

FOUNTAIN VALLEY SCHOOL DISTRICT PERSONNEL COMMISSION

Regular Meeting AGENDA

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

June 20, 2024
3:30 p.m.

Mr. William Mullin, Chairperson
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, May 23, 2024**
(Attachment #1) **Action**
4. **Agenda, Regular Meeting of the Board of Trustees, June 13, 2024**
(Attachment #2) **Information**
5. **Director's Report** **Information**
6. **Commissioner's Comments** **Information**
7. **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

- 8. Certification of Eligibility Lists**
Health Assistant and Library/Media Technician
(Attachments #3-4)

Action

PERSONNEL

- 9. Job Announcement**
(Attachment #5)

Information

FINANCIAL

- 10. 2024-2025 Personnel Commission Budget – Second Reading and Approval**
(Attachment #6)

Action

- 11. Approval of Invoice for CODESP**
(Attachment #7)

Action

- 12. Approval of Invoice for CSPCA**
(Attachment #8)

Action

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:**

August 22, 2024
3:30 p.m.
Board 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 MAY 23, 2024**

DATE: June 11, 2024

Attached for your approval are the minutes of the Personnel Commission's regular meeting of May 23, 2024.

RECOMMENDATION

The Personnel Commission approves the minutes of the May 23, 2024, Personnel Commission regular meeting.

Attachment #1

FOUNTAIN VALLEY SCHOOL DISTRICT PERSONNEL COMMISSION

REGULAR MEETING

MINUTES

May 23, 2024

3:30 p.m.

Mr. Mullin called the Regular Meeting of the Personnel Commission to order at 3:30 p.m. in the PDC Room at 10055 Slater Avenue, Fountain Valley, California 92708. Mr. McCombs 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

No guests attended.

Introduction of Staff

Ms. Johnson and Ms. Abdel attended.

Public Hearing for 2024-2025 Personnel Commission Budget

Mr. Mullin opened the public hearing for comments at 3:32 p.m. Since no comments were received, Mr. Mullin then closed the public hearing at 3:33 p.m.

Minutes, Regular Meeting of the Personnel Commission, April 25, 2024

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

Agenda, Regular Meeting of the Board of Trustees, May 9, 2024

Presented as an information item only.

Minutes, Regular Meeting of the Board of Trustees, April 18, 2024

Presented as an information item only.

Director's Report

Mrs. Serna shared with the Commissioners that today is the big day for our classified celebration. This is the highlight of her month. She is excited to celebrate our wonderful, classified employees. It is also classified employee's week. It is a time to honor our heroes who are in the background.

We had an amazing Barbecue on May 16, 2024. It was a wonderful event. We had great food, raffles, and great company. It was also an opportunity to meet our new staff that have joined the district office and the Fountain Valley School District family. It was also an opportunity to honor our employees that have been with the district for a number of years.

Mrs. Serna distributed the latest Classified Personnel Report. It is a great way to keep the Commission informed of the new employees, promotions and those employees going on a leave of absence.

We have been busy hiring since the last time we met. We are fully staffed with Instructional Assistants -Special Education and Extended School Program Assistants. We are still testing every few weeks for Instructional Assistants - Special Education, which enables us to hire interested applicants as substitutes. Once they are hired as substitutes it is much easier for us to hire them as regular employees. We have hired the Food Services Warehouse Delivery Driver and the Warehouse Delivery Driver. Also hired were two Behavioral Intervention Assistants, approximately thirty-three Special Education Instructional Assistants for the Extended School Year and fifteen Instructional Assistants for Summer Intervention Academy. They are finalizing the staff for ESP Summer Camp.

Commissioners' Comments

Mr. McCombs stated he had a great time at the Classified Employees Barbecue. It was a wonderful way to celebrate our employees. He appreciated being invited. Mr. Mullin also enjoyed the barbecue. He stated a good time was had by all. Mrs. Davis thanked everyone for a wonderful year. She stated it is always nice to see Ms. Abdel at meetings. Mr. Mullin also thanked his fellow commissioners for a great year.

Public Comments

None were received.

ADMINISTRATION

Certification of Eligibility Lists

Mrs. Davis moved to approve the eligibility lists for Food Services Worker, Instructional Assistant Mild/Moderate, Instructional Assistant Moderate/Severe, Purchasing Technician, and Substitute Services Technician. Mr. McCombs seconded the motion. Motion carried.

PERSONNEL

Job Announcements

The Personnel Commission reviewed the dual certification job postings for Custodian, Custodian (Substitute), and Health Assistant.

FINANCIAL

2024-2025 Personnel Commission Budget – First Reading

The proposed 2024-2025 Personnel Commission budget was discussed and reviewed. No adjustments were proposed.

CLOSED SESSION

No closed session was required.

NEXT MEETING

The next meeting of the Personnel Commission will be:

**Regular Meeting:
June 20, 2024, at 3:30 p.m.
PDC Room**

ADJOURNMENT

The May 23, 2024, regular meeting of the Personnel Commission adjourned at 4:08 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 JUNE 13, 2024**

DATE: June 11, 2024

Attached is the agenda for the regular meeting of the Board of Trustees on June 13, 2024.



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

Board of Trustees Regular Meeting - Jun 13 2024 Agenda

Thursday, June 13, 2024 at 6:00 PM

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

A. CALL TO ORDER- 5:30 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 June 13, 2024, Regular Board of Trustees Meeting
ACTION:

C. 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.

D. OPEN SESSION- 6:00 P.M.

E. RECOGNITION/ANNOUNCEMENT

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

outstanding contribution to the FVSD educational community.

F. SPECIAL PRESENTATIONS

1. Introduction of Mrs. Caitlyn Gregory, 2024-2025 Assistant Principal Talbert Middle School.
Background:
Superintendent Dr. Katherine Stopp will join the Board of Trustees in welcoming the newest member of the FVSD family, Mrs. Caitlyn Gregory as Talbert Middle School's Assistant Principal.
Submitted by:
Superintendent's Office
2. Celebration of FVSD Teacher of the Year
Background:
The Board of Trustees will join staff and the community to celebrate Fountain Valley School District's 2024 Teacher of the Year, **Michelle Cruz**.
Submitted by:
Personnel Services
3. Recognition of Superintendent Parent Council Parent Volunteers & PTA/O Presidents
Background:
It is an interest of the Board of Trustees to recognize outstanding parent volunteers who give generously of their time and talents to our schools.

From our Superintendent Parent Council, the Board shall recognize and thank **Genevieve Maciel, Megan Irvine, Alina Jimenez Newton, Jessica Reed, Kelly Troutman, Sherri Whitcher, and Laura Ehrlich**.

From our PTAs and PTOs, the Board shall recognize and thank Presidents **Jessica Geer, Lucy Corey, Megan Irvine, Marlena Aman, James Hindman, Jaclyn Gerry, Carrie Wood, Huy Tran, Suzanne Abdelrahim-Tartir, and Coral Dyla** and Reps. **Cherie Hutchens (Talbert) and Eddie Vargas (Plavan)**.
4. Celebration of Fountain Valley School District's Teachers Completing Two-Year Induction Program
Background:
It is in the interest of the Board of Trustees to recognize dedication to the teaching profession and our students, therefore, the Board wishes to recognize the following teachers who have completed the Fountain Valley School District's rigorous two-year Induction Program and are now eligible to receive their clear teaching credential: **Andrea**

Derkum, Jessica Dorantes, Chelsea Frazee, Brian Goldsworthy, Sarah Hong, Kenan House, Troy Jacobs, Katherine Le, Allison Lopez, Noelle Martinez, Amy Peterson, Alaa Shehadeh, Ashley Sutherland, Elizabeth Sweet, and Denise Ivers. The District recognizes their commitment and hard work as well as that of their mentors, **Kayla Marley, Daniel Garcia, Nicole Warman, Jane Desota, Nicole Hunter, Ricardo Carrillo, Kim O'Donnell, Jennifer Jeskie, Loren Howard, Connie Yang, Jennifer Moore, Katy McLemore, Ashly Robinson, Kristi Manthorne, and Kathy Lewis,** who supported them while they completed the program.

Submitted by:
Personnel Services

G. BOARD MEMBER REPORTS

H. STAFF REPORTS

1. Educational Services Update - Spring 2024

Background:

Assistant Superintendent of Educational Services, Dr. Jerry Gargus, will be joined by FVSD Teachers on Special Assignment, Page Hertzberg and Stephanie Rigdon, to provide an update for the Board of Trustees on the instructional materials adoption process for TK-5th Grade English Language Arts and English Language Development. This presentation will include a summary of the materials review process, community input process, and the terms of the vendor's contract proposal.

In addition, Dr. Gargus will be joined by the Director of Educational Services, Dr. Kiva Spiratos, to share an update on the 2024-25 Local Control Accountability Plan (LCAP) development process.

Submitted By:
Educational Services



2. Budget Update


Background:

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

Submitted by:
Business Services

I. PUBLIC HEARING

1. **Public Hearing on 2024-25 Local Control Accountability Plan**
Background:
A public hearing shall be held for the purpose of discussing the Fountain Valley School District's Local Control Accountability Plan for the school year ending June 30, 2025. Public input is welcomed (see attachment).
Submitted by:
Educational Services
Attachments:
[2024-25 Draft LCAP for Public Review.pdf](#) 
2. **Public Hearing on 2024-2025 Budget**
Background:
A public hearing shall be held for the purpose of discussing the proposed 2024-2025 budget prior to approval by the Board of Trustees. Public input is welcomed (see attachment).
Submitted by:
Business Services
Attachments:
[Public Hearing-Budget 2024-2025.pdf](#) 
3. **Public Hearing on Elementary ELA-ELD Adoption**
Background:
Notice is hereby given that the Board of Trustees of the Fountain Valley School District, will conduct a Public Hearing for the purpose of reviewing textbook adoption of the "Benchmark Workshop" program to support English Language Arts instruction in Kindergarten through 5th Grade, "Benchmark Express" to support English Language Development instruction for English learners in Kindergarten through 5th grade, "Benchmark Ready to Advance" to support students in Transitional Kindergarten, and "Benchmark Steps to Advance" to support students in Special Day Class programs.

The public hearing will take place at the regularly scheduled meeting of the Board of Trustees on Thursday, June 13, 2024, in the District Board Room, located at 10055 Slater Avenue, Fountain Valley, California. Public input is welcome (see **Agenda Item #3** in Legislative Action section of Board Agenda).
Submitted by:
Educational Services
Attachments:
[NOTICE OF PUBLIC HEARING - Elementary ELA-ELD Adoption.docx](#) 

J. 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.

K. LEGISLATIVE ITEMS

1. 2024-2025 Declaration of Need for Fully Qualified Educators

Background:

Each year, we file the Declaration of Need for Fully Qualified Educators with the California Commission on Teacher Credentialing. This declaration shows estimated hiring needs for certain positions, which may require an emergency credential. We only estimate what we think we might need. We can adjust our estimates at any time during the school year. The Commission expects us to be within ten percent (10%) of what we actually request. We have never gone over that percentage.

Submitted by:

Personnel Services

Attachments:

[2024-2025 Declaration of Need for Fully Qualified Educators](#) 

It is recommended that the Board of Trustees approves the Declaration of Need for Fully Qualified Educators so that staffing can be completed with the best possible candidates, and we can retain our substitute teachers.

2. Board Policy 6141.2 - Recognition of Religious Beliefs and Customs (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 the 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 6141.2 Recognition of Religious Beliefs and Customs requires updates to reflect new guidance for the U.S. Department of

Education, ensuring that instruction related to the role of religion in society is consistent with adopted instructional materials and state standards and that constitutionally protected prayer and religious expression rights are recognized. BP 6141.2 is being brought for a second reading and is reflective of revisions proposed by the Board of Trustees at the May 9, 2024 meeting.

Submitted By:

Educational Services

Attachment:

[BP 6141 Recognition of Religious Beliefs and Customs - Second Reading.docx](#) 

It is recommended that the Board of Trustees approves the revisions to Board Policy 6141.2.

3. Approval of Instructional Resources Adoption for Transitional Kindergarten through 5th Grade

Background:

As outlined in Board Policy and Administrative Regulation 6161.1(a), *Selection and Evaluation of Instructional Materials*, the process of selecting new materials to support district-wide curriculum and instruction is critical to ensuring all students have access to rigorous and differentiated curriculum.

As a result of legislative action, the State Board of Education (SBE) approved a list of English Language Arts/English Language Development materials based on the State's frameworks and related criteria. School districts can adopt instructional materials not on the SBE's approved list (EC 60210) as long as specified actions are followed in the curriculum review process.

Beginning in May 2023, a dedicated team of FVSD teachers engaged in a comprehensive process of reviewing instructional resources. Under the leadership of FVSD Teachers on Special Assignment, Page Hertzberg and Stephanie Rigdon, and working in partnership with the Orange County Department of Education, FVSD's Instructional Materials Review Team :

- Reviewed data from a survey distributed to all FVSD elementary teachers
- Reviewed "Best Practices" in literacy instruction
- Reviewed the CA Framework for English Language Arts/English Language Development
- Reviewed and followed the Guidelines for Piloting Textbooks and Instructional Materials
- Developed an FVSD-specific lens for evaluating available instructional resources.

Current Consideration:

Using the District lens, the Instructional Materials Review Team identified two programs for trial/pilot during the 2023-24 school year:

- Benchmark Advanced California Edition with supplemental resources to support Transitional Kindergarten and Special Day Classes
- Benchmark Workshop National Edition with supplemental resources to support English Language Development, Transitional Kindergarten, and Special Day Classes

We are pleased to share that 30 teachers representing all elementary grade levels and each campus participated in the instructional materials piloting process during Spring 2024. After each program pilot, an input survey was conducted to gather feedback regarding the programs. The Instructional Materials Review Team met on May 9, 2024, to review the results of the surveys, share observations, engage in discussions, and arrive at a consensus regarding this recommendation to the Board of Trustees. After completing this comprehensive review process, FVSD's Elementary ELA/ELD Instructional Materials Review Team is recommending adoption of the following resources:

- Benchmark Workshop - Kindergarten through 5th Grade
- Benchmark Ready to Advance - Transitional Kindergarten
- Benchmark Express English Language Development - TK through 5th Grade
- Benchmark Steps to Advance - TK through 5th Grade Special Day Class

Fiscal Impact:

The total cost of this adoption is \$1,541,507.43 which includes five-years of print and digital instructional resources beginning July 1, 2024. This will include Benchmark Workshop (Kinder-5th Grade Core Program), Benchmark Ready to Advance (Transitional Kindergarten), Benchmark Express English Language Development (TK-5th Grade), and Benchmark Steps to Advance (TK-5th Grade Special Day Class). The District will cover this cost with funds allocated in the District's Restricted Lottery Budget.

Submitted by:

Educational Services


Attachments:

[Benchmark Workshop ELA-ELD Adoption Proposal_06042024.pdf](#) 

It is recommended that the Board of Trustees approves for adoption the TK-5th grade Benchmark English Language Arts/English Language Development instructional materials.

L. CONSENT CALENDAR/ ROUTINE ITEMS OF BUSINESS

ACTION: Approval of Consent Agenda Items

1. Minutes of May 9, 2024 Board of Education Meeting
[Board of Trustees Regular Meeting - May 09 2024 - Minutes - Html](#) 

2. 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

Attachments:

[Certificated Personnel Items - 2024-06-13 - rev. 2024-06-06.docx](#) 

Certificated Job Descriptions:

[School Psychologist](#) 

[Program Specialist - Behavior and Mental Health](#) 

2024-2025 Calendars:

[Sports Tournament Dates](#) 

[Start & End Date Calendar REVISED](#) 

3. 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

Attachments:

[2.0 Classified Personnel Items 2024-06-13.pdf](#) 

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

Attachments:

[Educational Services Personnel Items 2024 JUNE 13.pdf](#) 

5. Donations

Background:

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](#) 

6. 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 JUN 13.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 4-29-24 THRU 6-3-24.pdf](#) 

[PO REPORT 4-29-24 THRU 6-3-24.pdf](#) 

8. Board Policy 0450 Comprehensive Safety Plan (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 0450 requires updates to reflect changes in Education Code related to communicating the District's Comprehensive Safety Plan with local first responder agencies and community partners. BP 0450 is being brought to the Board of Trustees to approve the second reading and revisions.

Submitted By:

Educational Services

Recommended Action:

It is recommended that the Board of Trustees approves the second reading and revisions to Board Policy 0450.

Attachment:

[BP 0450 Comprehensive Safety Plan - Second Reading.docx](#) 

9. Board Policy 1220 Citizen Advisory Committees (Second Reading)

Background:

In the continued effort to maintain a set of current board policies, it is sometimes necessary to bring new policies to the Board of Trustees. The California School Boards Association provides samples of both required and optional policies.

Board Policy 1220 Citizen Advisory Committees is an optional policy that staff believes should be added to the current policies of the District. BP 1220 provides guidance on the role, make up and purpose of district advisory committees. BP 1220 is being brought to the Board of Trustees to approve second reading and for adoption.

Submitted By:

Business Services

Recommendation:

It is recommended that the Board of Trustees approves the second reading and adopts Board Policy 1220.

Attachment:

[BP 1220 Citizen Advisory Committees.docx](#) 

10. Board Policy 1431 Waivers (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 Board Policy 1431 Waivers requires updates to reflect changes and updates to language regarding approval and notification of district advisory committees and posting of notification of public hearing to the website. BP 1431 is being brought to the Board of Trustees to approve the second reading and revisions.

Submitted By:

Business Services

Recommended:

It is recommended that the Board of Trustees approves the second reading and revisions to Board Policy 1431.

Attachment:

[1431 Waivers](#) 

11. Board Policy 3400 Management of District Assets/Accounts
(Second Reading)

Background:

In the continued effort to maintain a set of current board policies, it is sometimes necessary to bring new policies to the Board of Trustees. The California School Boards Association provides samples of both required and optional policies.

Board Policy 3400 Management of District Assets/Accounts is an optional policy that staff believes should be added to the current policies of the District. BP 3400 provides guidance on capital assets, internal controls and fraud prevention. BP 3400 is being brought to the Board of Trustees to approve second reading and for adoption.

Submitted By:

Business Services

Recommendation:

It is recommended that the Board of Trustees approves second reading and adopts Board Policy 3400.

Attachment:

[BP 3400 Management of District AssetsAccounts.docx](#) 

12. Board Policy 5116.2 Involuntary Student Transfers (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 5116.2 Involuntary Student Transfers requires updates to reflect changes and updates to language regarding non-discrimination and notification. BP 5116.2 is being brought to the Board of Trustees to approve the second reading and revisions.

Submitted By:

Business Services

Recommendation:

It is recommended that the Board of Trustees approves the second reading and revisions to Board Policy 5116.2

Attachment:

[5116.2 Involuntary Student Transfers](#) 

13. Board Policy 5126 Awards for Achievement (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 the 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 5126 Awards for Achievement requires updates reflected in the Education Code related to the prohibition of costs to students/families associated with any district achievement awards. BP 5126 is being brought to the Board of Trustees to approve the second reading and revisions.

Submitted By:

Educational Services

Recommended Action:

It is recommended that the Board of Trustees approves the second reading and revisions to Board Policy 5126.

Attachments:

[BP 5126 Awards for Achievement - Second Reading.docx](#) 

14. Board Policy 5144 Discipline (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 the 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 5144 Discipline requires updates to reflect changes in the Education Code related to student discipline procedures. Specifically, the updates address denying or delaying the provision of a school meal for students and denying students participation in

recess as a disciplinary measure. BP 5144 is being brought to the Board of Trustees to approve the second reading and revisions.

Submitted By:

Educational Services

Recommended Action:

It is recommended that the Board of Trustees approves the second reading and revisions to Board Policy 5144.

Attachment:

[BP 5144 Discipline - Second Reading.docx](#) 

15. Resolution #24-20 Approval of Committed Fund Balance - General Fund

Background:

The Board has the authority to commit, assign, or evaluate existing fund balance classifications and identify intended uses of committed or assigned funds. A committed fund balance reflects one-time dollar amounts subject to internal constraints self-imposed by the Board. Once the committed fund-balance constraints are imposed, it requires the constraints be removed by the Board prior to redirecting funds.

Fiscal Impact:

This resolution establishes the commitment to utilize portions of one-time funds in the District's General Fund 2024-2025 ending fund balance for the described purposes. Final amounts to be committed for these purposes will be established no later than September 15, 2025.

Submitted by:

Business Services

Recommendation:

It is recommended that the Board of Trustees approve Resolution #24-20 Approval of Committed Fund Balance – General Fund

Attachments:

[Committed Fund Resolution 24-25.pdf](#) 

16. Resolution 2024-21 Biennial Governing Board Election

Background:

The election of governing board members is ordered by law pursuant to §5000 of the Education Code to fill the office of members whose terms expire on December 6, 2024, next succeeding the election.

Submitted by:

Superintendent's Office

Recommended Action:

It is recommended that the Board of Trustees adopts Resolution 2024-21 Resolution and Order of Biennial Election and Specifications of the Election Order.

Attachments:

[RES 2024-21 Biennial Election and Order.docx](#) 

17. Resolution 2024-22 – Resolution to Establish a Retiree Benefit Fund (Fund 71)

Background:

Fund 71 - Retiree Benefit Fund is a new special revenue fund established to allow districts to account for irrevocable contributions to a post-employment benefit (OPEB) plan for which a formal trust exists. The Fountain Valley School District Board of Trustees approved an initial deposit of \$1,000,000 to establish an OPEB trust. Fund 71 will be utilized to track funds in the trust.

Submitted by:

Business Services

Recommendation:

It is recommended that the Board of Trustees adopts Resolution 2024-22 to establish Fund No. 71 Retiree Benefit Fund.

Attachments:

[Fund FD 71 Set Up Resolution.pdf](#) 

18. Review of Investment Policy

Background:

Government Code section 35646 requires the chief fiscal officer of each local agency in California to annually render a statement of the agency's investment policy. The Fountain Valley School District Board of Trustees adopted an Investment Policy statement in October of 1996, which provides additional detail to Board Policy 3430(a) Investing.

In reviewing the District's current Board Policy 3430(a) no changes were found to be necessary for the 2024-2025 fiscal year.

Fiscal Impact:

None at this time

Submitted By:

Business Services

Recommendation:

It is recommended that the Board of Trustees receive the Investment Policy for review.

Attachments:

19. Network and Cyber Security Security Services with the Orange County Department of Education

Background:

The Orange County Department of Education (OCDE) provides Internet Access to the Fountain Valley School District through a dedicated 10 GB fiber optic circuit. OCDE also provides network support services and cyber security services, including training, vulnerability testing, outage notification, and technical support.

Fiscal Impact:

OCDE's data circuit network management and cyber services are a cost of \$9,000 for the 2024-2025 school year

Submitted By:

Business Services

Recommendation:

It is recommended that the Board of Trustees approve the 2024-2025 Network Support and Cyber Security Services Agreement with the Orange County Department of Education.

Attachments:

[Fountain Valley SD-Network Support-Cyber Security Services\(10005354\)2024-2025.pdf](#) 

20. Data Center Site Service Agreement with Orange County Department of Education for 2024-2025

Background:

The Orange County Department of Education (OCDE) provides a secure off-site location for the District to store its servers, storage, and backup for data application systems.

Fiscal Impact:

Orange County Department of Education will charge the District \$125.00 per 2U of space per month; this includes one connection handoff of 10 gigabits connection to OCDE equipment. Any additional connections will be \$50.00 for each gigabit and \$125 for each 10 gigabit connection.

Submitted by:

Business Services

Recommendation:

It is recommended that the Board of Trustees approve the 2024-2025 Data Center Site Service Agreement with the Orange County Department of Education.

Attachments:



21. Electronic Document Management System Software Support Agreement with Orange County Department of Education for 2024-2025

Background:

The Orange County Department of Education (OCDE) provides a web-based imaging, scanning, and workflow system for document archival and retrieval. The images are maintained on servers and stored at the OCDE offices. This agreement also includes ongoing training services for present and future employees, future software enhancements, and support services.

Fiscal Impact:

Orange County Department of Education will charge the District an annual support fee of \$4,600.00. Any implementation services will be billed at \$125.00 per hour.

Submitted by:

Business Services

Recommendation:

It is recommended that the Board of Trustees approve the 2024-2025 Electronic Document Management System Software Support Agreement with Orange County Department of Education.

Attachment:

[Fountain Valley SD-Document Management System\(10005466\)25.pdf](#)



22. Three Year Renewal of Property and Casualty Claims Administration Services Agreement with Keenan & Associates

Background:

In June 2021, the Board of Trustees for the Fountain Valley School District signed a three-year agreement to continue property liability claims administration with Keenan & Associates. Considering Keenan's attention to customer service, along with annual fees reflecting only modest increases, it is recommended that Fountain Valley School District renew its claims administration agreement with Keenan and Associates as the District continues its membership in Southern California Relief (SCR).

Per current contract terms, either party has the option of termination without cause or penalty by giving a sixty-day (60) written notice.

Fiscal Impact:

Fiscal impact is determined on an annual basis with consideration given to current market conditions and the property and liability

claims experience of the District.

Submitted By:

Business Services

Recommended Action:

It is recommended that the Board of Trustees approve Renewal of the Property and Casualty Claims Administration Services Agreement with Keenan & Associates for a period of three years, July 1, 2024, through June 30, 2027.

Attachment:

[Fountain Valley SD PLCA Agreement TE 24-25.pdf](#) 

23. Award Bid #24-01 Fencing & Gate Upgrades at Masuda, Plavan and Tamura Schools to Everfence for \$898,927

Background:

On February 9, 2023, the Board of Trustees provided staff with direction to solicit bids for fencing and gate upgrades at the District's ten schools for their review.

An advertisement to bid was placed in the Orange County Daily Pilot on April 26, 2024, and May 3, 2024, pursuant to Public Contract Code 20011 and Government Code 6066. Three (3) Contractors attended the mandatory job walk held on May 30, 2024, and all three (3) completed the District prequalification process. Two contractors submitted proposals on the advertised bid date of May 30, 2024, at 1:00 p.m.

Bid Recap

Contractor	Bid Amount
Everfence	\$898,927
Wolverine Fence	\$1,099,000

Submitted by:

Business Services

Recommended Action: It is recommended that the Board of Trustees award Bid #24-01 Fencing & Gate Upgrades for Masuda, Plavan, and Tamura Schools to **Everfence** for **\$898,927**.

24. Approval of Memorandum of Understanding with Cotsen Foundation and Fountain Valley School District, Cox and Plavan Elementary Schools: "The Art of Teaching"

Background:

Fountain Valley School District has a long-standing relationship with the Cotsen Foundation. In June 2023, the FVSD Board of Trustees

approved participation for Cox Elementary School and Tamura Elementary School in the Cotsen Foundation's "Art of Teaching" Program. The mission of this program is to transform good teachers into great teachers through the Art of Teaching mentor/fellow program.

The Cotsen Foundation, in partnership with the Educational Services Division, looks forward to the continued program participation of teachers from Cox Elementary School and Tamura Elementary School for the 2024-25 school year.

In Year 2 of this program, the Cotsen Foundation will be funding (1) a full-time teacher mentor position (chosen from among the school's existing teaching staff), (2) annual stipends for teachers selected as fellows during the two-year program, and (3) substitute costs to enable collaboration and participation in professional development events. This represents a total investment by the Cotsen Foundation of over \$175,000 per school site annually for the 2024-25 school years.

We are pleased to share that the following teachers will continue to participate in the program:

Cox Elementary School: Carrie Desormiers (Mentor), Christine Carrasco (Fellow), Kim Cassidy (Fellow), Emily Harvest (Fellow), Jennifer Hopkins (Fellow), Nicole Schlosser (Fellow), and Kellie Smith (Fellow)

Tamura Elementary School: Nicole Hunter (Mentor), Deborah Huelle (Fellow), Rebecca Hom (Fellow), Gaby Rios (Fellow), Sara Spirk (Fellow), and Allison Van Voy (Fellow)

The Art of Teaching program also supports principals through collaborative learning environments. Principals receive the same opportunities mentors and fellows receive to observe excellent teaching, read professional books, and attend professional development workshops and conferences.

Submitted by:

Educational Services

Recommended Action:

It is recommended that the Board of Trustees approves the Memorandum of Understanding between FVSD and the Cotsen Foundation to provide the "Art of Teaching mentoring program at Cox Elementary School and Plavan Elementary School for the 2024-25 school year.

Attachments:

[Cox, Fountain Valley - Award Letter Year 2 \(2024-2025\).pdf](#) 

[Tamura, Fountain Valley - Award Letter Year 2 \(2024-2025\).pdf](#) 

and Orange County Department of Education to Provide GATE Certification Training for FVSD teachers

Background:

Fountain Valley School District is committed to supporting classroom teachers in implementing rigorous classroom instruction for all students. In addition, FVSD is proud to serve over 600 students identified as Gifted & Talented Students.

Over the past few years, FVSD has had multiple cohorts of teachers successfully complete a Depth & Complexity training program leading to GATE certification through the Orange County Department of Education. We are excited about the opportunity to continue to provide training opportunities for one cohort of teachers (a fall cohort, and a spring cohort) during the 2024-25 school year.

Fiscal Impact:

OCDE's customized Depth & Complexity GATE Certification Training is proposed as three full-day, in-person training sessions during the 2024-25 school year. The total estimated cost presented by the Orange County Department of Education for the GATE Certification Program and a 1/2-day refresher training in August 2024 is \$6,225.00. The cost associated with this training program will be supported by funding from the Educator Effectiveness Block Grant.

Submitted by:

Business Services

Recommendation:

It is recommended that the Board of Trustees approve the contract with the Orange County Department of Education for professional development services resulting in GATE Certification for participating FVSD teachers.

Attachment:

[2024-25 GATE Training Proposal OCDE.pdf](#) 

26. Goodwill Industries of Orange County Service Agreement

Background:

Goodwill Industries of Orange County is an independent contracted service provider who are specially trained, experienced, and competent to provide ASL interpreting services. GIOC will provide FVSD and the shared WOCCE program with services consisting of American Sign Language interpreting for the Deaf and Hard of Hearing and other services (other styles of sign language, i.e., CASE, PSE, SEE). These requests will be filled and charged on a case-by-case basis. Term of agreement will be for 3 years beginning on July 1, 2024 through June 30, 2027.

Fiscal Impact:

Not to exceed \$10,000.00 per year.

Submitted by:

Business Services

Recommendation:

It is recommended that the Board of Trustees approves the contract between Goodwill Industries of Orange County and FVSD for the 2024-2025, 2025-2026, and 2026-2027 school years.

Attachments:

[Goodwill Industries of Orange County, CA Service Agreement.pdf](#) 

27. Language Network - Service Agreement

Background:

Due to increasing requests for interpreter and translator services for parent conferences/meetings, assessments, IEPs, etc., there is a need to contract with an outside agency to meet these requests. These requests will be filled out and charged on a case-by-case basis. This company has the ability to service a wide variety of languages that may be requested for interpretation and/or translation. Term of agreement will be from July 1, 2024, through June 30, 2027.

Fiscal Impact:

Not to exceed \$20,000.00 per year.

Submitted by:

Educational Services

Recommended Action:

It is recommended that the Board of Trustees approves the agreement between Language Network and FVSD for the 24-25, 25-26, and 26-27 school years.

Attachments:

[Language Network.pdf](#) 

28. Amergis Healthcare Staffing, Inc. 2024-2025

Background:

The District provides a comprehensive Special Education program based on the identified needs of students; however, there are instances when the needs of a particular student cannot be met by the District's programs or staff, or as a result of an Individualized Education Program (IEP) team decision or mediation/due process agreement, additional supports are required. Additionally, when the District is unable to secure sufficient staff for student health-related needs or in order to maintain average caseload numbers contracting out services becomes necessary.

Fiscal Impact:

Not to exceed \$75,000.00 for the 2024 Extended School Year and

2024-2025 school year.

Submitted by:

Educational Services

Recommended Action:

It is recommended that the Board of Trustees approves the contract between Amergis Healthcare Staffing, Inc. and the Fountain Valley School District for the 2024 Extended School Year and the 2024-2025 School Year.

Attachments:

[Amergis Healthcare Staffing, Inc.pdf](#) 

29. San Joaquin County Office of Education SEIS Billing Services Agreement

Background:

San Joaquin County Office of Education (SJCOE) is a service provider that will provide Local Education Agency (LEA) Medi-Cal Billing Option Services. SJCOE will provide training and forms required for the preparation required for the submission of the claims for interim reimbursement, maintain knowledge of current billing procedures, rules, and laws, establish and maintain procedures for the timely preparation of claims, provide monthly management reports, and provide technical assistance with gathering and maintaining data required for claiming, etc. Term of agreement will be from July 1, 2024, through June 30, 2025.

Fiscal Impact:

The fiscal impact of this agreement is based on the number of processing and administrative hours worked.

Submitted by:

Educational Services

Recommended Action:

It is recommended that the Board of Trustees approves this agreement between San Joaquin County Office of Education.

Attachments:

[Fountain Valley Elem SD SEIS Billing Contract 2024-25.pdf](#) 

30. Special Education Settlement Agreement 2023-2024-F

Background:

According to the Special Education Agreement signed on May 15, 2024, between Parents and the Fountain Valley School District, the District agrees to the following:

1. Compensatory Education - The District agrees to enter into a contract with the Professional Tutors of America ("PTA"), a nonpublic agency ("NPA"), in an amount not to exceed Twenty Thousand Dollars

(\$20,000.00) to provide the Student the following services from the date of this Agreement through June 20, 2026: (1) academic tutoring and/or educational therapy services; (2) private speech and language and/or social skills services; and (3) private occupational therapy services.

Term of the settlement agreement is through June 30, 2026.

2. Agreement to Fund IEEs - The District agrees to fund the following independent educational evaluations ("IEEs"), provided that the IEE assessors meet the criteria set forth with the West Orange County Consortium for Special Education ("WOCCSE") IEE guidelines ("Guidelines"): (1) a speech and language evaluation through Susan Hollar; (2) an occupational therapy assessment through Cornerstone Therapy; and (3) a functional behavior assessment ("FBA") through Behavior Emotional Academic Mentoring, LLC ("Beam"), Stephanie Valentini.

The term of the settlement is 20 days following board approval of this Agreement.

Furthermore, the District agrees to pay attorney fees incurred on behalf of the Student directly to the attorney in the amount of Fifteen Thousand Dollars (\$15,000.00).

Submitted by:

Educational Services

Recommended Action:

It is recommended that the Board of Trustees approves this Special Education Settlement Agreement 2023-2024-F.

31. **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:

[06-13-24 Board NPA-S Contracts Approval FVSD Public.pdf](#) 

M. SUPERINTENDENT'S REPORT/ NEW BUSINESS

N. 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

O. REPORT OF CLOSED SESSION

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

P. ADJOURNMENT

1. Meeting Adjourned
ACTION:
2. Next Meeting June 20, 2024

FOUNTAIN VALLEY SCHOOL DISTRICT

PERSONNEL DIVISION

MEMORANDUM

TO: Personnel Commission

FROM: Carmen Serna, Director of Human Resources

SUBJECT: **CERTIFICATION OF ELIGIBILITY LISTS**

DATE: June 7, 2024

Attached are the eligibility lists for the following:

Health Assistant

Library/Media Technician

RECOMMENDATION

The Personnel Commission approves the eligibility lists enumerated above.

Attachments #3 - #4

ELIGIBILITY LIST
Health Assistant
Merged (Updated 6-10-24)

RANK	NAME	EXPIRES
1	Kathleen Wardlow	10-18-24
2	Beverly Almario	10-18-24
3	Jennifer Scott	06-10-25
4	Jessica Reed	12-18-24
5	Maggie Stricker	10-18-24
5	Kathy La	06-10-25
6	Stephanie Cox	12-18-24
7	Andrea Rothert	06-10-25
7	Marcelo Santana	06-10-25
8	Andrea Acosta	12-18-24
9	Raylene Velasquez	06-10-25

ELIGIBILITY LIST
Library/Media Technician
Expires 5-31-25

RANK	NAME
1	Gregory Ullman
2	Ruth Relf
3	Sally Nguyen
4	Jennifer Johnson
4	Laura Serrano
5	Erika Lieu
6	Monica Dalton

FOUNTAIN VALLEY SCHOOL DISTRICT

PERSONNEL DIVISION

MEMORANDUM

TO: Personnel Commission

FROM: Carmen Serna, Director of Human Resources

SUBJECT: **JOB ANNOUNCEMENT**

DATE: June 11, 2024

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

Dual Certification:

Instructional Assistant - DHH



Instructional Assistant, Deaf and Hard of Hearing at Fountain Valley Elementary School District

Application Deadline

7/19/2024 3:30 PM Pacific

Date Posted

6/10/2024

Contact

[Donna Johnson](#)

714-843-3228

Number of Openings

1

Salary

Pay Range

\$22.63 per hour (Range 28, Step 1) - \$27.50 per hour (Range 28, Step 5) Per Hour

Add'l Salary Info

*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

This position is for the 2024-2025 school year, starting August 28, 2024. The current vacancy hours are 28.75 per week.

Experience: Job-related experience is required.

Education: Community college and/or vocational school degree with job-related studies.

All applicants are invited to the written test, scheduled for July 22, 2024, at 9:00 a.m. Please watch your email for further testing dates.

Candidates who have already passed the No Child Left Behind (NCLB) test will not need to retake it, but they must contact Lisa at ocainl@fvsd.us to verify their scores before July 20, 2024.

Comments and Other Information

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. Applications will be screened for the minimum qualifications following the written test. This examination process is being conducted to add to our substitute lists as well as to fill current and future vacancies. Candidates who pass each part of the written test and the oral interview will be considered for hire.

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 2024-2025: SECOND
READING AND APPROVAL**

DATE: June 7, 2024

The proposed 2024-2025 Personnel Commission budget is attached for the second reading and approval.

RECOMMENDATION

The Personnel Commission approves/adopts the 2024-2025 Personnel Commission Budget.

Annual Budget of Personnel Commission Fiscal Year 2024-25 Fountain Valley School District		<u>Column I</u> 2022-23 Actuals (\$ only)	<u>Column II</u> 2023-24 Actuals or Estimate (\$ only)	<u>Column III</u> 2024-25 Budget (\$ only)
2000	Classified Salaries¹			
2300	Classified Supervisors & Administrators	\$0	\$0	\$0
	Commission Members ²	\$1,650	\$1,650	\$1,650
	Director	\$71,676	\$78,013	\$81,301
2400	Clerical, Technical & Office Staff	\$131,797	\$134,146	\$134,142
	Secretaries, Clerks	\$0	\$0	\$0
	<i>SUBTOTAL (2000 CLASS.)</i>	<i>205,123</i>	<i>213,809</i>	<i>217,093</i>
3000	Employee Benefits			
3101	State Teachers Retirement System – Certificated	\$0	\$0	\$0
3102	State Teachers Retirement System – Classified	\$0	\$0	\$0
3201	Public Employees’ Retirement System-Certificated	\$0	\$0	\$0
3202	Public Employees’ Retirement System-Classified	\$50,622	\$56,604	\$58,277
3301	OASDI/Medicare – Certificated	\$0	\$0	\$0
3302	OASDI/Medicare – Classified	\$15,624	\$16,288	\$16,540
3401	Health & Welfare Benefits – Certificated	\$0	\$0	\$0
3402	Health & Welfare Benefits – Classified	\$59,252	\$66,602	\$70,520
3501	Unemployment Insurance – Certificated	\$0	\$0	\$0
3502	Unemployment Insurance – Classified	\$1,018	\$106	\$108
3601	Workers’ Compensation Insurance – Certificated	\$0	\$0	\$0
3602	Workers’ Compensation Insurance – Classified	\$4,647	\$4,708	\$4,780
3801	PERS Reduction – Certificated	\$0	\$0	\$0
3802	PERS Reduction - Classified	\$0	\$0	\$0
3901	Other Benefits – Certificated	\$0	\$0	\$0
3902	Other Benefits – Classified	\$293	\$296	\$293
	<i>SUBTOTAL (3000 CLASS.)</i>	<i>\$131,455</i>	<i>\$144,604</i>	<i>\$150,518</i>

Annual Budget of Personnel Commission Fiscal Year 2024-25 Fountain Valley School District		Column I 2022-23 Actuals (\$ only)	Column II 2023-24 Actuals or Estimate (\$ only)	Column III 2024-25 Budget (\$ only)
4000	Books and Supplies			
4200	Books & Reference Materials	\$0	\$0	\$0
	Literature, Periodicals	\$0	\$0	\$0
4300	Materials & Supplies	\$0	\$0	\$0
	Office Supplies	\$335	\$1,000	\$500
	<i>SUBTOTAL (4000 CLASS.)</i>	<i>\$335</i>	<i>\$1,000</i>	<i>\$500</i>
5000	Services & Other Operating Expenditures			
5200	Travel & Conferences	\$4,235	\$14,400	\$12,000
	Expense Allowances	\$0	\$0	\$0
	Mileage	\$204	\$75	\$1,500
	Conferences	\$0	\$0	\$0
5300	Dues and Memberships	\$3,100	\$3,425	\$3,775
5400	Insurance	\$0	\$0	\$0
	Fire and Theft	\$0	\$0	\$0
	Liability	\$0	\$0	\$0
5500	Operations and Housekeeping Services ³	\$0	\$0	\$0
	Utilities	\$0	\$0	\$0
5600	Rentals, Leases & Repairs	\$0	\$0	\$0
5700	Direct Cost Transfers	\$0	\$0	\$0
	Printing & Forms	\$0	\$0	\$60
5800	Prof/Consulting Services & Operating Expenditures	\$1,516	\$1,800	\$1,800
	Examinations	\$700	\$800	\$800
	Advertising	\$0	\$900	\$450
	Professional Assistance (Screening Committee, Consultants, Analysis Surveys)	\$9,995	\$895	\$895
5900	Communications	\$0	\$0	\$0
	Telephone	\$0	\$0	\$0
	Postage	\$0	\$0	\$0
	<i>SUBTOTAL (5000 CLASS.)</i>	<i>\$19,750</i>	<i>\$22,295</i>	<i>\$21,280</i>

Annual Budget of Personnel Commission Fiscal Year 2024-25 Fountain Valley School District		<u>Column I</u> 2022-23 Actuals (\$ only)	<u>Column II</u> 2023-24 Actuals or Estimate (\$ only)	<u>Column III</u> 2024-25 Budget (\$ only)
6000	Capital Outlay			
6400	Equipment	\$0	\$0	\$0
	Office Equipment	\$0	\$0	\$0
6500	Replacement of Equipment	\$0	\$0	\$0
	<i>SUBTOTAL (6000 CLASS.)</i>	<i>\$0</i>	<i>\$0</i>	<i>\$0</i>
	TOTAL EXPENDITURES	\$356,663	\$381,708	\$389,391

1) Include only those expenditures directly attributable to the activities of the Commission and their employees. For example, salaries of administrators having a line responsibility for all district operations should not be prorated even though some time may be spent working with personnel director.

2) Salaries for Commission member should not be included without prior and specific authorization by the governing board (Education Code Section 45250).

3) The district is required to provide suitable quarters for the Commission and their employees, therefore, expenditures in maintenance, operation, and capital outlay will be limited.

FOUNTAIN VALLEY SCHOOL DISTRICT

PERSONNEL DIVISION

MEMORANDUM

TO: Personnel Commission

FROM: Carmen Serna, Director of Human Resources

SUBJECT: **APPROVAL OF 2024-2025 MEMBERSHIP TO CODESP**

DATE: June 11, 2024

Attached is the 2024-2025 membership invoice to CODESP for approval.

RECOMMENDATION

The Personnel Commission approves the 2024-2025 membership to CODESP.

Attachment #7



CODESP
714-374-8644
20422 Beach Blvd. Suite 325
Huntington Beach, CA 92648

Billed To
Cathie Abdel
Fountain Valley School District
10055 Slater Avenue
Fountain Valley 92708-3405

Date of Issue
03/24/2024

Due Date
09/01/2024

Invoice Number
0006216

Amount Due (USD)
\$2,675.00

Description	Rate	Qty	Line Total
Annual Membership Fee - 201-400 FTE Basic products and services beginning July 1, 2024 and ending June 30, 2025 for 201 to 400 FTE employees.	\$2,675.00	1	\$2,675.00
Subtotal			2,675.00
Tax			0.00
Total			2,675.00
Amount Paid			0.00
Amount Due (USD)			\$2,675.00

Terms

NET 45 days from July 1

Taxpayer ID No. 54-2166843

No additional fees for taxes required; CODESP is a Public Agency.

Make all checks payable to CODESP.

THANK YOU FOR YOUR BUSINESS!

Contact us: E: codesp@codesp.com P: (714) 374-8644 W: www.codesp.com

Please note that our address has changed – we are now in Suite 325.

Help us go green - Rather than fax, please scan and email documents to codesp@codesp.com

FOUNTAIN VALLEY SCHOOL DISTRICT

PERSONNEL DIVISION

MEMORANDUM

TO: Personnel Commission

FROM: Carmen Serna, Director of Human Resources

SUBJECT: **APPROVAL OF 2024-2025 MEMBERSHIP TO CSPCA**

DATE: June 11, 2024

Attached is the 2024-2025 membership invoice to CSPCA for approval.

RECOMMENDATION

The Personnel Commission approves the 2024-2025 membership to CSPCA.



California School Personnel Commissioners Association
Supporting Education Through Merit

Annual Association Dues Invoice

Invoice # 22-2024-25

Date: April, 2024

Bill To:	Send Payment To:
Fountain Valley SD 10055 Slater Avenue Fountain Valley, CA 92708 Carmen Serna: Director Email: sernac@fvsd.us (714) 843-3228	CSPCA Treasurer BethAnn Arko 9588 El Tambor Ave. Fountain Valley, CA 92708 Email: CSPCA.arko@gmail.com Phone: 760.415.5909 Please note the contact info

Please pay by check payable to CSPCA and include a copy of this invoice.

Dues Year	Number of Classified Employees	Dues Amount
2024-25	368	\$700.00

Please update any of the above information for your district.

Thank you for your continued membership with CSPCA.