

FOUNTAIN VALLEY SCHOOL DISTRICT PERSONNEL COMMISSION

Regular Meeting AGENDA

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

April 25, 2024
3:30 p.m.

Mr. William Mullin, Chairperson (Absent)
Mrs. Carol Davis, Vice Chairperson
Mr. Tony McCombs, 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, March 28, 2024** *Action*
(Attachment #1)
4. **Agenda, Regular Meeting of the Board of Trustees, April 18, 2024** *Information*
(Attachment #2)
5. **Minutes, Regular Meeting of the Board of Trustees, March 14, 2024** *Information*
(Attachment #3)
6. **Director's Report** *Information*
7. **Commissioner's 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. **Budget Update Presentation- Assistant Superintendent Business: Chris Fullerton**

Information

10. **Eligibility Lists**

Behavior Intervention Assistant, Bus Driver, Food Services Operator/Delivery Driver, Food Services Worker, Head Custodian, Warehouse Operator/Delivery Driver

(Attachments #4-8)

Action

PERSONNEL

11. **Job Announcements**

(Attachments #9-11)

Information

FINANCIAL

12. **Personnel Commission Budget – Year to Date**

(Attachment #12)

Information

CLOSED SESSION

13. **Closed Session**

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

1. Personnel
2. Legal Advice

NEXT MEETING

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

May 23, 2024

3:30 p.m.

PDC Room

ADJOURNMENT

15. **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 MARCH 28, 2024**

DATE: April 16, 2024

Attached for your approval are the minutes of the Personnel Commission's regular meeting of March 28, 2024.

RECOMMENDATION

The Personnel Commission approves the minutes of the March 28, 2024, Personnel Commission regular meeting.

Attachment #1

FOUNTAIN VALLEY SCHOOL DISTRICT PERSONNEL COMMISSION

REGULAR MEETING

MINUTES

March 28, 2024

3:30 p.m.

Mr. Mullin called the Regular Meeting of the Personnel Commission to order at 3:33 p.m. in the PDC Room at 10055 Slater Avenue, Fountain Valley, California 92708. Mrs. Davis led the Pledge of Allegiance.

Present for the entire meeting:

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

GENERAL FUNCTIONS

Approval of Agenda

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

Introduction of Guests

Chris Olson attended.

Introduction of Staff

Ms. Johnson and Ms. Abdel attended.

Minutes, Regular Meeting of the Personnel Commission, February 22, 2024

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

Minutes, Special Meeting of the Personnel Commission, February 28, 2024

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

Minutes, Regular Meeting of the Board of Trustees, February 8, 2024

Presented as an information item only.

Director's Report

Mrs. Serna shared that open house for the middle schools was held on March 21, 2024, and the elementary school's open house will be held tonight. She is looking forward to attending Courreges's open house with Dr. Stopp and Board member, Mr. Cole. Mrs. Serna stated she also attended the Rotary Most Improved Breakfast on March 19th where we honored some very deserving students. It was a great event and very heartwarming.

She invited the commissioners to attend the Fountain Valley School District Annual Art Show, which is coming up on April 16, 2024, at 4:00 p.m. The show gives us an opportunity to honor those students and their art while also having their loved ones attend. There will be music and various stations for the students to enjoy.

Mrs. Serna distributed and discussed the 2024-2025 academic calendar approved by the Board of Trustees. We are moving to align our start times with other school districts and will start prior to Labor Day next year. The

first day of school will be August 28, 2024, and the school year will end on June 13, 2025. The calendar also contains all the school holidays for classified employees for the next school year.

The Board of Trustees approved and offered an early retirement incentive again this year to classified school employees. This year we had twelve members eligible for the early retirement incentive. It allows us to plan ahead, and our members are then able to benefit from the incentive offered.

We have been busy since the last time we met. We have hired three ESP Assistants, five Instructional Assistants in special education, one Administrative Assistant, one Noon Duty Aide and two Food Services Workers. We have numerous openings and continue with testing, interviews, and hiring.

Commissioners' Comments

Mrs. Davis also attended the Rotary Most Improved Breakfast where her grandson was honored and expressed how special it was. Mrs. Davis thanked Mrs. Serna for her kind words.

Mr. McCombs stated he enjoyed the three days of the CSPCA conference in Monterey. The conference was informative. Topics offered were the Commissioner's Boot Camp, AI Technology and the Evolution in Education, Class and Compensation Studies, Job Analysis, and a sundry of other workshops. It was great to get together with other leaders, support operators and peers to support and serve our communities.

Mr. Mullin also enjoyed the CSPCA conference. It was well run and fast paced. The sessions were very informative and contained new information and laws. This includes the new law on sick leave which includes 5 days and other types of leave now included. He attended a session on reasonable accommodation and how to keep track of those accommodations and a session on insurance issues. There was also a lot of discussion on the reduction in the student population and how it affects the different school districts statewide.

Public Comments

Ms. Olson stated the school office managers appreciate the district and Ms. Abdel working to increase the ASB stipend for middle schools. It is very much appreciated. Ms. Olson invited all the commissioners to the pizza party after our Employee Appreciation Night on May 23, 2024. Ms. Abdel shared our district office head custodian Oai Nguyen is retiring and we held an ice cream social for him yesterday. Please wish him well if you see him.

ADMINISTRATION

Certification of Eligibility Lists

Mr. McCombs moved to approve the eligibility lists for ESP Assistant, ESP Instructor, Instructional Assistant, Instructional Assistant - ABA, Instructional Assistant – Moderate/Severe, Office Assistant, Preschool Assistant, and Special Education Data Technician. Mrs. Davis seconded the motion. Motion carried.

PERSONNEL

Job Announcements

No announcements were presented or reviewed at this meeting.

FINANCIAL

No items were presented.

CLOSED SESSION

No closed session was required.

NEXT MEETING

The next meeting of the Personnel Commission will be:

**Regular Meeting:
April 25, 2024, at 3:30 p.m.
Board Room**

ADJOURNMENT

The March 28, 2024, regular meeting of the Personnel Commission adjourned at 4:00 p.m.

Mr. Mullin, Chairperson

Mrs. Davis, 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 REGULAR MEETING OF APRIL 18, 2024**

DATE: April 16, 2024

Attached is the agenda for the regular meeting of the Board of Trustees on April 18, 2024.



**FOUNTAIN VALLEY
SCHOOL DISTRICT**
Board of Trustees Meeting

Board of Trustees Regular Meeting - Apr 18 2024 Agenda

Thursday, April 18, 2024 at 6:00 PM

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

A. CALL TO ORDER- 6:00 P.M.

1. Pledge of Allegiance
2. Roll Call
 - Steve Schultz, President
 - Sandra Crandall, President Pro Tem
 - Dennis Cole, Clerk
 - Phu Nguyen, Member
 - Jeanne Galindo, Member

B. APPROVAL OF AGENDA

1. Agenda for April 18 Regular Board of Trustees Meeting
ACTION:

C. RECOGNITION/ANNOUNCEMENT

1. Piece of Praise
It is in the interest of the Board of Trustees to recognize and share appreciation of specific educational partners who have made an outstanding contribution to the FVSD educational community.

D. SPECIAL PRESENTATION

1. Recognition of Oka Elementary School Students -- Lighthouse Leadership Awards
It is in the interest of the Board of Trustees to recognize students who display leadership through the FVSD Guiding Principles: perseverance, citizenship, leadership, teamwork, integrity, respect, and love. The Board will recognize eight outstanding students from

Oka Elementary School.

2. Recognition of Cox Elementary School Students -- Lighthouse Leadership Awards

It is in the interest of the Board of Trustees to recognize students who display leadership through the FVSD Guiding Principles:

perseverance, citizenship, leadership, teamwork, integrity, respect, and love. The Board will recognize eight outstanding students from

Cox Elementary School.

E. BOARD MEMBER REPORTS

F. PUBLIC COMMENTS

Community and staff members are welcome to address the Board of Trustees on any item listed on the Agenda of Business or any other item of specific concern.

To address the Board of Trustees, please comply with the procedures listed on the yellow Public Comment form *For Persons Wishing to Address the Board of Trustees* and give the form to the Public Information Officer/Executive Assistant to the Superintendent. Each speaker is limited to 3 minutes.

As a reminder, Board protocols and California law do not allow Board members to discuss public comments or attempt to answer questions posed by a speaker during the public comment time. If appropriate, the Superintendent will ask staff to follow up with speakers.

G. LEGISLATIVE ITEMS

1. Board Policy 6154 Homework/Makeup Work (First Reading)

Background:

In the continued effort to maintain a set of current board policies, it is necessary to bring policies to the Board of Trustees for revision due to changes in Education Code or statute. The California School Boards Association or the Orange County Department of Education informs the District of mandated changes through alerts.

In other instances, the Board of Trustees may direct staff to consider updates to Board Policy. In August 2024, the Board of Trustees directed staff to review the District's current board policy regarding Homework/Makeup Work (BP 6154). Over the course of several months, the Education Services team convened a committee of parents, teachers, site administrators, and students to gather input from educational partners. The committee's work is reflected in the recommended changes to Board Policy 6154 Homework/Makeup Work and in updates to Administrative Regulation 6154 which do not require Board Approval.

Submitted By:

Educational Services

Attachment:

[BP 6154 Homework/Makeup Work](#) 

It is recommended that the Board of Trustees approves the revisions to Board Policy 6154 for first reading and adoption, with necessary changes as indicated by the Board of Trustees.

2. Board Policy 3516 Emergencies and Disaster Preparedness Plan (First Reading)

Background:

In the continued effort to maintain a set of current board policies, it is necessary to bring policies to the Board of Trustees for revision due to changes in Education Code or statute. The California School Boards Association or the Orange County Department of Education informs the District of mandated changes through alerts.

Board Policy 3516 Emergencies and Disaster Preparedness Plan requires updates to reflect changes in Education Code related to specifically including earthquake procedures, adaptations for individuals with disabilities and training for staff. BP 3516 is being brought to the Board of Trustees for approval for first reading.

Submitted By:

Business Services

Attachment:

Board Policy 3516 Emergencies and Disaster Preparedness Plan
[3516 Emergencies and Disaster Preparedness Plan](#) 

It is recommended that the Board of Trustees approves the revisions to Board Policy 3516 for first reading and adoption, with necessary changes as indicated by the Board of Trustees.

3. Board Policy 3550 Food Service/Child Nutrition Program (First Reading)

Background:

In the continued effort to maintain a set of current board policies, it is necessary to bring policies to the Board of Trustees for revision due to changes in Education Code or statute. The California School Boards Association or the Orange County Department of Education informs the District of mandated changes through alerts.

Board Policy 3550 Food Service/Child Nutrition Program requires updates to reflect changes in Education Code related to universal feeding and language updates. BP 3550 is being brought to the Board of Trustees for approval for first reading.

Submitted By:

Business Services

Attachment:

Board Policy 3550 Food Service/Child Nutrition Program

[3550 Food Service Child Nutrition Program](#) 

It is recommended that the Board of Trustees approves the revisions to Board Policy 3550 for first reading and adoption, with necessary changes as indicated by the Board of Trustees.

4. Board Policy 3553 Free and Reduced Price Meals (First Reading)

Background:

In the continued effort to maintain a set of current board policies, it is necessary to bring policies to the Board of Trustees for revision due to changes in Education Code or statute. The California School Boards Association or the Orange County Department of Education informs the District of mandated changes through alerts.

Board Policy 3553 Free and Reduced Price Meals requires updates to reflect changes in Education Code related to universal feeding and language updates. BP 3553 is being brought to the Board of Trustees for approval for first reading.

Submitted By:

Business Services

Attachment:

Board Policy 3553 Free and Reduced Price Meals

[3553 Free and Reduced Price Meals](#) 

It is recommended that the Board of Trustees approves the revisions to Board Policy 3553 for first reading and adoption, with necessary changes as indicated by the Board of Trustees.

5. Resolution 2024-19 Adoption of Final Classified Layoff Decision

Background:

Effective January 1, 2022, AB 438 requires school districts to provide classified employees the same layoff notice and hearing rights as certificated employees. Fountain Valley School District is required to issue permanent classified employees with initial notices of layoff no later than March 15.

On March 14, 2024, the Board of Trustees adopted Resolution Number 2023-2024 No. 12, which called for the reduction in hours or termination of 3 classified Guidance Technician positions and directed the Superintendent/designee to provide notification to

those employees affected.

The next step in the layoff process requires the Assistant Superintendent of Personnel/designee to provide final notice to the classified employees impacted by the layoff through reduction in hours, bumping, or termination noted in Appendix 1 of the final layoff list no later than May 15, 2024.

Submitted by:

Human Resources

Attachments:

[Final Board Resolution 2023-2024-19.pdf](#) 

[Appendix 1 Final Layoff List Names.pdf](#) 

It is recommended that the Board of Trustees adopt the final classified layoff decision and final layoff list in the matter of the reduction of force of Guidance Technician of the Fountain Valley School District.

6. Resolution 2024-15: Day of the Teacher and Teacher Appreciation Week

Background:

The Board of Trustees joins staff and our community in saluting our teachers and thanking each and every one of them for their outstanding efforts to continuously imagine, inspire, and involve our students.

Submitted by:

Superintendent's Office

Attachments:

[Res 2024-15 Teacher Appreciation.docx](#) 

It is recommended that the Board of Trustees adopts Resolution 2024-15 In Celebration of May 8, 2024, as California's Day of the Teacher and May 6-10, 2024, as Teacher Appreciation Week.

7. Resolution 2024-16: Classified Employee Appreciation Week

Background:

In celebration of our classified professionals who provide valuable services to the schools and students of the Fountain Valley School District, the District is honored to celebrate May 19-25, 2024 as Classified Employee Week.

Submitted by:

Superintendent's Office

Attachments:

[RES 2024-16 Classified Appreciation.docx](#) 

It is recommended that the Board of Trustees adopts Resolution 2024-16 in celebration of Fountain Valley School District's Classified Employee Week.

8. Resolution 2024-17: National Nurses Day

Background:

The Board of Trustees joins staff and our community in saluting our nurses for their dedication and excellence in a challenging role and celebrates their ongoing commitment to the safety and health of Fountain Valley School District's children on National School Nurse Day, May 8, 2024.

Submitted by:

Superintendent's Office

Attachments:

[Res 2024-17 Resolution for School Nurses.docx](#)  :

It is recommended that the Board of Trustees adopts Resolution 2024-17: Resolution of Appreciation to our School Nurses on National School Nurse Day, May 8, 2024.

9. Resolution 2024-18: Speech/Language Pathologists

Background:

In honor of our outstanding Speech/Language Pathologists who have earned the admiration and respect of our teachers, administrators, students, parents, and the Board as they raise public awareness of speech and language, we are pleased to celebrate them during May 2024: Better Speech and Hearing Month.

Submitted by:

Superintendent's Office

Attachments:

[Proclamation for Speech-Language Therapists 2024.docx](#) 

It is recommended that the Board of Trustees adopts Resolution 2024-18: Resolution of Appreciation to our Speech/Language Pathologists.

H. CONSENT CALENDAR/ ROUTINE ITEMS OF BUSINESS

ACTION: Approval of Consent Agenda Items

1. Minutes of March 14 Board of Education Meeting

[Board of Trustees Regular Meeting - Mar 14, 2024 - Minutes](#) 

2. Classified Personnel Report

Background:

Approval of the consent calendar will approve the Classified Personnel Report, including various actions required to meet the needs of the District.

It is necessary to process various personnel actions to meet staffing and operational needs. Compensation to personnel is within budgeted amounts in accordance with Board Policy.

Submitted by:

Human Resources

Recommended Action:

Approval/Ratification of the Classified Personnel Report.

Attachments:

[2.0 Classified Personnel Items 2024-04-18.pdf](#) 

Approval/Ratification of the Classified Personnel Report

3. **Certificated Personnel Items**

Background:

Approval of the consent calendar will approve the Certificated Personnel items, including various actions required to meet the needs of the District.

It is necessary to process various personnel actions to meet staffing and operational needs. Compensation to personnel is within budgeted amounts in accordance with Board Policy.

Submitted by:

Personnel Services

Recommended Action: Approval/Ratification of the Certificated Personnel items.

Attachments:

[Certificated Personnel Items](#) 

4. **Ed Services Personnel Items**

Background:

Approval of the consent calendar will approve the Educational Services Personnel items, including various actions that are required to meet the needs of the District.

It is necessary to process various personnel actions to meet staffing and operational needs. Compensation to personnel is within budgeted amounts in accordance with Board Policy.

Submitted by:

Educational Services

Recommended Action: Approval/Ratification of the Educational

Services Personnel items.

Attachments:

[Educational Services Personnel Items 2024 APR 18.pdf](#) 

5. Ed Services Personnel Items

Background:

Approval of the consent calendar will approve the Educational Services Personnel items, including various actions that are required to meet the needs of the District.

It is necessary to process various personnel actions to meet staffing and operational needs. Compensation to personnel is within budgeted amounts in accordance with Board Policy.

Submitted by:

Educational Services

Recommended Action: Approval/Ratification of the Educational Services Personnel items.

Attachments:

[Educational Services Personnel Items 2024 APR 18.pdf](#) 

6. Donations

Donations received by the District or school site are sent to the Business Services Department, and must be approved by the Board of Trustees, before the funds can be deposited into the appropriate account.

Attachments:

[Donations.pdf](#) 

7. Purchase Orders

Background:

Purchase orders have been processed in accordance with the rules and regulations of the Board of Trustees and applicable legal requirements of the State of California.

Submitted by:

Business Services

Attachments:

[PO CHANGE REPORT 02-28-2024 TO 04-10-2024.pdf](#)  [PO REPORT 02-28-2024 TO 04-10-2024.pdf](#) 

8. Warrants

Background:

In order for vendors to be paid, the County School Claims Office requires all vendors' checks to be approved by the Board of Trustees.

Submitted by:

Business Services

Attachments:

[Warrants 2024 APR 18.pdf](#) 

9. Budget Adjustments & Transfers

Background:

Education Code Sections 42600, 42601, 42602, and 42610 address conditions for budget transfers and revisions. Based on these code sections, the oversight agency of the District requires that all budget adjustments and budget transfers be approved at official meetings of the District's Board of Education prior to submitting them to the County Superintendent of Schools for approval.

Submitted by:

Business Services

Attachments:

[Budget Adjustments-03.31.24.pdf](#) 

[Budget Transfers-03.31.2024.pdf](#) 

10. Williams Uniform Complaint Quarterly Report (Q#3: Jan 1-Mar 31)

Background:

The Orange County Department of Education is requesting the report of uniform complaints received in your district per the requirements of Education Code section 35186(d).1 This is a reporting requirement for all school districts and county-operated programs.

Recommended Action:

It is recommended that the Board of Trustees receives and approves the Williams Quarterly Report for the third quarter of the 2023-24 year and approves its submittal to the Orange County Department of Education.

Submitted by:

Superintendent's Office

Attachments:

[UCP Report Form District -- 2023-24 -- FVSD -- Q3.pdf](#) 

11. Board Policy 1330 Use of School Facilities (Second Reading)

Background:

In the continued effort to maintain a set of current board policies, it is necessary to bring policies to the Board of Trustees for revision due to changes in Education Code or statute. The California School Boards Association or the Orange County Department of Education informs

the District of mandated changes through alerts.

Board Policy 1330 Use of School Facilities requires updates to reflect changes in Education Code related to expending funds collected as capital direct costs and the use of school facilities as polling places. BP 1330 is being brought to the Board of Trustees for approval for second reading.

Submitted By:

Business Services

Attachment:

[1330 Use of School Facilities](#) 

Recommendation:

It is recommended that the Board of Trustees approves the revisions to Board Policy 1330 for adoption.

12. Board Policy 3312 Contracts (Second Reading)

Background:

In the continued effort to maintain a set of current board policies, it is necessary to bring policies to the Board of Trustees for revision due to changes in Education Code or statute. The California School Boards Association or the Orange County Department of Education informs the District of mandated changes through alerts.

Board Policy 3312 Contracts requires updates to reflect changes in Education Code related to wording explicitly stating that Board member and district employees involved in making and approving contracts must comply with the District's conflict of interest policy. BP 3312 is being brought to the Board of Trustees for approval for second reading.

Submitted By:

Business Services

Attachment:

[3312 Contracts](#) 

Recommendation:

It is recommended that the Board of Trustees approves the revisions to Board Policy 3312 for adoption.

13. Approval of Consulting Services Agreement with Total Compensation Systems, Inc. for Post-Employment Benefits Actuarial Study

Background:

The District currently utilizes Total Compensation Systems, Inc. for its Retiree Health Benefits Actuarial Studies. These studies allow the district to determine its liability for post-employment benefits other

than pensions (GASB 45). The District is required to obtain its complete biennial report this year with a valuation date to coincide with the end of the fiscal year ending June 30, 2024.

In addition, beginning in 2018, there was a new GASB 74/75 requirement for actuarial calculations for the “off year” of the two-year valuation cycle.

The District has contracted with Total Compensation Systems, Inc. since 2007 to comply with these reporting requirements.

Fiscal Impact:

The fees associated with the complete biennial report (June 30, 2024) are estimated at \$7,110, and the fees associated with the off-year report (June 30, 2025) are estimated at \$3,555. This reflects a 10% discount for existing clients.

Recommended Action:

It is recommended that the Board of Trustees approve the consulting services agreement and authorize the Superintendent or designee to sign all required documents.

Submitted by:

Business Services

Attachments:

[FountainValleyESDGASB75Proposal2024.pdf](#) 

[FountainValleyESDGASB75Contract2024.pdf](#) 

14. Board Policy 3460 Financial Reports and Accountability
(Second Reading)

Background:

In the continued effort to maintain a set of current board policies, it is necessary to bring policies to the Board of Trustees for revision due to changes in Education Code, statute or best practice. The California School Boards Association or the Orange County Department of Education informs the District of changes through alerts.

Board Policy 3460 Financial Reports and Accountability requires updates to reflect the addition of process language in the event that the District becomes insolvent. BP 3460 is being brought to the Board of Trustees for approval for second reading.

Submitted By:

Business Services

Attachment:

[3460 Financial Reports and Accountability](#) 

Recommendation:

It is recommended that the Board of Trustees approves the revisions

to Board Policy 3460 for adoption.

15. Board Policy 3551 Food Service Operations/Cafeteria Fund
(Second Reading)

Background:

In the continued effort to maintain a set of current board policies, it is necessary to bring policies to the Board of Trustees for revision due to changes in Education Code, statute or best practice. The California School Boards Association or the Orange County Department of Education informs the District of changes through alerts.

Board Policy 3551 Food Service Operations/Cafeteria Fund requires updates to reflect the addition of language related to universal feeding and the procurement of food, equipment, and supplies. BP 3551 is being brought to the Board of Trustees for approval for second reading.

Submitted By:

Business Services

Attachment:

[3551 Food Service Operations Cafeteria Fund](#) 

Recommendation:

It is recommended that the Board of Trustees approves the revisions to Board policy 3551 for adoption.

16. APPROVE/RATIFY NON-PUBLIC AGENCY CONTRACTS

Background:

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.

Recommended Action:

It is recommended that the following non-public school/agency contracts/addendums be approved, and the West Orange County Consortium for Special Education be authorized to receive invoices and process payment.

Submitted by:

Educational Services

Attachments:

[04-18-24 Board NPA-S Contracts Approval FVSD 03282024-P.pdf](#) 

I. SUPERINTENDENT'S REPORT/ NEW BUSINESS

J. CLOSED SESSION

1. 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.
2. 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.
3. Consultation with Assistant Superintendent, Personnel, Assistant Superintendent, Business Services and Assistant Superintendent, Educational Services: Government Code 54956.5

K. REPORT OF CLOSED SESSION

1. The Board President will report out on action taken if any.

L. ADJOURNMENT

1. Meeting Adjourned
ACTION:
2. Next Meeting May 9, 2024

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 MARCH 28, 2024**

DATE: April 16, 2024

Attached are the minutes for the regular meeting of the Board of Trustees on March 28, 2024.



**FOUNTAIN VALLEY
SCHOOL DISTRICT**
Board of Trustees Meeting

Board of Trustees Regular Meeting - Mar 14 2024 Minutes

Thursday, March 14, 2024 at 6:00 PM

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

A. CALL TO ORDER- 6:00 P.M.

1. Pledge of Allegiance
2. Roll Call
 - Steve Schultz, President
 - Sandra Crandall, President Pro Tem
 - Dennis Cole, Clerk
 - Phu Nguyen, Member
 - Jeanne Galindo, Member

B. APPROVAL OF AGENDA

1. Agenda for March 14, 2024, Regular Board of Trustees Meeting
ACTION:

Moved by: Jeanne Galindo

Seconded by: Dennis Cole

Carried 5:0

C. RECOGNITION/ANNOUNCEMENT

1. Piece of Praise
It is in the interest of the Board of Trustees to recognize and share appreciation of specific educational partners who have made an outstanding contribution to the FVSD educational community.

On behalf of the Board of Trustees, Mrs. Galindo shared a Piece of Praise for the Fountain Valley Schools Foundation. Their mission is to enrich the academic experience of every FVSD student by providing resources to inspire them to think, create, and achieve.

They supplement school funding in STEAM-related programming with the money they raise from events such as the Festival of Trees and the annual Marc Ecker Golf Tournament. The FV Schools Foundation projects have a special emphasis on including ALL students. Some of the support highlights include:

Funding the after-school music programs, including choir, orchestra, jazz, rock band, and the newest addition-show, choir!

3D printers for each of the middle schools

Music stands for orchestra and band

\$3,000-5,000 for the libraries to purchase new books and educational media equipment

Hand-held inventory scanners for every school library

After-school STEM and Robotics classes

Robotics tools for existing elementary programs

Summer school classes when our district could not due to budget cuts.

Their contributions are significant and have made a positive impact.

D. SPECIAL PRESENTATION

1. Recognition of Newland Elementary School Students -- Lighthouse Leadership Awards

It is an interest of the Board of Trustees to recognize students who display leadership through the FVSD Guiding Principles: perseverance, citizenship, leadership, teamwork, integrity, respect, and love. The Board recognized eight outstanding students from **Newland Elementary School.**

Transitional Kindergarten Andrew Avila

Kindergarten	Zoe Crumpler
Kindergarten	Finley Thai
First Grade	Christopher Parks
Second Grade	Jaxson Deritis
Third Grade	Levi Marcz
Fourth Grade	Jeffrey Millar
Fifth Grade	Audrey Harris

2. Recognition Of Talbert Middle School Students -- Lighthouse Leadership Awards

It is an interest of the Board of Trustees to recognize students who display leadership through the FVSD Guiding Principles: perseverance, citizenship, leadership, teamwork, integrity, respect, and love. The Board will recognize six outstanding students from **Talbert Middle School**.

Sixth Grade	Levi Sotolongo
Sixth Grade	Marina Mansour
Seventh Grade	Ainsley Dadakis
Seventh Grade	Hailey Pham
Eighth Grade	Travis Nguyen
Eighth Grade	Leianna Dunning

E. STAFF REPORTS

1. Second Interim Report Presentation (Written and Oral)
Assistant Superintendent, Business, Christine Fullerton and Director, Fiscal Services, Isidro Guerra will present and review with the Board of Trustees the Second Interim Report for the

F. BOARD MEMBER REPORTS

Mr. Cole attended the Superintendent Parent Council Meeting. Highlights included Dr. Gargus's LCAP presentation and the upcoming FVSD Art Show. Last year's District Art Show had more than 4,000 attendees and more than 500 pieces of FVSD student art. He also attended the Rotary Most Improved Student breakfast, where a student from Masuda was honored.

Mrs. Crandall thanked FVSD library media technicians for all the time they have spent helping our students. She attended the FV Schools Foundation Show Choir performance, with special thanks to Director Ms. Elena MacDonald and parents who supported their students. In addition, she attended the Fulton guitar ensemble and rock band concert, the band and orchestra concert, and the volleyball tournament at Fulton. She also attended the Rotary MIS recognition for Norah Padilla, student honoree. She attended the kick-off of Gisler's One School, One Book initiative and accepted an invitation to read in Cox Teacher, Ms. Elliott's 3rd-grade class. She toured all 10 FVSD schools as well as the State of the City event for Fountain Valley, where Dr. Stopp was on the panel with three other community leaders. Lastly, she participated in CSBA's Legislative Action Week.

Mrs. Galindo attended the FV Schools Foundation meeting, where they continue to work toward the upcoming Golf Tournament. She reminded everyone that teams can still sign up to participate.

Mr. Nguyen was able to attend nine of the 10 school tours. A special shout out to Gisler Elementary, where he witnessed incredible school spirit, and Fulton Middle School, where he saw what fun learning could be. He noted how many students were engaged and enjoying all the hands-on learning available there. He attended the Lunar New Year celebration, where the Masuda band performed on stage to hundreds of guests. He was also able to attend the Rock Band Concert and middle school volleyball tournament.

Mr. Schultz attended the Volleyball Tournament at Fulton, a family dance at Plavan, and the ACSA Every Student Succeeding Awards breakfast at Bower's Museum. Additionally, he attended the 4th District PTA Administrators Dinner at Mile Square. He was able to stop by the LCAP meeting facilitated by Dr. Spiratos and had a meeting with Dr. Stopp and Dr. Gargus to learn more about FVSD's MTSS and how it could be streamlined with HBUHSD. Lastly, he was able to tune in and watch the

live stream of Dr. Stopp on the community panel as part of the FV State of the City event.

G. PUBLIC COMMENTS

Community and staff members are welcome to address the Board of Trustees on any item listed on the Agenda of Business or any other item of specific concern.

To address the Board of Trustees, please comply with the procedures listed on the yellow Public Comment form *For Persons Wishing to Address the Board of Trustees* and give the form to the Public Information Officer/Executive Assistant to the Superintendent. Each speaker is limited to 3 minutes.

As a reminder, Board protocols and California law do not allow Board members to discuss public comments or attempt to answer questions posed by a speaker during the public comment time. If appropriate, the Superintendent will ask staff to follow up with speakers.

There were three requests to address the board:

Ms. Kim Goll, from First 5 Orange County, shared appreciation of their ongoing partnership with FVSD. Through partnerships and strategic resource allocation, First 5 Orange County works to ensure all children reach their full potential

Mr. Stephen Schwarz, community member, shared opinion about Cox Elementary School Fences and progress, as well as need for more robust Board minutes.

Ms. Jayne Gianola-Brown & Ms. Alana Molcho, parents of FVSD students, expressed their opinions regarding Cox Elementary playground surface safety.

H. LEGISLATIVE ITEMS

1. 2024 CSBA Delegate Assembly Election -- Subregion 15

Background:

The Board of Trustees may vote for up to seven candidates for

the 2024 CSBA Delegate Assembly Election -- Region 15.

Submitted by:

Superintendent's Office

Attachments:

[CSBA Delegate Assembly -- Subregion 15 -- 2024 -- Annemarie Randle-Trejo.pdf](#) 

[CSBA Delegate Assembly -- Subregion 15 -- 2024 -- Barbara Schulman.pdf](#) 

[CSBA Delegate Assembly -- Subregion 15 -- 2024 -- Candi Kern.pdf](#) 

[CSBA Delegate Assembly -- Subregion 15 -- 2024 -- Carol Nohra Crane.pdf](#) 

[CSBA Delegate Assembly -- Subregion 15 -- 2024 -- Deanna Miller.pdf](#) 

[CSBA Delegate Assembly -- Subregion 15 -- 2024 -- Jonathan Henry Stone.pdf](#) 

[CSBA Delegate Assembly -- Subregion 15 -- 2024 -- Lauren S. Brooks.pdf](#) 

[CSBA Delegate Assembly -- Subregion 15 -- 2024 Copy of Ballot.pdf](#) 

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

Moved by: Sandra Crandall

Seconded by: Dennis Cole

The board reached consensus.

2. Selection of Board Meeting Dates for 2024

The Board of Trustees shall reach a consensus on board meeting dates for 2024. A proposed calendar of board dates is listed below. Meeting dates are on Thursday unless noted.

January 11, 2024

February 8, 2024

March 14, 2024

April 18, 2024

May 9, 2024

June 13, 2024

June 20, 2024

August 8, 2024

September 10, 2024 (Tuesday)

October 10, 2024

November 14, 2024

December 12, 2024

December 19, 2024

It is recommended that the Board of Trustees discuss and reach a consensus on the Board Calendar for 2024.

Moved by: Jeanne Galindo

Seconded by: Phu Nguyen

Carried 5-0

4. 2024-13: Authorization for Teaching Credentials 2023-2024

Background:

The Governing Board of a school district by Resolution may authorize the holder of a multiple subject teaching credential, or a standard elementary credential Educ Code 44256(b), 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.

The Governing Board of a school district may authorize the holder of a single subject teaching credential or a standard teaching credential Educ. Code 44258.2 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.

The Governing Board of a school district may authorize the holder teacher employed on a full-time basis who teaches kindergarten or any of grades 1 to 12, Educ Code 44258.7 (c) & (d) inclusive, and who has special skills and preparation outside of his or her credential authorization may, with his or her consent, be assigned to teach an elective course in the area of the special skills or preparation, provided that the assignment is first approved by a committee on assignments. For purposes of this subdivision an “elective course” is a course other than English, mathematics, science, or social studies. The membership of the committee on assignments shall include an equal number of teachers, selected by teachers, and school administrators, selected by school administrators.

Submitted by:

Personnel Services

Attachments:

[Resolution 2024-13: Authorization for Teaching Credentials 2023-2024 School Year](#) 

It is recommended that the Board of Trustees adopt Resolution 2024-13 to approve the teaching assignments listed.

Moved by: Sandra Crandall

Seconded by: Steve Schultz

Yea Dennis Cole, Jeanne Galindo, Phu Nguyen, Sandra Crandall, and Steve Schultz

Motion Carries 5-0 5-0

3. Approve Classified Resolution 2023-2024 No. 12

Background:

Effective January 1, 2022, AB 438 requires school districts to provide classified employees with the same layoff notice and hearing rights as certificated employees. Fountain Valley School District is required to issue permanent classified employees with notices of layoff no later than March 15.

Submitted by:

Human Resources

Attachment:

[Classified Layoff Resolution No 12 2024-03-14.pdf](#) 

Recommended Action: Approve Classified Resolution 2023-2024 No. 12

Moved by: Phu Nguyen

Seconded by: Dennis Cole

Carried 5-0

6. Board Policy 1330 Use of School Facilities (First Reading)

Background:

In the continued effort to maintain a set of current board policies, it is necessary to bring policies to the Board of Trustees for revision due to changes in Education Code or statute. The California School Boards Association or the Orange County Department of Education informs the District of mandated changes through alerts.

Board Policy 1330 Use of School Facilities requires updates to reflect changes in Education Code related to expending funds collected as capital direct costs and the use of school facilities as polling places. BP 1330 is being brought to the Board of Trustees for approval for first reading.

Submitted By:

Business Services

Attachment:

[1330 Use of School Facilities](#) 

It is recommended that the Board of Trustees approves the revisions to Board Policy 1330 for first reading and adoption, with necessary changes as indicated by the Board of Trustees.

Moved by: Sandra Crandall

Seconded by: Phu Nguyen

Carried 5-0

5. Resolution 2024-14 Agreement to Pre-fund Other Post Employment Benefits through the California Public Entity

Multiple Employer Trust (MuniMET)

Background:

The Government Accounting Standards Board (GASB) issued Statement No. 45, which requires the liability of health benefits provided after retirement be accrued throughout the employment period it is earned. Active employees retiring from the District with ten years of service are eligible to receive the District benefit cap for seven years or until reaching 65 years of age.

The District's most recent actuarial valuation as of June 30, 2023, measures the net Other Post Employment Benefits (OPEB) liability at \$7,273,160. The District currently funds OPEB on an annual "pay-as-you-go" basis, estimated at \$210,658 in 2023-2024.

Staff recommends the District participate in the California Public Entity Multiple Employer Trust (MuniMET) as part of the District's plan to address funding future OPEB costs. The Trust is offered in partnership with Keenan & Associates and the Benefit Trust Company, a team that has been together for almost 20 years. MuniMET has over \$1.57 billion in assets representing California K-12, community colleges, CSU auxiliaries, and municipalities. The MuniMET Board of Authority provides a high-level oversight of the program, adopting and executing the terms of the Trust and adopting the Trust's Investment Policy Statement.

Contributions into the trust are voluntary and held for the District's use to pay for retiree benefits. The District selects from six potential investment strategies, staff is recommending the moderate growth portfolio.

The attached MuniMET documents authorize the District's participation in the Section 115 Trust and designate authorized representatives.

Fiscal Impact:

Staff recommends an initial deposit of \$1 million into the MuniMET Trust. Program fees are 30 basis points annually.

Submitted By:

Business Services

Attachment:

Approve Resolution 2024-14, the participation agreement with the California Public Entity Multiple Employers Trust for the prefunding of retiree health benefits, delegate authorized representatives as specified and authorize a \$1 million fund transfer to the California Public Entity Multiple Employers Trust in the 2023-2024 fiscal year.

Moved by: Dennis Cole

Seconded by: Jeanne Galindo

Carried 5-0

7. Board Policy 3312 Contracts (First Reading)

Background:

In the continued effort to maintain a set of current board policies, it is necessary to bring policies to the Board of Trustees for revision due to changes in Education Code or statute. The California School Boards Association or the Orange County Department of Education informs the District of mandated changes through alerts.

Board Policy 3312 Contracts requires updates to reflect changes in Education Code related to wording explicitly stating that Board member and district employees involved in making and approving contracts must comply with the District's conflict of interest policy. BP 3312 is being brought to the Board of Trustees for approval for first reading.

Submitted By:

Business Services

Attachment:

[3312 Contracts](#) 

It is recommended the Board of Trustees approve Board Policy 3312 for first reading, with necessary changes as indicated by the Board of Trustees.

Moved by: Steve Schultz

Seconded by: Dennis Cole

Carried 5-0

8. Board Policy 3460 Financial Reports and Accountability (First Reading)

Background:

In the continued effort to maintain a set of current board policies, it is necessary to bring policies to the Board of Trustees for revision due to changes in Education Code, statute or best practice. The California School Boards Association or the Orange County Department of Education informs the District of changes through alerts.

Board Policy 3460 Financial Reports and Accountability requires updates to reflect the addition of process language in the event that the District becomes insolvent. BP 3460 is being brought to the Board of Trustees for approval for first reading.

Submitted By:

Business Services

Attachment:

[3460 Financial Reports and Accountability](#) 

It is recommended that the Board of Trustees approves the revisions to Board Policy 3460 for first reading and adoption, with necessary changes as indicted by the Board of Trustees.

Moved by: Dennis Cole

Seconded by: Phu Nguyen

Carried 5-0

9. Board Policy 3551 Food Service Operations/Cafeteria Fund (First Reading)

Background:

In the continued effort to maintain a set of current board policies, it is necessary to bring policies to the Board of Trustees for revision due to changes in Education Code, statute or best practice. The California School Boards Association or the Orange County Department of Education informs the District of changes through alerts.

Board Policy 3551 Food Service Operations/Cafeteria Fund requires updates to reflect the addition of language related to

universal feeding and the procurement of food, equipment, and supplies. BP 3551 is being brought to the Board of Trustees for approval for first reading.

Submitted By:

Business Services

Attachment:

[3551 Food Service Operations Cafeteria Fund](#) 

It is recommended that the Board of Trustees approves the revisions to Board Policy 3551 for first reading and adoption, with necessary changes indicated by the Board of Trustees.

Moved by: Jeanne Galindo

Seconded by: Sandra Crandall

Carried 5-0

I. CONSENT CALENDAR/ ROUTINE ITEMS OF BUSINESS

ACTION: Approval of Consent Agenda Items

Moved by: Dennis Cole

Seconded by: Jeanne Galindo

Carried: 5-0

1. Minutes of February 8, 2024, Board of Education Meeting
[Board of Trustees Regular Meeting - Feb 08 2024 - Minutes - Html](#) 

Motion to approve the minutes as corrected, to include the two speakers who addressed the board during public comment.

Moved by: Phu Nguyen

Seconded by: Sandra Crandall

Carried: 5-0

2. Classified Personnel Report and 2024-2025 Classified Holiday Calendar

Background:

Approval of the consent calendar will approve the Classified Personnel Report and the 2024-2025 Classified Holiday Calendar, including various actions required to meet the needs of the District.

It is necessary to process various personnel actions to meet staffing and operational needs. Compensation to personnel is within budgeted amounts and in accordance with Board Policy.

Recommended Action:

Approval/Ratification of the Classified Personnel Report and Approval of the 2024-2025 Classified Holiday Calendar.

Submitted by:

Human Resources

Attachments:

[2.0 Classified Personnel](#) 

[2.1 2024-2025 Classified Holiday Calendar.pdf](#) 

3. Certificated Personnel Items

Background:

Approval of the consent calendar will approve the Certificated Personnel items, including various actions required to meet the needs of the District.

It is necessary to process various personnel actions to meet staffing and operational needs. Compensation to personnel is within budgeted amounts in accordance with Board Policy.

Submitted by:

Personnel Services

Recommended Action: Approval/Ratification of the Certificated Personnel items.

Attachments:

[Certificated Personnel Items](#) 

F. 2023-2024 Salary Schedules eff. 7/1/2023:

1. [Certificated](#) 
2. [Speech/Language & School Nurse](#) 
3. [Early Start Specialist](#) 

G. 2024-2025 Calendars:

1. [School Year](#) 
2. [Modified Day](#) 
3. [Start & End Date](#) 

H. [CSUF Communicative Disorders Program Agreement exp. 6/2/2029](#) 

I. Job Descriptions:

1. [TK-8th Grade Visual and Performing Arts Coordinator](#) 
2. [TK-5th Grade Visual and Performing Arts Teacher](#) 

4. Ed Services Personnel Items

Background:

Approval of the consent calendar will approve the Educational Services Personnel items, including various actions that are required to meet the needs of the District. It is necessary to process various personnel actions to meet staffing and operational needs. Compensation to personnel is within budgeted amounts in accordance with Board Policy.

Submitted by:

Educational Services

Recommended Action: Approval/Ratification of the Educational Services Personnel items.

Attachments:

[Educational Services Personnel Items 2024 MAR 14.pdf](#) 

5. Donations

Background:

Donations to the district must be presented to the board. Donations come from multiple sources, as listed.

Submitted by:

Business Services

Attachments:

[Donations.pdf](#) 

6. Purchase Orders

Background:

Purchase orders have been processed in accordance with the rules and regulations of the Board of Trustees and applicable

legal requirements of the State of California.

Attachments:

[PO Change Order 01-31-2024 thru 02-27-2024.pdf](#) 

[PO Report 01-31-2024 thru 02-27-2024.pdf](#) 

7. Warrants

Background:

In order for vendors to be paid, the County School Claims Office requires all vendors' checks to be approved by the Board of Trustees.

Submitted by:

Business Services

Attachments:

[Warrants 2024 Mar 14.pdf](#) 

8. Approve 2023-24 Second Interim Report

Background:

School districts are required to complete two interim financial reports during a fiscal year: one as of October 31 and one as of January 31. The First Interim Report presents the results of actual financial operations through October 31 and the projected budget for the fiscal year for all District funds. A three-year projection for the General Fund is also included. The District is required to certify its financial outlook as Positive, Qualified, or Negative and submit it to the Orange County Department of Education. Board Members received a copy of the complete Second Interim Report in the required State format, along with a descriptive narrative and comparative financial projections, and will be available on the District's website for review after Board approval.

Recommended Action:

It is recommended that the Board of Trustees approve the Second Interim Report for fiscal year 2023-24 with a Positive Certification. Per State guidelines, a positive certification indicates that, based on current projections, the District will meet its financial obligations for the current and subsequent two fiscal years.

Submitted by:

Business Services

9. Transportation Plan

Background:

The 2022-2023 State Budget included a 60% reimbursement of the District's 2021-2022 transportation expenses, less the transportation add-on in LCFF. This was the first increase in State transportation funding since the implementation of LCFF in 2013-2014 and was designed to address the increasing transportation cost relative to LCFF add-on funding. This funding represents a reimbursement to funds already spent by the district above the State funding level. In order to continue receiving these funds, the District must have a transportation plan approved by the Board of Trustees prior to April 1st. The attached plan is for 2023-2024, 2024-2025 and 2025-2026.

Recommended Action:

It is recommended that the Board of Trustees approve the three-year Transportation Plan covering the 2023-2024, 2024-2025, and 2025-2026 school years.

Submitted By:

Business Services

Attachments:

[Transportation Plan 23-24 through 25-26.pdf](#) 

10. Amendment to the Agreement with Corinne Loskot Consulting Inc., In Order to Assist with Obtaining State School Facilities Funding

Background:

With the passage of Proposition 51, new State Facilities Funds were available and the Fountain Valley School District contracted with Corinne Loskot Consulting, Inc. (CLC) to file documentation and approved architectural plans with the appropriate State agencies to secure available funding for the District.

CLC's work up to this point has included establishing and updating State Facilities Program (SFP) funding eligibility at each of the District's ten schools, totaling over \$11 million. In

August of 2022, the District entered into a three-year contract with CLC for \$60,000 each year. The CLC team has filed funding letters for the seven funded projects this year, completed the funding grant paperwork, and responded to questions from the Office of Public School Construction. In addition, the District will require their services to submit expense reports for the four projects that were funded last year, begin the reports for this year's funded projects, and assist with the required audits. This work will require more time than accounted for in the original \$60,000. The proposed amendment increased the contract for this year only.

Fiscal Impact:

The contract will increase \$50,000 for 2023-2024, from \$60,000 to \$110,000.

Recommended Action:

It is recommended that the Board of Trustees approve the Amendment to the Agreement with Corinne Loskot Consulting, Inc. in order to assist the District in obtaining State School Facilities Funds.

Submitted By:

Business Services

Attachments:

[FVSD CLC Amendment 2023-2024.pdf](#) 

11. Approve the Use of CMAS No. [4-23-11-1017](#) for the Purchase of Custodial Equipment and Supplies

Background:

The California Multiple Award Schedules (CMAS) offers a wide variety of commodities, non-IT services and information technology products and services at prices which have been assessed to be fair, reasonable, and competitive by the California Department of General Services (DGS). The District purchases large quantities of custodial equipment and supplies. By purchasing through CMAS the District will take advantage of cost savings through the multiple award schedule. In November 2023, CMAS NO. [4-23-11-1017](#) was issued to WAXIE's Enterprises, LLC by the State, and Board approval is required to utilize the contracts and take

advantage of the substantial cost savings.

Fiscal Impact:

No ongoing costs to utilize CMAS. Cost of materials as purchased are paid directly to the approved vendor.

Recommended Action:

It is recommended that the Board of Trustees approve the District use of the 2023 -2028 CMAS contract No. [4-23-11-1017](#) and any extensions to purchase custodial equipment and supplies from WAXIE's Enterprises, LLC, to meet the needs of the District.

Submitted By:

Business Services

Attachment:

[WAXIE CMAS 4-23-11-1017 Nov 2023.pdf](#) 

12. Approval of Three-Year Contract for Audit Services with EideBailly

Background:

Each year, the District undergoes a financial audit as required by education code 41020. EideBailly specializes in the audit of local educational agencies. They have been the District's audit firm for over 15 years (formerly operated as VTD) and provide timely guidance and training to District staff.

The District's prior three-year contract with EideBailly ended once the June 30, 2023, audit was completed and filed. According to Government Code Section 53060, the bid process is not required when selecting an audit firm. Attached is a new three-year contract with EideBailly for the three-year period beginning July 1, 2023, and ending June 30, 2026.

Recommended Action:

It is recommended that the Board of Trustees approve the attached contract with EideBailly and authorize the Superintendent or designee to sign all required documents.

Submitted by:

Business Services

Attachments:

[EideBailly Fountain Valley School District Audit Contract 2024-](#)

13. Declaration of Surplus Property for Disposal of District Vehicles

Background:

The District continues to seek an efficient approach to dispose of surplus property that can help us maintain clean and organized facilities. The District currently has three maintenance trucks and one van that have reached the end of their useful lives and need to be disposed of.

Per Education Code 17545, “The governing board of any school district may sell for cash any personal property belonging to the district if the property is not required for school purposes or if it should be disposed of for the purpose of replacement.” Under this section of the education code, the Board must declare the property outlined below to be surplus.

Proposed Surplus Property

<i>Equipment</i>	<i>Model</i>	<i>Year</i>	<i>VIN #</i>	<i>LIC #</i>
• Truck, Chevy	2500HD,	2007,	1GBHC24U17E143933,	1238308
• Truck, Chevy	2500HD,	2007,	1GBHC24K97E533855,	1257881
• Truck, Ford	F250,	1997,	1FTHF25H7VEA54806,	E383279
• Van, Ford	E150,	1999,	1FTRE1428XHA30756,	E384218

Recommended Action:

It is recommended that the Board of Trustees declare the above-listed property to be surplus. It is further recommended that the Board of Trustees authorize the Superintendent or designee to sign all related documents related to the disposal of these vehicles.

Submitted by:

Business Services

14. Notice of Completion for the Installation of New Conductors Damaged or Removed from Oka Building C

Background:

On January 11, 2024 , the District entered into a contract with

Laser Electric, Inc. for the installation of damaged or removed conductors due to a theft and vandalism incident at Oka Elementary School. The project is now complete, and the Notice of Completion needs to be filed with the Orange County Clerk-Recorder.

The Notice of Completion (NOC), once executed and recorded, serves to give formal notice to subcontractors, manufacturers, and material suppliers that they have 30 days in which to submit any claims to the District for payment due from the contractor. The NOC also triggers the start of warranty/guarantee periods, which generally run one year from the date the NOC is recorded.

The retention payment of 5% will be released no sooner than 35 days after the filing and recording of the Notice of Completion at the Orange County Clerk-Recorder's Office, in accordance with Public Contract Code Section 7107.

Fiscal Impact:

There is no additional fiscal impact.

Recommended Action:

It is recommended that the Board of Trustees approves the contract with Laser Electric, Inc. for the Installation of Damaged or Removed Conductors in Oka Building C complete, and authorize the Superintendent or the designee to file the appropriate Notice of Completion on behalf of the District.

Submitted by:

Business Services

Attachment:

[NOC Oka Wire Theft Replacement.pdf](#) 

15. Retainer Agreement for Legal Services in the 2023-24 School Year with the Law Offices of Margaret A. Chidester & Associates

Background:

The Law Offices of Margaret A. Chidester & Associates will be retained for the purpose of providing specific legal services pertaining to District business and related matters as may be specifically directed by the Superintendent/designee,

including but not limited to, labor, employment, personnel, pupil personnel, special education, instructional compliance, contractual, business transactional, real property and governance issues.

The agreement with Margaret A. Chidester, Attorneys at Law, is attached for consideration for approval through the 2023-24 school year. For 2023-24, the agreement contains up to a \$10.00 per hour rate increase.

Recommendation:

It is recommended that the Board of Trustees approves the retainer agreement for legal services in 2023-24 with the law offices of Margaret A. Chidester & Associates.

Submitted by:

Personnel Services

Attachments:

[FV Retainer Agreement.pdf](#) 

16. Children and Families Commission of Orange County Contract 2024-2027 with the Child Care Programs Department

Background:

This resolution is adopted to certify approval of the contract between the Children and Families Commission of Orange County and the Child Care Programs Department. If the agreement is approved, a contract will be awarded for 2024-2027 for a maximum total of \$261,953.00.

Recommended Action:

Approval is recommended for the Contract between the Families and Children Commission of Orange County and the Childcare Programs Department.

Submitted By:

Educational Services; Childcare Programs

Attachments:

[FCI-SD5-07 Fountain Valley School District FINAL 2.20.24 Commission Contract.pdf](#) 

17. Approve MOU with WestEd to Administer the California Healthy Kids Survey (CHKS)

Background:

As part of our Tobacco Use Prevention Grant, Fountain Valley School District is required to participate in the California Healthy Kids Survey during this school year 2023-2024. This comprehensive survey is sponsored by the California Department of Education.

The California Healthy Kids Survey is an anonymous, confidential survey of youth resiliency, protective factors, and risk behaviors. It is administered to students in grades five and seven. It enables schools and communities to collect and analyze data regarding local youth health risks and behaviors, school connectedness, protective factors, and school violence. The CHKS is part of a comprehensive data-driven decision-making process on improving school climate and student learning environments for overall school improvements. The CHKS is a research-based core module that provides valid indicators to promote student engagement and achievement, safety, positive development, health, and overall well-being for the students.

WestEd will be proctoring the California Healthy Kids Survey to Fountain Valley School District students.

Fiscal Impact:

There is no fiscal impact. Tobacco-Use Prevention Education (TUPE) funds the cost of administration and data collection.

Recommended Action:

It is recommended that the Board of Trustees approves the California Healthy Kids Survey MOU between FSVD and WestEd for the 2023-2024 School Year.

Submitted by:

Educational Services

Attachments:

[CalSCHLS Admin MOU District 23-24 FVSD.pdf](#) 

18. Quality Rating and Improvement System (QRIS) Participation Agreement with the Child Care Programs Department

Background:

This Agreement aims to facilitate collaboration, access, and service coordination between QRIS (Quality Rating and Improvement System), EQS (Early Quality Systems), and the Fountain Valley School District Child Care Programs

Department. The aim is to effectively implement the Orange County QRIS program and meet the grant requirements. The FVSD California State Preschool Program (CSPP) is set to receive \$10,500.00 for achieving a 5-Star Rating. QRIS will review State Preschool Programs exclusively during the 2023/2024 school year.

Recommended Action:

It is recommended that the Board of Trustees approve the agreement between OCDE/QRIS, EQS, and the Fountain Valley School District for the school year 2023-2024.

Submitted By:

Educational Services; Childcare Programs

Attachments:

[QRIS Contract 2324 FVSD CCP.pdf](#) 

- 19. Update to District Plan for Providing Educational Services for Expelled Students

Background:

Every three years, school districts must update their district plan that provides education services for all expelled students within the county. Each Orange County school district has developed a district-specific plan using the model established by the Orange County Superintendent of Schools, known as the Countywide Expulsion Plan.

Fiscal Impact:

There is no anticipated fiscal impact associated with the District Plan for Providing Educational Services for Expelled Students.

Recommended Action:

It is recommended that the Board of Trustees approve the revised 2024-2027 Plan for Providing Educational Services to all Expelled Students in the Fountain Valley School District. This plan aligns with the Countywide Expulsion Plan established in collaboration with the Orange County Superintendent of Schools.

Submitted by:

Educational Services

20. Approval of contract between Fountain Valley School District and Orange County Department of Education to provide translation/interpretation services for in-person or virtual parent meetings

Background:

Fountain Valley School District is committed to ensuring meaningful access for individuals with Limited English Proficiency as required by Title 5, California Code of Regulations 51101.1, Title VI of the Civil Rights Act of 1964, and California Education Code Section 48985. In instances when FVSD does not employ individuals with the language proficiency necessary to ensure meaningful communication with a family, the Orange County Department of Education provides fee-based support for districts/schools.

Fiscal Impact:

Translation/interpretation services provided by OCDE vary in cost based on the language being supported. The potential cost of services for the 2023-24 school year is up to a maximum of \$2,500.00.

Recommended Action:

It is recommended that the Board of Trustees approve the contract with the Orange County Department of Education for translation/interpretation services for the 2023-24 school year.

Attachments:

[OCDE Translation Service Proposal FVSD-February 2024.pdf](#)



21. Memorandum of Understanding Between Fountain Valley School District and Robyne's Nest

Background:

FVSD and Robyne's Nest enter into this MOU to provide basic needs to students, including but not limited to group mental health counseling, food, clothing, and mentoring in FVSD.

Submitted by:

Educational Services

Recommended Action:

It is recommended that the Board of Trustees approve the

Memorandum of Understanding between Fountain Valley School District and Robyne's Nest.

Attachments:

[MOU Robyne's Nest and FVSD.pdf](#) 

22. Approve/Ratify Non-Public Agency Contracts

Background:

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.

Submitted by:

Educational Services

Recommended Action:

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.

Attachments:

[03-14-24 Board NPA-S Contracts Approval FVSD Public.pdf](#) 

J. SUPERINTENDENT'S REPORT/ NEW BUSINESS

Dr. Stopp reported that she enjoyed all the events between this meeting and the last meeting. Visiting the sites is always a highlight and reminds us why we do what we do. She noted how proud she is of our staff and students and that she feels lucky to be in the role of superintendent in this wonderful district. She highlighted the upcoming Open House events at our middle and elementary schools and the upcoming middle school orientations for 5th grade families, and invited everyone to attend our 21st annual District Art Show on Tuesday, April 16th, from 4:00-7:00 pm.

K. CLOSED SESSION

1. 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.

2. Pupil Personnel: Education Code 35146
3. 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.
4. Consultation with Assistant Superintendent, Personnel, Assistant Superintendent, Business Services and Assistant Superintendent, Educational Services: Government Code 54956.5

L. REPORT OF CLOSED SESSION

1. The Board President reported the following:
In closed session, the Board of Trustees took action authorizing the Superintendent, or designee, by a vote of 5 to 0 to notice 3 certificated employees of non-re-employment pursuant to Education Code section 44929.21 at the conclusion of the current school year.
In closed session, the governing board took action by a vote of 5 to 0 to authorize the Superintendent or designee to notice 40.25 FTE teachers on temporary contract on or before March 15, 2024, of release from District employment at the conclusion of the current 2023-24 school year pursuant to Education section 44954(b)
EID
5012
2267
4932
4727
5018
4795
4899
3753
2081
4885
5028
5024

5044
4700
4905
4059
4033
5056
4697
4735
4901
4811
5110
4447
4538
4395
5073
0916
4590
4884
4661
3513
1833
4832
5019
3865
5017
4906
5023
3836
3653
5020
5025
4809
3668
5014

M. ADJOURNMENT

1. Meeting Adjourned

ACTION: Meeting Adjourned at 9:49 pm.

Moved by: Sandra Crandall

Seconded by: Phu Nguyen

Carried 5-0

2. Next Meeting: April 18, 2024

FOUNTAIN VALLEY SCHOOL DISTRICT

PERSONNEL DIVISION

MEMORANDUM

TO: Personnel Commission

FROM: Carmen Serna, Director of Human Resources

SUBJECT: **CERTIFICATION OF ELIGIBILITY LISTS**

DATE: April 16, 2024

Attached are the eligibility lists for the following:

Behavior Intervention Assistant

Bus Driver

Food Services Operator/ Delivery Driver

Food Services Worker

Warehouse Operator / Delivery Driver

RECOMMENDATION

The Personnel Commission approves the eligibility lists enumerated above.

Attachments #4 - #8

ELIGIBILITY LIST
Behavior Intervention Assistant
Merged (Updated 03-26-24)

RANK	NAME	EXPIRES
1	Brandon Barr	02-09-25
1	Allen Melton	02-09-25
1	Jocelina Malinao	10-23-24
1	Tahlia Acosta	03-26-25
1	Melody Ulery	03-26-25
2	Kaitlin Perry	09-13-24
3	Marina Guirguis	02-09-25
3	Kendall Johnson	09-13-24
4	Chris Lewis	03-26-25
5	Brian Bui	10-23-24
5	Valerie Phan	10-23-24
6	Hanan Naber	02-09-25
6	Kelsey Knudsen	09-13-24
7	Chloe MacLean	09-13-24
8	Rachel Kaufman-Chisnall	09-13-24
9	Salvador Mendoza	10-23-24
10	Jason Fish	09-13-24
11	Rosa Martinez	09-13-24
11	Tiahna Arellano	10-23-24

ELIGIBILITY LIST
Bus Driver
Merged (Updated 3-22-24)

RANK	NAME	EXPIRES
1	Lucy Vega	1-13-25
2	Teresa Rech	6-13-24
2	David Hernandez	3-22-25
2	Claudia Medina	3-22-25

ELIGIBILITY LIST
Food Services Operator/Delivery Driver
Expires 4-10-25

RANK	NAME
1	Gary Esparza
1	Rodrigo Madrigal
2	Fernando Esquivel
3	Ryan Cope
4	Kevin Beadles
5	Casey Beard
6	Riley Cope
7	Zac Weir

ELIGIBILITY LIST
Food Services Worker
Merged (Updated 03-27-24)

RANK	NAME	EXPIRES
1	Louis Fuentes	5-12-24
2	Julie Alderfer	5-12-24
3	Corissa Waite	5-12-24
4	Stephanie Cox	1-26-25
5	Travis Peterson	1-26-25
6	Dafney Salas	1-26-25
7	Kanika Shaktawat	3-26-25
8	Jocelyn Ortuno	5-12-24
9	Barbera Reed	1-26-25
10	Cruzita Trejo	1-26-25

ELIGIBILITY LIST
Head Custodian
Expires 4-17-25

RANK	NAME
1	Jonathan Huerta
2	Manny Torres
3	Guillermo Bocanegra
4	Richard Acosta Jr.
4	Patricio Esqueda
5	John Klehm
6	Hieu Nguyen
7	Mariano Razo Jr.
8	Dimnatang Umpa Jr.
9	John Ramos

ELIGIBILITY LIST
Warehouse Operator/Delivery Driver
Expires 4-16-25

RANK	NAME
1	Chris Toomey
2	John Klehm
3	Rodrigo Madrigal
4	Riley Cope
5	Juan Maciel Jr.
6	Daniel Rathjen
7	Ryan Cope
7	Roberto Oregel
8	Andrew Campos

FOUNTAIN VALLEY SCHOOL DISTRICT

PERSONNEL DIVISION

MEMORANDUM

TO: Personnel Commission

FROM: Carmen Serna, Director of Human Resources

SUBJECT: **JOB ANNOUNCEMENTS**

DATE: April 17, 2024

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

Dual Certification:

Bus Aide – Special Education (Substitute)

Library/Media Technician

Purchasing Technician



Fountain Valley School District

Bus Aide - Special Education (Substitute) at Fountain Valley Elementary School District

Application Deadline

4/16/2024 3:30 PM Pacific

Date Posted

3/27/2024

Contact

[Donna Johnson](#)

714-843-3228

Number of Openings

2

Salary

Single Rate

\$21.11 (Range 21, Step 1) Per Hour

Length of Work Year

9.6 months/year, split shift

Employment Type

Part Time

Requirements / Qualifications

Experience: Job-related experience is required.

Education: Community college and/or vocational school degree with study in a job-related area.

Licenses and Other Requirements: Valid and current first aid and CPR certifications

This position is being posted to establish a substitute list.

The required certifications must be completed and submitted with the application or before the interview is conducted.

Comments and Other Information

The examination process will consist of the willingness questionnaire and a qualifications interview to be held on a date to be determined. Qualified applicants will be notified by email of the time of their interview.

CalPERS Links

Not all postings qualify for CalPERS. Informational Only.

[CalPERS Retirement Benefits](#)



Fountain Valley
School District

Library/Media Technician at Fountain Valley Elementary School District

Application Deadline

5/6/2024 3:30 PM Pacific

Date Posted

4/16/2024

Contact

[Donna Johnson](#)

714-843-3228

Number of Openings

1

Salary

Pay Range

\$24.98 (Range 38, Step 1) - \$30.36 (Range 38, Step 5) Per Hour

Add'l Salary Info

Range 38, 5 steps *Per CSEA contract hiring may be made up to step 3

Length of Work Year

9.6 months/year

Employment Type

Part Time

Requirements / Qualifications

Experience: Job-related experience is required.

Education: Targeted, job-related education with study in a job-related area.

This position is 20 hours per week. Work days and shift start and end times are flexible as long as they are within school hours and are approved by the Principal.

Comments and Other Information

All applicants are invited to attend the written test, scheduled for Wednesday, May 8, 2024, at 9:00 a.m. The test will be held at the Fountain Valley School District Office, 10055 Slater Avenue, Fountain Valley, CA 92708. Please bring a valid ID, such as a driver's license or passport. Following the written test, applications will be screened for the minimum qualifications.

CalPERS Links

Not all postings qualify for CalPERS. Informational Only.

[CalPERS Retirement Benefits](#)



Fountain Valley School District

Purchasing Technician at Fountain Valley Elementary School District

Application Deadline

4/22/2024 3:30 PM Pacific

Date Posted

4/2/2024

Contact

[Donna Johnson](#)

714-843-3228

Number of Openings

1

Salary

Pay Range

\$5,182 - \$6,298 Monthly

Add'l Salary Info

\$5,182 - \$6,298/month (Range 56, 5 steps) *Per CSEA contract, hiring may be made up to step 3

Length of Work Year

12 months

Employment Type

Full Time

Requirements / Qualifications

MINIMUM REQUIREMENTS:

Job-related experience is required

Community college and/or vocational school degree with study in the job-related area.

Comments and Other Information

Applicants will be screened for minimum qualifications and qualified applicants will be invited to attend the written test that is scheduled for the morning of Wednesday, April 24, 2024, at the Fountain Valley School District, 10055 Slater Avenue, Fountain Valley, CA 92708. Please watch your email for a test invitation and to RSVP. Please bring a valid I.D. such as Driver's License or passport.

CalPERS Links

Not all postings qualify for CalPERS. Informational Only.

[CalPERS Retirement Benefits](#)

FOUNTAIN VALLEY SCHOOL DISTRICT

PERSONNEL DIVISION

MEMORANDUM

TO: Personnel Commission

FROM: Carmen Serna, Director of Human Resources

SUBJECT: **PERSONNEL COMMISSION BUDGET 2023-2024: YEAR
TO DATE BUDGET REVIEW**

DATE: April 17, 2024

Attached is the year-to-date information for the Personnel Commission by budget number for 2023- 2024.

FOUNTAIN VALLEY SD
Object Code Summary Report by Cost Center

Cost Center: 4281 Personnel Commission
 Subfund: 0101 GENERAL FUND

As of: 04/30/2024

Object	Description	ADOPTED BUDGET	CURRENT BUDGET - To Date	Enc To Date	Actual To Date	=	Balance	% Used
2320	Supervisors & Administrators	75,409.00	79,663.00	0.00	58,843.50		20,819.50	73 %
	Total for: 2300	75,409.00	79,663.00	0.00	58,843.50		20,819.50	73 %
2410	Sch Off Mgr., Off/Admin Assist.	44,348.00	46,564.00	0.00	34,744.08		11,819.92	74 %
2413	Additional Duty - Cler, Tech, Of	0.00	54.00	0.00	56.98		-2.98	105 %
2430	Confidential Salaries	83,472.00	87,528.00	0.00	65,646.00		21,882.00	75 %
	Total for: 2400	127,820.00	134,146.00	0.00	100,447.06		33,698.94	74 %
	Total for: 2000	203,229.00	213,809.00	0.00	159,290.56		54,518.44	74 %
3202	PERS-CLASSIFIED	53,235.00	56,604.00	0.00	42,191.88		14,412.12	74 %
	Total for: 3200	53,235.00	56,604.00	0.00	42,191.88		14,412.12	74 %
3314	MEDICARE-CLASSIFIED	2,960.00	3,100.00	0.00	2,288.75		811.25	73 %
3354	ALTERNATIVE RETIRE-	0.00	17.00	0.00	9.75		7.25	57 %
3356	OASDI-CLASSIFIED	12,494.00	13,188.00	0.00	9,739.23		3,448.77	73 %
	Total for: 3300	15,454.00	16,305.00	0.00	12,037.73		4,267.27	73 %
3402	HEALTH & WELFARE-CLASSIFIED	64,844.00	66,602.00	0.00	48,972.00		17,630.00	73 %
	Total for: 3400	64,844.00	66,602.00	0.00	48,972.00		17,630.00	73 %
3502	SUI-CLASSIFIED	101.00	106.00	0.00	78.35		27.65	73 %
	Total for: 3500	101.00	106.00	0.00	78.35		27.65	73 %
3602	WORKERS/COMP-CLASSIFIED	4,519.00	4,708.00	0.00	3,507.53		1,200.47	74 %
	Total for: 3600	4,519.00	4,708.00	0.00	3,507.53		1,200.47	74 %
3954	Long Term Disability-Class	293.00	279.00	0.00	209.25		69.75	75 %
	Total for: 3900	293.00	279.00	0.00	209.25		69.75	75 %
	Total for: 3000	138,446.00	144,604.00	0.00	106,996.74		37,607.26	73 %
4325	Office Supplies	1,000.00	1,000.00	0.00	0.00		1,000.00	0 %
	Total for: 4300	1,000.00	1,000.00	0.00	0.00		1,000.00	0 %
	Total for: 4000	1,000.00	1,000.00	0.00	0.00		1,000.00	0 %
5210	Travel, Conference, Workshop	14,400.00	14,400.00	325.00	8,706.35		5,368.65	62 %
5290	Mileage Non Taxable	75.00	75.00	0.00	1,973.74		-1,898.74	2631 %

FOUNTAIN VALLEY SD
Object Code Summary Report by Cost Center

Object	Description	ADOPTED BUDGET CURRENT BUDGET -		Enc		Actual		Balance	% Used
		To Date	To Date	To Date	To Date	To Date	To Date		
Total for: 5200		14,475.00	14,475.00	325.00	10,680.09	3,469.91	76 %		
5390	Dues and Membership Non Taxabl	3,425.00	3,425.00	0.00	3,495.00	-70.00	102 %		
Total for: 5300		3,425.00	3,425.00	0.00	3,495.00	-70.00	102 %		
5813	Consultant	895.00	895.00	0.00	895.00	0.00	100 %		
5820	Physical Exam, Drug testing	800.00	800.00	100.00	700.00	0.00	100 %		
5825	Advertising	900.00	900.00	0.00	54.98	845.02	6 %		
5828	Staff Recognition	0.00	34.00	0.00	34.01	-0.01	100 %		
5899	Other Operating Expenses	1,800.00	1,766.00	0.00	0.00	1,766.00	0 %		
Total for: 5800		4,395.00	4,395.00	100.00	1,683.99	2,611.01	40 %		
Total for: 5000		22,295.00	22,295.00	425.00	15,859.08	6,010.92	73 %		
Total Object Type:XP Expenses		364,970.00	381,708.00	425.00	282,146.38	99,136.62	74 %		