

FOUNTAIN VALLEY SCHOOL DISTRICT PERSONNEL COMMISSION

Regular Meeting AGENDA

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

March 24, 2022
3:30 p.m.

Mrs. Carol Davis, Chairperson
Mr. Tony McCombs, Vice Chairperson
Mr. William Mullin, Member
Mrs. Carmen Serna, 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, February 24, 2022**
(Attachment #1) *Action*
4. **Agenda, Special Meeting of the Board of Trustees, March 5, 2022**
(Attachment #2) *Information*
5. **Agenda, Regular Meeting of the Board of Trustees, March 10, 2022**
(Attachment #3) *Information*
6. **Minutes, Special Meeting of the Board of Trustees, February 03, 2022**
(Attachment #4) *Information*
7. **Minutes, Regular Meeting of the Board of Trustees, February 10, 2022**
(Attachment #5) *Information*
8. **Minutes, Special Meeting of the Board of Trustees, February 26, 2022**
(Attachment #6) *Information*

9. Director's Report

Information

10. Commissioner's Comments

Information

11. 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

12. Eligibility Lists

ESP Instructor, Office Assistant, and Purchasing Technician

(Attachments #7 - #8)

Action

PERSONNEL

13. Job Announcements

(Attachments #9 - #10)

Information

FINANCIAL

14. Nothing at this time.

Information

CLOSED SESSION

15. Closed Session

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

1. Personnel
2. Legal Advice

NEXT MEETING

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

April 28, 2022

3:30 p.m.

PDC Room

ADJOURNMENT

17. Adjournment

FOUNTAIN VALLEY SCHOOL DISTRICT

PERSONNEL DIVISION

MEMORANDUM

TO: Personnel Commission

FROM: Carmen Serna, Director of Human Resources

SUBJECT: **MINUTES, PERSONNEL COMMISSION-REGULAR
MEETING OF FEBRUARY 24, 2022**

DATE: March 17, 2022

Attached for your approval are the minutes of the Personnel Commission regular meeting of February 24, 2022.

RECOMMENDATION

The Personnel Commission approve the minutes of the February 24, 2022 Personnel Commission regular meeting.

FOUNTAIN VALLEY SCHOOL DISTRICT PERSONNEL COMMISSION

REGULAR MEETING

MINUTES

February 24, 2022

3:30 p.m.

Mrs. Davis called the Regular Meeting of the Personnel Commission to order at 3:30 p.m. in the Board Room at 10055 Slater Avenue, Fountain Valley, California 92708. Mrs. Serna led the Pledge of Allegiance.

Present for the entire meeting:

Mrs. Carol Davis, Chairperson
Mr. Tony McCombs, Vice - Chairperson
Mr. William Mullin, Member
Mrs. Carmen Serna, 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

No guests attended.

Introduction of Staff

Ms. Abdel and Ms. Johnson attended.

Minutes, Regular Meeting of the Personnel Commission, January 27, 2022

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

Agenda, Special Meeting of the Board of Trustees, February 3, 2022

Presented as an information item only.

Agenda, Regular Meeting of the Board of Trustees, February 10, 2022

Presented as an information item only.

Minutes, Regular Meeting of the Board of Trustees, January 13, 2022

Presented as an information item only.

Director's Report

Mrs. Serna stated she had the pleasure to attend the PTO meeting. She stated it was wonderful to get to meet the parents and thank them for all they do on a volunteer basis for our schools. Mrs. Serna shared with them our great need for Noon Duty Aides even if they are only available to substitutes a couple times a week. It was a great opportunity to sit down, meet with the parents, and have the parents meet Mrs. Serna.

FVSD welcomed two Early Entry Kindergarten classes on February 7, 2022, at Tamura and Gisler Schools. The district hired two Instructional Assistants to fill these new positions. One of the new instructional assistants is a new employee and second employee was previously a Noon Duty Aide.

Mrs. Serna attended the School Office Manager's meeting that was held in person. It was a good opportunity to sit down with office staff and have them share anything that was going on at the schools that need our attention. It was a great opportunity to offer them the opportunity to share with us anything we can improve to make their job easier.

Mrs. Serna reported FVSD is very excited to welcome two new family members to the District Office. Angela Willhite was promoted to replace Riley Salz in Substitute Services. Angela was an Instructional Assistant at Courreges. Edwin Puebla is an Office Assistant who transferred to the District Office from Courreges. These are two great individuals; please welcome them if you get the chance.

Mrs. Serna shared that on February 26, 2022, the Board of Trustees and Leadership Associates will have a closed session special Board meeting to review applications and determine who will go on to the next step and receive an interview for Superintendent. The hiring process is moving along as planned and we hope to have a new Superintendent announcement in the near future.

Mrs. Serna mentioned she is looking forward to the CSPCA conference to be held March 6-8, 2022.

Commissioners' Comments

Mr. Mullin requested information regarding the length of our eligibility lists. Mrs. Davis stated she loved the Mrs. Serna's proactive approach.

Public Comments

No public comments were received.

ADMINISTRATION

Eligibility Lists

Mr. Mullin moved to approve the eligibility lists for Food Services Worker, Groundskeeper, Instructional Assistant, Instructional Assistant – Mild/Moderate, Instructional Assistant – Moderate/Severe, Preschool Assistant, Speech/Language Pathology Assistant, and Substitute Services Technician. Mr. McCombs seconded the motion. Motion carried.

PERSONNEL

Job Announcements

The interdepartmental transfer job posting for Office Assistant-Departmental was reviewed along with the dual certification postings for Instructional Assistant – Deaf and Hard of Hearing, Office Assistant, and Purchasing Technician.

FINANCIAL

Nothing at this time.

CLOSED SESSION

The Personnel Commission adjourned to closed session at 3:52 p.m. No action taken

NEXT MEETING

The next meeting of the Personnel Commission will be:

Regular Meeting:

March 24, 2022 at 3:30 p.m.

PDC Room

ADJOURNMENT

The February 24, 2022, regular meeting of the Personnel Commission adjourned at 4:25 p.m.

Mrs. Carol Davis, Chairperson

Mr. McCombs Vice-Chairperson

FOUNTAIN VALLEY SCHOOL DISTRICT

PERSONNEL DIVISION

MEMORANDUM

TO: Personnel Commission

FROM: Carmen Serna, Director of Human Resources

SUBJECT: **AGENDA, OF THE BOARD OF TRUSTEES SPECIAL
MEETING OF MARCH 5, 2022**

DATE: March 17, 2022

Attached for your information is the agenda of the Board of Trustees special meeting of March 5, 2022.



Fountain Valley School District

BOARD OF TRUSTEES
SPECIAL MEETING

AGENDA

10055 Slater Avenue
Fountain Valley, CA 92708

March 5, 2022

- CALL TO ORDER: 8:00AM
- ROLL CALL
- APPROVAL OF AGENDA

- PLEDGE OF ALLEGIANCE

M _____
 2nd _____
 V _____

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. 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 in writing after the meeting, or direct that additional information be provided to the Board on a future agenda.

In order to address the Board of Trustees, please comply with the procedures listed on the goldenrod form, *For Persons Wishing to Address the Board of Trustees* and give the form to the Executive Assistant.

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

- CLOSED SESSION

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

- Public Employee Appointment/Discussion: *Government Code 54957*
Position: Superintendent

- REPORT OUT OF CLOSED SESSION
The Board President will report out on action taken, if any.

- APPROVAL TO ADJOURN

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.

**The next regular meeting of the Fountain Valley School District
Board of Trustees is on Thursday, March 10, 2022 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 luccheser@fvsd.us or calling 714.843.3255 during normal business hours.

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 luccheser@fvsd.us or calling 714.843.3255.

FOUNTAIN VALLEY SCHOOL DISTRICT

PERSONNEL DIVISION

MEMORANDUM

TO: Personnel Commission

FROM: Carmen Serna, Director of Human Resources

SUBJECT: **AGENDA, OF THE BOARD OF TRUSTEES REGULAR
MEETING OF MARCH 10, 2022**

DATE: March 17, 2022

Attached for your information is the agenda of the Board of Trustees regular meeting of March 10, 2022.



Fountain Valley School District

BOARD OF TRUSTEES
REGULAR MEETING

A G E N D A

10055 Slater Avenue
Fountain Valley, CA 92708
And Teleconference via Zoom

March 10, 2022

Meeting Link: https://us02web.zoom.us/webinar/register/WN_o-hmYA04RZ-urJ5Y3yhqPw

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

M _____
 2nd _____
 V _____

- PLEDGE OF ALLEGIANCE

SPECIAL PRESENTATIONS

1. RECOGNITION OF OKA ELEMENTARY SCHOOL STUDENTS

It is an interest of the Board of Trustees to recognize students who display high achievement, improvement or extraordinary effort. The Board will recognize eight outstanding students from Oka Elementary School.

- RECESS

2. RECOGNITION OF TAMURA ELEMENTARY SCHOOL STUDENTS

It is an interest of the Board of Trustees to recognize students who display high achievement, improvement or extraordinary effort. The Board will recognize nine outstanding students from Tamura Elementary School.

- RECESS

STAFF REPORTS AND PRESENTATIONS

3. SECOND INTERIM REPORT PRESENTATION (WRITTEN AND ORAL)

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.

Assistant Superintendent, Business, Chris Fullerton and Director, Fiscal Services, Isidro Guerra will present and review with the Board of Trustees the Second Interim Report for the Fountain Valley School District.

BOARD REPORTS AND COMMUNICATIONS

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

PUBLIC 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. 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 in writing after the meeting, or direct that additional information be provided to the Board on a future agenda.

In order to address the Board of Trustees, please comply with the procedures listed on the goldenrod form, *For Persons Wishing to Address the Board of Trustees* and give the form to the Executive Assistant.

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

LEGISLATIVE SESSION

4. APPROVAL OF 2021-22 SECOND INTERIM REPORT

M _____
2nd _____
V _____

School districts are required to complete two interim financial reports during a fiscal year, the first as of October 31 and second as of January 31. The Interim Reports are filed with the County Department of Education and the State Controller’s Office. School districts must conduct a review of their interim reports in accordance with state-adopted Criteria and Standards.

Superintendent’s Recommendation: It is recommended that the Board of Trustees approves the 2021-22 Second Interim Report.

5. RESOLUTION 2022-13: REDUCTION OR DISCONTINUANCE OF CLASSIFIED SERVICE

M _____
2nd _____
V _____

The expansion of Transitional Kindergarten under AB 22 will result in a decline in enrollment in the district’s CDC/Preschool classes for the 2022-2023 school year. In preparation, the district will need to lay off four Preschool Instructors and seven Preschool Assistants at the end of the 2021-2022 school year.

Superintendent's Recommendation: It is recommended that the Board of Trustees adopts Resolution 2022-13 regarding a reduction or discontinuance of Classified service.

6. 2022 CSBA DELEGATE ASSEMBLY ELECTION – REGION 15

M _____
2nd _____
V _____

The Board of Trustees may vote for up to seven candidates for the 2022 CSBA Delegate Assembly Election – Region 15.

Superintendent's Recommendation: It is recommended that the Board of Trustees reaches consensus to vote for the Delegate Assembly nominees of its choice, not to exceed seven candidates.

7. CONSENT CALENDAR/ROUTINE ITEMS OF BUSINESS

M _____
2nd _____
V _____

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

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

Routine Items of Business

- 7-A. Board Meeting Minutes from February 3rd special meeting
- 7-B. Board Meeting Minutes from February 10th regular meeting
- 7-C. Board Meeting Minutes from February 26th special meeting
- 7-D. Personnel Items (Employment Functions, Workshops/Conferences, and Consultants)
- 7-E. Warrants
- 7-F. Purchase Order Listing
- 7-G. Transfers and Adjustments

Consent Items

7-H. INTERVENTION SUMMER SCHOOL

Superintendent's Comments: It is recommended that the Board of Trustees approves plans for the District to provide Intervention Summer School for targeted students.

7-I. APPROVAL OF THE 2022 SPECIAL EDUCATION EXTENDED SCHOOL YEAR PROGRAM

Superintendent’s Comments: It is recommended that the Board of Trustees approves the Extended School Year Program at Plavan Elementary School.

7-J. CALIFORNIA HEALTHY KIDS SURVEY

Superintendent’s Comments: It is recommended that the Board of Trustees approves the California Healthy Kids Survey Memorandum of Understanding between the Fountain Valley School District and WestEd.

7-K. APPROVAL OF CONTRACT BETWEEN FOUNTAIN VALLEY SCHOOL DISTRICT AND ORANGE COUNTY DEPARTMENT OF EDUCATION TO PROVIDE TRAINING FOR TEACHERS ON SPECIAL ASSIGNMENT AND SITE LEAD TEACHERS

Superintendent’s Comments: It is recommended that the Board of Trustees approves the contract with the Orange County Department of Education for professional development services.

7-L. ACCEPT AND AWARD RFO # 14 TO AMS.NET IN THE AMOUNT OF \$507,228.07 TO SUPPLY WIRELESS ACCESS POINTS DISTRICTWIDE

Superintendent’s Comments: It is recommended that the Board of Trustees accepts and awards RFO #14 to AMS.NET to supply Wireless Access Points in every classroom districtwide.

7-M. NON-PUBLIC AGENCY CONTRACTS

Superintendent’s comments: under current consortium budget agreements, any unfunded cost of non-public school or non-public agency placement is a cost to the general fund of the resident district. It is recommended that the following non-public school/agency contracts/addendums be approved and that the west orange county consortium for special education be authorized to receive invoices and process payment.

Non-public School/Agency	100% Contract Cost	Effective Dates
Olive Crest Academy	\$23,235.94	2/8/22-6/30/22
Rossier Park School	\$24,594.34	1/24/22-6/30/22

SUPERINTENDENT’S COMMENTS/NEW ITEMS OF BUSINESS

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

- CLOSED SESSION**

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

- Personnel Matters: *Government Code 54957 and 54957.1*

Appointment/Assignment/Promotion of employees; employee discipline/dismissal/release; evaluation of employee performance; complaints/charges against an employee; other personnel matters.

- Pupil Personnel: *Education Code 35146*
- 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.
- Threat to Public Safety or Facilities: *Government Code 54956.5*
- Consultation with Assistant Superintendent, Personnel, Assistant Superintendent, Business Services and Assistant Superintendent, Educational Services: *Government Code 54956.5*
- Public Employee Employment: *Government Code 54957.1*
Title: Superintendent
- REPORT OUT OF CLOSED SESSION
The Board President will report out on action taken, if any.
- APPROVAL TO ADJOURN

**The next regular meeting of the Fountain Valley School District
Board of Trustees is on Thursday, March 24, 2022 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 luccheser@fvsd.us or calling 714.843.3255 during normal business hours.

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FOUNTAIN VALLEY SCHOOL DISTRICT

PERSONNEL DIVISION

MEMORANDUM

TO: Personnel Commission

FROM: Carmen Serna, Director of Human Resources

SUBJECT: **MINUTES, OF THE BOARD OF TRUSTEES SPECIAL
MEETING OF FEBRUARY 3, 2022**

DATE: March 17, 2022

Attached for your information are the minutes of the Board of Trustees special meeting of February 3, 2022.

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

SPECIAL MEETING OF THE BOARD OF TRUSTEES

10055 Slater Avenue
Fountain Valley, CA 92708

February 3, 2022

MINUTES

President Schultz called the special meeting of the Board of Trustees to order at 5:00pm. CALL TO ORDER

The following board members were present: ROLL CALL

Lisa Schultz	President
Jim Cunneen	President Pro Tem
Steve Schultz	Member
Sandra Crandall	Member

Absent:
Jeanne Galindo Clerk

Motion: Mr. Schultz moved to approve the meeting agenda. AGENDA APPROVAL

Second: Mrs. Crandall

Vote: 5-0

The Pledge of Allegiance was led by Mrs. Crandall. PLEDGE OF ALLEGIANCE

PUBLIC COMMENTS

There were six requests to address the Board of Trustees. Four parents and two students addressed the Board regarding the current masking policy. PUBLIC COMMENTS

LEGISLATIVE SESSION

Motion: Mr. Cunneen moved to approve the Memorandum of Understanding Between Fountain Valley School District and Fountain Valley Education Association. MEMORANDUM OF UNDERSTANDING BETWEEN FOUNTAIN VALLEY SCHOOL DISTRICT AND

Second: Mr. Schultz VALLEY SCHOOL DISTRICT AND

Vote: 5-0

FOUNTAIN
VALLEY
EDUCATION
ASSOCIATION

Mrs. Galindo joined the Closed Session meeting at 5:40PM.

CLOSED SESSION

Mrs. Schultz 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.
- Threat to Public Safety or Facilities: *Government Code 54956.5*
- Consultation with Assistant Superintendent, Personnel, Assistant Superintendent, Business Services and Assistant Superintendent, Educational Services: *Government Code 54956.5*
- Public Employee Employment: *Government Code 54957.1*
Title: Superintendent

Mr. Schultz left the meeting at 6:14PM.

ADJOURNMENT

Motion: Mr. Cunneen moved to adjourn the meeting at 6:16PM.

Second: Mrs. Crandall

Vote: 4-0 (Absent : Mr. Schultz)

/rl

FOUNTAIN VALLEY SCHOOL DISTRICT

PERSONNEL DIVISION

MEMORANDUM

TO: Personnel Commission

FROM: Carmen Serna, Director of Human Resources

SUBJECT: **MINUTES, OF THE BOARD OF TRUSTEES REGULAR
MEETING OF FEBRUARY 10, 2022**

DATE: March 17, 2022

Attached for your information are the minutes of the Board of Trustees regular meeting of February 26, 2022.

Fountain Valley School District
Superintendent's Office

REGULAR MEETING OF THE BOARD OF TRUSTEES

10055 Slater Avenue
Fountain Valley, CA 92708
And Videoconference via Zoom
Meeting Link: https://us02web.zoom.us/webinar/register/WN_4u6W4haPSliNLN7WbJISWw

February 10, 2022

MINUTES

President Schultz called the special meeting of the Board of Trustees to order at 6:30pm. CALL TO ORDER

The following board members were present: ROLL CALL

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

Motion: Mrs. Galindo moved to approve the meeting agenda. AGENDA APPROVAL

Second: Mr. Cunneen

Vote: 5-0

The Pledge of Allegiance was led by Mr. Schultz. PLEDGE OF ALLEGIANCE

SPECIAL PRESENTATIONS

It is an interest of the Board of Trustees to recognize students who display high achievement, improvement or extraordinary effort. The Board recognized seven outstanding students from Gisler Elementary School: Anya Dave (TK), Diana Chau (K), Lia Choe (1st), Kai Kletke (2nd), Jake Phelps (3rd), Jeremy Weimer (4th), and Kailee-Rose Garcia (5th). The Board was joined by the Gisler staff and students' families in celebrating the outstanding accomplishments of these students. RECOGNITION OF GISLER ELEMENTARY SCHOOL STUDENTS

Following the recognition, the Board took a brief recess. RECESS

It is an interest of the Board of Trustees to recognize students who display high achievement, improvement or extraordinary effort. The Board recognized seven outstanding students from Plavan Elementary School: Saul Thompson (TK), Cressida Johnson (K), Gwyneth Bui (1st), Alex Do (2nd), Trina Ta (3rd), Konan Nguyen (4th), and Mark Mekhaiel (5th). The Board was joined by the Plavan staff and students’ families in celebrating the outstanding accomplishments of these students.

RECOGNITION OF
PLAVAN
ELEMENTARY
SCHOOL STUDENTS

Following the recognition, the Board took a brief recess.

RECESS

STAFF REPORTS AND PRESENTATIONS

Assistant Superintendent, Educational Services, Dr. Katherine Stopp, and Director Educational Services, Dr. Jerry Gargus, reviewed with the Board of Trustees the process used to update the District’s Local Control Accountability Plan (LCAP) including , educational partner engagement, use of additional concentration funding, educational partner engagement – one time Federal funds, implementation of ESSER III Expenditure Plan and use of fiscal resources consistent with LCAP. In addition, Dr. Gargus reviewed the LCAP Update to the Budget Overview for Parents and an update on 2021-22 LCAP metrics. Following this, Dr. Stopp shared an update on LCAP expenditures. In closing, Dr. Stopp expressed our great appreciation for our certificated and classified staff, our administrators and our parent community for their resiliency and continued commitment to excellence.

BOARD WORKSHOP:
LOCAL CONTROL
ACCOUNTABILITY
PLAN (LCAP)

BOARD REPORTS AND COMMUNICATIONS

Mrs. Crandall thanked Drs. Stopp and Gargus for their efforts regarding numerous compliance documents included in the agenda this evening. Her activities since the last meeting included: Rotary Most Improved Student honoring a student from Talbert School, visits to Fulton, Courreges, Tamura, Talbert, Newland and Oka, SPC meeting, FVSF meeting, FV Chamber of Commerce breakfast and State of the City luncheon, and two sessions on the State budget by OCDE and OCSBA with Capital Advisors. In addition, she shared an update regarding the superintendent search.

Mr. Schultz thanked Dr. Hinman and our leadership team noting the kindness to teachers regarding pay for absence for COVID in addition to the availability of N95/KN95 masks, testing kits and the stipend for certificated staff for independent study. He also thanked Mrs. Christmas and her staff for their recent online presentations. He shared his thoughts regarding the importance of

showing love for our teachers and the need to write our legislators regarding education funding.

Mr. Cunneen’s activities since the last meeting included: OCTA Citizen Advisory Committee meeting, OCDE State budget briefing and OCSBA session with Capital Advisors, and FV Chamber State of the City. He wished everyone a happy Valentine’s Day.

Mrs. Galindo noted pleasure in seeing that the community’s interest in qualities in a new superintendent align with the Board’s desired qualities. Her activities since the last meeting included: FVSF meeting, noting the postponement of the Taste of Fountain Valley.

Mrs. Schultz noted her focus on learning her new role as Board President. She shared that she has been enjoying her multiple meetings with Dr. Hinman. In addition, she thanked Mrs. Crandall for her work as liaison for the Board during the superintendent search. She thanked her fellow trustees for their service this month.

PUBLIC COMMENTS

There were six requests to address the Board of Trustees. Six parents addressed the Board of Trustees regarding masks in schools.

PUBLIC COMMENTS

LEGISLATIVE SESSION

Motion: Mrs. Crandall moved to approve One Time Supplement to the 2021-22 Local Control Accountability Plan

CONSENT
CALENDAR/ROUTI
NE ITEMS OF
BUSINESS

Second: Mr. Schultz

Vote: 5-0

Motion: Mrs. Galindo moved to adopt Resolution 2022-12 Adopting Staffing Flexibility Measures in Accordance with Governor Newsom’s Executive Order N-3-22.

CONSENT
CALENDAR/ROUTI
NE ITEMS OF
BUSINESS

Second: Mr. Cunneen

Vote: 5-0

Motion: Mr. Cunneen moved to approve the Consent Calendar. CONSENT CALENDAR/ROUTINE ITEMS OF BUSINESS

Second: Mrs. Galindo

Vote: 5-0

The Consent Calendar included:

- Board Meeting Minutes from January 13th regular meeting
- Personnel Items (Employment Functions, Workshops/Conferences, and Consultants)
- Donations
- Warrants
- Purchase Order Listing
- Contract With Orange County Department of Education for Customized Outdoor Classroom Training For Preschool Staff
- Single Plans for Student Achievement
- School Accountability Report Cards (SARCS)
- Consolidated Application - Winter Release 2021
- Approve the Contract with Incotechnic, Inc for The Site Work Associated with The Talbert Science Buildings Complete and Authorize Staff to File the Appropriate Notices of Completion
- Approve Agreement for Student Transportation Services Between the Orange County School Districts
- Approve Change Order #2 For the Oka Elementary School Measure O HVAC And Modernization Project
- Memorandum Of Understanding Between Fountain Valley School District and Fountain Valley Education Association
- Memorandum of Understanding Between Fountain Valley School District and California School Employees Association and Its' Chapter #358

Non-public School/Agency	100% Contract Cost	Effective Dates
Rossier Park Elementary	N/A	1/18/22-6/30/22
Rossier Park Elementary	\$24,355.56	1/18/22-6/30/22

SUPERINTENDENT’S COMMENTS/NEW ITEMS OF BUSINESS

Dr. Hinman Commended Dr. Stopp and Dr. Gargus for the outstanding work in preparing the items shared this evening. In addition, he expressed his appreciation to the Board for recently allowing him to attend the ACSA Superintendents

Symposium where there was great buzz regarding our superintendent search. He noted his confidence that there will be a phenomenal pool of candidates.

CLOSED SESSION

Mrs. Schultz announced that the Board would retire into Closed Session. Action was 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.
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Update and review of negotiations with the FVEA and CSEA Bargaining Units with the Board’s designated representative, Cathie Abdel.
- Threat to Public Safety or Facilities: *Government Code 54956.5*
- Consultation with Assistant Superintendent, Personnel, Assistant Superintendent, Business Services and Assistant Superintendent, Educational Services: *Government Code 54956.5*
- Public Employee Employment: *Government Code 54957.1*
Title: Superintendent

READOUT

Mrs. Schultz made the following announcement of action taken in Closed Session:

**CLOSED SESSION
READOUT**

“On the motion of Mr. Cunneen and the second of Mrs. Galindo, the Board took action by a vote of 5-0 to approve the Stipulated Agreement for Suspended Expulsion between the Fountain Valley School District and student #294845.”

ADJOURNMENT

Motion: Mr. Cunneen moved to adjourn the meeting at 10:37PM.

Second: Mrs. Galindo

Vote: 5-0

/rl

FOUNTAIN VALLEY SCHOOL DISTRICT

PERSONNEL DIVISION

MEMORANDUM

TO: Personnel Commission

FROM: Carmen Serna, Director of Human Resources

SUBJECT: **MINUTES, OF THE BOARD OF TRUSTEES SPECIAL
MEETING OF FEBRUARY 26, 2022**

DATE: March 17, 2022

Attached for your information are the minutes of the Board of Trustees special meeting of February 26, 2022.

Fountain Valley School District
Superintendent's Office

SPECIAL MEETING OF THE BOARD OF TRUSTEES

10055 Slater Avenue
Fountain Valley, CA 92708

February 26, 2022

MINUTES

President Schultz called the special meeting of the Board of Trustees to order at 9:32am.

CALL TO ORDER

The following board members were present:

ROLL CALL

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

Motion: Mrs. Galindo moved to approve the meeting agenda.

AGENDA APPROVAL

Second: Mrs. Crandall

Vote: 5-0

The Pledge of Allegiance was led by Mr. Cunneen.

PLEDGE OF
ALLEGIANCE

PUBLIC COMMENTS

There were no requests to address the Board of Trustees.

PUBLIC COMMENTS

CLOSED SESSION

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

CLOSED SESSION

- Public Employee Employment/Discussion:
Government Code 54957.1
Position: Superintendent

ADJOURNMENT

Motion: Mr. Cunneen moved to adjourn the meeting at 1:37PM

Second: Mrs. Crandall

Vote: 5-0

/rl

FOUNTAIN VALLEY SCHOOL DISTRICT

PERSONNEL DIVISION

MEMORANDUM

TO: Personnel Commission
FROM: Carmen Serna, Director of Human Resources
SUBJECT: **ELIGIBILITY LISTS**
DATE: March 17, 2022

Attached are the eligibility lists for:

ESP Instructor

Office Assistant

Purchasing Technician

RECOMMENDATION

The Personnel Commission approve the eligibility lists enumerated above.

Attachments #7-#8

ELIGIBILITY LIST
ESP Instructor
Merged (Updated 3/09/2022)

RANK	NAME	EXPIRES
1	Diana Cerda	3-09-23
2	Megan Ching	8-16-22
3	Monica Alexanians	8-16-22
4	Janae Juhala	8-26-22
5	Rylie McCobb	8-26-22
6	Alyssa Escalante	8-26-22
7	Joshua Cortez	3-09-23

ELIGIBILITY LIST
Purchasing Technician
EXPIRES 3-07-23

RANK	NAME
1	Natalia Bello
2	Maria Calvillo
3	Sara Mackay
4	Michelle Sampson
5	Lynn Chuang

ELIGIBILITY LIST
Office Assistant
EXPIRES 3-15-23

RAN K	NAME
1	Elizabeth Hindman
2	Bobbie Banner
3	Andrea Bautista
4	Erika Lieu
5	Janette Delgado
5	Jeanine Mandrup
6	Christine Hart
6	Hong Phan
7	Varonyka Lamb
8	Martha Cope
8	Laura Lytle
9	Kimberly Cooper
10	Angela Willhite
11	Tracie Wadsworth
12	Carla Whitlock
13	Nancy Stapp
14	Nessa Ji
15	Jennifer Stock
16	Alex Coerper

FOUNTAIN VALLEY SCHOOL DISTRICT

PERSONNEL DIVISION

MEMORANDUM

TO: Personnel Commission

FROM: Carmen Serna, Director of Human Resources

SUBJECT: **JOB ANNOUNCEMENTS**

DATE: March 18, 2022

The job announcements posted since the last regular meeting of the Personnel Commission are attached as informational items:

Interdepartmental

Health Assistant

Dual Certification:

Substitute Services Technician



Fountain Valley School District

Personnel Commission

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

CLASSIFIED EMPLOYMENT OPPORTUNITY

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

POSTING DATE:	March 14, 2022
CLOSING DATE:	March 18, 2022 at 3:00 p.m.
SALARY:	Current rate of pay
HOURS:	27.5 hrs/wk, 5.5 hours per day, Monday – Friday, 8:00 a.m. – 1:30 p.m.
TERM:	9.6 months per year
VACANCY:	1 position at Oka School

THE JOB

Under direction of an assigned supervisor, this position assists the school nurse in providing health services to students; administers first aid and medication to students; tracks immunizations and waivers; and performs a variety of supportive duties related to providing health services to students. The ideal candidate is organized with good attention to detail and is good with people.

APPLICATION PROCEDURE

Present employees in the classification of Health Assistant wanting to transfer must send a written request to the Personnel Department or e-mail to (johnsond@fvzd.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 3:00 p.m., Friday, March 18, 2022. **POSTMARKS WILL NOT BE ACCEPTED.**

APPOINTMENT/CERTIFICATION

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

<p>The Fountain Valley School District is an Equal Opportunity Employer and does not discriminate on the basis of race, national origin, gender, age, marital status, religion, or disability in compliance with federal and state laws.</p>
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No portion of this announcement is an express or implied contract with applicants. The Personnel Commission reserves the right to cancel, change, or rescind any portion of this announcement at any time.

Regular employees assigned four or more hours per day will become members of the Public Employees Retirement System. All regular classified employees will have the opportunity to become members of California School Employees Association.



Fountain Valley School District

Personnel Commission

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

CLASSIFIED EMPLOYMENT OPPORTUNITY SUBSTITUTE SERVICES TECHNICIAN Dual Certification (*Open and Promotional*)

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

POSTING DATE:	March 14, 2022
CLOSING DATE:	April 4, 2022 by 3:00 p.m.
SALARY:	\$22.07 - \$26.80 per hour (Range 41, 5 steps) *Per CSEA contract, hiring may be made up to step 3
HOURS	40 hours/week, Monday-Friday, Hours to be determined
TERM:	10.2 months a year
LOCATION:	District Office
VACANCY:	One position

ESSENTIAL FUNCTIONS

- Coordinates the substitute process and dispatches district substitutes for the purpose of ensuring staffing coverage at school sites daily
- Enrolls new substitute teachers
- Maintains automated substitute calling systems
- Responds to same day/emergency requests for substitutes for the purpose of providing immediate staffing for classroom coverage
- Responds to inquiries for the purpose of providing customer service and information to substitutes and staff
- Supports the credentialing process and troubleshoots the Frontline (Aesop) Substitute System
- Reconciles substitute payroll information
- Greets and assists individuals entering the building
- Assists the Personnel Department in the completion of a variety of tasks
- Maintains a variety of confidential personnel records and files
- Performs a variety of clerical duties as assigned
- Prepares written materials for the purpose of documenting activities, providing written reference, and/or conveying information

SEE OTHER SIDE

JOB REQUIREMENTS AND MINIMUM QUALIFICATIONS

Skills, Knowledge and Abilities are required to

- Operates standard office equipment including using pertinent software applications; and preparing and maintaining accurate records
- Knowledge of business telephone etiquette, office methods and practices, and pertinent software applications
- Adapts to changing work priorities
- Communicates with diverse groups
- Maintains confidentiality
- Meets deadlines and schedules
- Works with detailed information/data

JOB DESCRIPTION can be found on the Fountain Valley School District website at www.fvds.us under Departments/Personnel Services/Classified/Job Descriptions or clicking here

EDUCATION AND EXPERIENCE REQUIREMENTS

- High school diploma or equivalent
- Job related experience is required

APPLICATION PROCESS

Applicants must complete a District application obtained through our website at www.fvds.us. All application materials must be submitted through Ed Join by 3:00 p.m. on Sunday, April 4, 2022.

EXAMINATION PROCESS

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

Written Test (50%).....	April 5, 2022 at 9:00 a.m.
Oral Interview (50%).....	April 7, 2022
<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 and screening for tuberculosis.

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