

The next meeting of the Personnel Commission was changed and will be:

Regular Meeting:
November 15, 2018
4:30 p.m.
Board Room

ADJOURNMENT

The October 30, 2018, regular meeting of the Personnel Commission was adjourned at 5:39 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 November 8, 2018**

DATE: November 5, 2018

Attached for your information is the agenda of the Board of Trustees regular meeting of November 8, 2018.



Fountain Valley School District

BOARD OF TRUSTEES
REGULAR MEETING

A G E N D A

Board Room
10055 Slater Avenue
Fountain Valley, CA

November 8, 2018

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

M _____
 2nd _____
 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.

- 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*
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: Approximately 12.9 acres of District land improved with approximately 40,073 sq. ft. of facilities located at 9790 Finch Avenue, Fountain Valley, California (former Fred Moiola School Site) ("Property").

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.

Negotiating Parties: Fountain Valley School District, real property negotiators Christine Fullerton, Assistant Superintendent, Business Services, and District legal counsel (Lessor), and an unidentified number of potential buyers or lessees for the Property which may acquire or lease all or a portion of the Property through statutory rights or public bid processes (Proposed Buyer(s)/Lessee(s)).

Under Negotiation: Instruction to negotiators will concern price and terms of payment issues associated with possible sale or lease of all or a portion of the identified Property.

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

SPECIAL PRESENTATIONS

1. CELEBRATION OF CLASSIFIED EMPLOYEE OF THE YEAR: PAT INKSTER

The Board of Trustees will join staff and the community in celebrating Pat Inkster, Instructional Assistant – Mild/Moderate, as Fountain Valley School District’s Classified Employee of the Year for 2018.

BOARD REPORTS AND COMMUNICATIONS

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

PUBLIC HEARINGS

2. PUBLIC HEARING ON INITIAL CONTRACT PROPOSALS BETWEEN FOUNTAIN VALLEY SCHOOL DISTRICT AND FOUNTAIN VALLEY EDUCATION ASSOCIATION FOR 2018-19

A public hearing shall be held for the purpose of receiving public comment on the initial contract proposals between the Fountain Valley School District and the Fountain Valley Education Association for the 2018-19 school year. Public input is welcome.

3. PUBLIC HEARING ON INITIAL CONTRACT PROPOSALS BETWEEN FOUNTAIN VALLEY SCHOOL DISTRICT AND CALIFORNIA SCHOOL EMPLOYEES ASSOCIATION, CHAPTER #358 FOR 2018-19

A public hearing shall be held for the purpose of receiving public comment on the initial contract proposals between the Fountain Valley School District and the

California School Employees Association, Chapter #358 for the 2018-19 school year. Public input is welcome.

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

- 4. **APPROVAL OF MASTER CONSTRUCTION SERVICE AGREEMENT, MASTER SITE LEASE AGREEMENT AND MASTER SUBLEASE AGREEMENT TO FORM FOR THE MEASURE O SCHOOL MODERNIZATION AND AIR CONDITIONING PRECONSTRUCTION AND LEASE LEASEBACK AGREEMENTS**

M
 2nd
 V

On April 19, 2018, the District awarded RFP 2018-03 for Preconstruction and Lease Leaseback Services for the Measure O Modernization and HVAC Project to West Coast Air Conditioning Co., Inc. The approved Construction Service Agreement, Site Lease and Sublease Agreements required a separate agreement for each school site project. As we have begun to work on the next phases of work, staff has concluded that the best course of action is a “Master” Construction Services Agreement, Site Lease Agreement and Sublease Agreement.

Superintendent’s Recommendation: It is recommended that the Board of Trustees approves the updates to the Master Construction Service Agreement, Site Lease Agreement and Sublease Agreement for Measure O School Modernization and Air Conditioning.

- 5. **AUTHORIZATION TO ISSUE A REQUEST FOR PROPOSALS IN ORDER TO SOLICIT PROPOSALS TO PURCHASE OR LEASE THE DISTRICT’S FORMER FRED MOIOLA SCHOOL SITE**

M
 2nd
 V

The District’s Board (“Board”) previously declared certain real property located at 9790 Finch Avenue, Fountain Valley, California 92708, commonly known as the Fred Moiola School Site (“the Property”), surplus property pursuant to the Education Code section 17455 *et seq.* The Board also authorized District staff to submit a “waiver application” to the State Board of Education (“SBE”), asking for permission to pursue the sale or lease of the Property through a Request for

Proposals (“RFP”) process. SBE granted the District’s waiver request and authorized the District to use the RFP process to sell or lease the Property.

Superintendent’s Recommendation: It is recommended that the Board of Trustees authorizes the release of an RFP in order to solicit proposals from interested parties to purchase or lease the Property in accordance with the SBE waiver. Staff will then receive and assess any proposals submitted in response to the RFP, and present the results to the Board at a regularly scheduled meeting for further instruction.

6. RESOLUTION 2019-08: AUTHORIZATION FOR TEACHING CREDENTIALS 2018-2019 SCHOOL YEAR

M ___
2nd ___
V ___

The Governing Board of a school district, by Resolution, may authorize the holder of a multiple subject teaching credential or a standard elementary credential to teach any subject in departmentalized classes to a given class below grade 9, provided that the teacher has completed at least 12 semester units or 6 upper division units of coursework at an accredited institution in each subject to be taught. In addition, the Governing Board of a school district may authorize the holder of a single subject teaching credential or a standard teaching credential to be assigned to teach classes in grades 5 to 8 of a middle school if the teacher has a minimum of 12 semester units or 6 upper division or graduate units of coursework at an accredited institution in the subject to which he/she is assigned.

Superintendent’s Recommendation: It is recommended that the Board of Trustees adopts Resolution 2019-08 to approve the teaching assignments listed in the attached.

7. CONSENT CALENDAR/ROUTINE ITEMS OF BUSINESS

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

- 7-A.** Board Meeting Minutes from October 11th regular meeting
- 7-B.** Board Meeting Minutes from October 25th special meeting
- 7-C.** Personnel Items (Employment Functions, Workshops/Conferences, and Consultants)
- 7-D.** Donations
- 7-E.** Warrants

7-F. Purchase Order Listing

Consent Items

7-G. REAPPOINTMENT OF PERSONNEL COMMISSIONER WILLIAM MULLIN

Superintendent's Comments: It is recommended that the Board of Trustees approves the reappointment of Mr. William Mullin to the Personnel Commission for a three-year term – December 1, 2018, to November 30, 2021.

7-H. ANNUAL ORGANIZATIONAL MEETING

Superintendent's Comments: It is recommended that the Board of Trustees selects Thursday, December 13, 2018 as the date of the annual organizational meeting, in accordance with the provisions of Education Code Sections 35143 and 72000. The meeting shall begin at 6:30pm.

7-I. RECEIPT OF FOUNTAIN VALLEY EDUCATION ASSOCIATION'S INITIAL PROPOSAL FOR 2018-19

Superintendent's Comments: It is recommended that the Board of Trustees receives the 2018-19 initial contract proposals of the Fountain Valley Education Association.

7-J. PRESENTATION OF FOUNTAIN VALLEY SCHOOL DISTRICT'S 2018-19 INITIAL CONTRACT PROPOSALS TO THE FOUNTAIN VALLEY EDUCATION ASSOCIATION

Superintendent's Comments: It is recommended that the Board of Trustees approves the 2018-19 initial contract proposals of the Fountain Valley School District to the Fountain Valley Education Association.

7-K. RECEIPT OF CALIFORNIA SCHOOL EMPLOYEES ASSOCIATION, CHAPTER #358'S INITIAL PROPOSAL FOR 2018-19

Superintendent's Comments: It is recommended that the Board of Trustees receives the 2018-19 initial contract proposals of the California School Employees Association, Chapter 358.

7-L. PRESENTATION OF FOUNTAIN VALLEY SCHOOL DISTRICT'S 2018-19 INITIAL CONTRACT PROPOSALS TO THE CALIFORNIA SCHOOL EMPLOYEES ASSOCIATION, CHAPTER #358

Superintendent's Comments: It is recommended that the Board of Trustees approves the 2018-19 initial contract proposals of the Fountain Valley School District to the California School Employees Association, Chapter 358.

7-M. 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.

7-N. SPECIAL EDUCATION AGREEMENT

Superintendent's Comments: It is recommended that the Board of Trustees approves the attached Special Education Agreement.

7-O. MEMORANDUM OF UNDERSTANDING WITH HUNTINGTON BEACH UNIFIED SCHOOL DISTRICT FOR SCHOOL LIBRARY SERVICES

Superintendent's Comments: It is recommended that the Board of Trustees approves the Memorandum of Understanding between FVSD and HBUHSD for School Library Services for 2018-2019 and 2019-2020 school years.

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 annual organizational meeting of the Fountain Valley School District Board of Trustees is on Thursday, December 13, 2018 at 6:30pm.

A copy of the Board Meeting agenda is posted on the District's web site (.). 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 OCTOBER 11, 2018**

DATE: November 5, 2018

Attached for your information are the minutes of the Board of Trustees regular meeting of October 11, 2018.

Fountain Valley School District
Superintendent's Office

REGULAR MEETING OF THE BOARD OF TRUSTEES

10055 Slater Avenue
Fountain Valley, CA 92708

October 11, 2018

MINUTES

President Cunneen called the regular meeting of the Board of Trustees to order at 5:34pm.

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

BOARD WORKSHOP

Steve McLaughlin, Assistant Superintendent, Educational Services and Jerry Gargus, Director, Educational Services presented the 2018 California Assessment of Student Performance and Progress (CAASPP) results for Fountain Valley School District to the Board of Trustees. Dr. McLaughlin reviewed the District Priorities, Education Services' focus, targets, interventions, TOSAs, data, and discussions surrounding "Why?" Moreover, he reviewed the District's CAASPP results for 2017-18, noting a 6% growth in ELA and a 10% growth in math from the first administration to fourth administration last year. In addition, he provided further details regarding sub group and site results. Dr. Gargus reviewed the cohorts studied. In closing, Dr. McLaughlin reviewed the theme for Educational Services for this year, "let's go!"; the continued focus on best first instruction, social/emotional/behavioral support, and data driven instruction; grade level targets; our TOSA team and new additions for this year.

CALIFORNIA
ASSESSMENT OF
STUDENT
PERFORMANCE AND
PROGRESS (CAASPP)
RESULTS 2018

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

The public portion of the meeting resumed at 6:30pm.

PLEDGE OF ALLEGIANCE

Mr. Collins led the Pledge of Allegiance.

SPECIAL PRESENTATIONS

Superintendent, Dr. Mark Johnson, introduced the Board of Trustees to the newest member of the Fountain Valley School District Family, Kathryn Smith. Ms. Smith joins the District as Director, Support Services.

INTRODUCTION OF KATHRYN SMITH, DIRECTOR, SUPPORT SERVICES

The Board took a brief recess for cookies.

STAFF REPORTS AND PRESENTATIONS

Christine Fullerton, Assistant Superintendent, Business Service, was joined by Edwin Munguia from Rachlin Partners to provide

MEASURE O CONSTRUCTION

an update to the Board of Trustees on Measure O construction at Courreges and Masuda Schools. Mrs. Fullerton opened the presentation and welcomed Mr. Munguia. Mr. Munguia began by reviewing the project scope at Masuda Middle School. In addition, he provided an overview of the completed phase 1 of the project and a review of the progress on phase 2. Following this, he reviewed the project scope at Courreges Elementary School and reviewed the completed phase 1 and progress of phase 1A.

UPDATE ON COURREGES AND MASUDA

Christine Fullerton, Assistant Superintendent, Business Services, was joined by Andreas Chialtas, Esq. from Atkinson, Andelson, Loya, Ruud and Romo to lead the Board of Trustees through a discussion of the options and next steps in the use of the former Moiola School site. Mr. Chialtas provided a history of the Moiola site beginning with the completion of the surplus property procedure. He provided a review of District options based on the reconfirming resolution adopted in April. In addition, he provided a summary of the waiver from the State Board of Education. He provided possible next steps for the Board. In closing, he provided a recommendation that the Board start the RFP process. Following discussion, the Board reached consensus and gave direction for staff to draft an RFP and schedule a town hall meeting.

UPDATE ON OPTIONS FOR THE USE OF THE FORMER MOIOLA SCHOOL SITE

BOARD REPORTS AND COMMUNICATIONS

Mrs. Schultz's activities since the last meeting included: tours of Courreges and Masuda, commending the progress at both sites, and Back to School Night at Talbert.

Mr. Collins' activities since the last meeting included: tours of Cox, Fulton, Newland, Tamura and Masuda, Huntington Beach Commission meeting, FVSF meeting, Back to School Night at Oka and Fulton, OC Board of Education community forum regarding health education, Talbert fundraiser at Applebee's, and a press conference at Dwyer regarding school safety. He noted as well the upcoming FVSF Golf Tournament on October 22nd and the Rotary dinner celebrating Alex Accetta.

Mrs. Galindo's activities since the last meeting included: tours of Talbert, Fulton, Gisler and Newland, Back to School Night at Fulton, FVSF meeting, including the announcement of April 6th for the Taste of Fountain Valley at Los Cab.

Mrs. Crandall thanked and commended our SOMs for their methodical process of enrolling our students this year. Her

activities since the last meeting included: tours of Tamura, Courreges, Cox, Oka, Plavan and Talbert, Back to School Nights at Newland and Talbert, receptions for Cara Robinson and Agnes Marcz, OCSBA legislative seminar, FVSF meeting, SPC meeting, Assistance League distribution of grants to our teachers, professional development presentations by Dr. Jago to our middle school ELA teachers, NGSS presentation and SPC’s Candidates’ Forum.

Mr. Cunneen’s activities since the last meeting included: tours of Masuda, Oka, Gisler and Talbert, Back to School Night at Gisler and Masuda, OCSBA legislative update, and SPC’s Candidates’ Forum. He thanked his fellow trustees for their service.

PUBLIC COMMENTS

There was one request to address the Board of Trustees regarding Moiola School.

PUBLIC COMMENTS

PUBLIC HEARINGS

There were no requests to address the Board of Trustees and the hearing was closed.

CERTIFICATION OF PROVISIONS OF STANDARDS-ALIGNED INSTRUCTIONAL MATERIALS

LEGISLATIVE SESSION

Motion: Mrs. Crandall moved to adopt Resolution 2019-07: Certification of Provision of Standards-Aligned Instructional Materials.

RESOLUTION 2019-07: CERTIFICATION OF PROVISION OF STANDARDS-ALIGNED INSTRUCTIONAL MATERIALS

Second: Mrs. Galindo

Vote: 5-0

Motion: Mrs. Schultz moved to adopt Resolution 2019-08 Recognition of October 2018 as Dyslexia Awareness Month.

RESOLUTION 2019-08 RECOGNITION OF OCTOBER 2018 AS DYSLEXIA AWARENESS MONTH

Second: Mrs. Galindo

Vote: 5-0

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

Second: Mr. Collins

Vote: 5-0

The Consent Calendar included:

- Board Meeting Minutes from September 6th Regular Meeting
- Personnel Items (Employment Functions, Workshops/Conferences, And Consultants)
- Donations
- Warrants
- Purchase Order Listing
- Budget Adjustments and Transfers
- Approve Contract With Hewlett Packard Inc., To Provide Managed Print Services
- Williams Uniform Complaint Quarterly Report
- Approve The Use Of CMAS Contract No. 3-15-84-0042a For The Purchase Of Access, Security, Alarm, And Signal Systems
- Special Education Settlement Agreement 2019-C
- Contract Proposals For Reading Plus Pilot Programs At Talbert Middle School And Gisler Elementary School Provided By The Pmd Group
- Approval Of Lease Addendums For Modular Classrooms
- Notice Of Layoff For Classified Positions
- Non-Public Agency Contracts

Non-Public School/Agency	100% Contract Cost	Effective Dates
Cornerstone Therapies	\$638.36	11/11/18-6/21/19
Cornerstone Therapies	\$264.15	11/11/18-6/21/19
Olive Crest Academy	\$47,694.78	11/11/18-6/21/19
Del Sol School	\$6,400	7/1/18-6/30/19

SUPERINTENDENT’S COMMENTS/NEW ITEMS OF BUSINESS

Mr. Collins Reminded the audience to vote.

Dr. Johnson Commended Dr. McLaughlin and Dr. Gargus for their presentation this evening. In addition, he commended and thanked Mrs. Abdel for finding Dr. Gargus and Mrs. Smith, and more so, for taking on special education as we transition directors. Moreover, he celebrated the progress at Masuda and Courreges, noting that with the completion of phase 1 at Courreges there are five more rooms with AC. Regarding the disposition of the surplus property, he applauded the Board’s effort to bring forth more information for study. And lastly, he noted a recent article in the *Daily Pilot*, including a statement

regarding FVSD, highlighting that with a 3% growth in math, we grew the most in the County on SBAC. He emphasized his pride in our staff, students and the work that we continue to do.

CLOSED SESSION

Mr. Cunneen announced that the Board would retire into a second 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.
- Conference with Labor Negotiator: *Government Code 54957.6*
Board designated representative: President Jim Cunneen and President Pro Tem Ian Collins
Unrepresented employee: Superintendent

ADJOURNMENT

Motion: Mr. Collins moved to adjourn the meeting at 8:25PM.

Second: Mrs. Schultz

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 OCTOBER 25, 2018**

DATE: November 5, 2018

Attached for your information are the minutes of the Board of Trustees special meeting of October 25, 2018.

Fountain Valley School District
Superintendent's Office

SPECIAL MEETING OF THE BOARD OF TRUSTEES

10055 Slater Avenue
Fountain Valley, CA 92708

October 25, 2018

MINUTES

President Cunneen called the special 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

BOARD WORKSHOP

Assistant Superintendent, Educational Services, Dr. Steve McLaughlin and Teachers on Special Assignment, Joanna Burch, Kimberly Costigan and Kim Nguyen, updated the Board of Trustees on elementary math/Cognitively Guided Instruction (CGI) and middle school math in the Fountain Valley School District, including past and current professional development for teachers. Dr. McLaughlin opened the workshop by reviewing the Board priorities and Ed Service's motto for the year, "Let's go!", professional development plans and the role of our TOSAs in all of this work. Mrs. Burch discussed elementary math and provided a brief history of CGI implementation in the District since 2015, including our introductory work with Teri Malpass. She also reviewed demo days and roadmaps that married CGI with Math Expressions, our new math curriculum. In addition, Mrs. Burch noted the focus this year on analyzing data and letting our data drive instruction. Moreover, she explained that this year she is already in classrooms coaching teachers on how to analyze their data, increase rigor and automaticity. Following this, Mrs.

ELEMENTARY
MATH/COGNITIVELY
GUIDED
INSTRUCTION (CGI)
AND MIDDLE
SCHOOL MATH IN
THE FOUNTAIN
VALLEY SCHOOL
DISTRICT

Costigan reviewed the upcoming TK-5 professional development day on November 9th, the CGI Sum+It. She reviewed the format for the day, theme and breakout sessions, including 13 of our FVSD teachers presenting. Following this, Mrs. Nguyen reviewed middle school math in the District, reviewing the adoption of the McGraw Hill textbook in 2015-16 and the introduction of the Irvine Math Project (IMP). In addition, she reviewed professional development with IMP in 2016-17, common pacing and assessments, and the collecting of data. She also noted the article reviewed with the math teams and the new understanding of concepts like integers amongst our seventh graders using manipulatives. Mrs. Nguyen reviewed the current available data, including student test analysis and cohorts since 2014. She also reviewed math intervention, including the planned observation day schedule for December 10th at Masuda. Furthermore, she noted the high school articulation meeting on December 13th, including observation of high school teachers by our staff and vice versa. In closing, Dr. McLaughlin highlighted the articulation going on from elementary to middle and middle to high school, and the great amount of data currently available and shaping effective instructional practices. He reviewed the effective plan in place, a focus on best first instruction, data driven instruction and social/emotional/academic support, the work of our TOSAs, and the progress and drive of our District.

Assistant Superintendent, Business Services, Chris Fullerton, reviewed plans for dedicated science and music rooms at our middle schools, as a part of our Measure O projects, with the Board of Trustees. Mrs. Fullerton opened the workshop by reviewing the scope of work for Measure O projects and the school phase assignments. Following this, she provided an overview of Gen7 science rooms and shared photos and floorplans. In addition, she reviewed music classroom plans. Following this, she provided estimated costs for science and music buildings in addition to associated site work, totaling \$7.0 million for all three sites. In closing, she reviewed next steps with the Board including Gen7 completing engineering and design drawings, submission to DSA for approval and Board approval of the final contract, Nyberg's work regarding final site specific plans and submission of site plans to DSA for approval.

Mrs. Galindo led the Pledge of Allegiance.

SCIENCE AND MUSIC
ROOMS AT MIDDLE
SCHOOLS

PLEDGE OF
ALLEGIANCE

PUBLIC COMMENTS

There were no requests to address the Board of Trustees.

PUBLIC COMMENTS

LEGISLATIVE SESSION

Motion: Mrs. Schultz moved to approve Mr. Collins and Mrs. Crandall as members to the District’s Safe Schools Task Force.

SELECTION OF COMMITTEE MEMBER(S) TO DISTRICT’S SAFE SCHOOLS TASK FORCE

Second: Mrs. Galindo

Vote: 5-0

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

CONSENT CALENDAR

Second: Mr. Collins

Vote: 5-0

The Consent Calendar included:

- Agreement with Revenue Enhancement Group, Inc. for Assessment Refund Services
- Approval of Half Day Consulting Agreement Between Valerie Henry, FactsWise Author and Fountain Valley School District to Provide Math Professional Development for Tk-5 Teachers on November 9 Staff Development Day
- Contract for Differentiated Curriculum and Instruction Professional Development Services at Masuda Middle School Provided by Kimberly Dodds Keran
- Special Education Settlement Agreement 2019-C Addendum

SUPERINTENDENT’S COMMENTS/NEW ITEMS OF BUSINESS

Dr. Johnson Commended our staff for their on boarding practice and the work to welcome Mrs. Smith and Dr. Gargus, noting with pride the efforts of our Support Services team this week. He welcomed Mrs. Smith to the District and the FVSD Family.

CLOSED SESSION

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.
- Conference with Real Property Negotiator *Government Code Section 54956.8*

Property: Approximately 12.9 acres of District land improved with approximately 40,073 sq. ft. of facilities located at 9790 Finch Avenue, Fountain Valley, California (former Fred Moiola School Site) (“Property”).

Negotiating Parties: Fountain Valley School District, real property negotiators Christine Fullerton, Assistant Superintendent, Business Services, and District legal counsel (Lessor), and an unidentified number of potential buyers or lessees for the Property which may acquire or lease all or a portion of the Property through statutory rights or public bid processes (Proposed Buyer(s)/Lessee(s)).

Under Negotiation: Instruction to negotiators will concern price and terms of payment issues associated with possible sale or lease of all or a

portion of the identified
Property.

ADJOURNMENT

The public portion of the meeting resumed at 8:01PM.

Motion: Mr. Collins moved to adjourn the meeting at
8:02PM.

Second: Mrs. Galindo

Vote: 5-0

/rl

FOUNTAIN VALLEY SCHOOL DISTRICT

PERSONNEL DIVISION

MEMORANDUM

TO: Personnel Commission
FROM: Ross M. Hessler, Director, Human Resources
SUBJECT: **ELIGIBILITY LISTS**
DATE: November 8, 2018

Attached are the eligibility lists for:

Custodian

ESP Instructor

Food Services Worker

Head Custodian

RECOMMENDATION

The Personnel Commission approve the eligibility lists enumerated above.

Attachment #5 - #7

**Eligibility List
Custodian
Expires 10-26-19**

RANK	NAME
1	Jeremy Talley
2	Jesus Garcia
3	Nick Esparza
3	John Peralta
4	Lee Mapula
5	Manuel Canales
5	Steen Hoe
5	Jerry Williamson
5	Victor Maciel
6	Gregorio Chavez
6	Gabriel Santos
7	Manuel Gutierrez
7	Tony Tran
8	Angel Benitez-Rios
8	Andrew Weaver
8	Ramon Gonzalez-Fuentes
9	Adrian Perez

Eligibility List
Food Service Worker
Merged List (revised 10/23/18)

RANK	NAME	EXPIRES
1	Crystina Cruz	10-23-19
2	Valerie Anaya	5-16-19
3	Shani Hawkins	5-16-19
3	Jennifer Wynn	10-23-19
4	Renee Graves	10-23-19
5	Julia Matsumoto	5-16-19
5	Cindy Sotakoun	10-23-19
6	Nanci Castillo	5-16-19
7	Carissa Silva	5-16-19
8	Patricia Coponiti	10-23-19
9	Rika Laham	5-16-19
10	Karla Molina	5-16-19

**Eligibility List
Head Custodian
Expires 10-26-19**

RANK	NAME
1	Jeremy Talley
2	Scott Hojnacki
3	Nick Esparza
3	Steen Hoe
4	Son Tan
5	Jerry Williamson
6	John Peralta
6	Lee Mapula
6	Andrew Weaver
7	Tammy Garcia

**Eligibility List
ESP Instructor
Merged List (revised 11/02/2018)**

RANK	NAME	EXPIRES
1	Chelsea Short	11-2-19
2	Vanessa Garcia	2-15-19
3	Maria Delores Go	11-2-19
4	Nghia Le	11-2-19

FOUNTAIN VALLEY SCHOOL DISTRICT

PERSONNEL DIVISION

MEMORANDUM

TO: Personnel Commission

FROM: Ross M. Hessler, Director, Human Resources

SUBJECT: **JOB ANNOUNCEMENTS**

DATE: November 5, 2018

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

Interdepartmental Transfers:

Custodian

Instructional Assistant – Mild/Moderate

Dual Certification:

Substitute Services Technician

Attachments #8 - #10



Fountain Valley School District
Personnel Commission

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

CLASSIFIED EMPLOYMENT OPPORTUNITY
CUSTODIAN

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

POSTING DATE:	November 1, 2018
CLOSING DATE:	November 7, 2018 at 4:00 p.m.
SALARY:	Current rate of pay
HOURS:	27.5 hours/week: Monday – Friday, 3:00 p.m. – 8:30 p.m.
TERM:	12.0 months/year
VACANCY:	1 position at Oka

THE JOB

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

APPLICATION PROCESS

Present employees in the classification of Custodian 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., Wednesday, November 7, 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 Custodian and, if necessary, the top three ranks of “ready and willing” certified eligibles on the Custodian 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 have the opportunity to become members of the California School Employees Association.



Fountain Valley School District

Personnel Commission

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

Classified Employment Opportunity

INSTRUCTIONAL ASSISTANT - MILD/MODERATE

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 – Mild/Moderate or from the current list of “ready and willing” certified eligibles.

POSTING DATE:	November 5, 2018
CLOSING DATE:	November 9, 2018, at 4:00 p.m.
SALARY:	Current rate of pay
HOURS:	28.75 hrs/wk: M,T,W,F, 7:45 a.m. – 2:15 p.m. (with ½ hour unpaid lunch) TH, 7:45 a.m. – 12: 30 p.m.
TERM:	9.6 months per year
VACANCIES:	1 position at Fulton Middle School

THE JOB

Under the general supervision of the assigned administrator, the job of Instructional Assistant - Mild/Moderate is done for the purpose/s of providing support to the instructional program within assigned classroom with specific responsibility for assisting in the supervision, care and instruction of special needs students in a designated non-severely/physically handicapped special education instruction program, including Special Day Class (SDC), Resource Specialist Program (RSP). or other non-critical care instruction program in the regular classroom or in a self-contained classroom; assisting in implementing plans for instruction; monitoring student behavior during non-classroom time; and providing information to appropriate school personnel.

APPLICATION PROCESS

Present employees in the classification of Instructional Assistant – Mild/Moderate 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., Friday, November 9, 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 – Mild/Moderate and, if necessary, the top three ranks of “ready and willing” certified eligibles on the Instructional Assistant – Mild/Moderate eligibility list.

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Fountain Valley School District

Personnel Commission

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

CLASSIFIED EMPLOYMENT OPPORTUNITY SUBSTITUTE SERVICES TECHNICIAN

Dual Certification (Open and Promotional)

The following position is being posted in accordance with Personnel Commission rules to establish an eligibility list for current and future vacancies that will be filled by promotion, transfer, or certified eligibles.

POSTING DATE:	November 8, 2018
CLOSING DATE:	November 30, 2018, by 8:00 a.m.
SALARY:	\$20.59 - \$25.01 per hour (Range 41, 5 steps) *Per CSEA contract, hiring may be made up to step 3
HOURS	35 hrs/wk, M-F, 6:00 a.m. - 12:30 p.m. with one additional hour in evening
TERM:	10.2 months a year
LOCATION:	District Office

PURPOSE

Under the supervision of the Assistant Superintendent, Personnel, the job of Substitute Services Technician is done for the purpose/s of providing support to the delivery of human resource services with specific responsibility for providing information for screening and processing substitute applicants; dispatching substitutes and filling emergency requests for substitutes; maintaining substitute records; and providing training and orientation.

ESSENTIAL FUNCTIONS

Assists the Personnel Department in the completion of a variety of tasks (e.g. alphabetize and organize, type/print letters and forms, data entry; update forms; schedule interviews; time cards), in a efficient and timely fashion; coordinates the substitute process; dispatches district substitutes for the purpose of ensuring staffing coverage at school sites daily; enrolls new substitute teachers (e.g. payroll, background checks, etc.); greets individuals entering the building (e.g. visitors, parents, students, vendors, applicants, employees, etc.); maintains automated substitute calling systems (e.g. enters and updates data, etc.); maintains a variety of confidential personnel records and files (e.g. performance, payroll, employment clearances, attendance, credentials, etc.); participates in meetings and workshops; performs a variety clerical duties as assigned (e.g. organizing folders, answering district phones, etc.) for the purpose of ensuring internal and external requests are completed in accordance with established policies; prepares written materials (e.g. substitute payroll, documents information from sites regarding substitutes, reports, memos, letters of assurance, etc.) for the purpose of documenting activities, providing written reference, and/or conveying information; reconciles substitute payroll information (e.g. rate of pay, shifts, account code, etc.); responds to same day/emergency requests for substitutes for the purpose of providing immediate staffing for classroom coverage; responds to inquires for the purpose of providing customer service and information to substitutes and staff; supports the credentialing process (e.g. determines eligibility, registration, recording and notification, etc.) for the purpose of complying with all mandated requirements: and troubleshoots the Substitute Online System.

SEE OTHER SIDE

JOB REQUIREMENTS: Minimum Qualifications

Skills, Knowledge and Abilities

SKILLS are required to perform single, technical tasks with a need to occasionally upgrade skills in order to meet changing job conditions. Specific skill based competencies required to satisfactorily perform the functions of the job include: operating standard office equipment including using pertinent software applications; and preparing and maintaining accurate records.

KNOWLEDGE is required to perform basic math, including calculations using fractions, percents, and/or ratios; read a variety of manuals, write documents following prescribed formats, and/or present information to others; and understand complex, multi-step written and oral instructions. Specific knowledge based competencies required to satisfactorily perform the functions of the job include: business telephone etiquette; office methods and practices; and pertinent software applications.

ABILITY is required to schedule a number of activities, meetings, and/or events; gather, collate, and/or classify data; and use basic, job-related equipment. Ability is also required to work with a wide diversity of individuals and work with similar types of data. Problem solving is required to analyze issues and create action plans. Problem solving with data may require independent interpretation. Specific ability based competencies required to satisfactorily perform the functions of the job include: adapting to changing work priorities; communicating with diverse groups; maintaining confidentiality; meeting deadlines and schedules; and working with detailed information/data.

EDUCATION AND EXPERIENCE REQUIREMENTS

High school diploma or equivalent and job related experience is required.

APPLICATION PROCESS

Applicants must complete a District application obtained through our website at www.fvsd.us. All application materials must be submitted through Ed Join by 8:00 a.m. November 30, 2018.

EXAMINATION PROCESS

The examination process will consist of a written test and interview to be held on the dates listed below. These dates are subject to change. Applicants who successfully complete the written test will be scheduled for the interview.

Written test (50%).....	November 30, 2018 at 9:30 a.m.
Oral Interview (50%)	Week of December 3, 2018
<i>Exam parts will be held at the Fountain Valley School District Office</i>	

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 the top three ranks of “ready and willing” certified eligibles on a merged open and promotional list. 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 the fingerprinting/conviction clearance and screening for tuberculosis.

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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 have the opportunity to become members of the California School Employees Association.

FOUNTAIN VALLEY SCHOOL DISTRICT

PERSONNEL DIVISION

MEMORANDUM

TO: Personnel Commission

FROM: Ross M. Hessler, Director, Human Resources

SUBJECT: **CSPCA State Conference Approval**

DATE: November 5, 2018

Attached is the information for the 2019 CSPCA State Conference –February 7-10, 2019

RECOMMENDATION

The Personnel Commission approve the reasonable and necessary expenses for the 2019 CSPCA conference.



2019 CSPCA Annual Conference

PRINT THIS FORM PRIOR TO CLICKING "SEND." (If you are having challenges with printing the form, maximize your screen and reduce the font size so that the complete form shows on your computer screen.)

* Required

Email address *

Your email

February 7-10, 2019 - Anaheim, California

"Reinvigorating the Merit System"

The California School Personnel Commissioners' Association (CSPCA) and Personnel Commissions Association of Southern California (PCASC) are pleased to present the 2019 CSPCA Annual Conference! The conference will be held Thursday, February 7 through Sunday, February 10, 2019, at the Paradise Pier Hotel in Anaheim. For program information, please see the flyers regarding the conference and a full-day training on Thursday that is only \$50 for one day attendance or free to those who register for the full conference.

Name (as you would like it listed on your name tag) *

Your answer

Title with Organization *

Your answer



Organization *

Your answer

Address *

Your answer

Phone Number *

Your answer

Full Conference Registration Fee (includes all meals)

- Early Bird for CSPCA Members (By January 10, 2019) - \$395
- Regular Registration for CSPCA Members (after January 10, 2019) - \$450
- Early Bird for Non-Members (By January 10, 2019) - \$425
- Regular Registration for Non-Members (after January 10, 2019) - \$475
- Honorary Life Members (covers all meals) - no charge

Support Staff Training Program (open to all attendees, no charge if registering for full conference)

- Thursday, February 7, 2019, 8:00 a.m. to 4:30 p.m. (includes continental breakfast, lunch and parking) - \$50



Daily Program Registration Fees (if not registering for full conference, includes continental breakfast and lunch)

- CSPCA Members: Friday, February 8, 2019 - \$225
- CSPCA Members: Saturday, February 9, 2019 - \$225
- Non-Members: Friday, February 8, 2019 - \$250
- Non-Members: Saturday, February 9, 2019 - \$250

Meal Tickets for Guests (or honorary life members not attending full conference):

- Full Conference Breakfast/Lunch/Break - \$275
- Friday Buffet Lunch - \$50
- Saturday Plated Lunch - \$50
- Sunday Breakfast - \$35

To Register

Payment by check or money order ONLY, pay to the order of "CSPCA 2019 Conference." No purchase orders accepted. There is a \$25 processing fee for all refunds and returned checks.

Mail check to:

CSPA
C/O Ross Hessler
Fountain Valley School District
10055 Slater Avenue
Fountain Valley, CA 92708



FOUNTAIN VALLEY SCHOOL DISTRICT

PERSONNEL DIVISION

MEMORANDUM

TO: Personnel Commission

FROM: Ross M. Hessler, Director, Human Resources

SUBJECT: **Merit Academy Attendance Approval for Mr. McCombs**

DATE: November 5, 2018

Attached is the information for the 2019 Merit Academy.

RECOMMENDATION

The Personnel Commission approve the reasonable and necessary expenses for Mr. McCombs to attend the 2019 Merit Academy.

Attachment #12

MERIT ACADEMY

California School
Personnel Commissioners
Association

15360 Tacey Road
Apple Valley, CA 92307
Phone: 760-617-4297
Fax: 760-242-5843
E-mail: cspca01@gmail.com
For more information,
please contact:

George Cole
Executive Director
cspca01@gmail.com
760-617-4297
Cynthia Carrillo
Training Director
carrillo.cynthia@usd.org
805-742-3220



2017 Merit Academy Graduates

For more information visit our website:
www.meritsystem.org
The Merit Academy is recognized by the
following organizations:



California School Personnel
Commissioners Association

MERIT ACADEMY 2019



Providing specialized human
resource management training for
Personnel Commissioners, HR
Directors, District Administrators,
HR staff, and Union Leaders who
are interested in learning more
about the Merit System.

Supporting Education Through Merit
www.meritsystem.org

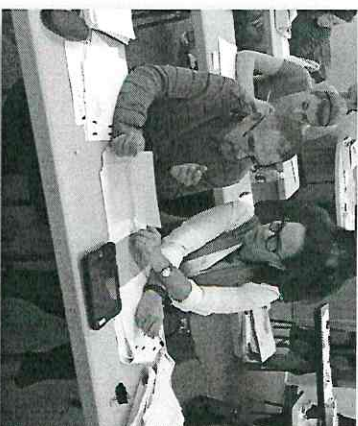


Pat Hencke, Presenter

CURRICULUM AND TRAINING

The Merit Academy is a five-session (one Saturday per month) program that includes training and instruction on the following topics:

- Introduction to the Merit System**
 - History of the Merit System
 - Adding Value Through Merit
- Understanding the Merit System Process**
 - The Role of the PC and the Board of Education
 - The Role of the Director
 - Selection of Personnel Commissioners
 - Selection of Commission Director and Staff
 - Hearings and Appeals
- Best Practices—Human Resources**
 - Classification and Compensation
 - Recruitment and Selection
 - A Successful Merit System
 - Fair Employment / EEO
 - Using Technology and Social Media
- Collective Bargaining**
 - Collective Bargaining Issues & the Role of the PC



2017 Merit Academy Attendees

EXPERIENCE THE MERTT ACADEMY

The Merit Academy is held annually in various locations throughout California and is designed to provide attendees with the knowledge and understanding of HR management as it relates to the Merit System Process, California Education Code, Labor Law and Best Practices in Human Resources.

The Merit Academy was very interactive and well coordinated. Each instructor was prepared and provided great knowledge and experience to the academy. The location site allowed for interaction between satellite classes, which enhanced our learning environment across other districts. Thank you for your all your kind efforts in Making the Merit Academy overall enjoyable. -Jennifer Perez, Personnel Commissioner (Bassett USD), 2018 Merit Academy Attendee

"I would highly recommend anyone who is new to the K-12 or who has taken on a new role within K-12 attend the Merit Academy. Not only is it an opportunity of continued learning and development but it is also set within a forum of individuals who are supportive and encouraging. You will have an opportunity to meet and connect with others within your same role or within roles that you may ultimately interact with, while having the opportunity to enjoy several full-day sessions of all things Merit." -Veronica Hodge, Personnel Executive Director (Alameda COE), 2018 Merit Academy Attendee

"The Merit Academy has been highly informative in helping me learn my new role in HR. The ideas and information that I take away from it will help me move to the next level in my job." -Erika Diggins, HR Analyst (Lompoc USD), 2018 Merit Academy Attendee

INFORMATION ABOUT THE MERTT ACADEMY

CSPCA invites you to attend the Merit Academy.

TARGET AUDIENCE:

- New and aspiring merit system Directors
- Personnel Commissioners
- District Administrators
- Board Members
- Human Resources Staff
- Union Leaders

LOCATION:

Poway Unified School District
15250 Avenue of Science
San Diego, CA 92128

DATES:

- Saturday, January 12, 2019
- Saturday, February 23, 2019
- Saturday, March 23, 2019
- Saturday, April 27, 2019
- Saturday, May 18, 2019

TUITION:

\$630 per student, and \$580 for each additional student from the same district.

The cost includes tuition, publications, handouts, documents, snacks and a light lunch for all five sessions of training.

REGISTRATION:

1. Visit the CSPCA website at: www.meritsystem.org
2. Go to the "Merit Academy" tab
3. Click "Register Online Now!"
4. Complete the form
5. Click "Submit"
6. Mail or Hand deliver payment

MERTT ACADEMY HISTORY



Prior to 2000, CSPCA had an active committee network, traveling around the state helping merit districts. The CSPCA annual conference provided some of the necessary training for merit districts, but we soon realized that more comprehensive training was essential to the success of the Personnel Commission and its staff.

With the encouragement and support of the late Charles Snipes, former Personnel Commissioner from Hayward Unified School District, Dick Ide, former Classified Director from Hayward Unified School District, and several other personnel directors, commissioners and commission staff who volunteered their time and efforts in developing and putting together the idea of an extensive concentrated educational process on the merit system, called the Merit Academy.

Today, the Merit Academy continues to grow in complexity with the use of technology, an evolving curriculum, and interactive class participation to deliver a comprehensive study of the merit system.

The Academy has been successful in the past thanks to the work of many people involved in getting it off the ground and by some very talented faculty members.

The Academy is continually modified based on legal updates and student feedback.

In Memory of Charles Snipes

1925-2018

Charles was a warrior and champion of the Merit System. He was a recipient of the Schuyler Joyner award, CSPCA's top award as a Personnel Commissioner of the Hayward Unified School District. While at Hayward, he was one of the contributing forces behind the first Merit Academy held in 2000. For years Charles was honored to present the Schuyler Joyner Award to the recipient at the annual conference. In 2011, the award was renamed in honor of Charles as well, making it the Joyner/Snipes Award.

MEET OUR FACULTY

Our faculty members are experienced practitioners in merit system districts, former merit system directors, Personnel Commissioners, attorneys, and others that are experts in their field.

Beth Ann Arko
Director, Downey Unified School District

Steve Bailey
Retired Director, Ventura Unified School District

John Caldeesi
Retired Director, Newport Mesa Unified School District

Gynthia Carrillo
Director, Lompoc Unified School District

George Cole
CSPCA Executive Director

Dashaun Dickson
Director, Victor Valley Union HS District

Paul Heinicke
Retired Director, Downey Unified School District

Jade Howard
Director, Bassett Unified School District

Kenneth Kato
Executive Officer, Long Beach Unified School District

Kristine Kwong
Attorney, Molsok, Freder & Garrett LLP

TR Lih
Retired Director, La Mesa Spring Valley School District

Paul Z. McGlocklin
Attorney, Atkinson, Anderson, Lopez, Rund & Romo

Anil Muhammad
Director, Huntington Beach Union HS District

Kristin Olson
Executive Director, Long Beach City College

Scott Pilch
Director, Los Angeles County Office of Education

Suzi Segmour
Director, Garden Grove Unified School District

and others...



Supporting Education
Through Merit
www.meritsystem.org