

FOUNTAIN VALLEY SCHOOL DISTRICT PERSONNEL COMMISSION

Regular Meeting AGENDA

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

October 31, 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, September 26, 2024**
(Attachment #1) **Action**
4. **Agenda, Regular Meeting of the Board of Trustees, October 10, 2024**
(Attachment #2) **Information**
5. **Agenda, Special Meeting of the Board of Trustees, October 1, 2024**
(Attachment #3)
6. **Minutes, Special Meeting of the Board of Trustees, August 6, 2024**
(Attachment #4) **Information**
7. **Director's Report** **Information**
8. **Commissioner's Comments** **Information**

9. Public Comments

Members of the community and staff are welcome to address the Personnel Commission on any item listed on the Agenda or Business or any other item or specific concern within the jurisdiction of the Personnel Commission. Speakers are requested to limit their presentation to four minutes.

ADMINISTRATION

11. Certification of Eligibility Lists

Food Services Worker, Senior Accounting Assistant, Accountant, Preschool Instructor, ESP Assistant, Instructional Assistant, Instructional Assistant – Action Mild/Moderate, Instructional Assistant – Moderate/Severe, Preschool Assistant
(Attachments #5-10)

PERSONNEL

12. Job Announcements

(Attachments #11-15)

Information

FINANCIAL

13. Nothing currently.

CLOSED SESSION

14. Closed Session

The Commission will discuss, pursuant to Government Code 54957, the Classified Human Resources Director's job performance evaluation.

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

1. Personnel
2. Legal Advice

NEXT MEETING

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

**November 14, 2024
3:30 p.m.
PDC Room**

ADJOURNMENT

16. 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 SEPTEMBER 26, 2024**

DATE: October 25, 2024

Attached for your approval are the minutes of the Personnel Commission regular meeting of September 26, 2024.

RECOMMENDATION

The Personnel Commission approve the minutes of the September 26, 2024 Personnel Commission regular meeting.

Attachment #1

FOUNTAIN VALLEY SCHOOL DISTRICT PERSONNEL COMMISSION

Regular Meeting
MINUTES
September 26, 2024
3:30 p.m.

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

Mr. Jeremy Talley, CSEA President; Ms. Mona Green, Director, Childcare & Recreation Programs; Ms. Joy Moyers, Executive Assistant/PIO; Ms. Chris Olson, School Office Manager at Talbert Middle School; Ms. Donna Johnson and Ms. Danette Madison attended.

Mrs. Serna introduced the new Classified Personnel Technician, Danette Madison. Ms. Madison joined the school district with prior experience as a personnel technician from Bassett Unified School District and, most recently, as a Child Support Specialist for Orange County Child Support Services.

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

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

Agenda, Regular Meeting of the Board of Trustees, September 10, 2024

Presented as an information item only.

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

Presented as an information item only. Mrs. Davis mentioned the moment of silence for the loss of Steve Brown and for the many lost on 9/11.

Director's Report

Mrs. Serna welcomed everyone and mentioned that it was the twenty-first day of school and our staff and students are appreciative of all the classrooms which now have air conditioning. She welcomed the returning students and Classified employees to the 2024-2025 school year. She shared the *Be in the Know* newsletter with the Personnel Commissioners that was created by Joy Moyers which contains valuable information for the district, the children, and the community.

Mrs. Serna reviewed the Classified Personnel Report from the September 10, 2024, Board of Trustees meeting. It contained Personnel actions such as, new hires, resignations, leaves of absences, promotions and the updated Classified Management Salary Schedule that the Board of Trustees approved.

Mrs. Serna stated this was Ms. Johnson's last Personnel Commission meeting as she was retiring. Mrs. Serna and Mr. Mullin thanked Ms. Johnson for her years of service and expressed gratitude for her knowledge, professionalism, and dedication. Mrs. Serna announced Monday, September 30th was Ms. Johnson's retirement celebration and encouraged all to attend.

Commissioners' Comments

Mr. McCombs thanked Ms. Johnson for her service, expressed she would be truly missed, and welcomed her to the retirement club.

Mrs. Davis echoed their sentiments.

Mr. Mullin stated there would not be a quorum on October 17, 2024 or October 24, 2024, so the next Personnel Commission meeting was changed to October 31, 2024 at 3:30 p.m.

Public Comments

Mr. Jeremy Talley, CSEA President stated since the Personnel Commission was considering the recommendation for reclassification and salary change for the Director, Child Care & Recreations Program position, he hoped the Personnel Commission would keep an open mind regarding a job-market analysis for the Extended School Program Coordinator classification as their job duties have changed.

ADMINISTRATION

Classification Plan Amendment – Renaming the title of Director, Childcare & Recreation Programs and revising the essential functions for this classification to Director of Early Learning and Extended School Programs

Mrs. Serna stated the Personnel Commission was asked to rename the title, review/update the job description and essential duties for Director, Childcare & Recreation Programs. Mrs. Serna shared she conducted a job-market analysis where a review of job descriptions, essential duties, titles, and compensation were completed using surrounding districts as the base; numerous districts have moved this position from Classified to Certificated. She expressed that the process was completed objectively and recommended the salary change for the position based on the data. Mr. Mullins motioned to discuss or comment.

Mr. McCombs motioned to approve the renaming the title of Director, Childcare & Recreation Programs and revising the essential functions for this classification to Director of Early Learning and Extended School Programs and revising salary range from 14 to 15 on the Classified Management Salary Schedule. Mrs. Davis seconded the motion.

Mr. McCombs commented the analysis and data provided to the Personnel Commission by Mrs. Serna was thorough and provided them with great detail that was needed to make their decision. He indicated the district needs to remain competitive.

Mrs. Davis thanked Mrs. Serna for a great report and a format that allowed for an easier review.

Mr. Mullin also commended Mrs. Serna for the thorough and professional analysis provided in the report.

Mrs. Serna brought to the Commissions attention, prior to the final vote, the job description under the Certificates/Permits, the Administrator Credential 30 units had been struck through and explained there were various options to obtain the Child Development Program Director Permit. Education requirements include: Bachelor's degree in job related area (and additional requirements as needed per the Commission on Teacher Credentialing) and Child Development Program Director Permit; Masters preferred.

Mr. Mullin shared he was a firm believer that people can successfully promote by learning the position and a degree is not always necessary.

Mr. McCombs made a motion and Mrs. Davis seconded the motion to approve the renaming the title of Director, Childcare & Recreation Programs and revising the essential functions for this classification to Director of Early Learning and Extended School Programs and revising salary range from 14 to 15 on the Classified Management Salary Schedule and revise the Education and Certificates/Permits. Motion carried.

Mrs. Serna expressed appreciation for all the great work that Ms. Mona Green, current incumbent of the Director position, provides to students and the program. Mr. Mullin echoed Mrs. Serna's sentiments.

Certification of Eligibility Lists

Mr. McCombs moved to approve the eligibility lists for Classified Personnel Technician, ESP Assistant, and Health Assistant. Mrs. Davis seconded the motion. Motion carried.

PERSONNEL

Job Announcements

The Personnel Commission reviewed the dual certification job postings for Bus Aide – Special Education, Bus Driver, Driver Trainer Dispatcher, and Preschool Instructor.

FINANCIAL

No items were presented at the meeting.

CLOSED SESSION

No closed session was required.

NEXT MEETING

The next meeting of the Personnel Commission will be:

Regular Meeting:

October 31, 2024, at 3:30 p.m.

Board Room

ADJOURNMENT

The September 26, 2024, regular meeting of the Personnel Commission adjourned at 3:55 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 OCTOBER 10, 2024**

DATE: October 25, 2024

Attached for your information is the agenda of the Board of Trustees regular meeting of October 10, 2024.



**FOUNTAIN VALLEY
SCHOOL DISTRICT**

Board of Trustees Meeting

Board of Trustees Regular Meeting - Oct 10 2024 Agenda

Thursday, October 10, 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 October 10, 2024, Regular Board of Trustees Meeting
ACTION:

C. BOARD MEMBER REPORTS

D. 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.


E. STAFF REPORTS

Trustees for revisions. Board Policy 5121 requires revision due to the work completed by the Elementary Report Card Review Committee. BP 5121 Grades/Evaluation of Student Achievement is being brought to the Board of Trustees for first reading.

Submitted By:

Educational Services

Attachments:

[BP 5121 Grades Evaluation of Student Achievement - First Reading.docx](#) 

Recommendation:

It is recommended that the Board of Trustees approves the revisions to Board Policy 5121 Grades/Evaluation of Student Achievement for first reading and move the policy forward for second reading, with any changes as indicated by the Board of Trustees.

2. Resolution 2025-12: Memorandum of Understanding Between Fountain Valley School District and Fountain Valley Education Association for ELOP Academic Tutoring

Background:

FVSD and FVEA enter into this MOU to provide academic tutoring for students attending the afterschool ESP program at our seven elementary school sites to be funded by the Expanded Learning Opportunities Program (ELOP) Funds.

Submitted by:

Personnel Services

Attachments:


[Resolution 2024-12: MOU ELOP Academic Tutoring](#) 


It is recommended that the Board of Trustees approve the Memorandum of Understanding between Fountain Valley School District and Fountain Valley Education Association dated October 3, 2024.

3. Board Policy 3555 Nutrition Program Compliance (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

1. Minutes of August 6, 2024, Governance Goal Setting Meeting
[Governance Goal Setting Session - Aug 06 2024 - Minutes - Html](#) 

2. Minutes of September 10, 2024, Board of Education Meeting
[Board of Trustees Regular Meeting - Sep 10 2024 - Minutes - Html](#) 

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 OCT 10.pdf](#) 

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.

Attachments:

[Budget Adjustments-06.30.2024.pdf](#) 

[Budget Transfers-06.30.24.pdf](#) 

10. **Annual Organizational Meeting**

Background:

In accordance with Education Code Sections 35143 and 72000, the governing board of each school district, community college district, or regional occupational program must hold an annual organizational meeting within a prescribed 15-day period commencing with the date upon which a governing board member elected at that election takes office. In a year which no regular election is conducted, the organizational meeting shall be held during the same 15-day period on the calendar. The board shall notify the county superintendent of school of the day and time selected for the meeting.

Submitted by:

Superintendent's Office

Recommended Action:

It is recommended that the Board of Trustees select Thursday, December 19, 2024, as the date of the annual organizational meeting, following the provisions of Education Code Sections 35143 and 72000. The meeting shall begin at 6:00 p.m.

11. **Williams Uniform Complaint Quarterly Report (Q#1: Jul 1- Sep 30)**

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 first quarter of the 2024-25 year and approves its submittal to the Orange County Department of Education.

Submitted by:

adoption.

Attachment:

[6170.1 Transitional Kindergarten](#) 

14. **Contract with Huntington Valley Boys and Girls Club to Provide Transportation Training Services**

Background

Bus drivers are required to attend periodic training to keep their licenses current. This includes both in class and behind the wheel training. The Boys and Girls Club has a certified school bus driver training instructor who will provide the required classroom and in-service training for the District's bus drivers.

Fiscal Impact

The monthly fee for the standard services outlined in the contract is \$750. The district will be billed at a rate of \$125 per hour for any additional services requested. The total cost will not exceed \$9,000.

Submitted By

Business Services

Recommendation

It is recommended that the Board of Trustees approve the contract with Huntington Valley Boys and Girls Club to provide transportation training services

Attachment

[24-25 FVSD BGCHV Transportation Training Proposal.pdf](#) 

15. **Review and Accept the Proposition 51 Performance Audit for Cox Elementary School Non- Financial Hardship Project No. 57/66498-11-014**

Background:

With the passage of Proposition 51, new State Facilities Funds were available, and the Fountain Valley School District filed documentation and approved architectural plans with the appropriate State agencies to secure available funding for the Cox Elementary School Solar Installation Project. Construction of this project was completed November 13, 2014.

The District received the requested funding of \$410,420 in December of 2022 and submitted the required expenditure report in November of 2023. The District is required to complete a Performance Audit for the project within one year of the submitted expenditure report.

Recommendation:

It is recommended that the Board of Trustees review and accept the Proposition 51 Performance Audit for Oka Elementary School Non-Financial Hardship Project No. 57/66498-11-015.

Attachment :

[Fountain Valley Prop 51 Oka ES Final Performance Report.pdf](#)



17. **Review and Accept the Proposition 51 Performance Audit for Plavan Elementary School Non- Financial Hardship Project No. 57/66498-11-013**

Background:

With the passage of Proposition 51, new State Facilities Funds were available, and the Fountain Valley School District filed documentation and approved architectural plans with the appropriate State agencies to secure available funding for the Plavan Elementary School Solar Installation Project. Construction of this project was completed November 13, 2014.

The District received the requested funding of \$646,637 in December of 2022 and submitted the required expenditure report in November of 2023. The District is required to complete a Performance Audit for the project within one year of the submitted expenditure report.

The Performance Audit was completed by the District's audit firm, EideBailly. The results of the audit indicate that, in all significant respects, the District has met the objectives related to Non-Financial Hardship Project No. 57/66498-00-013 and complied with the requirements of Proposition 51 and the requirements outlined in the *2022-2023 Guide for Annual Audits of K-12 Local Education Agencies and State Compliance Reporting*.


Submitted By:

Business Services

Recommendation:

It is recommended that the Board of Trustees review and accept the Proposition 51 Performance Audit for Plavan Elementary School Non- Financial Hardship Project No. 57/66498-11-013.

Attachment:

[Fountain Valley Prop 51 Plavan ES Final Performance Report.pdf](#) 

The cost of assessment services is \$740,000.00 and will be paid from the CalSHAPE phase one grant.

Submitted by:

Business Services

Recommended Action:

It is recommended that the Board of Trustees approve the contract with Mesa Energy Systems, Inc. to perform the CalSHAPE assessment of the District's HVAC systems.

Attachment:

Fountain Valley Ventilation Professional Services Proposal (1).pdf 

20. **Memorandum of Understanding Between The Orange County Superintendent of Schools and the Fountain Valley School District for the 2024-2025 School Year**

Background:

Pursuant to the authority established in Education Code sections 56195, 56195.1, 56195.3, and 56195.5, OCDE may provide for the education of individual pupils in special education programs who reside in other districts or counties. The OCDE Division of Special Education Services operates the Connections Empowering Every Learner Program (formerly known as OCDE Special Schools) to provide special education programs and services to individuals with exceptional needs ages 3 through 22 requiring intensive educational services, including a regional deaf and hard of hearing program. The OCDE Connections Program operates on multiple public school sites throughout Orange County Designated as preschool, elementary, secondary, and adult transition programs.


Submitted by:

Educational Services

Recommended Action:

It is recommended that the Board of Trustees approves the contract between the Fountain Valley School District and the Orange County Superintendent of Schools for the 2024-2025 school year.

Attachment:

24-25 MOU BETWEEN OC SUPERINTENDENT OF SCHOOLS
FOUNTAIN VALLEY MOU 2024.25.pdf 

21. **United Interpretation Independent Contract**

Background:

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
5. Anticipated litigation pursuant to Government Code Section 54956.9(d)(2): Case number 24-25-99-4.
6. CONFERENCE WITH LEGAL COUNSEL: EXISTING LITIGATION: Government Code section 54956.9 (d)(1) & 54954.5(c): Superior Court of California, County of Alameda, Case No. 22CV005456.

L. REPORT OF CLOSED SESSION

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

M. ADJOURNMENT

1. Meeting Adjourned
ACTION:
2. Next Meeting November 14, 2024

FOUNTAIN VALLEY SCHOOL DISTRICT

PERSONNEL DIVISION

MEMORANDUM

TO: Personnel Commission

FROM: Carmen Serna, Director of Human Resources

SUBJECT: **AGENDA, OF THE BOARD OF TRUSTEES SPECIAL
MEETING OF OCTOBER 01, 2024**

DATE: October 25, 2024

Attached for your information is the agenda of the Board of Trustees special meeting of October 01, 2024.



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

Board of Trustees Special Meeting - Oct 01 2024 Agenda

Tuesday, October 1, 2024 at 4:30 PM

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

A. CALL TO ORDER- 4:30 P.M.

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

B. APPROVAL OF AGENDA

1. Agenda for October 1, 2024 Special Board of Trustees Meeting
ACTION:

C. 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.

D. CLOSED SESSION

1. Negotiations: Government Code 54957.6 Update and review of negotiations with the FVEA and CSEA Bargaining Units with the Board's designated representative, Cathie Abdel.

E. ADJOURNMENT

1. Meeting Adjourned
ACTION:

FOUNTAIN VALLEY SCHOOL DISTRICT

PERSONNEL DIVISION

MEMORANDUM

TO: Personnel Commission

FROM: Carmen Serna, Director of Human Resources

SUBJECT: **MINUTES, OF THE BOARD OF TRUSTEES SPECIAL
MEETING OF AUGUST 6, 2024 (GOVERNANCE GOAL
SETTING SESSION)**

DATE: October 24, 2024

Attached for your information are the minutes of the Board of Trustees special meeting of August 6, 2024.



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

Governance Goal Setting Session - Aug 06 2024 Minutes

Tuesday, August 6, 2024 at 4:30 PM

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

A. CALL TO ORDER- 4:31 P.M.

1. Pledge of Allegiance was led by Mr. Schultz.
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 August 6, 2024, Special Board of Trustees Meeting
ACTION:

Moved by: Dennis Cole

Seconded by: Phu Nguyen

Carried 5-0

C. PUBLIC COMMENTS

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

To address the Board of Trustees, please comply with the procedures listed on the goldenrod form, *For Persons Wishing to Address the Board*

of Trustees, and give the form to the Public Information Officer/Executive Assistant to the Superintendent.

There were no requests to address the Board.

D. GOVERNANCE GOAL SETTING

Background:

The Governance Team reviewed recommendations from the Executive Cabinet, cabinet, leadership team, teachers, special populations, and LCAP survey responses related to District priorities, goals, strategic objectives, and actions. They determined which goals have already been achieved and consider any adjustments needed for the 2024-2025 school year.

Submitted by:

Superintendent

E. ADJOURNMENT

1. Meeting Adjourned at 6:55 pm

ACTION:

Moved by: Sandra Crandall

Seconded by: Jeanne Galindo

Carried 5-0

FOUNTAIN VALLEY SCHOOL DISTRICT

PERSONNEL DIVISION

MEMORANDUM

TO: Personnel Commission

FROM: Carmen Serna, Director of Human Resources

SUBJECT: **ELIGIBILITY LISTS**

DATE: October 25, 2024

Attached are the eligibility lists for:

Food Services Worker

Senior Accounting Assistant

Accountant

Preschool Instructor

ESP Assistant

Instructional Assistant

Instructional Assistant Mild/Moderate

Instructional Assistant Moderate/Severe

Preschool Assistant

RECOMMENDATION

The Personnel Commission approve the eligibility lists enumerated above.

Attachment #5- 10

ELIGIBILITY LIST
Food Services Worker
Expires 09-24-25

RANK	NAME	EXPIRES
1	Stephanie Cox	01-26-25
2	Carol Weaver	05-25-25
3	Jasmine Smith	09-24-25
3	Sonny Jerome	05-25-25
4	Travis Peterson	01-26-25
5	Dafney Salas	01-26-25
6	Kanika Shaktwat	03-26-25
7	Jessie Kovach	08-09-25
8	Lori Delzer	09-24-24
9	Barbara Reed	01-26-25
10	Cruzita Trejo	01-26-25
10	Petty Elgamil	08-09-25
11	Rachel Miranda	08-09-25
12	Lykong Tex	09-24-24

ELIGIBILITY LIST
Senior Accounting Assistant
Expires 10-23-25

RANK	NAME
1	Anna Fantin
1	Natalie Reyes
2	Lorna Alcaraz
3	Erin Hayes

ELIGIBILITY LIST
Accountant
Expires 10-02-25

RANK	NAME
1	Thuong Nguyen
2	Sameh Adbelmesseih
3	Shazia Batla
4	Thuy Dinh

ELIGIBILITY LIST
Preschool Instructor
Expires 10-04-25

RANK	NAME
1	Breanna Ansorge
2	Elizabeth Arellano

**Eligibility List
ESP Assistant
Merged (Updated 10-02-24)**

RANK	NAME	EXPIRES
1	Rachel Garrison	08-09-25
2	Heidy Gutierrez	02-27-25
2	Lori Rohrmoser	09-11-25
3	Zina Pacheco	02-27-25
3	Wynton Crosby	09-11-25
3	Bertha Mondragon	09-11-25
4	Patty Smith	10-02-25
5	Meral Cakir	12-01-24
6	Cynthia Armenta	02-27-25
6	Haley Crowder	10-02-25
7	Marie Reither	08-09-25
7	Alexis Robles	10-02-25
8	Son Tan	09-11-25
8	Cynthia Fuentes	09-11-25
9	Jae Choe	10-02-25
10	Jaclyn Yamasaki	02-27-25
11	Hannah Rangel	08-09-25
12	Taha Marwa	09-11-25
13	Stefani Penn	02-27-25
13	Leah Lopez	09-11-25
14	Ludmilla Annenkoff	12-01-24
14	Julie Tang	02-27-25
15	Jennifer McGuire	02-27-25
16	Monica Orozco	02-27-25

**Eligibility List
Instructional Assistant
Merged (Updated 10-24-24)**

RANK	NAME	EXPIRES
1	Kim Peterson	02-20-25
1	Carissa Crane	02-20-25
1	Heather Flavia	10-24-25
1	Stefanie Penn	10-24-25
1	Thi My Tien Truong	10-24-25
1	Michael Nomura	10-24-25
2	Jennifer Arellano	10-24-25
3	Torrence Woodson	09-20-25
4	Jessica Garcia	09-20-25
5	Februz Ibrahim	09-20-25
6	Barbara Kraus	08-05-25
7	Robyn Sisneros	08-05-25
8	Isabella Llanos	09-20-25
8	Jennifer Weld	09-20-25
9	Heather Holbrook	09-20-25
10	Noemi Jimenez	08-05-25
11	Jill De La Torre	09-20-25
12	Linda Vo	08-05-25
13	Diane Palermo	08-05-25
14	Kim Louie	02-20-25

ELIGIBILITY LIST
Instructional Assistant Mild/Moderate
Merged (Updated 10-24-24)

RANK	NAME	EXPIRES
1	Jennifer Arellano	10-24-25
2	Torrence Woodson	09-30-25
3	Uyen Tran	09-03-25
4	Aileen Olivares	01-18-25
5	Carsan Ciarrocchi	09-03-25
6	Isabella Llanos	09-30-25
6	Jennifer Weld	09-30-25
7	Heather Holbrook	09-30-25
8	Thi My Tien Truong	10-24-25
9	Brisa De Rios	09-03-25
10	Linda Brackley	07-30-25
11	Jessica Garcia	09-30-25
12	Stefanie Penn	09-03-25
13	Jennifer Miller	07-30-25
14	Jonathan Abrego	09-03-25
14	Jodine Alpern	09-03-25
14	Jordynn Peshke	09-03-25
15	Jill De La Torre	09-30-25
16	Diane Palermo	07-30-25
17	Michael Nomura	10-24-25
18	Allen Melton	05-02-25

ELIGIBILITY LIST
Instructional Assistant Moderate/Severe
Merged (Updated 10-24-24)

RANK	NAME	EXPIRES
1	Jennifer Arellano	10-24-25
2	Torrence Woodson	09-30-25
3	Isabella Llanos	09-30-25
3	Jennifer Weld	09-30-25
4	Heather Holbrook	09-30-25
5	Linda Brackley	07-30-25
6	Jessica Garcia	09-30-25
7	Jennifer Miller	07-30-25
8	Monica McDonnell	10-18-24
8	Jill De La Torre	09-30-25
8	Cirilo Duarte	03-08-25
9	Diane Palermo	07-30-25
10	Allen Melton	04-29-25

ELIGIBILITY LIST
Preschool Assistant
(Updated 10-16-24)

RANK	NAME
1	Stephanie Hernandez-Herrera
2	Jordynn Peschke
3	Brindy Soukaseume
3	Ngan Dao
4	Heidy Gutierrez

FOUNTAIN VALLEY SCHOOL DISTRICT

PERSONNEL DIVISION

MEMORANDUM

TO: Personnel Commission

FROM: Carmen Serna, Director of Human Resources

SUBJECT: **JOB ANNOUNCEMENTS**

DATE: October 25, 2024

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

Dual Certification:

Accountant

Preschool Assistant

Senior Accounting Assistant

Bus Aide – Special Education (Substitute)

Instructional Assistant

Attachments #11-15



Accountant at Fountain Valley Elementary School District

Application Deadline

9/9/2024 3:30 PM Pacific

Date Posted

8/16/2024

Number of Openings

1

Salary

Pay Range

\$6,771 (Range 83, Step 1) - \$8,234 (Range 83, Step 5) Monthly

Add'l Salary Info

*Per CSEA contract, hiring may be made up to step 3

Length of Work Year

12 months per year

Employment Type

Full Time

Requirements / Qualifications

Please attach a current resume.

Minimum requirements:

Bachelor's degree in a job-related area.

Job-related experience with increasing levels of responsibility is required.

Comments and Other Information

The written test will be on Monday, September 16, 2024, in the morning. It will be held at the Fountain Valley School District Office, located at 10055 Slater Ave., Fountain Valley, CA 92708. Please bring a valid ID, such as a driver's license or passport. Allow at least two hours for processing and testing time. Calculators are allowed to be used and will be supplied.

Applications will be screened for minimum qualifications before the written test. Applicants meeting the minimum requirements will be invited to take the test. Please watch your email for an invitation.

CalPERS Links

Not all postings qualify for CalPERS. Informational Only.

[CalPERS Retirement Benefits](#)



Preschool Assistant at Fountain Valley Elementary School District

Application Deadline

10/7/2024 3:30 PM Pacific

Date Posted

9/17/2024

Contact

[Danette Madison](#)

7148433228

Number of Openings

1

Salary

Pay Range

\$20.48 (Range 18, Step 1) - \$24.90 (Range 18, Step 5) Per Hour

Add'l Salary Info

Hiring may be made up to step 3, per CSEA contract.

Length of Work Year

9.6 months per year

Employment Type

Part Time

Requirements / Qualifications

The minimum requirements must be met in order to be hired.

Minimum Requirements: Experience working with preschool-aged children. Targeted, job-related education with study in the job-related area with a minimum of 12 college-level semester units in early childhood education or child development, which includes three core courses – Child Growth & Development; School, Family & Community; and Program/Curriculum.

Valid Pediatric First Aid Certificate and CPR certificate

Comments and Other Information

Please attach a copy of the transcripts or report cards showing completion of the required units and a valid Pediatric First Aid and CPR certificate.

Those candidates meeting the minimum qualifications listed above will be invited to the test at a date to be determined and held at the Fountain Valley School District Office, 10055 Slater Avenue, Fountain Valley. Please bring a valid ID and allow 1 1/4 hours for the test and instructions. Please watch your email for an invitation to attend.

CalPERS Links

Not all postings qualify for CalPERS. Informational Only.

[CalPERS Retirement Benefits](#)



Senior Accounting Assistant at Fountain Valley Elementary School District

Application Deadline

10/21/2024 3:30 PM Pacific

Date Posted

10/1/2024

Contact

[Danette Madison](#)

7148433228

Number of Openings

1

Salary

Pay Range

\$4,981 (Range 52, step 1) - \$6,053 (Range 52, step 5) Monthly

Add'l Salary Info

*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:

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

Comments and Other Information

All applicants meeting the minimum requirements will be invited to attend the written test, scheduled for Tuesday, October 22, 2024 at 8:45 a.m.

Applicants with a passing score will be invited to a technical interview on Wednesday, October 23, 2024 in the AM. Final Interviews will be held on Friday, October 25, 2024.

Testing and interviews (s) will be conducted at Fountain Valley School District, 10055 Slater Avenue, Fountain Valley, CA 92708. Please bring a valid I.D. such as Drivers License or passport. Calculators will be provided however, cell phones may not be used.

CalPERS Links

Not all postings qualify for CalPERS. Informational Only.

[CalPERS Retirement Benefits](#)



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

Application Deadline

11/18/2024 3:30 PM Pacific

Date Posted

10/22/2024

Contact

[Danette Madison](#)

7148433228

Number of Openings

4

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 the morning of January 18, 2024. Qualified applicants will be notified of the time of their interview by email.

CalPERS Links

Not all postings qualify for CalPERS. Informational Only.

[CalPERS Retirement Benefits](#)



Instructional Assistant at Fountain Valley Elementary School District

Application Deadline

Until Filled

Date Posted

8/18/2024

Contact

[Danette Madison](#)

7148433228

Number of Openings

2

Salary

Pay Range

\$21.11 (Range 21, Step 1) - \$25.68 (Range 21, 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

The Job Description for the position, which includes experience and educational requirements, can also be found on the Fountain Valley School District website.

All applicants are invited to attend the written test. Please watch your email for 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 the day of the test.

IA Kinder hours are 17.5 per week, and IA Transitional Kinder hours are 28.0 per week.

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. Please watch your email for testing dates.

CalPERS Links

Not all postings qualify for CalPERS. Informational Only.

[CalPERS Retirement Benefits](#)