

FOUNTAIN VALLEY SCHOOL DISTRICT PERSONNEL COMMISSION

Regular Meeting AGENDA

Fountain Valley School District
Masuda Multipurpose Room
17415 Los Jardines West
Fountain Valley, CA 92708

October 24, 2019
4:30 p.m.

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

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

GENERAL FUNCTIONS

1. **Introduction of Guests**
2. **Introduction of Staff**
3. **Reading and Approval of Minutes - Regular Meeting of the Personnel Commission, September 19, 2019** *Action*
(Attachment #1)
4. **Agenda, Regular Meeting of the Board of Trustees, October 10, 2019** *Information*
(Attachment #2)
5. **Minutes, Regular Meeting of the Board of Trustees, September 05, 2019** *Information*
(Attachment #3)
6. **Director's Report** *Information*
7. **Commissioners' Comments** *Information*
8. **Public Comments**
Members of the community and staff are welcome to address the Personnel Commission on any item listed on the Agenda or Business or any other item or specific concern within the jurisdiction of the Personnel Commission. Speakers are requested to limit their presentation to four minutes.

ADMINISTRATION

9. Retirement of Mr. Ross Hessler, Director, Human Resources

Information

10. Eligibility Lists

Information

ESP Assistant, Food Services Worker, Instructional Assistant – Bilingual (Arabic),
Library/Media Technician, Preschool Assistant, and Senior Payroll Technician
(Attachments #4 -#7)

PERSONNEL

11. Job Announcements

Information

(Attachments #8-#21)

FINANCIAL

12. Personnel Commission Budget 2019-2020: Quarterly Review

Information

(Attachment #22)

CLOSED SESSION

13. Closed Session

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

1. Personnel
2. Legal Advice

NEXT MEETING

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

November 21, 2019
4:30 p.m.
Board Room

ADJOURNMENT

15. Adjournment

FOUNTAIN VALLEY SCHOOL DISTRICT

PERSONNEL DIVISION

MEMORANDUM

TO: Personnel Commission

FROM: Ross M. Hessler, Director, Human Resources

SUBJECT: **MINUTES, PERSONNEL COMMISSION-REGULAR
MEETING OF SEPTEMBER 19, 2019**

DATE: September 26, 2019

Attached for your approval are the minutes of the Personnel Commission regular meeting of September 19, 2019.

RECOMMENDATION

The Personnel Commission approve the minutes of the September 19, 2019 Personnel Commission regular meeting.

FOUNTAIN VALLEY SCHOOL DISTRICT PERSONNEL COMMISSION

REGULAR MEETING

MINUTES

September 19, 2019

4:30 p.m.

Mrs. Davis called the Regular Meeting of the Personnel Commission to order at 4:35 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:

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

GENERAL FUNCTIONS

Approval of Agenda

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

Introduction of Guests

Ms. Connie Ramirez and Ms. Cathie Abdel were in attendance.

Introduction of Staff

Ms. Donna Johnson was in attendance.

Minutes, Regular Meeting of the Personnel Commission, August 22, 2019

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

Agenda, Regular Meeting of the Board of Trustees, September 5, 2019

Presented as an information item only.

Minutes, Regular Meeting of the Board of Trustees, August 8, 2019

Presented as an information item only.

Director's Report

Mr. Hessler gave a quick update to the Commissioners. He stated we currently have 11 exams in process. This is due to last minute resignations from mid to late August. Interviews will be following within a week or two for each test. We have been doing well with the numbers of applicants attending the tests. This has been a benefit to us for recruitment. Mr. Hessler mentioned we have one more evening of back to school night. They will start around 6:00 to 6:30

Commissioners' Comments

Mr. Mullin attended back to school nights at Newland and Oka. He stated both schools are very well maintained and cared for. Mr. Mullin believes it is very important for the employees to know the campuses are being looked at and that everyone is doing a great job. Mr. McCombs stated he found the past classified professional development day and those being planned exciting. He asked where the funding came from for the grant. Ms. Abdel stated the grant was provided by the state last year but did not include a time limit for

spending the funds. The focus of this grant was safety. The District has agreed to add additional funds to the grant in order to enable classified to have additional days. Mr. McCombs asked that the Commissioners be notified regarding the dates for the remaining professional development days.

Public Comments

Ms. Connie Ramirez wished to summarize the experiences at summer camp for the Commissioners. They had approximately 35 employees last summer. They had nine weeks of following in the FVSD theme. They concentrated on the history of Fountain Valley School District and the school mascots. She appreciated being part of the Leadership Advance and the fact that it incorporates more and more employees from all levels.

ADMINISTRATION

Reappointment of the Joint Appointee to the Personnel Commission

Mr. McCombs moved to reappoint Mrs. Carol Davis, the joint appointee to the Personnel Commission. Mr. Mullin seconded the motion. Motion carried. Her new term will be effective December 1, 2019.

Personnel Commission Annual Report, Second Reading

Mr. Mullin moved to approve the 2018-2019 Personnel Commission Annual Report. Mr. McCombs seconded the motion. Motion carried.

Eligibility Lists

Mr. Mullin moved to approve the eligibility lists for Bus Driver, ESP Assistant, ESP Instructor, Noon Duty Aide, Preschool Assistant, and Preschool Instructor. Mr. McCombs seconded the motion. Motion carried.

PERSONNEL

Job Announcements

The interdepartmental transfer job postings for Behavior Intervention Assistant, Food Services Worker (2), Instructional Assistant (2), and Noon Duty Aide were reviewed. Also, the dual certification job postings for Instructional Assistant – Bilingual (Arabic), Library Media Technician, and Senior Administrative Assistant were reviewed.

FINANCIAL

Nothing at this time

CLOSED SESSION

Commission adjourned to closed session for the Personnel Director’s annual assessment at 4:48 p.m.

NEXT MEETING

The next meeting of the Personnel Commission will be:

**Regular Meeting:
October 24, 2019.
Board Room**

ADJOURNMENT

The September 19, 2019, regular meeting of the Personnel Commission was adjourned at 6:00 p.m.

Mrs. Carol Davis, Chairperson

Mr. Tony McCombs, 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 OCTOBER 10, 2019**

DATE: September 26, 2019

Attached for your information is the agenda of the Board of Trustees regular meeting of October 10, 2019.



Fountain Valley School District

BOARD OF TRUSTEES
REGULAR MEETING

A G E N D A

Board Room
10055 Slater Avenue
Fountain Valley, CA

October 10, 2019

- CALL TO ORDER: 5:00PM
- ROLL CALL
- APPROVAL OF AGENDA

M ____
 2nd ____
 V ____

BOARD WORKSHOPS

1. MEASURE O CONSTRUCTION UPDATE ON PHASE 1 AND PHASE 2 SCHOOLS

Christine Fullerton, Assistant Superintendent of Business Service and Joe Hastie, Director of Maintenance and Facilities will an update to the Board of Trustees on Measure O construction at Phase 1 and Phase 2 schools.

2. ANNUAL UPDATE OF LOCAL INDICATORS FOR CALIFORNIA SCHOOL DASHBOARD

Steve McLaughlin, Assistant Superintendent, Educational Services and Jerry Gargus, Director, Educational Services will present the Annual Update of Local Indicators for California School Dashboard.

- 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*

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.

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 Legal Counsel – Anticipated Litigation: Significant exposure to litigation pursuant to paragraph (2) or (3) of subdivision (d) of *Government Code section 54956.9*: 1 case
- Public Employee Performance Evaluation: *Government Code Section 54957 & 54957.1*
The Board will meet in closed session to discuss the annual performance evaluation of the superintendent.
- 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 (Seller), and Brookfield Homes Southern California LLC (Buyer).

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

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

SPECIAL PRESENTATIONS

3. **CELEBRATION OF DISTRICT TEACHER OF THE YEAR, NICOLE HUNTER; CLASSIFIED EMPLOYEE OF THE YEAR, VANESSA LARIOS; AND ADMINISTRATOR OF THE YEAR, MONA GREEN**

The Fountain Valley School District is please to honor our 2019 District Teacher of the Year, Tamura Elementary School second grade teacher, Nicole Hunter; 2019 Classified Employee of the Year, Extended School Program coordinator at Newland Elementary School , Vanessa Larios; and 2019 Administrator of the Year,

Child Care Program Director, Mona Green. The Board of Trustees will join staff and the community in celebrating these amazing women for this very much deserved recognition.

BOARD REPORTS AND COMMUNICATIONS

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

PUBLIC HEARINGS

4. CERTIFICATION OF PROVISIONS OF STANDARDS-ALIGNED INSTRUCTIONAL MATERIALS

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

5. PUBLIC HEARING ON INITIAL CONTRACT PROPOSALS BETWEEN FOUNTAIN VALLEY SCHOOL DISTRICT AND CALIFORNIA SCHOOL EMPLOYEES ASSOCIATION, CHAPTER #358 FOR 2019-20

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 2019-20 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

6. RESOLUTION 2020-02: CERTIFICATION OF PROVISION OF STANDARDS-ALIGNED INSTRUCTIONAL MATERIALS

M ___
2nd ___
V ___

The Board of Trustees of the Fountain Valley School District shall hereby certify that as of October 10, 2019, each pupil in the District in kindergarten through grade

8 has been provided with a standards-aligned textbook or basic instructional materials in each of the following areas: mathematics, science, history-social science and English/language arts, including the English language development component of an adopted program, and visual and performing arts.

Superintendent’s Recommendation: It is recommended that the Board of Trustees hereby certifies through adoption of Resolution 2020-02 that each pupil in the Fountain Valley School District has been provided with a standards-aligned textbook or basic instructional materials in the curricular areas of mathematics, science, history-social science, English/language arts, including the English language development component of an adopted program, and visual and performing arts.

7. RESOLUTION 2020-03: AUTHORIZATION FOR TEACHING CREDENTIALS 2019-2020 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 2020-03 to approve the teaching assignments listed in the attached.

8. RESOLUTION 2020-04 RECOGNITION OF OCTOBER 2019 AS DYSLEXIA AWARENESS MONTH

M ___
2nd ___
V ___

The International Dyslexia Association has designated October as Dyslexia Awareness Month to encourage staff members, families and the community to collaborate to raise awareness and understanding in so much as to identify, treat and prevent problems associated with dyslexia in order to ensure success for every student with dyslexia.

Superintendent’s Recommendation: It is recommended that the Board of Trustees adopts Resolution 2020-04 recognizing October 2019 as Dyslexia Awareness Month in the Fountain Valley School District.

9. RESOLUTION 2020-05 REQUESTING FINANCIAL ASSISTANCE FROM COUNTY OF ORANGE AND THEIR RECEIPT OF THE MENTAL HEALTH SERVICES ACT FUNDS (PROP 63 2004) AS APPROVED BY THE COUNTY BOARD OF SUPERVISORS

M ___
2nd ___
V ___

Resolution 2020-05 is in support of gaining access to Mental Health Services Act funds (Proposition 63 2004), as a source of new ongoing funds to districts that will focus on student mental wellness. The funding is currently approved and dispensed by the County Board of Supervisors.

Superintendent’s Recommendation: It is recommended that the Board of Trustees adopts Resolution 2020-05 Requesting Financial Assistance from County of Orange and their receipt of the Mental Health Services Act Funds (Prop 63 2004) as approved by the County Board of Supervisors.

10. 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

- 10-A.** Board Meeting Minutes from September 5th regular meeting
- 10-B.** Personnel Items (Employment Functions, Workshops/Conferences, and Consultants)
- 10-C.** Donations
- 10-D.** Warrants
- 10-E.** Purchase Order Listing
- 10-F.** Transfers and Adjustments

Consent Items

10-G. WILLIAMS UNIFORM COMPLAINT QUARTERLY REPORT

Superintendent’s Comments: It is recommended that the Board of Trustees receives and approves the Williams Quarterly Report for the first quarter of the 2019-20 year and approves its submittal to the Orange County Department of Education.

10-H. RECEIPT OF CALIFORNIA SCHOOL EMPLOYEES ASSOCIATION AND ITS CHAPTER #358 INITIAL PROPOSAL FOR 2019-2020

Superintendent’s Comments: It is recommended that the Board of Trustees receives the 2019-2020 initial contract proposals of the California School Employees Association and its Chapter 358.

10-I. PRESENTATION OF FOUNTAIN VALLEY SCHOOL DISTRICT'S 2019-2020 PROPOSAL TO CALIFORNIA SCHOOL EMPLOYEES ASSOCIATION AND ITS CHAPTER #358

Superintendent's Comments: It is recommended that the Board of Trustees approves the 2019-2020 initial contract proposals of the Fountain Valley School District to California School Employees Association and its Chapter #358.

10-J. APPROVE SANDY PRINGLE ASSOCIATES INSPECTION CONSULTANTS TO PROVIDE INSPECTION SERVICES FOR THE MEASURE O HVAC AND MODERNIZATION PROJECTS

Superintendent's Comments: It is recommended that the Board of Trustees approves Sandy Pringle Associates Inspection Consultants to provide inspection services for the Measure O HVAC and Modernization Projects.

10-K. SPECIAL EDUCATION SETTLEMENT AGREEMENT 2019-2020 D

Superintendent's Comments: It is recommended that the Board of Trustees approves Special Education Settlement Agreement 2019-2020 D.

10-L. SPECIAL EDUCATION SETTLEMENT AGREEMENT 2019-2020 E

Superintendent's Comments: It is recommended that the Board of Trustees approves Special Education Settlement Agreement 2019-2020 E.

10-M. SPECIAL EDUCATION SETTLEMENT AGREEMENT 2019-2020 F

Superintendent's Comments: It is recommended that the Board of Trustees approves Special Education Settlement Agreement 2019-2020 F.

10-N. SPECIAL EDUCATION SETTLEMENT AGREEMENT 2019-2020 G

Superintendent's Comments: It is recommended that the Board of Trustees approves Special Education Settlement Agreement 2019-2020 G.

10-O. SPECIAL EDUCATION SETTLEMENT AGREEMENT 2019-2020 H

Superintendent's Comments: It is recommended that the Board of Trustees approves Special Education Settlement Agreement 2019-2020 H.

10-P. REPORT ON ANNUAL UPDATE OF LOCAL INDICATORS FOR CALIFORNIA SCHOOL DASHBOARD

Superintendent's Comments: It is recommended that the Board of Trustees accepts the report on the 2019-20 California Dashboard Local Indicators presented during the Board Study Session on October 10, 2019.

10-Q. APPROVE THE EXTENSION OF THE CONTRACT WITH LEE & ASSOCIATES COMMERCIAL REAL ESTATE SERVICES INC., FOR BROKER SERVICES IN THE LEASING OF SUITES AT THE DISTRICT OFFICE THROUGH SEPTEMBER 2020

Superintendent's Comments: It is recommended that the Board of Trustees approves the extension of the contract with Lee & Associates Commercial Real Estate Services, Inc., for broker services in the leasing of suites at the District Office, through September 2020.

10-R. INSTRUCTION MATERIALS PILOT DISTRICT PARTNERSHIP AGREEMENT WITH AMPLIFY EDUCATION, INC. FOR MIDDLE SCHOOL SCIENCE

Superintendent's Comments: It is recommended that the Board of Trustees approves the instructional materials pilot district partnership agreement with Amplify Education, Inc. for middle school science.

10-S. INSTRUCTION MATERIALS PILOT DISTRICT PARTNERSHIP AGREEMENT WITH NATIONAL GEOGRAPHIC LEARNING FOR MIDDLE SCHOOL HISTORY/SOCIAL STUDIES

Superintendent's Comments: It is recommended that the Board of Trustees approves the instructional materials pilot district partnership agreement with National Geographic Learning for middle school history/social studies.

10-T. INSTRUCTION MATERIALS PILOT DISTRICT PARTNERSHIP AGREEMENT WITH TWIG SCIENCE FOR ELEMENTARY SCIENCE

Superintendent's Comments: It is recommended that the Board of Trustees approves the instructional materials pilot district partnership agreement with Twig Science for elementary science.

10-U. APPROVE THE CONTRACT WITH CHAPMAN COAST ROOFING FOR THE REROOFING OF COURREGES MODULAR BUILDINGS COMPLETE AND AUTHORIZE STAFF TO FILE THE APPROPRIATE NOTICES OF COMPLETION

Superintendent's Comments: It is recommended that the Board of Trustees approves the contract with Chapman Coast Roofing for the reroofing of Courreges Elementary School – Modular Buildings complete, and authorizes the Superintendent or his designee to file the appropriate Notice of Completion on behalf of the District.

10-V. APPROVE THE CONTRACT WITH CHAPMAN COAST ROOFING FOR THE REROOFING OF MASUDA MODULAR BUILDINGS COMPLETE AND AUTHORIZE STAFF TO FILE THE APPROPRIATE NOTICES OF COMPLETION

Superintendent’s Comments: It is recommended that the Board of Trustees approves the contract with Chapman Coast Roofing for the reroofing of Masuda Middle School – Modular Buildings complete, and authorizes the Superintendent or his designee to file the appropriate Notice of Completion on behalf of the District.

10-W. APPROVAL OF EMPLOYEE ASSISTANCE PROGRAM AGREEMENT WITH U.S. BEHAVIORAL HEALTH PLAN, CALIFORNIA

Superintendent’s Comments: It is recommended that the Board of Trustees approves the agreement between Fountain Valley School District and U.S. Behavioral Health Plan, California for the 2020 and 2021 calendar years, effective January 1, 2020.

10-X. 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
Secure Transportation Company, Inc.	\$10,800	9/4/19-6/30/20
Speech Bananas, Inc.	\$1,300	10/11/19-6/30/20
Olive Crest Academy – Garden Grove	N/A	7/1/19-6/30/20
Olive Crest Academy – Orange	N/A	7/1/19-6/30/20
Olive Crest Academy	\$278	7/1/19-6/30/20
Olive Crest Academy	\$340	7/1/19-6/30/20
Olive Crest Academy	(\$1,828)	7/1/19-6/30/20

SUPERINTENDENT’S COMMENTS/NEW ITEMS OF BUSINESS

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

- CLOSED SESSION
- APPROVAL TO ADJOURN

The next regular meeting of the Fountain Valley School District Board of Trustees is on Thursday, November 7, 2019 at 6:30pm.

A copy of the Board Meeting agenda is posted on the District’s web site (www.fvsd.us). Materials related to this agenda submitted to the Board of Trustees less than 72 hours prior to the meeting are available for public inspection by contacting the Superintendent’s Office at 10055 Slater Avenue, Fountain Valley, CA 92708 or 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 SEPTEMBER 5, 2019**

DATE: September 26, 2019

Attached for your information are the minutes of the Board of Trustees regular meeting of September 5, 2019.

Fountain Valley School District
Superintendent's Office

REGULAR MEETING OF THE BOARD OF TRUSTEES

10055 Slater Avenue
Fountain Valley, CA 92708

September 5, 2019

MINUTES

President Collins 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

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

Motion: Mr. Cunneen moved to approve the meeting agenda.

AGENDA APPROVAL

Second: Mrs. Galindo

Vote: 5-0

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

PUBLIC COMMENTS

Mr. Collins 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 (Seller), and Brookfield Homes Southern California LLC (Buyer).

Under Negotiation: Instruction to negotiators will concern price and terms of payment issues associated with a possible First Amendment to the Agreement for Purchase and Sale and Joint Escrow Instructions for the proposed sale of the identified Property.

- Conference with Legal Counsel – Anticipated Litigation: Significant exposure to litigation pursuant to paragraph (2) or (3) of subdivision (d) of *Government Code section 54956.9*: 1 case

Prior to the Board entering into Closed Session, Mr. Cunneen made the following statement:

“President Collins, I would like to state for the record that I have an attenuated potential conflict of interest regarding the Fred Moiola Property discussion and Agenda Item. Specifically, I am employed by the engineering firm Group Delta Consultants, which has done past business and is currently doing business with Brookfield Homes. Therefore, in an abundance of caution and to

avoid any appearance of impropriety, I will continue to abstain from participating in any motions, discussions, or voting related to this Property transaction. Additionally, I am recusing myself from any and all closed session discussion related to this Property transaction, as well as from the Boardroom before this item is discussed in open session for agendaized board action. I will return when these items have concluded. Thank you.”

Mr. Cunneen returned to the meeting at 6:30pm.

PLEDGE OF
ALLEGIANCE

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

Mrs. Galindo led the Pledge of Allegiance.

SPECIAL PRESENTATIONS

Assistant Superintendent, Business, Christine Fullerton and Director, Fiscal Services, Isidro Guerra reviewed for the Board of Trustees the unaudited actuals for the Fountain Valley School District for the fiscal year 2018-19. Mrs. Fullerton began by sharing the District’s Mission Statement. She then provided an overview of the State economy. Following this, Mrs. Fullerton reviewed the 2019-20 adopted State budget. Mr. Guerra then explained unaudited actuals and their place in the budget cycle. He reviewed 2018-19 General Fund revenues, estimated actuals versus unaudited actuals and sources of revenue. In addition, Mr. Guerra shared General Fund expenditures, 2018-19 estimated actuals versus unaudited actuals and expenditure categories. Mrs. Fullerton also provided a summary of the 2018-19 General Fund and a review of other District funds. In closing, she reviewed the timeline going forward.

UNAUDITED
ACTUALS FOR
FISCAL YEAR 2018-19
(ORAL AND
WRITTEN)

BOARD REPORTS AND COMMUNICATIONS

Mrs. Schultz did not have a report to share this evening.

Mrs. Galindo’s activities since the last meeting included: 2019 Leadership Advance. She thanked the staff for their preparation for this day, noting that she enjoyed the conversations at her table and in the room.

Mr. Cunneen’s activities since the last meeting included: 2019 Leadership Advance. He thanked staff for their preparation and presentation for the day, noting truly enjoying the day.

Mrs. Crandall thanked our Personnel Department for their countless hours in finding the right individuals to join the FVSD Family. Her activities since the last meeting included: 2019 Leadership Advance, new teacher orientation, Welcome Back breakfast, Summer Harvest final distribution, and double Eagle Scout ceremony.

Mr. Collins’ activities since the last meeting included: 2019 Leadership Advance, Welcome Back breakfast, Kelly Obsborn Memorial Golf Tournament, and new teacher orientation. He thanked his fellow trustees for their service this month.

PUBLIC COMMENTS

There were no requests to address the Board of Trustees.

PUBLIC COMMENTS

LEGISLATIVE SESSION

Mr. Cunneen made the following statement:

“President Collins, I would like to state for the record that I have an attenuated potential conflict of interest regarding the Fred Moiola Property discussion and Agenda Item. Specifically, I am employed by the engineering firm Group Delta Consultants, which has done past business and is currently doing business with Brookfield Homes. Therefore, in an abundance of caution and to avoid any appearance of impropriety, I will continue to abstain from participating in any motions, discussions, or voting related to this Property transaction. Additionally, I am recusing myself from any and all closed session discussion related to this Property transaction, as well as from the Boardroom before this item is discussed in open session for agendized board action. I will return when these items have concluded. Thank you.”

ACTION TO APPROVE A FIRST AMENDMENT TO AGREEMENT FOR PURCHASE AND SALE AND JOINT ESCROW INSTRUCTIONS (FORMER FRED MOIOLA SITE)

Mr. Cunneen left the meeting at 7:05pm.

Motion: Mrs. Crandall moved to 1) approve the “First Amendment to Agreement for Purchase and Sale and Joint Escrow Instructions” between the District and Brookfield Homes Southern California LLC.; 2) delegate authority to the Superintendent, or a designee, to execute the First Amendment, and take any action necessary to effectuate the terms of the Amendment.

Second: Mrs. Galindo

Vote: 4-0 (Absent: Cunneen)

Mr. Cunneen returned to the meeting at 7:09PM.

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

CONSENT
CALENDAR

Second: Mr. Cunneen

Vote: 5-0

The Consent Calendar included:

- Board Meeting Minutes from August 8th Regular Meeting
- Personnel Items (Employment Functions, Workshops/Conferences, And Consultants)
- Donations
- Warrants
- Purchase Order Listing
- Transfers and Adjustments
- Resolution 2020--01: Gann Amendment Appropriations Limitation
- 2018-19 Capital Facilities Fund / Developer Fees
- Approve The Contract With West Coast Air Conditioning Co., Inc. For HVAC And Modernization At Courreges School Complete And Authorize Staff To File The Appropriate Notices Of Completion
- Approve The Contract With Golden State Paving Co., Inc. For The Asphalt Paving At Courreges Elementary School Complete And Authorize Staff To File The Appropriate Notices Of Completion
- Approve The Contract With Chapman Coast Roofing For The Reroofing Of Plavan Elementary School Complete And Authorize Staff To File The Appropriate Notices Of Completion
- Board Policy 1240 Volunteer Assistance (Second Reading And Adoption)
- Unaudited Actuals For Fiscal Year Ending 2018-19
- Approval Of Contract Between Fountain Valley School District And Kristine Mraz/Be The Change Consulting To Literacy Best Practice At Oka School
- Approve Change Order #1 For The Cox Elementary School Measure O HVAC And Modernization Project
- Approve Change Order #1 For The Fulton Middle School Measure O HVAC And Modernization Project

- Approve Change Order #1 For The Tamura Elementary School Measure O HVAC And Modernization Project
- Approval Of Contract Between Fountain Valley School District And Michelle McHale To Support High Level Reading And Writing Instruction At Tamura School
- Approval Of Contract For One Additional Year Of The Reading Plus Intervention Program At Talbert Middle School
- Submission Of An St Math School Grants Program Scholarship Application To Fund A Portion Of The Cost For ST Math For The FVSD's 10 Schools
- Non-Public Agency Contracts

Non-Public School/Agency	100% Contract Cost	Effective Dates
Secure Transportation Co., Inc.	\$36,000	8/29/19-6/30/20
Scott Larsen	\$4,000	8/13/19-6/30/20
Olive Crest Academy	\$44,214.06	8/26/19-6/30/20
Oliva Crest NPA	N/A	7/1/19-6/30/20
Olive Crest NPA	\$15,000	8/26/19-1/31/20
Olive Crest Academy	\$2,000	9/6/19-6/30/20
Cornerstone Therapies	\$1,500	9/6/19-6/30/20
Professional Tutors of America, Inc.	N/A	7/1/19-6/30/20
Professional Tutors of America, Inc.	\$1,500	9/6/19-1/31-20
Professional Tutors of America, Inc.	\$3,112.50	9/6/19-12/31/19

SUPERINTENDENT’S COMMENTS/NEW ITEMS OF BUSINESS

Dr. Johnson Provided a review of the events since the last Board meeting, noting the great amount of work and accomplishments since August 8th including: principals returning, 2019 Leadership Advance, Welcome Back breakfast, new teacher orientation, professional development, completion of construction at Masuda and additional advances in our construction projects, and students returning yesterday. In addition, all sites noted that this is one of the smoothest openings that we have had. In closing, he thanked Mr. Hastie, commending his management of five construction projects in addition to his management of our Maintenance and Operations division.

ADJOURNMENT

Motion: Mr. Cunneen moved to adjourn the meeting at 7:17PM.

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: October 15, 2019

Attached are the eligibility lists for:

ESP Assistant

Food Services Worker

Instructional Assistant – Bilingual (Arabic)

Library/Media Technician

Preschool Assistant

Senior Administrative Assistant

ELIGIBILITY LIST
ESP Assistant
Merged List (Updated 10-22-19)

RANK	NAME	EXPIRES
1	Yvonne Betancourt	10-22-20
2	Jennifer Adame	10-22-20
2	Savannah Bonifay	8-20-20
3	Iver Nguyen	8-20-20
3	Sharon Crooks	10-22-20
4	Maria Wong	8-20-20
5	Nancy Stapp	2-27-20
5	Christina Pham	8-20-20
6	Adrianna DeMattos	8-20-20
6	Lisa Gapen-Barbosa	10-22-20
7	Maria Figueroa Avalos	8-20-20
8	Kaitlyn Nguyen	10-22-20

ELIGIBILITY LIST
Food Services Worker
EXPIRES 10-18-20

RANK	NAME
1	Maggie McClure
1	Barbara Reynolds
2	Parna Ghosh
3	Romy Willis
4	Lauren Williams
5	Zippora Tennies
6	Santa Ortiz

Eligibility List
Instructional Assistant - Bilingual (Arabic)
EXPIRES 9-27-20

RANK	NAME
1	Rosaline Nashed
2	Yasmin Afify
3	Dima Beshara
3	Basma Salman
3	Sousan Younes
4	Assil Alsharifi

Eligibility List
Library/Media Technician
EXPIRES 10-2-2020

RANK	NAME
1	Bobbie Banner
2	Lisa-Anne Angebrandt
3	Stephanie Miller
4	Monica Buelna
5	Jamie Yeung
6	Karen Fromson
7	Casey Cho
8	Shari Hanson
9	Carol Deemer
10	Henry Tran

**Eligibility List
Preschool Assistant
Merged List (Updated 10/23/2019)**

RANK	NAME	EXPIRES
1	Candace Nielsen	10-23-20
2	Nicole Thayer	8-20-20
3	Vanessa Whitney	8-20-20
4	Aditi Gupta	8-20-20
4	Crystal Gutierrez	10-23-20
5	Cindy Ochoa	8-20-20
5	Shereen Isaac	10-23-20
6	Alicia Buezis	8-20-20
7	Ying Yeh	10-23-20
8	Saba Alsharif	10-23-20
9	Hala Mohamed	8-20-20
9	Patricia Donovan	8-20-20
10	Stephanie Vasquez	1-8-20
10	Devyn Laguna	1-8-20

ELIGIBILITY LIST
SR. ADMINISTRATIVE ASSISTANT
EXPIRES: 10-17- 2020

RANK	NAME
1	Joy Moyers
2	Ana Arellano
3	Dylann Castro
3	Brenda Gonzalez
3	Julie Grajeda
4	Desiree Quintero Valdez
5	Victoria Muffie
6	Lydia Yang
7	Juan Osuna Lopez
8	Diane Kim
9	Katherine Garrett
10	Christina Nguyen
11	Skylee Escobedo
12	Joanna Munoz

FOUNTAIN VALLEY SCHOOL DISTRICT

PERSONNEL DIVISION

MEMORANDUM

TO: Personnel Commission

FROM: Ross M. Hessler, Director, Human Resources

SUBJECT: **JOB ANNOUNCEMENTS**

DATE: October 15, 2019

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

Interdepartmental Transfers:

Extended School Program Assistant
Instructional Assistant
Noon Duty Aide
Office Assistant – School
School Office Manager

Substitute Only

Instructional Assistant Moderate/Severe
Speech/Language Pathology Assistant

Dual Certification:

Extended School Program Instructor
Food Services Worker
Health Assistant
Health Technician - LVN
Instructional Assistant & Instructional Assistant – Mild/Moderate
Preschool Assistant
Senior Payroll Technician

Attachments #8 - #21



Fountain Valley School District
Personnel Commission

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

POSTING DATE:	October 2, 2019
CLOSING DATE:	October 8, 2019 at 4:00 p.m.
SALARY:	Current rate of pay
HOURS:	5.0 hours/week: Monday - Friday 7:00 a.m.–8:00 a.m.
TERM:	9.6 months/year
VACANCY:	Two positions, one at Newland ESP and one at Tamura ESP

THE JOB

Under the direction of the Director-Child Care Program, 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 childcare 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 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, October 8, 2019. 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.

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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 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.fvds.us

Classified Employment Opportunity

INSTRUCTIONAL 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 Instructional Assistant or from the current list of “ready and willing” certified eligibles.

POSTING DATE:	September 30, 2019
CLOSING DATE:	October 4, at 4:00 p.m.
SALARY:	Current rate of pay
HOURS:	20.0 hours/week: Monday – Friday, 8:00 a.m. – 12:00 p.m.
TERM:	9.6 months per year
VACANCIES:	1 position at Oka School

THE JOB

Under the general supervision of the assigned administrator, the job of Instructional Assistant is done for the purpose/s of providing support to the instructional program within assigned classroom with specific responsibility for working with individual and/or small groups of students in the classroom, and around the school campus; and providing clerical support to teacher/s and staff.

APPLICATION PROCESS

Present employees in the classification of Instructional Assistant wanting to transfer must send a written request to the Personnel Department or email to johnsond@fvds.us asking to be considered for this position. The communication must contain information sufficient to indicate the employee is a “ready and willing” transfer eligible. Requests must be received by 4:00 p.m., Friday, October 4, 2019. 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 and, if necessary, the top three ranks of “ready and willing” certified eligibles on the Instructional Assistant eligibility list.

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Fountain Valley School District

Personnel Commission

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CLASSIFIED EMPLOYMENT OPPORTUNITY

NOON DUTY AIDE

Interdepartmental Transfer Only

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

POSTING DATE:	October 3, 2019
CLOSING DATE:	October 9, 2019, 4:00 p.m.
SALARY:	Current rate of pay
HOURS:	6.0 hrs/wk, M,T,W,F 11:25 a.m. -12:55 p.m.
TERM:	9.6 months/year,
VACANCY:	One vacancy at Plavan

THE JOB

The job of Noon Duty Aide is done for the purpose of providing support to the instructional process with specific responsibilities for ensuring the safety and welfare of the students during noon-time eating and playground activity; monitoring designated areas on an assigned campus in accordance with organizational and school policy; minimizing the frequency and/or severity of harmful incidents; and communication observations and/or incidents that have a potential impact on the general well being of students, school personnel, and/or visitors.

APPLICATION PROCESS

Present employees in the classification of Noon Duty Aide wanting to transfer must send a written request to the Personnel Department or e-mail 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, October 9, 2019. POSTMARKS WILL NOT BE ACCEPTED.

APPOINTMENT/CERTIFICATION

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

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Fountain Valley School District

Personnel Commission

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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.

POSTING DATE:	October 3, 2019
CLOSING DATE:	October 9, 2019 at 4:00 p.m.
SALARY:	Current rate of pay
HOURS:	29.75 hrs/wk, M, W, F 10:03 a.m. –4:00 p.m. & TH 8:00 a.m. –1:57 p.m.
TERM:	10.48 months per year
VACANCIES:	One vacancy at Masuda 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@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, October 9, 2019. 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.

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Fountain Valley School District

Personnel Commission

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

CLASSIFIED EMPLOYMENT OPPORTUNITY

School Office Manager

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 School Office Manager or from the current list of “ready and willing” certified eligibles.

POSTING DATE:	September 16, 2019
CLOSING DATE:	September 20, 2019 @ 4:00 p.m.
SALARY:	Current Rate of Pay
HOURS:	40 hrs/wk, Hours to be determined
TERM:	10.48 months per year
VACANCIES:	One Position at Masuda School

THE JOB

Under the direction of the Principal, the job of School Office Manager is done for the purpose/s of providing complex and confidential secretarial and administrative support to the school-site principal and other administrators; conveying information regarding school functions and procedures; ensuring efficient operation of support functions; and coordinating assigned projects and site activities.

APPLICATION PROCESS

Present employees wanting to transfer must send a written request to the Personnel Department or e-mail to 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., Friday, September 20, 2019. **POSTMARKS WILL NOT BE ACCEPTED.**

APPOINTMENT/CERTIFICATION

Final selection of appointees will be made from “ready and willing” transfer eligibles in the classification of School Office Manager and, if necessary, the top three ranks of “ready and willing” certified eligibles on the School Office Manager 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 INSTRUCTIONAL ASST., MODERATE/SEVERE *Substitute only*

The following position is being posted in accordance with Personnel Commission rules in order to add to our pool of substitutes.

POSTING DATE:	September 19, 2019
CLOSING DATE:	Open until filled
RATE OF PAY:	\$19.00 per hour (Range 30, step 1)
VACANCY:	No current vacancies – substitutes needed

PURPOSE

The job of Instructional Assistant - Moderate/Severe is done for the purpose/s of providing support in the instruction to individuals or groups of students in an assigned special education program including Severely Disabled and Physically Disabled programs; monitor and report student progress regarding behavior and performance; perform a variety of clerical and supportive duties related to classroom activities.

This job reports to the assigned principal.

ESSENTIAL FUNCTIONS

Gives instructional assistance to individuals or groups of special education students in mainstreamed classes. Administers routine first aid including emergency treatment of children experiencing seizures or respiratory problems, orthopedic distress and pulmonary conditions (e.g. following health and safety practices). Assist a certificated teacher in providing instruction to students in an assigned special education program such as severely disabled or physically disabled special education assignments; implementing IEP plans; and ensuring students success in school. Assists medically fragile or physically disabled students (e.g. lifting students in and out of wheelchairs, braces and other orthopedic equipment; positioning pupils; toileting and diapering, dressing, undressing, bathing, grooming and feeding; use of feeding tube; safe use and operation of wheelchairs, devices and other equipment; catheters and urinals, etc.). Attends meetings and in-service presentations. Implements under the supervision of assigned teacher, behavioral plans designed by IEP team for students with behavior disorders or other special conditions (e.g. use of positive reinforcement strategies and techniques; assist in the shaping of social behavior, etc.). Maintains instructional materials and/or manual and electronic files/records (e.g. clerical duties; charting student progress; maintaining confidentiality, etc.). Monitors students during assigned periods within a variety of school environments (e.g. rest rooms, playgrounds, direct group activities, hallways, bus loading zones, cafeteria, parking lots, field trips, etc.). Participates in the implementation of IEP or Physical Training Programs (e.g. instruction in a variety of activities; provide guidance in critical life skills, academic learning, social and leisure skills, physical development and personal hygiene; assist in administering and proctoring tests, etc.). Provides under the supervision of assigned teacher, instruction to students with learning disabilities and language, communication and behavioral problems a variety of individual and group activities.

SEE OTHER SIDE

ESSENTIAL FUNCTIONS (continued)

Supports classroom teachers and other school personnel (e.g. set up work areas, exhibits and displays, operating computer and audio visual equipment; distributing paper, supplies and materials.)

JOB REQUIREMENTS: Minimum Qualifications

Skills, Knowledge and Abilities

SKILLS are required to perform multiple tasks with a potential need to upgrade skills in order to meet changing job conditions. Specific skill based competencies required include: adhering to safety practices; operating standard office equipment including using pertinent software applications; 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 include: instructional procedures and practices; age appropriate student activities; safety practices and procedures; conflict resolution; and stages of child development/ behavior.

ABILITY is required to schedule activities; gather and/or collate data; and use job-related equipment. Flexibility is required to work with others in a variety of circumstances; work with data utilizing defined but different processes; and operate equipment using standardized methods. Ability is also required to work with a wide diversity of individuals and work with a variety of data. Problem solving is required to identify issues and create action plans. Problem solving with data may require independent interpretation; Specific ability based competencies adapting to changing work priorities; communicating with diverse groups; maintaining confidentiality; working as part of a team; and working with constant interruptions.

EDUCATION AND EXPERIENCE REQUIREMENTS

Job related experience is required. Education - community college and/or vocational school degree with study in job-related area.

APPLICATION & REVIEW PROCESS

Applicants must complete a District application obtained through our EdJoin or our website at www.fvsd.us. Applications will be reviewed regularly and qualified candidates will be contacted for consideration based on organization needs. To be considered as a viable substitute, a candidate must be available at least three days per week.

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

APPOINTMENT/CERTIFICATION

All substitute employment offers are conditional, based upon successful completion of the fingerprinting/conviction clearance, pre-employment physical, and screening for tuberculosis.

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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 SPEECH / LANGUAGE PATHOLOGY ASSISTANT

Substitute Only

The following position is being posted in accordance with Personnel Commission rules in order to fill a short-term absence.

POSTING DATE:	September 20, 2019
CLOSING DATE:	Open until filled
RATE OF PAY:	\$24.60 (Range 56, step 1)
VACANCY	No current vacancies – substitute needed

PURPOSE

The job of Speech/Language Pathology Assistant is done for the purposes of assisting the Speech and Language Pathologist in providing authorized services for students identified as having special needs in the area of speech and language communication. This job reports to the Director, Support Services.

ESSENTIAL FUNCTIONS

Provides speech and language therapy to students as directed by approved treatment plan and under the supervision of Speech and Language Pathologist for the purpose of minimizing the adverse impact of speech and language disorders on student success. Assists Speech and Language Pathologist (SLP) with assessing students' speech and language abilities for the purpose of implementing student communication plans. Assists eligible students in the use of communication technologies. Collects data for the purpose of communicating information in order to assess student needs. Consults with supervising Speech and Language Pathologist for the purpose of providing requested information, reviewing/revising students' therapy goals/objectives, etc. Coordinates appropriate services with school site support staff for the purpose of providing therapy and assistance in accordance with individual student needs and approved plans. Maintains files and/or records. Participates in meetings, workshops, and seminars. Prepares written materials (e.g. attendance records, activity logs, progress notes, charts, records, graphs and data, etc.). Supports implementation of treatment plans for the purpose of minimizing the adverse impact of communication disorders in compliance with regulatory requirements.

JOB REQUIREMENTS: Minimum Qualifications

Skills, Knowledge, and Abilities

SKILLS are required to perform single, technical tasks with a need to periodically upgrade skills in order to meet changing job conditions. Specific skill-based competencies required include: applying assessment instruments; operating specialized equipment used in the treatment of communication disorders; operating standard office equipment including pertinent computer software; and preparing and maintaining accurate records.

SEE OTHER SIDE

Skills, Knowledge and Abilities (continued)

KNOWLEDGE is required to perform algebra and/or geometry; read technical information, compose a variety of documents, and/or facilitate group discussions; and understand complex, multi-step written and oral instructions. Specific knowledge-based competencies required include: anatomy and physiology of speech and hearing mechanisms and disorders; principles and practices of speech and language therapy; and pertinent codes, policies, regulations and/or laws.

ABILITY is required to schedule activities, meetings, and/or events; gather, collate, and/or classify data; and use job-related equipment. Flexibility is required to independently work with others in a wide variety of circumstances; work with data utilizing defined but different processes; and operate equipment using standardized methods. Ability is also required to work with a diversity of individuals and/or groups; problem solving is required to identify issues and create action plans. Problem-solving with data requires following prescribed guidelines; and problem-solving with equipment is moderate. Specific ability based competencies required to satisfactorily perform the functions of the job include: adapting to changing work priorities; communicating with diverse groups; utilizing specialized equipment in communication disorders; maintaining confidentiality; meeting deadlines and schedules; working as part of a team; working with detailed information/data; maintaining effective working relationships; and translating therapy goals into meaningful educational activities.

EDUCATION AND EXPERIENCE REQUIREMENTS

Job-related experience is required, as well as community college and/or vocational school degree with study in job-related area.

CERTIFICATES AND LICENSES

Must provide a current license as a Speech/Language Pathology Assistant.

APPLICATION PROCESS

Applicants must complete a District application obtained through EdJoin or our website at www.fvsd.us. Applications will be reviewed regularly and qualified candidates will be contacted for consideration based on organization needs.

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

APPOINTMENT/CERTIFICATION

Appointment to a substitute assignment through this process will not lead to a permanent hire. Only certification from an eligibility list allows for a permanent hire. All substitute employment offers are conditional, based upon successful completion of the fingerprinting/conviction clearance and screening for tuberculosis.

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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

Extended School Program Instructor

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:	October 11, 2019
CLOSING DATE:	Open until filled
SALARY:	\$18.05 - \$21.93/hr (Range 25, 5 Steps) *Per CSEA contract, hiring may be made up to step 3
HOURS:	16.0 hrs/wk, 5 days a week, MTWF 1:45 p.m.-4:45 p.m., TH 12:30 p.m. - 4:30 p.m.
TERM:	9.55 months a year
VACANCIES:	One position at Oka

PURPOSE STATEMENT

The job of Extended School Program (ESP) Instructor is done for the purposes of organizing and implementing a high quality, cost-effective program that provides before and after school child carefully integrated with the elementary school program and assuring compliance with school objectives to meet the needs of children, parents, school and the community. The ideal candidate works well with children and other staff and has excellent communication and interpersonal abilities. This job reports to the Director, Child Care Programs.

ESSENTIAL FUNCTIONS

Administers immediate first aid, scheduled prescription and over the counter medication and medical assistance as instructed by a healthcare professional; communicates with teachers, ESP Management, parents and appropriate community agency personnel; conducts a variety of activities; coordinates class activities with subordinates; implements a clean and orderly environment; maintains a variety of records, reports and program materials; manages student behavior during field trips; monitors interactions between staff, children and parents; operates a computer, other office equipment, various audio-visual and instructional machines; prepares classroom activities and lesson plans for multiple age groups in assigned classrooms; provides instruction to students in a safe, nurturing environment with curriculum-based activities; reports incidents and requests supplies for various activities.

JOB REQUIREMENTS: Minimum Qualifications

Skills, Knowledge, and Abilities

SKILLS are required to perform multiple tasks with a potential need to upgrade skills in order to meet changing job conditions. Specific skills include: adapting to changing work priorities; applying pertinent laws, codes, policies, and/or regulations; coordinating activities with other schools, districts and/or agencies; facilitating department goals; and organizing and communicating information and concepts.

See Other Side

KNOWLEDGE is required to perform basic math; read technical information, compose a variety of documents, and/or facilitate group discussions; and analyze situations to define issues and draw conclusions. Other knowledge includes: knowledge of curriculum, instruction, and subjects of assignments; pertinent laws, codes, policies, and/or regulations; public relations protocols; and relevant professional standards and practices; age-appropriate activities/behaviors; and nutritional guidelines.

ABILITY is required to schedule activities, meetings, and/or events; gather, collate, and/or classify data; use job-related equipment; work with a diversity of individuals and/or groups; work with a variety of data; problem-solving with data requires independent interpretation of guidelines. Other abilities include: communicating with persons of varied educational and cultural backgrounds; meeting deadlines and schedules; providing leadership, direction, and team building; providing opportunities for the exchange of ideas; and setting priorities.

EDUCATION/EXPERIENCE REQUIREMENTS

A high school diploma or equivalent supplemented by twelve (12) semester units from an accredited college in early childhood education or coursework in child development, elementary education, recreation or related field **and** job-related experience.

LICENSES AND OTHER REQUIREMENTS

Valid Pediatric First Aid and CPR certificate.

APPLICATION PROCESS

Applicants must complete an application on EdJoin, obtained through our website – www.fvsd.us. Copies of transcripts or report cards, as well as pediatric certificates, must be attached to your application to demonstrate the ability to meet the minimum qualifications stated above. All application materials will be screened and when a sufficient number of qualified, “ready and willing” applicants are received, they will be invited to attend the written test via email. Those then passing the written test will be invited to the oral interview.

EXAMINATION PROCESS

The examination process will consist of a written test and oral interview , weighted as shown.

Written Test (50%)	To be determined
Qualifications Appraisal Interview (50%)	to be determined

Testing will be conducted at the Fountain Valley School District Office

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

APPOINTMENT/CERTIFICATION

Final selection of appointees will be made from a merged list of the top three ranks of open and promotional certified eligibles. Promotional candidates will receive seniority points based on their length of service. All employment offers are conditional, based upon successful completion of the fingerprinting/conviction clearance, and a screening for tuberculosis. The eligibility list for this classification will be established for one year.

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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

FOOD SERVICES WORKER

Open & Promotional

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

POSTING DATE:	September 17, 2019
CLOSING DATE:	October 8, 2019, by 4:00 p.m.
SALARY:	\$15.56 - \$18.92 per hour (Range 10, 5 steps) *Per CSEA contract, hiring may be made up to step 3
VACANCIES:	2 positions – Talbert (20 hrs/wk), Rover (12 hrs/wk)

PURPOSE

The job of Food Services Worker is done for the purposes of providing support to the food service activities at assigned location with specific responsibilities for preparing and serving food items to students and/or school personnel and maintaining food service inventory and facilities in a safe and sanitary condition. This job reports to the Director, Food Services.

ESSENTIAL FUNCTIONS

Arranges food and beverage items (e.g. breakfast stand, lunch carts, etc.) for the purpose of serving them to students and staff in an efficient manner; cleans utensils, equipment, and storage, food preparation and serving areas to maintain required sanitary conditions; inspects food items and/or supplies to verify quantity, quality and specifications of orders; inventories food, condiments and supplies (e.g. number of meals served, etc.) to ensure availability of items required for meeting projected menu requirements; maintains equipment, storage, food preparation and serving areas in a sanitary condition to comply with current health standards; monitors kitchen and cafeteria areas and student volunteers; prepares forecasting for lunch and orders food and supplies to ensure an adequate inventory to maintain operations within established nutritional and budget guidelines; oversees receipt of deliveries, ensuring proper storage and preparation and rotation of goods; performs functions of other nutritional services positions, as requested by supervisor for the purpose of ensuring adequate staff coverage; prepares food and beverage items for the purpose of meeting mandated nutritional and projected meal requirements; processes cash and electronic payments for meals, ensuring sales and deposit slips are accurate; reports equipment malfunctions as needed; serves one or more items of food for the purpose of meeting mandated nutritional requirements and/or requests of students and school personnel; participates in meetings and attends workshops and training as required.

JOB REQUIREMENTS: Minimum Qualifications

Skills, Knowledge and Abilities

SKILLS are required to perform multiple tasks using existing skills. Specific skill based competencies required to satisfactorily perform the functions of the job include: adhering to safety practices; operating equipment found in a commercial kitchen; and operating standard office equipment.

SEE OTHER SIDE

Skills, Knowledge and Abilities (continued)

KNOWLEDGE is required to perform basic math and work with data; read and follow instructions; and understand multi-step written and oral instructions. Specific knowledge based competencies required include: safety practices and procedures; quantity food preparation and handling; sanitation practices; and computer skills.

ABILITY is required to schedule activities; collate data; and use job-related equipment. Some problem solving may be required to identify issues and select action plans. Problem solving with data requires following prescribed guidelines and problem solving with equipment is limited to moderate. Specific ability based competencies required include working as part of a team, with a diversity of individuals and working with interruptions.

EDUCATION AND EXPERIENCE REQUIREMENTS

Job related experience is desired. High school diploma or equivalent 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 4:00 p.m. October 8, 2019.

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. All applicants are invited to attend the written test. Applicants who successfully complete the written test will be scheduled for the interview.

Written test (50%)	October 9, 2019 at 9:00 a.m.
Oral Interview (50%)	Week of October 14, 2019
<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 list of promotional and open candidates, with promotional candidates receiving seniority points. 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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Fountain Valley School District

Personnel Commission

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

CLASSIFIED EMPLOYMENT OPPORTUNITY

HEALTH ASSISTANT

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 to be filled by transfer or certified eligibles.

POSTING DATE:	September 13, 2019
CLOSING DATE:	Open until filled
SALARY:	\$18.45 - \$22.41 per hour (Range 30, 5 steps) *Per CSEA contract, hiring may be made up to step 3
VACANCY:	One Health Tech-LVN vacancy which may be filled by Health Asst. list

PURPOSE

The job of Health Assistant is done for the purpose/s of providing support to the school site operations, under direction of the school nurse, with specific responsibilities for administering first aid and dispensing prescribed medications under the direction of a health care professional; coordinating with other personnel in supporting students with special needs; documenting activities in accordance with established guidelines and/or regulatory requirements; and assisting health care professionals in scheduling prescribed health screenings and services. This job reports to the School Principal.

ESSENTIAL FUNCTIONS

Administers emergency first aid and scheduled prescriptions and over the counter medication to students under the direction of a health professional. Advises assigned administrator and nurse of observations involving students' safety, abuse and other health-related issues, referring for proper treatment and complying with legal requirements. Assists nurse in completing health screenings. Attends meetings, workshops and trainings (e.g. CPR, first aid, seizure procedures, mandatory reporter trainings, specific medical conditions, etc.). Communicates with parents, students and school staff (e.g. notifications of student restrictions from activities; general health information; communicable diseases, etc.). Distributes information on a variety of health subjects; compile list of students with medical conditions/distribute as necessary. Follows good health and safety practices and procedures for the purpose of assuring the health and safety of students and self. Maintains inventory of medications and office supplies. Maintains student health informational records; providing information required by regulatory requirements. Monitors students referred to the health office (e.g. receive health concern request from staff or parents; inspect for communicable diseases and/or parasites) for the purpose of ensuring their safety and/or referring to school nurse and/or a medical professional for review and/or services. Performs record keeping and clerical functions. Refers students, under the direction of nurse, requiring further medical attention; complete proper records, send notifications, restrict students as necessary, etc. Reports suspected child or substance abuse to appropriate State agency to maintain students personal safety, a positive learning environment and adhering to regulatory requirements and established District guidelines.

SEE OTHER SIDE

JOB REQUIREMENTS: Minimum Qualifications

SKILLS are required to perform multiple tasks with a potential need to upgrade skills in order to meet changing job conditions. Specific skill based competencies required to satisfactorily perform the functions of the job include: administering first aid/CPR; handling body fluids and waste materials; operating standard office equipment including pertinent software applications; and preparing and maintaining accurate records.

KNOWLEDGE is required to perform basic math, including calculations using fractions, percents, and/or ratios; understand written procedures, write routine documents, and speak clearly; and understand complex, multi-step written and oral instructions. Specific knowledge based competencies required include: emergency first aid/CPR procedures; safety practices and procedures; health standards, reporting procedures and prioritization of cases.

ABILITY is required to schedule activities and/or meetings; gather and/or collate data; and use basic, job-related equipment. Flexibility is required to work with others in a variety of circumstances. Ability is also required to work with a wide diversity of individuals. Some problem solving may be required to identify issues and select action plans. Problem solving with data may require independent interpretation. Specific ability based competencies required include: maintaining confidentiality; being sensitive to and communicating with young adults/teenagers regarding emotional and physical health needs; adapting to changing work priorities; being attentive to detail; time management; and displaying tact and courtesy.

EDUCATION AND EXPERIENCE REQUIREMENTS

Job-related experience is required, as well as a high school diploma or equivalent.

APPLICATION PROCESS

Applicants must complete an online application obtained through our website at www.fvsd.us. All application materials must be submitted through Ed Join.

EXAMINATION PROCESS

The examination process will consist of a written test and interview. The dates are to be determined, following the Health Technician-LVN exam as needed. All applicants will be invited to attend the written test. Applicants who successfully complete the written test will be scheduled for the interview.

Written test (50%)..... TBD
Qualifications Appraisal Interview (50%)TBD
Exam parts will be held at the Fountain Valley School District Office

Applicants who may need a reasonable accommodation for testing 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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Fountain Valley School District

Personnel Commission

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

CLASSIFIED EMPLOYMENT OPPORTUNITY

HEALTH TECHNICIAN-LVN

Open and Promotional

The following position is posted in accordance with Personnel Commission policy and will be filled from the list of “ready and willing” certified eligibles or transfers.

POSTING DATE:	September 13, 2019
CLOSING DATE:	Open until filled
SALARY:	\$24.60 - \$29.90 per hour (Range 56, 5 Steps) *Per CSEA contract, hiring may be made up to step 3
TERM:	20 hours per week, Monday – Friday, 9:30 a.m. – 1:30 p.m. 9.6 months
VACANCY:	1 position @ Tamura School

THE JOB

The job of Health Technician – LVN provides health care services meeting the health needs of all students; providing appropriate care for ill, medically fragile and/or injured students on a regular and emergency basis; administering first aid and dispensing prescribed medications; providing health information and serving as a resource to parents, teachers, staff, and administrators; identifying health problems for review with the school nurse; and complying with the laws relating to student health, including parental and guardian consent. This position is under the guidance of the Credentialed School Nurse and reports to the School Principal. The ideal candidate for this position has excellent nursing skills, gets along and communicates well with others, and is a team player.

REPRESENTATIVE DUTIES

Administers first aid, emergency medical care, including EpiPen and Diastat, medication and specialized medical treatments (e.g. suctioning tracheostomies, care of ostomies, gavage feeding, diabetic care including insulin administration, catheterization, wound care, etc.) for the purpose of providing appropriate care for ill medically fragile and/or injured children within established guidelines; assists students with personal care as necessary (e.g. diapering, toileting, etc.); assists school nurse in completing health screenings to identify health concerns and/or deliver school health services; communicates with parents, students, school staff, and/or public agencies to promote needed treatment and/or compliance with legal requirements; implements health care plans for students with health conditions as described in IEPs, 504 plan, or other written plans of care; informs assigned administrator and school nurse of observations involving students’ safety, abuse and other health related issues to identify problems, refer for proper treatment and comply with legal requirements; maintains students confidential files and records; maintains inventory of medications, medical and office supplies and alert nurse of needed items; properly dispose of expired medications, etc.; monitors students with chronic illnesses and health office referrals, providing assistance for the child in achieving the highest possible functional level and referring to parents or medical professionals as directed by the school nurse; performs record keeping and clerical functions; responds to emergency medical situations to ensure appropriate immediate medical attention and related follow-up action.

SEE OTHER SIDE

SKILLS, KNOWLEDGE AND ABILITIES

SKILLS are required to perform multiple, technical tasks with a potential need to upgrade skills in order to meet changing job conditions including: administering first aid/CPR; handling body fluids and waste materials; operating standard office equipment including pertinent software applications; and preparing and maintaining accurate records.

KNOWLEDGE is required to perform basic arithmetic, algebra and/or geometry; read a variety of manuals, write documents following prescribed formats, and/or present information to others; and analyze situations to define issues and draw conclusions: emergency first aid/CPR procedures; safety practices and procedures; and health standards and reporting procedures.

ABILITY is required to schedule activities, meetings, and/or events; gather and/or collate data; and use basic, job-related equipment. Flexibility is required to work with others in a wide variety of circumstances. Ability is also required to work with a diversity of individuals and/or groups. Problem solving is required to analyze issues and create action plans, sometimes requiring independent interpretation of guidelines. Specific ability based competencies required include: maintaining confidentiality; being sensitive to and communicating with young adults/teenagers regarding a variety health needs; adapting to changing work priorities; being attentive to detail; and displaying tact and courtesy.

EDUCATION/EXPERIENCE REQUIREMENTS

Community college and/or vocational school degree with study in job related area. Job related experience with increasing levels of responsibility is required.

LICENSES AND OTHER REQUIREMENTS

Licensed Vocational Nurse Certificate, current CPR and First Aid Certificate, and California Driver License.

APPLICATION PROCESS

Applicants must complete an online application obtained through our website at www.fvsd.us . All application materials must be submitted through Ed Join and include required licenses and certificates.

EXAMINATION PROCESS

The examination parts, weights, and dates are listed below. When a sufficient number of qualified applications are received, after a minimum of three weeks, qualified applicants will be invited to the technical interview/performance test. If a large number of qualified applications are received, an evaluation of training & experience will be included to closely assess candidate's qualifications.

Evaluation of Training & Experience (pass/fail - candidates do not participate) - Date TBD
Performance Test (weighted 50%)/Technical Interview (weighted 50%) - Date TBD
<i>All testing will be conducted at the Fountain Valley School District Office</i>

Applicants who 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, medical examination, and a test for tuberculosis.

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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

INSTRUCTIONAL ASSISTANT & INSTRUCTIONAL ASSISTANT - MILD/MODERATE *Dual Certification (Open and Promotional)*

The following positions are being posted in accordance with Personnel Commission rules to establish eligibility lists for substitutes and vacancies that will be filled by promotion, transfer, or certified eligibles.

POSTING DATE:	September 24, 2019
CLOSING DATE:	October 16, 2019 at 4:00 p.m.
SALARY:	IA - \$17.37 - \$21.13/hour (Range 21, 5 steps) IA- Mild/Moderate - \$18.05 - \$21.93/hour (Range 25, 5 steps) *Substitutes are paid at step 1, regular hires may be started up to step 3
TERM:	9.6 months/year
VACANCIES:	IA – Oka and Gisler – both 20 hours/week (4 hours/day each morning)

THE JOB

Under the direction of the assigned administrator, the job of Instructional Assistant is done for the purpose of providing support in a general education kindergarten or higher grade classroom. The job of Instructional Assistant - Mild/Moderate is done for the purpose/s of providing support in the instruction of individuals or groups of students in special education programs. All the classifications monitor student behavior and report student progress; perform a variety of clerical and supportive duties related to classroom activities; and provide information to appropriate school personnel.

ESSENTIAL FUNCTIONS

Adapts classroom activities, learning aides, assignments and/or materials under the direction of the supervising teacher; administers varying degrees of first aid and medical assistance depending on the classification; assists a certificated teacher in providing instruction to students in an assigned regular or special education program; maintains instructional materials and/or manual and electronic files/records; and supports classroom teachers and other school personnel including monitoring students in a variety of settings.

SKILLS, KNOWLEDGE AND ABILITIES

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

See Other Side

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. For IA, specific knowledge based competencies required include: concepts of grammar and punctuation; stages of child development and learning styles; and age appropriate activities. For IA Mild/Moderate, specific knowledge based competencies required include: instructional procedures and practices; age appropriate student activities; safety practices and procedures; conflict resolution; and stages of child development/ behavior.

ABILITY is required to schedule activities; gather and/or collate data; and use job-related equipment. Flexibility is required to work with others in a variety of circumstances; work with data utilizing defined but different processes; and operate equipment using standardized methods. Ability is also required to work with a wide diversity of individuals; work with a variety of data; and utilize a variety of job-related equipment. Problem solving is required to identify issues and create action plans using independent interpretation. Specific ability based competencies required include adapting to changing work priorities; communicating with diverse groups; maintaining confidentiality; working as part of a team; and working with constant interruptions.

MINIMUM REQUIREMENTS:

Community college and/or vocational school degree with study in job-related area. Job related experience is required.

APPLICATION PROCESS:

Applicants must complete an online application for each classification of interest obtained through our website – www.fvsd.us . All application materials must be submitted through EdJoin by 4:00 p.m., October 16, 2019.

EXAMINATION PROCESS

The examination process will consist of a written test and an interview to be held on the dates listed below. These dates are subject to change. All applicants are invited to attend the test.

Relative weights of examination process:	
Written test (pass/fail)	October 17, 2019 at 10:30 a.m.
Qualifications Appraisal Interview (100%)	Week of October 21, 2019
<i>Testing will be conducted at Fountain Valley School District, 10055 Slater Avenue, Fountain Valley</i>	

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

APPOINTMENT/ CERTIFICATION

Final selection of appointees for each classification 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 lists for these positions will be established for twelve months. All employment offers are conditional, based upon successful completion of the fingerprinting/conviction clearance, medical examination, and screening for tuberculosis.

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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

PRESCHOOL ASSISTANT

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:	September 17, 2019
CLOSING DATE:	October 10, 2019, by 4:00 p.m.
SALARY:	\$16.85 - \$20.48 /hour (Range 18, 5 steps *Per CSEA contract, hiring may be made up to step 3
VACANCY	22.5 hours/week, Monday –Friday, 12:00 p.m. - 4:30 p.m. at Cox 15.0 hours/week, Monday –Friday, 2:00 p.m. - 5:00 p.m. at Oka 27.5 hours/week, Monday –Friday, 12:30 p.m. - 6:00 p.m. at Oka
TERM:	9.6 months a year
LOCATION:	3 positions, one at Cox, one at Oka and one at Tamura

PURPOSE

The job of Preschool Assistant is done for the purpose/s of assisting, with daily oversight of the Preschool Instructor, with planning, organizing and implementing a variety of activities to meet the needs and interests of preschool-age children; participate in activities with groups of children; and maintain and report progress regarding behavior and performance. This job reports to the Director, Child Care & Recreation Programs.

ESSENTIAL FUNCTIONS

Assists with preparation of site for daily operations (e.g. set-up work areas; snack and lunch; displays, materials and equipment; collects and distributes papers and supplies; clean-up; maintain clean, sanitary and orderly indoor and outdoor environment, etc.). Facilitates a program which meets the developing needs of children; communicates with Preschool Instructor concerning the developmental needs of each child. Prepares activities and assists in implementing activities (e.g. age appropriate; supervise children in outdoor and indoor play; lead children in classroom activities, etc.) and ensuring students success in school, providing a safe, caring, sensitive and loving environment. Provides for physical and personal hygiene needs of the children (e.g. assists with snacks and lunch; washes children's hands and faces as needed; assists with rest and nap periods; toileting, etc.). Attends training and meetings to receive updated child development current best practices information. Collects anecdotal notes and other data. Delivers children directly to and from to parents, guardians, or designee. Establishes standards of appropriate student behavior. Administers immediate first aid, scheduled prescription and over the counter medication and medical assistance as instructed by a health care professional for the purpose of meeting immediate health care needs.

JOB REQUIREMENTS: Minimum Qualifications

Skills, Knowledge and Abilities

SKILLS required to satisfactorily perform the functions of the job include: adapting to changing work priorities; applying pertinent laws, codes, policies, and/or regulations; coordinating activities; and organizing and communicating information and concepts.

SEE OTHER SIDE

JOB REQUIREMENTS: Minimum Qualifications

Skills, Knowledge and Abilities (continued)

KNOWLEDGE is required to perform basic math; understand written procedures, write routine documents, and speak clearly; and understand complex, multi-step written and oral instructions. Specific knowledge based competencies required to include: knowledge of curriculum, instruction, and subjects of assignments (music, art, or physical education); pertinent laws, codes, policies, and/or regulations; public relations protocols; and relevant professional standards and practices.

ABILITY is required to schedule activities; collate data; and use basic, job-related equipment. Flexibility is required to work with data and operate equipment. Ability is also required to work with a wide diversity of individuals; work with a variety of data; and utilize specific, job-related equipment. Specific ability based competencies required include: communicating with persons of varied educational and cultural backgrounds; meeting deadlines and schedules; providing leadership, direction, and team building; providing opportunities for the exchange of ideas; and setting priorities.

EDUCATION AND EXPERIENCE REQUIREMENTS

Job related experience is required. Targeted, job related education with study in job-related area with a minimum of 12 college-level semester units in early childhood education or child development, which includes three core courses – Child Growth & Development; School, Family & Community; and Program/Curriculum.

CERTIFICATES AND LICENSES

Valid Pediatric First aid and CPR certificates (must be completed and shown before final interview.)

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 4:00 p.m. on Thursday October 10, 2019.

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. All applicants are invited to attend the written test. Applicants who successfully complete the written test will be scheduled for the interview.

Written test (50%).....	October 11, 2019 at 9:00 a.m.
Oral Interview (50%)	October 18, 2019
<i>Exam parts will be held at the Fountain Valley School District Office</i>	

Applicants who may need a 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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Fountain Valley School District

Personnel Commission

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

CLASSIFIED EMPLOYMENT OPPORTUNITY

Sr. Payroll Technician

Dual Certification (Open and Promotional)

The following position is being posted in accordance with Personnel Commission rules to establish an eligibility list to fill current and future vacancies. Permanent employees will be eligible for seniority credit.

POSTING DATE:	October 23, 2019
CLOSING DATE:	November 14, 2019, 4:00 pm
SALARY:	\$4,709 - \$5,722/month (Classified employee schedule, Range 66, 5 Steps) (An additional increase of 2% is pending. Hiring may be made up to 3 rd step, per contract.)
HOURS:	40 hours/week, 12 months/year

THE JOB:

The job of Senior Payroll Technician is done for the purpose/s of providing support to department activities with specific responsibility for ensuring the accuracy of preliminary and final payroll reports, time sheets, spreadsheets, and funds distribution; responding to inquiries and/or requests for data and/or reports; providing timely and accurate payroll production; and directing assigned employees. This job reports to the Assistant Superintendent, Personnel. The ideal candidate for this job is self motivated, has strong oral and written communication ability, and excellent interpersonal ability to get along well with co-workers and the public. S/he also has high-level payroll knowledge and competencies such as attention to detail, prioritization, problem solving, time management and is dependable.

ESSENTIAL FUNCTIONS:

Assists site personnel with payroll-related questions. Compiles statistical and payroll data from a variety of sources for the purpose of providing summaries to other personnel, district negotiations and/or ensuring compliance with established guidelines. Confers with a variety of internal and external parties (city/state/federal agencies, etc.) to ensure accurate payroll processing. Coordinates the payroll process with other departments and sites. Informs other staff and/or outside parties regarding procedural requirements for the purpose of processing transactions and resolving inquiries and/or disputes. Maintains a wide variety of payroll related information utilizing scanners, computer and manual systems to ensure the availability of documentation and compliance with established policies and regulatory guidelines. Monitors assigned payroll, leaves of absence, and workers compensation activities and/or program components for the purpose of ensuring accurate pay, documentation; compliance with established financial, legal, contractual and/or administrative requirements.

Oversees assigned payroll personnel to enhance productivity of staff through training. Oversees the preparation and maintenance of financial records and coordinates related accounting activity. Participates in meetings and attends conferences, workshops, etc. Prepares a variety of payroll related documents (e.g. unemployment insurance time records, retirement plans, payroll register, fiscal liability, W-2 controls, workers compensation, verification of employment, etc.). Processes a wide variety of payroll and leave documents and materials (e.g. time sheets, withholding information, COBRA, employee leaves and/or contributions, etc.) for the purpose of disseminating information. Reconciles payroll account balances to maintain accurate account balances and prepares W-2 Forms. Researches and resolves payroll discrepancies and/or documentation. Responds to inquiries regarding payroll procedures (e.g. wage levies and garnishments, savings, contributions, direct deposits, verification of employment, etc.). Troubleshoots accounting discrepancies (e.g. posting entries, payroll system issues/updates, etc.) to conform with established fiscal guidelines.

See other side

Sr. Payroll Technician (continued)

MINIMUM REQUIREMENTS

Skills, Knowledge and Abilities

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

KNOWLEDGE is required to perform algebra and/or geometry; read a variety of manuals, write documents following prescribed formats, and/or present information to others; and solve practical problems. Specific knowledge based competencies required include: principles and techniques involved in payroll preparation, monitoring and control; labor contracts and their impact on payroll; and State Education Codes and other applicable laws.

ABILITY is required to schedule a number of activities, meetings, and/or events; often gather, collate, and/or classify data; and use job-related equipment. Flexibility is required to work with others in a wide variety of circumstances. Ability is also required to work with a diversity of individuals and/or groups; work with data of varied types and/or purposes. Problem solving is required to identify issues and create action plans. Problem solving with data frequently requires independent interpretation of guidelines. Specific ability based competencies required include: communicating with diverse groups; maintaining confidentiality; meeting deadlines and schedules; setting priorities; and working as part of a team with detailed information/data; and frequent interruptions.

EDUCATION AND EXPERIENCE:

Job related experience with increasing levels of responsibility is required, as well as targeted, job related education with study in job-related area.

APPLICATION PROCESS

Applicants must apply online through www.edjoin.org which can be accessed through our website - www.fvsd.us. The deadline to apply is Thursday, November 14, 2019 at 4:00 p.m. Applications will be screened after the written test to confirm that candidates moving on to the interview meet the minimum education/experience requirements.

EXAMINATION PROCESS

The examination process will consist of the exam parts and weights shown below, to be held on the dates listed below. These dates are subject to change, but you will be notified if so. Calculators will be permitted but not supplied. No cell phones may be used. The top scoring candidates from the written test will be invited to participate in the interviews.

Written test (40%)	Friday, November 15, 2019 at 9:00a.m.
Oral Interview (60%)	Week of November 18, 2019
<i>Testing/interviewing will be conducted at the Fountain Valley School District Office</i>	

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

APPOINTMENT/CERTIFICATION

Final selection of appointees will be made from a merged list of the top three ranks of open and promotional certified eligibles. Promotional candidates will receive seniority points based on their length of service. All employment offers are conditional, based upon successful completion of the fingerprinting/conviction clearance and a screening for tuberculosis. The eligibility list for this classification will be established for one year.

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 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: **PERSONNEL COMMISSION 2019-2020: YEAR-TO-DATE REVIEW**

DATE: October 15, 2019

Attached is the year-to-date information for the Personnel Commission by budget number for 2019-2020:

FOUNTAIN VALLEY SD

Pseudo/Object Code Detail by Manager

Pseudo Object	Description	TP	Primary Reference	Secondary Reference	CK NO	CURRENT BUDGET	To Date	Enc	Actual To Date	= Balance	% Used
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012819771 Personnel Commission
 2320 Supervisors & Administrators
 2019/07/01 (FMB1 Entry From GLBUCB

A IG082119A 69,414.00

07/01/2019	1% Off Accrual	JE	J2029596	R20P0819					-677.64		
07/01/2019	13B PAY/HESSLER,R,M	JE	20 4006302019	R204013B					-1.25		
07/01/2019	13B PAY/HESSLER,R,M	JE	20 4006302019	R204013B					-169.40		
07/01/2019	13B PAY/HESSLER,R,M	JE	20 4006302019	R204013B					-169.41		
07/01/2019	13B PAY/HESSLER,R,M	JE	20 4006302019	R204013B					-169.41		
07/01/2019	13B PAY/HESSLER,R,M	JE	20 4006302019	R204013B					-169.41		
07/01/2019	13B PAY/HESSLER,R,M	JE	20 4006302019	R204013B					-169.41		
07/01/2019	13B PAY/HESSLER,R,M	JE	20 4006302019	R204013B					-166.00		
07/01/2019	13B PAY/HESSLER,R,M	JE	20 4006302019	R204013B					-166.00		
07/01/2019	13B PAY/HESSLER,R,M	JE	20 4006302019	R204013B					-166.00		
07/01/2019	13B PAY/HESSLER,R,M	JE	20 4006302019	R204013B					-166.00		
07/01/2019	13B PAY/HESSLER,R,M	JE	20 4006302019	R204013B					-20.83		
07/01/2019	13B PAY/HESSLER,R,M	JE	20 4006302019	R204013B					-20.83		
07/01/2019	13B PAY/HESSLER,R,M	JE	20 4006302019	R204013B					-168.79		
07/31/2019	01B PAY/HESSLER,R,M	JE	20 4008092019	P204001B					677.64		
08/31/2019	02B PAY/DAVIS,C,A	JE	20 4009102019	P204002B					5,647.00		
08/31/2019	02B PAY/HESSLER,R,M	JE	20 4009102019	P204002B					50.00		
08/31/2019	02B PAY/HESSLER,R,M	JE	20 4009102019	P204002B					279.50		
08/31/2019	02B PAY/HESSLER,R,M	JE	20 4009102019	P204002B					5,926.50		
08/31/2019	02B PAY/MCCOMBS,T,J	JE	20 4009102019	P204002B					50.00		
08/31/2019	02B PAY/MULLIN,W	JE	20 4009102019	P204002B					50.00		
09/30/2019	03B PAY/DAVIS,C,A	JE	20 4010102019	P204003B					50.00		
09/30/2019	03B PAY/HESSLER,R,M	JE	20 4010102019	P204003B					166.00		
09/30/2019	03B PAY/HESSLER,R,M	JE	20 4010102019	P204003B					166.00		
09/30/2019	03B PAY/HESSLER,R,M	JE	20 4010102019	P204003B					166.00		
09/30/2019	03B PAY/HESSLER,R,M	JE	20 4010102019	P204003B					166.00		
09/30/2019	03B PAY/HESSLER,R,M	JE	20 4010102019	P204003B					166.00		
09/30/2019	03B PAY/HESSLER,R,M	JE	20 4010102019	P204003B					166.00		
09/30/2019	03B PAY/HESSLER,R,M	JE	20 4010102019	P204003B					166.00		
09/30/2019	03B PAY/HESSLER,R,M	JE	20 4010102019	P204003B					166.00		
09/30/2019	03B PAY/HESSLER,R,M	JE	20 4010102019	P204003B					166.00		
09/30/2019	03B PAY/HESSLER,R,M	JE	20 4010102019	P204003B					166.00		
09/30/2019	03B PAY/HESSLER,R,M	JE	20 4010102019	P204003B					166.00		
09/30/2019	03B PAY/HESSLER,R,M	JE	20 4010102019	P204003B					166.00		
09/30/2019	03B PAY/HESSLER,R,M	JE	20 4010102019	P204003B					166.00		

FOUNTAIN VALLEY SD

Subfund: 0101 GENERAL FUND

Pseudo/Object Code Detail by Manager

7/1/2019 To 10/31/2019

Pseudo Object	Description	TP	Primary Reference	Secondary Reference	CK NO	CURRENT BUDGET	Enc To Date	Actual To Date	= Balance	% Used
09/30/2019	03B PAY/HESSLER,R,M	JE	20 4010102019	P204003B:				166.00		
09/30/2019	03B PAY/HESSLER,R,M	JE	20 4010102019	P204003B:			5,926.50			
09/30/2019	03B PAY/MCCOMBS,T,J	JE	20 4010102019	P204003B:			50.00			
09/30/2019	03B PAY/MULLIN,W	JE	20 4010102019	P204003B:			50.00			
Total:	2320-012819771						69,414.00	18,348.76	51,065.24	26%

2410 Sch Off Mgr.,Off/Admin Assist.

2019/07/01 (FMB1 Entry From GLBUCB		A IG082119A		33,807.00					
07/01/2019	13B PAY/O'CAIN,L,C	JE	20 4006302019	R204013B	-50.48				
07/01/2019	13B PAY/O'CAIN,L,C	JE	20 4006302019	R204013B	-33.65				
07/01/2019	13B PAY/O'CAIN,L,C	JE	20 4006302019	R204013B	-92.57				
07/01/2019	13B PAY/O'CAIN,L,C	JE	20 4006302019	R204013B	-92.57				
07/01/2019	13B PAY/O'CAIN,L,C	JE	20 4006302019	R204013B	-88.36				
07/01/2019	13B PAY/O'CAIN,L,C	JE	20 4006302019	R204013B	-92.57				
07/01/2019	13B PAY/O'CAIN,L,C	JE	20 4006302019	R204013B	-92.57				
07/01/2019	13B PAY/O'CAIN,L,C	JE	20 4006302019	R204013B	-54.31				
07/01/2019	13B PAY/O'CAIN,L,C	JE	20 4006302019	R204013B	-54.31				
07/01/2019	13B PAY/O'CAIN,L,C	JE	20 4006302019	R204013B	-54.31				
07/01/2019	13B PAY/O'CAIN,L,C	JE	20 4006302019	R204013B	-42.23				
07/31/2019	01B PAY/O'CAIN,L,C	JE	20 4008092019	P204001B:	3,124.99				
07/31/2019	01B PAY/O'CAIN,L,C	JE	20 4008092019	P204001B:	-284.09				
07/31/2019	01B PAY/O'CAIN,L,C	JE	20 4008092019	P204001B:	-994.32				
08/31/2019	02B PAY/O'CAIN,L,C	JE	20 4009102019	P204002B:	3,124.99				
08/31/2019	02B PAY/O'CAIN,L,C	JE	20 4009102019	P204002B:	-1,704.54				
09/30/2019	03B PAY/O'CAIN,L,C	JE	20 4010102019	P204003B:	3,179.30				
Total:	2410-012819771				33,807.00	0.00	5,551.52	28,255.48	16%

2413 Additional Duty - Cler,Tech,Of
 2019/07/01 (FMB1 Entry From GLBUCB A IG082119A 800.00

07/01/2019	13B PAY/O'CAIN,L,C	JE	20 4006302019	R204013B	-1.93
07/01/2019	13B PAY/O'CAIN,L,C	JE	20 4006302019	R204013B	-0.53
08/31/2019	02B PAY/O'CAIN,L,C	JE	20 4009102019	P204002B:	19.37
09/30/2019	03B PAY/O'CAIN,L,C	JE	20 4010102019	P204003B:	137.94

FOUNTAIN VALLEY SD

Subfund: 0101 GENERAL FUND

Pseudo/Object Code Detail by Manager

7/1/2019 To 10/31/2019

Pseudo Object	Description	TP	Primary Reference	Secondary Reference	CK NO	CURRENT BUDGET	To Date	Enc	Actual To Date	=	Balance	% Used
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2470	Overtime - Clerical,Tech,Off											
07/01/2019	13B PAY/O'CAIN,L,C	JE	20 4006302019	R204013B					-1.46		1.46	0%
Total:	2470-012819771							0.00	-1.46		1.46	0%

Total for: 2000												
								173,837.00	0.00	42,365.67	131,471.33	24%

3202 PERS-CLASSIFIED												
2019/07/01 (FMB1 Entry From GLBUCB A IG082119A 35,700.00												
07/01/2019	13B PERS PAYROLL EXPENDITURE	JE	20 PE06302019	R203013B					-910.76			
07/31/2019	01B PERS PAYROLL EXPENDITURE	JE	20 PE08092019	P203001B:					2,625.17			
08/31/2019	02B PERS PAYROLL EXPENDITURE	JE	20 PE09102019	P203002B:					2,768.01			
09/30/2019	03B PERS PAYROLL EXPENDITURE	JE	20 PE10102019	P203003B:					3,755.01			
Total:	3202-012819771							35,700.00	0.00	8,237.43	27,462.57	23%

3314 MEDICARE-CLASSIFIED												
2019/07/01 (FMB1 Entry From GLBUCB A IG082119A 2,521.00												
07/01/2019	1% Off Accrual	JE	J2029596	R20P0819					-9.83			
07/01/2019	1% Off Accrual	JE	J2029596	R20P0819					-10.12			
07/01/2019	13B MED PAYROLL EXPENDITURE	JE	20 ME06302019	R203013B					-67.68			
07/31/2019	01B MED PAYROLL EXPENDITURE	JE	20 ME08092019	P203001B:					212.97			
08/31/2019	02B MED PAYROLL EXPENDITURE	JE	20 ME09102019	P203002B:					205.71			
09/30/2019	03B MED PAYROLL EXPENDITURE	JE	20 ME10102019	P203003B:					277.48			
Total:	3314-012819771							2,521.00	0.00	608.53	1,912.47	24%

3354 ALTERNATIVE RETIRE-CLASSIFIED												
2019/07/01 (FMB1 Entry From GLBUCB A IG082119A 21.00												
08/31/2019	02B ARP PAYROLL EXPENDITURE	JE	20 AR09102019	P203002B:					1.30			
09/30/2019	03B ARP PAYROLL EXPENDITURE	JE	20 AR10102019	P203003B:					1.30			
Total:	3354-012819771							21.00	0.00	2.60	18.40	12%

FOUNTAIN VALLEY SD

Pseudo/Object Code Detail by Manager

7/1/2019 To 10/31/2019

Pseudo Object	Description	TP	Primary Reference	Secondary Reference	CK NO	CURRENT BUDGET	To Date	Enc	Actual To Date	=	Balance	% Used
3402 HEALTH & WELFARE-CLASSIFIED												
2019/07/01 (FMB1 Entry From GLBUCB												
		A	IG082119A				10,676.00					
07/01/2019	1% Off Accrual	JE	J2029596	R20P0819			-42.01					
07/01/2019	1% Off Accrual	JE	J2029596	R20P0819			-43.29					
07/01/2019	13B OASDI PAYROLL EXPENDITURE	JE	20 OA06302019	R203013B			-289.00					
07/31/2019	01B OASDI PAYROLL EXPENDITURE	JE	20 OA08092019	P203001B:			910.62					
08/31/2019	02B OASDI PAYROLL EXPENDITURE	JE	20 OA09102019	P203002B:			873.32					
09/30/2019	03B OASDI PAYROLL EXPENDITURE	JE	20 OA10102019	P203003B:			1,182.96					
Total:							10,676.00	0.00	2,592.60		8,083.40	24%
3502 SU-CLASSIFIED												
2019/07/01 (FMB1 Entry From GLBUCB												
		A	IG082119A				47,500.00					
07/31/2019	JULY HEALTH & WELFARE	JE	20 IF20190731	N20P0731			3,958.34					
08/31/2019	AUGUST HEALTH & WELFARE	JE	20 IF20190831	N20P0831			3,958.34					
09/30/2019	SEPTEMBER HEALTH & WELFARE	JE	20 IF20190930	N20P0930			3,958.34					
Total:							47,500.00	0.00	11,875.02		35,624.98	25%
3602 WORKERS'COMP-CLASSIFIED												
2019/07/01 (FMB1 Entry From GLBUCB												
		A	IG082119A				3,771.00					
07/01/2019	1% Off Accrual	JE	J2029596	R20P0819			-0.34					
07/01/2019	1% Off Accrual	JE	J2029596	R20P0819			-0.35					
07/01/2019	13B UIC PAYROLL EXPENDITURE	JE	20 UI06302019	R203013B			-2.26					
07/31/2019	01B UIC PAYROLL EXPENDITURE	JE	20 UI08092019	P203001B:			7.34					
08/31/2019	02B UIC PAYROLL EXPENDITURE	JE	20 UI09102019	P203002B:			7.03					
09/30/2019	03B UIC PAYROLL EXPENDITURE	JE	20 UI10102019	P203003B:			9.45					
Total:							86.00	0.00	20.87		65.13	24%

FOUNTAIN VALLEY SD

Subfund: 0101 GENERAL FUND

Pseudo/Object Code Detail by Manager

7/1/2019 To 10/31/2019

Pseudo Object	Description	TP Reference	Primary Reference	Secondary Reference	CK NO	CURRENT BUDGET	To Date	Enc	Actual To Date	Balance	% Used				
3954 Long Term Disability-Class															
2019/07/01 (FMB1 Entry From GLBUCB A IG082119A 280.00															
07/31/2019	JULY HEALTH & WELFARE	JE 20	LT20190731	N20P0731					23.25						
08/31/2019	AUGUST HEALTH & WELFARE	JE 20	LT20190831	N20P0831					23.25						
09/30/2019	SEPTEMBER HEALTH & WELFARE	JE 20	LT20190930	N20P0930					23.25						
Total:									280.00	0.00	69.75	210.25	24%		
Total for:										3000	100,555.00	0.00	24,338.08	76,216.92	24%
4325 Office Supplies															
2019/07/01 (FMB1 Entry From GLBUCB A IG082119A 550.00															
08/21/2019	OCCAIN, LISA Office Supplies	OH	REIMB-8/18/19	00085371					24.83						
Total:									550.00	0.00	24.83	525.17	4%		
Total for:										4000	550.00	0.00	24.83	525.17	4%
5210 Travel, Conference, Workshop															
2019/07/01 (FMB1 Entry From GLBUCB A IG082119A 4,000.00															
Total:									4,000.00	0.00	0.00	4,000.00	0%		
5290 Mileage Non Taxable															
2019/07/01 (FMB1 Entry From GLBUCB A IG082119A 100.00															
Total:									100.00	0.00	0.00	100.00	0%		
5390 Dues and Membership Non Taxabl															
2019/07/01 (FMB1 Entry From GLBUCB A IG082119A 100.00															
Total:									100.00	0.00	0.00	100.00	0%		

Manager: 0071 Personnel Commission

FOUNTAIN VALLEY SD

Subfund: 0101 GENERAL FUND

Pseudo/Object Code Detail by Manager

7/1/2019 To 10/31/2019

Pseudo Object	Description	Primary TP Reference	Secondary Reference CK NO	CURRENT BUDGET	Enc To Date	Actual To Date	Balance	% Used
2019/07/01 (FMB1 Entry From GLBUCB					3,000.00			
		A IG082119A						
08/20/2019 CODESP Dues and Membership Non					3,000.00	2,200.00	800.00	73 %
		OH 0003972	N20R0339 00085337					
Total: 5390-012819771					3,000.00	2,200.00	800.00	73 %
5813 Consultant								
09/17/2019 EDUCATIONAL MAN Consultant					0.00	895.00	-895.00	0 %
		OH 2019-1058	N20R0482 00085687					
Total: 5813-012819771					0.00	895.00	-895.00	0 %
5825 Advertising								
2019/07/01 (FMB1 Entry From GLBUCB					900.00			
		A IG082119A						
08/22/2019 SAN JOAQUIN COU Advertising					900.00	464.78	435.22	51 %
		OH 1820864	N20R0292 00085383					
Total: 5825-012819771					900.00	464.78	435.22	51 %
5826 Licensing/Software,Maint/Supp								
Total: 5826-012819771					0.00	0.00	0.00	0 %
5828 Staff Recognition								
2019/07/01 (FMB1 Entry From GLBUCB					1,600.00			
		A IG082119A						
09/24/2011 PAPER DIRECT INC					1,600.00	250.01	1,349.99	15 %
		EN N20R0623						
Total: 5828-012819771					1,600.00	250.01	1,349.99	15 %
Total Pseudo : 012819771 Personnel Commission					9,600.00	3,559.78	5,790.21	39 %
					284,542.00	70,288.36	214,003.63	24 %
Object Type Total: XP					284,542.00	70,288.36	214,003.63	24 %
Manager Total: 0071 Personnel Commission					-284,542.00	250.01	-70,288.36	