

FOUNTAIN VALLEY SCHOOL DISTRICT PERSONNEL COMMISSION

Regular Meeting AGENDA

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

December 19, 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, November 14, 2024**
(Attachment #1) **Action**
4. **Agenda, Regular Meeting of the Board of Trustees, December 12, 2024**
(Attachment #2) **Information**
5. **Agenda, Regular Meeting of the Board of Trustees, November 14, 2024**
(Attachment #3) **Information**
6. **Minutes, Special Meeting of the Board of Trustees, October 01, 2024**
(Attachment #4) **Information**
7. **Minutes, Regular Meeting of the Board of Trustees, October 10, 2024**
(Attachment #5) **Information**

8. Director's Report

Information

9. Commissioner's Comments

Information

10. 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. Personnel Commission Annual Report Reading and Approval

Action

(Attachments #6)

12. Election of Personnel Commission Officers

Action

13. Certification of Eligibility Lists

Behavior Intervention Assistant, Bus Driver

Action

(Attachments #7-8)

PERSONNEL

14. Job Announcements

Information

(Attachments # 9-10)

FINANCIAL

Nothing at this time

CLOSED SESSION

15. 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

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

January 23, 2025

3:30 p.m.

TBD

ADJOURNMENT

17. Adjournment

FOUNTAIN VALLEY SCHOOL DISTRICT

PERSONNEL DIVISION

MEMORANDUM

TO: Personnel Commission

FROM: Carmen Serna, Director of Human Resources

SUBJECT: **MINUTES, PERSONNEL COMMISSION-REGULAR
MEETING OF NOVEMBER 14, 2024**

DATE: November 25, 2024

Attached for your approval are the minutes of the Personnel Commission regular meeting of November 14, 2024.

RECOMMENDATION

The Personnel Commission approve the minutes of the November 14, 2024 Personnel Commission regular meeting.

Attachment #1

FOUNTAIN VALLEY SCHOOL DISTRICT PERSONNEL COMMISSION

Regular Meeting
MINUTES
November 14, 2024
3:30 p.m.

Mr. Mullin called the Regular Meeting of the Personnel Commission to order at 3:35 p.m. in the PDC Room at 10055 Slater Avenue, Fountain Valley, California 92708. Ms. Cathie Abdel 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. Cathie Abdel, Assistant Superintendent of Personnel, Ms. Christine Olson, Representing CSEA and School Office Manager at Talbert Middle School, and Ms. Danette Madison.

Minutes, Regular Meeting of the Personnel Commission, October 31, 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.

Director's Report

Mrs. Serna stated she was thankful to be in attendance. She reported that Classified Personnel continued to remain busy due to transitions and continued to hire for Special Education Instructional Assistant positions as well as for ESP Assistants. Mrs. Serna stated she was very thankful and appreciative of Ms. Madison for the wonderful job she has been doing in Personnel. Ms. Serna mentioned the Board of Trustees meeting scheduled for that evening, Mr. Mullin was to get the recommendation to be reappointed as the Board of Trustees Commissioner Representative. Ms. Serna could not attend the meeting but wished Mr. Mullin the best.

Mrs. Serna commented the school year had moved quickly, and the holidays were upon us. She mentioned upcoming events, such as, Veterans Day assemblies, Turkey trots, Lunch with Loved Ones, etc. She wished everyone an amazing Thanksgiving. She looked forward to determining the 2025 Personnel Commission meeting dates, which were scheduled later on the agenda.

Commissioners' Comments

Mrs. Davis was grateful Mrs. Serna was able to be in attendance and she was happy to be at the meeting.

Mr. McCombs stated it had been a great year so far and wished everyone a great Thanksgiving.

Mr. Mullin commented that he met someone while waiting in line and when Mr. Mullin shared he worked with Fountain Valley School District, the gentleman stated Fountain Valley was one of the better school districts in all of Orange County. Mr. Mullin also wished fellow Commissioners and everybody a Happy Thanksgiving.

Public Comments

CSEA Representative, Ms. Olson stated as the holidays were approaching, CSEA would be continuing their Helping Hands program again this year. CSEA is always grateful for the extra help that the Personnel Commission and Senior Management contribute and would love the continued support because it allowed for CSEA to assist twice as many people. The letters would be sent out the week of December 2nd. Any contributions can be made to Mrs. Abdel at the District Office. Mr. McCombs was prepared and made a contribution to Ms. Olson for Helping Hands.

Ms. Abdel stated that the Executive Cabinet and Leadership team loved being able to contribute to the Helping Hands program and shared if CSEA was in need of more assistance to reach back out. Ms. Olson stated CSEA was always thankful for all the assistance received.

Ms. Abdel wished everyone a Happy Thanksgiving and the holidays approached rather quickly. She announced the district office would be closed the week of Thanksgiving and returns December 2, 2024 for three weeks then closed for two weeks for the holidays returning in 2025.

ADMINISTRATION

Certification of Eligibility Lists

Mr. McCombs moved to approved the eligibility lists for ESP Assistant and Bus Aide – Special Education. Mrs. Davis seconded the motion. Motion carried.

Selection of Personnel Commission Dates for 2025

There was conflict for the proposed dates for May 2025 and October 2025. It was decided the meetings would be held on May 15, 2025 and October 23, 2025. Mr. McCombs moved to approve the dates as modified. Mrs. Davis seconded the motion. Motion carried.

PERSONNEL

Job Announcements

The Personnel Commission reviewed the dual certification job posting for Behavior Intervention Assistant (BIA). Mrs. Davis asked for the number of hours for the BIA position. Mrs. Serna advised it was a 28.75 hours/week position and explained the job family to the Commission.

FINANCIAL

Personnel Commission Budget – Year to date

Presented as an information item only.

2025 CSPCA Annual Conference Approval

The Annual Conference is scheduled for March 16-18, 2025 in Napa Valley, CA. Mrs. Serna stated the information was sent to CSEA as one CSEA Representative is afforded to attend as well as the Commission. Mrs. Davis motioned for approval of a reasonable cost affiliated with attending this conference. Mr. McCombs seconded the motion.

Mr. McCombs stated he planned to attend. Mr. Mullins stated these conferences were phenomenal learning experiences and well worth the time and effort. Mr. Mullins did not know if he would be attending.

Motion carried.

CLOSED SESSION

The Personnel Commission adjourned to close session at 4:00 p.m., to discuss, according to Government Code 54957, the Classified Human Resources Director's job performance evaluation. There was no action taken from closed session.

NEXT MEETING

The next meeting of the Personnel Commission will be:

**Regular Meeting:
December 19, 2024, at 3:30 p.m.
PDC Room**

ADJOURNMENT

The November 14, 2024, regular meeting of the Personnel Commission adjourned at 4:20 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 DECEMBER 12, 2024**

DATE: December 10, 2024

Attached for your information is the agenda of the Board of Trustees regular meeting of December 12, 2024.



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

Board of Trustees Regular Meeting - Dec 12 2024 Agenda

Thursday, December 12, 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 December 12, 2024 Regular Board of Trustees Meeting
ACTION:

C. BOARD MEMBER REPORTS

D. SPECIAL PRESENTATION

1. Celebration of Outgoing Trustee Mrs. Jeanne Galindo
In celebration and appreciation of her twelve years of dedicated service to the Board of Trustees, the Fountain Valley School District Family will honor Mrs. Jeanne Galindo for her ongoing commitment to our staff, students, and community.

E. STAFF REPORTS

1. First Interim Report Presentation (Written and Oral)
Assistant Superintendent, Business, Christine Fullerton will present and review with the Board of Trustees the First Interim Report for the Fountain Valley School District.

F. 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.

G. PUBLIC COMMENTS

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

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

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

H. LEGISLATIVE ITEMS

1. Resolution 2025-15: 2024-2025 Authorization for Teaching Credentials
Background:
The Governing Board of a school district by Resolution may authorize the holder of a Multiple Subject Teaching Credential, or a Standard Elementary Credential Education Code 44256 (b), to teach any subject in departmentalized classes to a given class below grade 9 provided that the teacher has completed at least 12 semester units or 6 upper division units of coursework at an accredited institution in each subject to be taught.

The Governing Board of a school district may authorize the holder of a Single Subject Teaching Credential or a Standard Teaching Credential Education Code 44258.2 to be assigned to teach classes in grades 5 to 8 of a middle school if the teacher has a minimum of 12 semester units or 6 upper division or graduate units of coursework at

an accredited institution in the subject to which they are assigned.

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

Submitted by:

Personnel Services

Attachments:

[Resolution 2025-15: 2024-2025 Authorization for Teaching Credentials](#)



It is recommended that the Board of Trustees adopt Resolution 2025-15 to approve the teaching assignments listed.

2. Board Policy 6142.92 Mathematics Instruction (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 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 6142.92 Mathematics Instruction requires updates to reflect changes and updates to language regarding instructional resources and class placement. BP 6142.92 is being brought to the Board of Trustees for first reading.

Submitted By:

Educational Services

Attachments:


[BP 6142.92 Mathematics Instruction - 1st Reading.docx](#)






It is recommended that the Board of Trustees approves the revisions to Board Policy 6142.92 Mathematics Instruction for first reading and move the policy forward for second reading, with any changes as indicated by the Board of Trustees.

I. CONSENT CALENDAR/ ROUTINE ITEMS OF BUSINESS

ACTION: Approval of Consent Agenda Items

1. Minutes of November 14, 2024 Board of Education Meeting
[Board of Trustees Regular Meeting - Nov 14 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
Recommended Action:
Approval/Ratification of the Certificated Personnel items.
Attachments:
[Certificated Personnel Items](#) 
[Certificated Substitute Daily Rate eff. 2025-01-01](#) 
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
Recommended Action:
Approval/ratification of the Classified Personnel Report
Attachments:
[Classified Personnel Report 12-12-2024.pdf](#) 

Approval/ratification of the Classified Personnel Report
4. 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](#) 

5. Approve/Ratify 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 10-26-24 thru 11-22-24.pdf](#) 

[PO REPORT 10-26-24 thru 11-22-24.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:

[FY 2024-2025 Board Report.pdf](#) 

7. Budget Adjustments & Transfers

Background:

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

Submitted by:

Business Services

Attachments:

[Budget Adjustments.pdf](#) 

8. Review and Approve the 2023-2024 Financial Audit Report

Background:

The 2023-24 Financial Audit, completed by EideBailly is presented to the Board of Trustees for review and acceptance. The Audit Report includes financial statements, supplemental information, compliance statements, findings, and recommendations.

There are no restatements to the District's financial operating results ending June 30, 2024, and the audit received an unmodified opinion in Federal Awards, and State Compliance, the best possible certification. However, There was an audit finding related to leases. The Jasmine Housing lease and Tamura water lease were not captured in previous GASB 87 lease receivables. There are no costs associated with this finding.

Submitted by:

Business Services

Recommended Action:

It is recommended that the Board of Trustees receive and accept the 2023-2024 Financial Audit.

Attachment:

[Fountain Valley School District 2024 Final Financial Statements.pdf](#)



9. **Approve 2024-2025 First Interim Report**

Background:

School districts are required to complete two interim financial reports during a fiscal year: one as of October 31 and one as of January 31. The First Interim Report presents the results of actual financial operations through October 31 and the projected budget for the fiscal year for all District funds. A three-year projection for the General Fund is also included. The District is required to certify its financial outlook as Positive, Qualified, or Negative and submit it to the Orange County Department of Education.

Board Members received a copy of the complete First Interim Report in the required State format, along with a descriptive narrative and comparative financial projections, and will be available on the District's website for review after Board approval.

In preparing the 2024-25 First Interim Budget, the Board acknowledges its fiduciary responsibility to maintain fiscal solvency for the current year and the subsequent two fiscal years. The District's First Interim Budget shows deficit spending in the current year and the subsequent two fiscal years.

Based on the 2024-25 State Budget Act and anticipated increases in ongoing costs, the District anticipates the need for \$1.5 million in ongoing budget reductions in 2025-26 to maintain long term fiscal

solvency. Furthermore, it is recognized that a Board-approved budget reduction list for 2025-26 and an implementation timeline will be included with the 2024-25 Second Interim Report submission.

Submitted by:

Business Services

Recommended Action:

It is recommended that the Board of Trustees approve the First Interim Report for fiscal year 2024-2025 with a Positive Certification. Per State guidelines, a positive certification indicates that, based on current projections, the District will meet its financial obligations for the current and subsequent two fiscal years.

Attachment:

10. Board Policy 0510 School Accountability Report Cards
(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 0510 requires updates to reflect changes and updates to language regarding the accessibility of School Accountability Report Cards for individuals with primary languages other than English. BP 0510 is being brought to the Board of Trustees for second reading and adoption.

Submitted By:

Educational Services

Recommendation:

It is recommended that the Board of Trustees approves the revisions to Board Policy 0510 for adoption.

Attachment:

[BP 0510 School Accountability Report Cards - 2nd Reading.docx](#) 

11. Board Policy 3515.21 Unmanned Aircraft Systems (Drones)
(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 3515.21 Unmanned Aircraft Systems (Drones) is an optional policy that staff believes should be added to the current

policies of the District. BP 3515.21 provides guidance on the used of unmanned aircraft at the school sites. BP 3515.21 is being brought to the Board of Trustees for second reading and adoption.

Submitted By:

Business Services

Recommendation:

It is recommended that the Board of Trustees approves the revisions to Board Policy 3515.21 for adoption.

Attachment:

[BP 3515.21 Unmanned Aircraft Systems.docx](#) 

12. Board Policy 3517 Facilities Inspections (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 3517 Facilities Inspection requires updates to reflect changes and updates to language. The specific items in the inspection tool have been moved to an Administrative Regulation (AR) and removed from the Board Policy. BP 3517 is being brought to the Board of Trustees for second reading and approval.

Submitted By:

Business Services

Recommendation:

It is recommended that the Board of Trustees approves the revisions to Board Policy 3517.

Attachment:

[3517 Facilities Inspection](#) 

13. BP 5121 Grades/Evaluation of Student 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 5121 Grades/Evaluation of Student Achievement requires updates to reflect changes to the District's standards-based elementary report card. BP 5121 is being brought to the Board of

Trustees for third reading and approval.

Submitted By:

Educational Services

Recommendation:

It is recommended that the Board of Trustees approves the revisions to Board Policy 5121 Grades/Evaluation of Student Achievement for approval.

Attachments:

[BP 5121 Grades Evaluation of Student Achievement - 3rd Reading.docx](#) 

14. Board Policy 6112 Instruction (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 6112 Instruction requires updates to reflect changes and updates to language regarding recess periods, as well as the length of the school day for all students. BP 6112 is being brought to the Board of Trustees for second reading and adoption.

Submitted By:

Business Services

Recommendation:

It is recommended that the Board of Trustees approves the revisions to Board Policy 6112.

Attachment:

[6112 BP School Day](#) 

15. MOU with The Orange County Social Services Agency for the Provision of Free School Meals Direct Certification Program

Background:

Students typically are identified for Free and Reduced Meals through a written application process. The U.S. Federal Child Nutrition and Women, Infants, and Children Reauthorization Act of 2004, Section 104 of Public Law 108-265, allows for a designated school food authority to certify a student eligible for free school meals by directly communicating with an appropriate local agency to verify a student's status as a member of CalFresh and/or a CalWORKS household.

This MOU establishes the relationship between the Fountain Valley School District and the Orange County Social Services Agency for this purpose. The term of the MOU is January 1, 2025 through December

31, 2030.

Fiscal Impact:

There is no direct fiscal impact to this MOU.

Submitted By:

Business Services

Recommendation:

It is recommended that the Board of Trustees approve the MOU with The Orange County Social Services Agency for the Provision of Free School Meals Direct Certification Program.

Attachment:

[Direct Certification MOU FVSD & OCSSA.pdf](#) 

16. School Plans for Student Achievement

Background:

California Education Code (Section 64001) and the federal Every Student Succeeds Act require Single Plans of Student Achievement (SPSA) as a condition for accepting categorical funds, including Title I and Title III. The plans aim to consolidate school programs and create blueprints to improve academic achievement for all students. Fountain Valley School District's SPSAs are aligned with the Local Control Accountability Plan (LCAP) to provide coherence. The eight State Priority Areas (Basic Services, Implementation of State Standards, Course Access, Student Achievement, Other Student Outcomes, Parent Engagement, School Climate, and Student Engagement), which are components of the CA Schools Dashboard accountability system, also provide the framework for each school's SPSA.

Submitted by:

Educational Services

Attachments:

[2024 Fulton SPSA w_ signatures.pdf](#) 

[2024 Courreges SPSA w_ signature.pdf](#) 

[2024 Masuda SPSA w_ signatures.pdf](#) 

[2024 Plavan SPSA w_ signature.pdf](#) 

[2024 Talbert SPSA w_ signatures.pdf](#) 

Recommended Action:

It is recommended that the Board of Trustees approves the 2024-25 the Single Plans for Student Achievement (SPSAs) for Courreges, Fulton, Masuda, Plavan and Talbert.

17. Comprehensive School Safety Plans for Masuda Middle School, Oka Elementary School, Plavan Elementary School, Talbert Middle School, Tamura Elementary School for the 2024-2025 school year.

Background:

Every year, all California public schools are required to develop a comprehensive school safety plan that addresses the safety concerns identified through a systematic planning process. In Fountain Valley School District, each school's comprehensive safety plan is developed by the School Site Council prior to being presented to the Board of Trustees for approval. The Comprehensive School Safety Plan must include all elements of school safety, including operations at the school such as climate and physical environment, safe ingress and egress of pupils, parents, and school employees to and from school, and all on and off-campus school activities.

Submitted by:

Student Services & Safety

Recommended Action:

It is recommended that the Board of Trustees approves the Comprehensive School Safety Plans of Masuda Middle School, Oka Elementary School, Plavan Elementary School, Talbert Middle School, Tamura Elementary School for the 2024-25 school year.

Attachments:

[2024 Oka Comprehensive School Safety Plan.pdf](#) 

[2024 Talbert Comprehensive School Safety Plan.pdf](#) 

[2024 Masuda Comprehensive School Safety Plan.pdf](#) 

[2024 Plavan Comprehensive School Safety Plan.pdf](#) 

[2024 Tamura Comprehensive School Safety Plan.pdf](#) 

18. 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:

J. SUPERINTENDENT'S REPORT/ NEW BUSINESS

K. CLOSED SESSION

1. Personnel Matters: Government Code 54957 and 54957.1 Appointment/Assignment/Promotion of employees; employee discipline/dismissal/release; evaluation of employee performance; complaints/charges against an employee; other personnel matters.
2. Pupil Personnel: Education Code 35146
3. Negotiations: Government Code 54957.6 Update and review of negotiations with the FVEA and CSEA Bargaining Units with the Board's designated representative, Cathie Abdel.
4. Consultation with Assistant Superintendent, Personnel, Assistant Superintendent, Business Services and Assistant Superintendent, Educational Services: Government Code 54956.5
5. Public Employee Performance Evaluation: Government Code Section 54957 and 54957.1 The Board will meet in closed session to discuss the annual performance evaluation of the superintendent.

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 December 19, 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 REGULAR
MEETING OF NOVEMBER 14, 2024**

DATE: November 25, 2024

Attached for your information is the agenda of the Board of Trustees regular meeting of November 14, 2024.



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

Board of Trustees Regular Meeting - Nov 14 2024 Agenda

Thursday, November 14, 2024 at 6:00 PM

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

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

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

B. APPROVAL OF AGENDA

1. Agenda for November 14, 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. 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.

F. LEGISLATIVE ITEMS

1. Board Policy 0510 School Accountability Report Card (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 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 0510 School Accountability Report Card requires updates to reflect changes and updates to language regarding translation requirements and accessibility for families with primary languages other than English. BP 0510 is being brought to the Board of Trustees for first reading.

Submitted By:

Educational Services

Attachment:

[0510 School Accountability Report Card.docx](#) 

It is recommended that the Board of Trustees approves the revisions to Board Policy 0510 for first reading and move the policy forward for second reading, with any changes as indicated by the Board of Trustees.

2. Board Policy 3515.21 Unmanned Aircraft Systems (Drones) (First 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 3515.21 Unmanned Aircraft Systems (Drones) is an optional policy that staff believes should be added to the current policies of the District. BP 3515.21 provides guidance on the used of unmanned aircraft at the school sites. BP 3515.21 is being brought to the Board of Trustees for first reading.

Submitted By:

Business Services

Attachment:

[BP 3515.21 Unmanned Aircraft Systems.docx](#) 

It is recommended that the Board of Trustees approves Board Policy 3515.21 for first reading and move the policy forward for second reading, with any changes as indicated by the Board of Trustees.

3. Board Policy 3517 Facilities Inspections (First Reading)

Background:

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

Board Policy 3517 Facilities Inspection requires updates to reflect changes and updates to language. The specific items in the inspection tool have been moved to an Administrative Regulation (AR) and removed from the Board Policy. BP 3517 is being brought to the Board of Trustees for first reading.

Submitted By:

Business Services

Attachment:

[3517 Facilities Inspection](#) 

It is recommended that the Board of Trustees approves the revisions to Board Policy 3517 for first reading and move the policy forward for second reading, with any changes as indicated by the Board of Trustees.

4. Board Policy 5121 Grades/Evaluation of Student 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 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 second reading and is reflective of revisions that align this policy with other FVSD Board Policies (BP 6141 - Homework/Makeup Work) and CSBA recommendations.

Submitted By:

Educational Services

Attachment:

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

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

5. Board Policy 6112 Instruction (First Reading)

Background:

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

Board Policy 6112 Instruction requires updates to reflect changes and updates to language regarding recess periods, and length of the school day for all students. BP 6112 is being brought to the Board of Trustees for first reading.

Submitted By:

Business Services

Attachment:

[6112 BP School Day](#) 

It is recommended that the Board of Trustees approves the revisions to Board Policy 6112 for first reading and move the policy forward for second reading, with any changes as indicated by the Board of Trustees.

6. Resolution 2025-14: Memorandum of Understanding Between Fountain Valley School District and Orange County Department of Education for the 2024-2025 Induction Program

Background:

The Orange County Department of Education's Induction Program

was established to support teachers holding a preliminary educational specialist, multiple and/or single subject credential, issued by the Commission on Teacher Credentialing. All preliminary credentials require teachers to complete an Induction Program to obtain their clear credentials. The Memorandum of Understanding maintains a formal working relationship between the District and OCDE to provide new teachers with the Induction Program.

Submitted by:

Personnel Services

Attachments:

[Resolution 2024-14: MOU for 2024-2025 OCDE Induction Program](#) 

It is recommended that the Board of Trustees approve the Memorandum of Understanding between Fountain Valley School District and Orange County Department of Education dated October 24, 2024.

7. 2024-25 Proposition 28 VAPA Plans

Background

In November 2022, California voters approved Proposition 28: The Arts and Music in Schools Funding Guarantee and Accountability Act (AMS). Proposition 28 provides an ongoing funding source to support Arts and Music education, which will vary in each fiscal year in an amount equivalent to 1% of the K-12 portion of Proposition 98 funding. Each school must submit an annual Proposition 28 Plan for Board approval, which must also be posted to the school district's website.

School Site Councils have reviewed and approved plans for FVSD's seven elementary and three middle schools. Highlights of the school-level plans include (1) an itinerant art teacher program to support all seven elementary schools, (2) a part-time Visual and Performing Arts coordinator position, (3) three elective periods per middle school, (4) funding to support before/after school arts programming for middle schools, (5) funding to support additional duty hours for productions outside of the school day, and (6) instructional materials to support music and arts programming at all sites.

Submitted By:

Educational Services

Attachments:

[24-25 Courreges Prop 28 w Signatures.pdf](#) 

[24-25 Cox Prop 28 w Signatures.pdf](#) 

[24-25 Fulton Prop 28 w Signatures.pdf](#) 

[24-25 Gisler Prop 28 w Signatures.pdf](#) 

[24-25 Masuda Prop 28 w Signatures.pdf](#) 

[24-25 Newland Prop 28 w Signatures.pdf](#) 

[24-25 Oka Prop 28 w Signatures.pdf](#) 

[24-25 Plavan Prop 28 w Signatures.pdf](#) 



[24-25 Talbert Prop 28 w Signatures.pdf](#) 

[24-25 Tamura Prop 28 w Signatures.pdf](#) 

It is recommended that the Board of Trustees approve the 2024-25 Proposition 28: The Arts and Music in Schools Funding Guarantee and Accountability Act Plans.

G. CONSENT CALENDAR/ ROUTINE ITEMS OF BUSINESS

ACTION: Approval of Consent Agenda Items

1. Minutes of October 1, 2024 Board of Education Meeting
[Board of Trustees Special Meeting - Oct 01 2024 - Minutes - Html](#) 
2. Minutes of October 10, 2024 Board of Education Meeting
[Board of Trustees Regular Meeting - Oct 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](#) 

[Azusa Pacific University MOU for Adapted Physical Education Fieldwork exp. 6/30/2029](#) 

[Chapman University Master Agreement for Student Teacher, School Counselor, & School Psychologist Fieldwork & Intern Credentials exp.](#)

[9/5/2029](#) 

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 NOV 14.pdf](#) 

5. Classified Personnel Report

Background:

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

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

Submitted by:

Human Resources

Recommended Action:

Approval/ratification of the Classified Personnel Report

Attachments:

[Classified Personnel Repor 11142024.pdf](#) 

6. 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](#) 

7. Warrants 2024 - November 14 Board Meeting

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:

[FY 2024-2025 Board Report.pdf](#) 

8. Purchase Orders

[PO CHANGE REPORT 9-19-24 thru 10-25-24.pdf](#) 

[PO REPORT 9-19-24 thru 10-25-24.pdf](#) 

9. Resolution 2025-13: Approval of Local Agreement for Child Development Services Contract and Authorization of Signature for the California State Preschool Program

Background:

This resolution is adopted to certify approval of the Governing Board to submit the Continued Funding Application (CFA) to the California Department of Education (CDE). If the CFA is approved by the CDE, the agency's current California State Preschool Program contract and Prekindergarten and Family Literacy Support contract, if applicable, will be automatically renewed for fiscal year (FY) 2025–26. This resolution further authorizes the designated representative(s) below to sign the CFA and all related FY 2025–26 contract documents.

Submitted By:

Educational Services

Recommended Action:

It is recommended that the Board of Trustees approves the Local Agreement for Child Development Services Contract with the California Department of Education and that sign on the Board's behalf for the contract documents related to the 2025-26 school year.

Attachments:

[Resolution for Authorizing Continued Funding Application NOV 14 2024.pdf](#) 

10. Board Policy 3555 Nutrition Program Compliance (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 3555 Nutrition Program Compliance requires updates to reflect changes and updates to language regarding civil rights notification, compliance and complaint procedures. BP 3555 is being brought to the Board of Trustees for second reading and adoption.

Submitted By:

Business Services

Recommendation:

It is recommended that the Board of Trustees approves the revisions to Board Policy 3555 for adoption.

Attachment:

[3555 Nutrition Program Compliance](#) 

11. Board policy 5030 Student Wellness (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 5030 Student Wellness requires updates to reflect changes and updates to language regarding the USDA non-discrimination policy. BP 5030 is being brought to the Board of Trustees for second reading and adoption.

Submitted By:

Business Services

Recommendation:

It is recommended that the Board of Trustees approves the revisions to Board Policy 5030 for adoption.

Attachment:

[5030 Student Wellness](#) 

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

Background:

As part of our Tobacco Use Prevention Grant, Fountain Valley School District is required to participate in the California Healthy Kids Survey during this school year 2024-2025. This comprehensive survey is sponsored by the California Department of Education.

The California Healthy Kids Survey is an anonymous, confidential survey of youth resiliency, protective factors, and risk behaviors. It is

administered to students in grades five and seven, however parents/guardians may opt their child(ren) out of participating in the survey. Schools and communities collect and analyze data regarding local youth health risks and behaviors, school connectedness, protective factors, and school violence. The CHKS is part of a comprehensive data-driven decision-making process on improving school climate and student learning environments for overall school improvements. The CHKS is a research-based core module that provides valid indicators to promote student engagement and achievement, safety, positive development, health, and overall well-being for the students.

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

Fiscal Impact:

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

Recommended Action:

It is recommended that the Board of Trustees approves the California Healthy Kids Survey MOU between FVSD and WestEd for the 2024-2025 School Year.

Submitted by:

Education Services

Attachment:

[CHKS MOU 24-25.pdf](#) 

13. Comprehensive School Safety Plans for Courreges Elementary School, Cox Elementary School, Fulton Middle School, Gisler Elementary School, Newland Elementary School for the 2024-25 school year.

Background:

On an annual basis, all California public schools are required to develop a comprehensive school safety plan that addresses the safety concerns identified through a systematic planning process. In Fountain Valley School District, each school's comprehensive safety plan is developed by the School Site Council prior to being presented to the Board of Trustees for approval. The Comprehensive School Safety Plan must include all elements of school safety, including operations at the school such as climate and physical environment, safe ingress and egress of pupils, parents, and school employees to and from school, and all on and off-campus school activities.

Submitted by:

Student Services & Safety

Recommended Action:

It is recommended that the Board of Trustees approves the Comprehensive Safety Plans of Courreges Elementary School, Cox Elementary School, Fulton Middle School, Gisler Elementary School, and Newland Elementary School for the 2024-25 school year.

Attachments:

[2024 Courreges Comprehensive School Safety Plan.pdf](#) 

[2024 Cox Comprehensive School Safety Plan.pdf](#) 

[2024 Fulton Comprehensive School Safety Plan.pdf](#) 

[2024 Gisler Comprehensive Safety Plan.pdf](#) 

[2024 Newland Comprehensive School Safety Plan.pdf](#) 

14. Approve the Use of CMAS No.3-18-70-3569A for the Purchase of Information Technology Goods and Supplies

Background:

The California Multiple Award Schedules (CMAS) offers a wide variety of commodities, non-IT services and information technology products and services at prices which have been assessed to be fair, reasonable, and competitive by the California Department of General Services (DGS). The District purchases large quantities of technology equipment and supplies. By purchasing through CMAS the District will take advantage of cost savings through the multiple award schedule. In June 2019, CMAS NO. [3-18-70-3569A](#) was issued to Lenovo, Inc. by the State, and was later extended through August 20, 2026. Board approval is required to utilize the contracts and take advantage of the substantial cost savings.

As part of our ongoing effort to enhance the educational experience and facilitate digital learning across our district, the IT Department recommended purchasing Lenovo Chromebooks. This decision is based on multiple factors that align with our district's educational needs, budget constraints, and long-term technology goals.

Key Considerations

1. **Durability and Build Quality** Lenovo Chromebooks are well-known for their robust build quality. They are suitable for school environments where devices are subject to frequent handling. Lenovo models are often built to military-grade specifications, ensuring durability and longevity.
2. **Battery Life** Battery life is a significant factor for students, who use these devices throughout the school day. Lenovo Chromebooks typically offer slightly longer battery life compared to other models in the same price range.
3. **Customer Support and Warranty** Lenovo offers a program allowing FVSD to repair Lenovo Chromebooks in-house, thus

saving time and money.

Fiscal Impact:

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

Submitted By:

Business Services

Recommended Action:

It is recommended that the Board of Trustees approve the District use of the 2029 -2026 CMAS contract No.3-18-70-3569A and any extensions to purchase Information Technology goods and services from Lenovo, Inc, to meet the needs of the District.

Attachment:

[CMAS Contract 3-18-70-3569A,.pdf](#) 

15. Affiliation Agreement with University of California, Irvine for Pediatric Vision Project for 2024-25 school year

Background:

The Fountain Valley School District (FVSD) is entering into an affiliation with The Regents of the University of California, Irvine's Department of Ophthalmology. This partnership supports the Pediatric Vision Project, funded by the Children's and Families Commission of Orange County (CFCOC).

UCI's Pediatric Eye Mobile will visit FVSD schools to conduct vision screenings and provide follow-up care for students who do not pass annual screenings. Trained ophthalmologists and optometrists will deliver these services, including corrective lenses as needed.

FVSD will assist by providing space and scheduling support during the school day. This initiative aims to enhance access to pediatric vision care for FVSD students, improving their educational experience and well-being. The agreement is effective for the 2024-2025 school year.

Fiscal impact:

There is no financial cost to Fountain Valley School District associated with this agreement.

Recommended action:

It is recommended that the Board of Trustees approves the affiliation agreement between University of California, Irvine's Department of Ophthalmology and Fountain Valley School District for the 2024-2025 school year.

Submitted by:

Student Services & Safety

Attachments:

16. Reappointment of William Mullin as Board Appointee to the Personnel Commission

Background:

The three-year term of Mr. William Mullin as the Board of Trustees appointee to the Personnel Commission is due to expire at the end of November 2024. Mr. Mullin is interested in continuing in this role if it is in the interest of the Board. He has been on the Commission since December 1, 1988.

Per Education Code sections 45245-45246, the Board “must publicly announce the name of the person it intends to appoint or reappoint.” The Personnel Department requests that the reappointment be considered at the November 14, 2024, meeting of the Board of Trustees.

Submitted by:

Human Resources

Recommended Action:

It is recommended that the Board of Trustees approve the reappointment of Mr. William Mullin as Board Appointee to the Personnel Commission for a three-year term- December 1, 2024 through November 30, 2027.

17. Approve/Ratify Non-Public Agency Contracts

Background:

Under current consortium budget agreements, any unfunded cost of non-public agency placement is a cost to the general fund of the resident district.

Submitted by:

Educational Services

Recommended Action:

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

Attachments:

[11-14-24 Board NPA-S Contracts Approval FVSD - B.pdf](#) 

H. SUPERINTENDENT'S REPORT/ NEW BUSINESS

I. 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
5. Pending litigation pursuant to Government Code section 54956.6: B. Smith
6. Anticipated litigation pursuant to Government Code section 54956.9(d)(2): Cases Number 24-25-99-5 and 24-25-99-6.

J. REPORT OF CLOSED SESSION

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

K. ADJOURNMENT

1. Meeting Adjourned
ACTION:
2. Next Meeting December 12, 2024

FOUNTAIN VALLEY SCHOOL DISTRICT

PERSONNEL DIVISION

MEMORANDUM

TO: Personnel Commission

FROM: Carmen Serna, Director of Human Resources

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

DATE: November 25, 2024

Attached for your information are the minutes 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 Minutes

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- 4:32 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:

Moved by: Dennis Cole

Seconded by: Jeanne Galindo

Carried 5-0

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.

There were no requests to address the Board.

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.

FVSD Assistant Superintendent of Business Services and Assistant Superintendent of Personnel Services provided an overview of the negotiation process.

E. ADJOURNMENT

1. Meeting Adjourned 6:39 p.m.

ACTION:

Moved by: Dennis Cole

Seconded by: Phu Nguyen

Carried 5-0

FOUNTAIN VALLEY SCHOOL DISTRICT

PERSONNEL DIVISION

MEMORANDUM

TO: Personnel Commission

FROM: Carmen Serna, Director of Human Resources

SUBJECT: **MINUTES, OF THE BOARD OF TRUSTEES REGULAR
MEETING OF OCTOBER 10, 2024**

DATE: November 25, 2024

Attached for your information are the minutes 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 Minutes

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 was led by Mrs. Galindo
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:

Moved by: Jeanne Galindo

Seconded by: Phu Nguyen

Carried 5-0

C. BOARD MEMBER REPORTS

Mrs. Crandall congratulated the Visual and Performing Arts teachers for a strong start to the new block schedule, which began the week of September 13. She attended Talbert's Back to School Night, which was well-attended with clear goals for the year. Additionally, she also toured Fulton and Courreges, where early routines and engaged TK students were observed. As Health and Wellness Committee liaison, Mrs. Crandall shared

that a Farmers' Market was held at Gisler and Tamura. Students learned about nutrition and used mental math to buy fresh produce like broccoli, peaches, and carrots. Lastly, she attended the OCSBA fiscal update, where Kevin Gordon highlighted the state's deficit. Districts were advised to adjust staffing if needed, with a small chance of one-time funds becoming available.

Mr. Nguyen visited Tamura, Courreges, Plavan, Newland, and Cox since the last meeting. He attended two SPC meetings where Dr. Stopp shared best practices for PTAs/PTOs like insurance, facilities use, food, etc. Additionally, he attended the CSBA Zoom on legislative and budget updates and highlighted that CA revenues are expected to be + \$4 billion from what was estimated. He also attended the Cal State Fullerton presentation on Little Saigon - an economic and demographic profile. Lastly, he was able to attend the e-bike safety training hosted by our middle school assistant principals and FVPD.

Mrs. Galindo reported attending the Fountain Valley Schools Foundation meeting, where they discussed potential upcoming fundraisers. She also noted that the Foundation has granted each school \$3,000. Also, she was able to attend Back To School Night at Masuda Middle School, where, for the first time, students were invited to act as guides to their parents as they visited the different classrooms.

Mr. Cole attended the Legislative & Budget Update with Kevin Gordon, Capitol Advisors Group, hosted by the Orange County Department of Education and Orange County School Boards Association (OCSBA) with fellow board members. Additionally, he attended Fulton Middle School for Back to School Night.

Mr. Schultz shared about his visit to Masuda Middle School for Back to School Night. The vibe of the night was completely different because of the addition of students into what used to be a parent night only. Students and teachers looked excited. He encouraged everyone to focus more on what it's like to be a student in class instead of talking about the rules. He attended part of the ELA Benchmark Workshop training. He attended the HB City Quarterly meeting and learned that HB Public Works received the Safe Streets for All Federal Grant. Mr. Schultz met with FV City to talk about safety. He also attended the E-bike and Bike Safety Session hosted by FVSD. The three assistant principals did a fantastic job informing/educating everyone about bike/e-bike safety and making it fun with raffle prizes for students in attendance. The FVPD was present and shared important safety tips and that a new ordinance was passed that

will help monitor the e-bikes on the FV streets. They also shared that a program will be put together similar to what HB City has for their e-bike education.

Mr. Schultz appreciated attending the special board meeting put together by Mrs. Abdel and Mrs. Fullerton regarding the budget and how we can continue to be strong.

The playgrounds are a hit at Gisler! He thanked Mr. Hastie and Mrs. Fullerton and everyone for helping make the playgrounds possible.

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.

Mr. Cole announced that the Fountain Valley School District Custodial Team, under the direction of Mr. Frank Diaz, was being highlighted for this month's piece of praise.

E. STAFF REPORTS

1. 2024 Fall Educational Services Update

Assistant Superintendent of Educational Services, Dr. Jerry Gargus, and Director, Ed Services, Dr. Kiva Spiratos provided the Board of Trustees with an Educational Services Update related to 2024 Summer Learning Programs, Professional Learning, and 2023-24 Student Achievement on CAASPP.

F. PUBLIC HEARING

1. Public Hearing on Certification of Provisions of Standards-Aligned Instructional Materials

Background:

The Board of Trustees will conduct a public hearing for the purpose of receiving public comments on the certification of provisions of standards-aligned instructional materials for the

Fountain Valley School District. Public input is welcome.

Attachment:

[Public Hearing Notice - Instructional Materials Sufficiency 2024-25.docx](#) 

There were no requests to address the Board during the Public Hearing.

G. PUBLIC COMMENTS

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

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

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

There were two requests to address the Board:

Ms Buckner, an Oka parent, spoke about her concerns regarding traffic safety.

Ms. Adams, an Oka parent, spoke about her concerns regarding safe routes to school.

H. LEGISLATIVE ITEMS

1. Board Policy 5121 Grades/Evaluation of Student Achievement (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 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](#) 

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.

Moved by: Dennis Cole

Seconded by: Sandra Crandall

Carried 5-0

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.

Moved by: Jeanne Galindo

Seconded by: Phu Nguyen

Carried 5-0

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 Orange County Department of Education informs the District of mandated changes through alerts.

Board Policy 3555 Nutrition Program Compliance requires updates to reflect changes and updates to language regarding civil rights notification, compliance and complaint procedures. BP 3555 is being brought to the Board of Trustees for first reading.

Submitted By:

Business Services

Attachment:

[3555 Nutrition Program Compliance](#) 

It is recommended that the Board of Trustees approves the revisions to Board Policy 3555 for first reading and move the policy forward for second reading, with any changes as indicated by the Board of Trustees.

Moved by: Phu Nguyen

Seconded by: Dennis Cole

Carried 5-0

4. Board Policy 5030 Student Wellness (First Reading)

Background:

In the continued effort to maintain a set of current board policies, it is necessary to bring policies to the Board of

Trustees for revision due to changes in Education Code or statute. The California School Boards Association or the Orange County Department of Education informs the District of mandated changes through alerts.

Board Policy 5030 Student Wellness requires updates to reflect changes and updates to language regarding the USDA non-discrimination policy. BP 5030 is being brought to the Board of Trustees for first reading.

Submitted By:

Business Services

Attachment:

[5030 Student Wellness](#) 

It is recommended that the Board of Trustees approves the revisions to Board Policy 5030 for first reading and move the policy forward for second reading, with any changes as indicated by the Board of Trustees.

Moved by: Sandra Crandall

Seconded by: Steve Schultz

Carried 5-0



I. CONSENT CALENDAR/ ROUTINE ITEMS OF BUSINESS

ACTION: Approval of Consent Agenda Items 1-18 and 20-22

Moved by: Dennis Cole

Seconded by: Jeanne Galindo

Carried 5-0

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](#) 

5. Classified Personnel

Background:

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

It is necessary to process various personnel actions to meet staffing and operational needs. Compensation to personnel

is within budgeted amounts in accordance with Board Policy.

Submitted by:

Human Resources

Recommended Action:

Approval/ratification of the Classified Personnel Report

Attachments:

[Classified Personnel Report 10102024.pdf](#) 

[Class Mgmt Salary Sch 2024-2025.pdf](#) 

6. 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](#) 

7. Warrants

Background:

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

Submitted by:

Business Services

Attachments:

[Warrants 2024 OCT 10.pdf.pdf](#) 

8. PO CHANGE REPORT 8-23-24 thru 9-16-24

PO REPORT 8-23-24 thru 9-16-24

[PO CHANGE REPORT 8-23-24 thru 9-18-24.pdf](#) 

[PO REPORT 8-23-24 thru 9-18-24.pdf](#) 

9. Budget Adjustment & Transfers

Background:

Education Code Sections 42600, 42601, 42602, and 42610 address conditions for budget transfers and revisions. Based

on these code sections, the oversight agency of the District requires that all budget adjustments and budget transfers be approved at official meetings of the District's Board of Education prior to submitting them to the County Superintendent of Schools for approval.

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:

Superintendent's Office

Attachments:

[UCP Report Form District 2024-25 -- FVSD --Q1.pdf](#) 

12. Resolution 2025-11: Certification of Provision of Standards-Aligned Instructional Materials

Background:


The Board of Trustees of the Fountain Valley School District shall hereby certify that as of October 10, 2024, each pupil in the District in Transitional Kindergarten through 8th Grade has been provided with a standards-aligned textbook or basic instructional materials in each of the following areas: mathematics, science, history-social science, English language arts/English language development, and visual and performing arts.

Submitted by:

Educational Services

Recommended Action: It is recommended that the Board of Trustees approve Resolution 2025-11: Certification of Provision of Standards-Aligned Instructional Materials for the 2024-25 school year.

Attachment:

[Public Hearing Resolution-- Instructional Materials 2024-25.pdf](#) 

13. Board Policy 6170.1 Transitional Kindergarten (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 6170.1 Transitional Kindergarten requires updates to reflect changes and updates to language regarding the implementation of universal transitional kindergarten. BP 6170.1 is being brought to the Board of Trustees for approval.

Submitted By:

Business Services

Recommendation:

It is recommended that the Board of Trustees approves the revisions to Board Policy 6170.1 Transitional Kindergarten for 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

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.

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. 57/66498-00-014 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 Cox Elementary School Non- Financial Hardship Project No. 57/66498-11-014.

Attachment:

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



16. Review and Accept the Proposition 51 Performance Audit for Oka Elementary School Non- Financial Hardship Project No.

57/66498-11-015

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 Oka Elementary School Solar Installation Project. Construction of this project was completed November 13, 2014.

The District received the requested funding of \$324,101 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. 57/66498-00-014 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 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](#) 

18. Fountain Valley School District Interpretation and Translation Services Agreement

Background:

Fountain Valley School District is committed to ensuring meaningful access for individuals with Limited English Proficiency as required by Title 5, California Code of Regulations 51101.1, Title VI of the Civil Rights Act of 1964, and California Education Code Section 48985. In instances when FVSD does not employ individuals with the language

proficiency necessary to ensure meaningful communication with a family, the Orange County Department of Education provides fee-based support for districts/schools.

Fiscal Impact:

Not to exceed \$10,000.00

Recommended Action:

It is recommended that the Board of Trustees approve the contract with the Orange County Department of Education for translation/interpretation services for the 2024-2025 school year.

Submitted by:

Educational Services

Attachments:

[Fountain Valley SD-OCDE Translation Agreement.pdf](#) 

19. Approve the Contract with Mesa Energy Systems, Inc. to Perform the CalSHAPE Assessment of the District's HVAC Systems

Background:

In June 2024, the district filed an application with the CEC for a ventilation grant under the California Schools Healthy Air, Plumbing, and Efficiency Program (CalSHAPE). The grant provides funds for ventilation services, which will support assessment, maintenance, and upgrades to heating, air conditioning, and ventilation (HVAC) systems, as well as installation of carbon dioxide monitors.

The HVAC funds come through in two phases. Phase One is for the purpose of assessing the district's HVAC systems, installing carbon monoxide detectors in all classrooms, and replacing one round of filters in each HVAC unit. The District was notified that we received funding for Phase 1 in the amount of \$1,370,400. Mesa Energy Systems will complete the HVAC assessments and will be paid \$10,000 per school and \$1,000 per HVAC unit as specified in the CalSHAPE regulations

Fiscal Impact:

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](#) 

ACTION: Approval of Consent Agenda Items 19.

In discussion, Mrs. Crandall noted that she pulled this item to highlight the amazing work of FVSD Fiscal Services. This grant will bring in \$1.3 million just in the first phase. Among other things, it will bring new filters to each of our classrooms, over 600 filters.

Moved by: Sandra Crandall

Seconded by: Phu Nguyen

Carried 5-0

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:

United Interpretation will provide interpretation and translation services for the Educational Services Department, including parent conferences/meetings, assessments, IEPs, etc.

Fiscal Impact:

Not to exceed \$5,000.00

Submitted by:

Educational Services

Recommended Action:

It is recommended that the Board of Trustees approves the contract between United Interpretation and the Fountain Valley School District for the 2024-2025 school year.

Attachments:

[United Interpretation Independent Contract 24-25.pdf](#) 

22. APPROVE/RATIFY NON-PUBLIC AGENCY CONTRACTS

Background:

Under current consortium budget agreements, any unfunded cost of 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:

[10-10-24 Board NPA-S Contracts Approval FVSD Revised 09302024 Public.pdf](#) 

J. SUPERINTENDENT'S REPORT/ NEW BUSINESS

Dr Stopp shared about the recent SPC meeting, which is made up of PTA and PTO presidents or their representatives from each school site. She highlighted one of the many benefits of this group, which is their feedback about ways to elevate FVSD processes. As such, when folks request to make a Public Comment that the Superintendent's office will reach out to them as a matter of course, even if they don't have a question or request a follow-up. She thanked the leadership team at Masuda for their creativity in reimaging Back To School Night to include students. She agreed that the energy was different as it included more hands-on opportunities to learn and experience what the classrooms are like for students. She highlighted the annual Hyundai Hope on Wheels 5k, which happened on Saturday, September 28. Each of our schools had teams participate, and she thanked them for their participation in raising money and awareness for pediatric cancer research. Additionally, she thanked Hyundai for their partnership. Lastly, she commented on the CAASP results that were released yesterday. She thanked students, families, and teachers for their partnership in student learning and highlighted that the school board also plays a large part in this achievement. She shared a quote from Michael Fullan, author of The Governance Core, a book the Governance Team studied last year: "The shared moral imperative for school board members is a commitment to the learning of all students without exception. This commitment is the driving force behind the Board's Actions, and it should be the starting point for developing a common purpose. That shared moral imperative creates a strong foundation for sustainable excellence for all children." She thanked the board for staying above the noise, not becoming politically divisive as some other boards have, and for their commitment to this moral imperative.

K. CLOSED SESSION

1. Personnel Matters: Government Code 54957 and 54957.1 Appointment/Assignment/Promotion of employees; employee discipline/dismissal/release; evaluation of employee performance; complaints/charges against an employee; other personnel matters.
2. Pupil Personnel: Education Code 35146
3. Negotiations: Government Code 54957.6 Update and review of negotiations with the FVEA and CSEA Bargaining Units with the Board's designated representative, Cathie Abdel.
4. Consultation with Assistant Superintendent, Personnel, Assistant Superintendent, Business Services and Assistant Superintendent, Educational Services: Government Code 54956.5
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

During Closed Session, the Board moved to approve the settlement agreement in Case No.22CV005456

Moved by: Sandra Crandall

Seconded by: Jeanne Galindo

Carried 5-0

During Closed Session, the Board moved to approve the Settlement Agreement with CSEA and further that the Superintendent provide the required compensation to current employees in the form of compensatory time off.

Moved by: Dennis Cole

Seconded by: Steve Schultz

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

M. ADJOURNMENT

1. Meeting Adjourned at 8:02 pm

ACTION:

Moved by: Dennis Cole

Seconded by: Phu Nguyen

Carried 5-0

2. Next Meeting November 14, 2024

FOUNTAIN VALLEY SCHOOL DISTRICT

PERSONNEL DIVISION

MEMORANDUM

TO: Personnel Commission

FROM: Carmen Serna, Director of Human Resources

SUBJECT: **PERSONNEL COMMISSION 2023-2024 ANNUAL REPORT
READING AND APPROVAL**

DATE: November 25, 2024

Attached is information for the Personnel Commission 2023-2024 Annual Report:
Reading and Approval



Fountain Valley School District
INSPIRE
SINCE 1876

Fountain Valley School District Personnel Commission



ANNUAL REPORT 2023-2024

CAROL DAVIS • TONY MCCOMBS • WILLIAM (BILL) MULLIN

CARMEN SERNA • DONNA JOHNSON • LISA O'CAIN

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INTRODUCTION

What is the Annual Report?

The 2023-2024 annual report from the Personnel Commission of the Fountain Valley School District is prepared in compliance with California Education Code Section 45266(a) and the Personnel Commission Rules and Regulations. This report describes the functions, responsibilities, and accomplishments of the Personnel Commission during the 2023-2024 fiscal year.

What is the Merit System?

The Merit System is a system of rules and procedures, similar to civil service, which governs classified school personnel. The first Merit System law in the nation was passed by the California legislature in 1936. The Fountain Valley School District became a Merit System in 1967. Today, as in 1936, the Merit System's fundamental purpose is to ensure that employees are selected, promoted and retained without favoritism or prejudice on the basis of merit and fitness. Emphasis is placed on the need to make the system equitable and fair to all segments of the community serviced by the Personnel Commission including the general public, the students, the classified employees, and the school district administration.

Merit System Principles

Merit System principles include:

- Hiring and promoting employees on the basis of ability through competitive examination
- Ensuring equal pay for like work
- Protection of employees from arbitrary action, personal favoritism or political corruption
- All employees and applicants receive fair and equitable treatment

CA Ed. Code 45266(a) The personnel director... shall also act as secretary of the commission and shall prepare, or cause to be prepared, an annual report which shall be sent by the commission to the governing board.

PERSONNEL COMMISSION

What is the Personnel Commission?

The Personnel Commission is the mainstay of the Merit System and operates as an independent body. The Personnel Commission is composed of three individuals who must be registered voters, reside in Fountain Valley School District, and be “known adherents to the principles of the merit system”. One Commissioner is appointed by the Board of Trustees, another is nominated for appointment by the classified employees of the District, and the third Commissioner is appointed by the other two Commissioners. Each serve alternate three-year terms. Our three Commissioners oversee the activities of the Personnel Commission staff and give their time and talents to serve the District, classified employees, and the entire Fountain Valley School District community. They work together cooperatively and with sensitivity to the needs and concerns of the classified employees and the school district.

Primary Functions

The Fountain Valley School District Personnel Commission fosters the advancement of career services for classified employees through the authority provided in Sections 45220 through 45320 of the California Education Code. To execute its responsibilities as a Personnel Commission, they must:

- Prescribe rules on a variety of personnel matters to ensure the efficiency of the service and the selection and retention of employees on the basis of merit and fitness
- Classify positions in the classified service by grouping positions in job categories on the basis of assigned duties established by the Board of Trustees
- Recommend to the Board of Trustees the salary for new positions established by the Board

CA Ed. Code 45244(c) (c) As used in this section, “known adherent to the principle of the merit system,” with respect to a new appointee, means a person who by the nature of his or her prior public or private service has given evidence that he or she supports the concept of employment, continuance in employment, in-service promotional opportunities, and other related matters on the basis of merit and fitness.

MEET THE PERSONNEL COMMISSION

Terms of office are for three years:

Commissioner	Title	Current Term Expires	Appointed By
Tony McCombs	Chairperson	December 1, 2026	CSEA
William (Bill) Mullin	Vice-Chairperson	December 1, 2024	Board of Trustees
Carol Davis	Member	December 1, 2025	Joint-Appointee

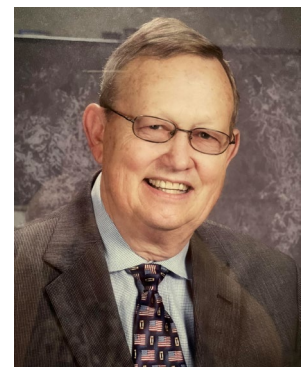
Carol Davis was sworn into office in October 2005, as the Commissioner appointed by the other two Commissioners. She is retired from the Fountain Valley School District where she worked for 25 years, including four years as a Classified Personnel Technician. Mrs. Davis graduated from Vanguard University. She and her husband have three children, all of whom were Fountain Valley School District students and they also have six grandchildren.



Tony McCombs joined the Personnel Commission in December 2017. Nominated by CSEA and appointed by the Board of Trustees, he is now serving his 3rd term. Tony served on the Board of Trustees from 1996-2010. His work career has been in the construction industry, 20-years contracting and 26-years with the County of Orange as a Building Inspector, Senior Project Manager with OC Sherriff's Dept. and Public Contracts Manager with OC Waste & Recycling. During his tenure with County of Orange, Tony was an active member of the Orange County Employee's Association (OCEA). He served as an OCEA Steward and was a member of the OCEA/County contract negotiating team. In 2004, Tony was awarded OCEA's President's Award for "Excellence as an OCEA Steward." Now retired, Tony and his wife Heather enjoy traveling, flyfishing and spending time together. They have four daughters and three grandchildren. Their four daughters attended school in Fountain Valley School District.



William (Bill) Mullin has been the District's appointee to the Commission since December 1988. He is retired from the aerospace industry after 45 years with McDonnell Douglas, Douglas Aircraft, and Boeing. Mr. Mullin earned a B.S. degree in Economics from St. Edwards's University, Austin, Texas. He and his wife are the proud parents of three children, all alumni of the Fountain Valley School District, one of whom is a Principal in the District, and five grandchildren.



PERSONNEL COMMISSION MEETINGS

- ◇ Regular monthly meetings of the Personnel Commission are generally held on the 4th Thursday of every month at the Fountain Valley School District Office at 3:30 p.m.
- ◇ The meetings are open to the public and District employees in accordance with the Ralph M. Brown Act.
 - Meeting agendas are posted at least 72 hours prior to the regularly scheduled meeting on the Classified Personnel webpage under: Departments - Personnel Commission- Agenda and Minutes: <https://www.fvsd.us/apps/pages/PCarchive>
 - Meeting minutes are archived on the Personnel Commission Department webpage

2023 Meetings

January 26, 2023
 February 23, 2023
 March 23, 2023
 April 27, 2023
 May 25, 2023
 June 15, 2023
 July 2023 (Dark- No meeting)
 August 24, 2023
 September 21, 2023
 October 26, 2023
 November 16, 2023
 December 14, 2023

2024 Meetings

January 25, 2024
 February 22, 2024
 March 28, 2024
 April 25, 2024
 May 23, 2024
 June 20, 2024
 July 2023 (Dark- No meeting)
 August 22, 2024
 September 26, 2024
 October 31, 2024
 November 14, 2024
 December 19, 2024

- Special Meetings: February 28, 2024 and July 3, 2024

PERSONNEL COMMISSION STAFF FUNCTIONS

The Classified Personnel Department staff are charged with the administration of all classified employment related transactions, including functions that fall under the purview of the Personnel Commission and the Board of Trustees. They ensure that the District administers employment transactions and are in adherence to the principles of merit in accordance with state and federal employment laws and regulations. The following functions fall under the responsibility of the Classified Personnel Department:

- ◇ Recruitment Administration*
- ◇ Examination/Selection Process Administration*
- ◇ Certification of Eligibility Lists*
- ◇ Classification of New and Reclassification of Existing Classified Service Positions*
- ◇ Professional Development Planning and Administration
- ◇ Performance Management and Evaluation Administration
- ◇ Layoff Administration*
- ◇ Examination and Disciplinary Hearing Appeals*
- ◇ Employment Transaction Processing
- ◇ Administration of Personnel Commission Rules*
- ◇ Administration of the CSEA Contract



Classified Personnel/ Personnel Commission Staff

Title	Name
Director, Classified Human Resources	Carmen Serna
Personnel Technician	Donna Johnson
Personnel Technician	Lisa O'Cain

**functions under the scope of the Personnel Commission*

EMPLOYMENT ACTIONS

<u>Type of Action</u>	<u>2022-2023</u>	<u>2023-2024</u>
New Hires (Permanent)	133	100
Promotions	19	17
Summer Employment	107	120
Reclassifications	1	2
Transfers	47	58
Increase in Hours	44	34
Resignations/Separations	65	63
Service Retirements	9	14

TOTAL PERMANENT (REGULAR)/PROBATIONARY CLASSIFIED EMPLOYEES:

2022-2023	405
2023-2024	408

TOTAL SUBSTITUTE CLASSIFIED EMPLOYEES:

2022-2023	86
2023-2024	94

TOTAL NUMBER OF APPLICATIONS RECEIVED:

2022-2023	885
2023-2024	1383

ESTABLISHED ELIGIBILITY LISTS

Based on a competitive assessment of merit and fitness for classifications in the District, the Personnel Commission approved the following lists:

2023-2024

Administrative Assistant
 Application Specialist
 Behavior Intervention Assistant
 Bus Aide - Special Education
 Bus Driver
 Child Care Program Technician
 Extended School Program Assistant
 Extended School Program Coordinator
 Extended School Program Instructor
 Field Support Help Desk Technician
 Food Services Warehouse Operator/Delivery Driver
 Food Services Worker
 Head Custodian
 Health Assistant
 Instructional Assistant
 Instructional Assistant Mild/Moderate
 Instructional Assistant Moderate/Severe
 Instructional Assistant - ABA
 Instructional Assistant - Bilingual (Spanish)
 Instructional Assistant- Bilingual (Vietnamese)
 Instructional Assistant- Deaf and Hard of Hearing (DHH)
 Library/Media Technician
 Licensed Vocational Nurse
 Office Assistant
 Preschool Assistant
 Preschool Instructor
 Purchasing Technician
 Senior Heavy Duty Mechanic
 Senior Payroll Technician
 Special Education Data Technician
 Speech- Language Pathology Assistant
 Substitute Services Technician
 Warehouse Operator/Delivery Driver

JOB CLASSIFICATION REVISIONS:

2023-2024

- Senior Payroll Technician, ESP Assistant, Asst. Recreation Coordinator, Preschool Instructor, Food Services Warehouse Operator/Delivery Driver, Warehouse Operator/Delivery Driver

YEARS OF SERVICE AWARDS

The Fountain Valley School District has many dedicated Classified employees and recognizes them for their dedicated service to the students and the District. The number of recipients and their years of service are as follows:

2023-2024

Years of Service	Number of Recipients
35	0
30	1
25	2
20	4
15	6
10	7
5	35

PROFESSIONAL ORGANIZATIONS

Commissioners and staff are proud members of the following professional organizations:



California School Personnel Commissioners Association
Supporting Education Through Merit



FOUNTAIN VALLEY SCHOOL DISTRICT

PERSONNEL DIVISION

MEMORANDUM

TO: Personnel Commission

FROM: Carmen Serna, Director of Human Resources

SUBJECT: **ELIGIBILITY LISTS**

DATE: November 25, 2024

Attached are the eligibility lists for:

Behavior Intervention Assistant

Bus Driver

RECOMMENDATION

The Personnel Commission approve the eligibility lists enumerated above.

Attachment #7-8

ELIGIBILITY LIST
Behavior Intervention Assistant
Merged (Updated 12-11-24)

RANK	NAME	EXPIRES
1	Brandon Barr	02-09-25
1	Tahlia Acosta	03-26-25
1	Melody Ulery	03-26-25
1	Melvin Galloway	12-11-25
2	Marina Guirguis	02-09-25
3	Chris Lewis	03-26-25
4	Hanan Naber	02-09-25
5	Christina Ayres	12-11-25
6	Frank Drechsler	12-11-25

ELIGIBILITY LIST
Bus Driver
Merged (Updated 12-03-24)

RANK	NAME	EXPIRES
1	Lucy Vega	01-13-25
2	David Hernandez	03-22-25
2	Claudia Medina	03-22-25
2	Cristina Lozano Roldan	12-03-25
3	Sonia El Cortez	12-03-25

FOUNTAIN VALLEY SCHOOL DISTRICT

PERSONNEL DIVISION

MEMORANDUM

TO: Personnel Commission

FROM: Carmen Serna, Director of Human Resources

SUBJECT: **JOB ANNOUNCEMENTS**

DATE: November 25, 2024

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

Dual Certification:

Office Assistant

Preschool Instructor



Office Assistant - Department & Office Assistant - School at Fountain Valley Elementary School District

Application Deadline

11/28/2024 3:30 PM Pacific

Date Posted

11/8/2024

Contact

[Danette Madison](#)

7148433228

Number of Openings

1

Salary

Pay Range

\$24.45 (Range 36, Step 1) - \$29.73 (Range 36, Step 5) Per Hour

Add'l Salary Info

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

Length of Work Year

12

Employment Type

Full Time

Requirements / Qualifications

EDUCATION AND EXPERIENCE REQUIREMENTS

High school diploma or equivalent and job-related experience.

CERTIFICATES AND LICENSES

CPR/First Aid Certificate for Office Assistant- School classification.

Comments and Other Information

This Office Assistant Position is 40 hours/week for 12 months/year at the District Office: Monday- Friday 8:00 am.- 4:30 pm

An eligibility list will be merged for future Office Assistant positions part-time at 28.75 hours/week (school site based): Monday - Friday 7:45 am- 1:30 pm; 10.43 months per year.

Applicants who meet the minimum qualifications will be invited to take the examination on Tuesday, December 3, 2024, in the morning.

The test will be given at the Fountain Valley District Office at 10055 Slater Avenue, Fountain Valley, CA 92708. Please bring a valid I.D., such as a driver's license or passport. Please allow at least 1.75 hours for processing and test time. A passing score must be received to continue to the interview. Please watch your email for further information and updates.

CalPERS Links

Not all postings qualify for CalPERS. Informational Only.

[CalPERS Retirement Benefits](#)



Preschool Instructor at Fountain Valley Elementary School District

Application Deadline

1/3/2025 3:30 PM Pacific

Date Posted

12/6/2024

Contact

[Danette Madison](#)

7148433228

Number of Openings

1

Salary

Pay Range

\$23.78 (Range 33, Step 1) - \$28.91 (Range 33, 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 per year

Employment Type

Full Time

Requirements / Qualifications

Education and Experience Requirements:

Bachelor's degree in a job-related area with a minimum of 24 college-level semester units in early childhood education or child development and includes the three core courses: Child Growth & Development, School, Family & Community, and Program/Curriculum.

One year of teaching experience in a licensed child care center or comparable group child care program.

Certificates and Licenses:

Early Childhood Education Certificate - Site Supervisor or higher.

Valid Pediatric First Aid and Pediatric CPR certificates, and a Valid California Driver License

Comments and Other Information

Please attach copies of the required certificates (valid Children's Center Permit, valid Pediatric First Aid and Valid Pediatric CPR certificates, and unofficial transcripts or report cards showing completed college units). Applications will be reviewed, and those applicants submitting the required information showing they meet the above minimum qualifications will be invited to a written test (date to be determined), at the Fountain Valley School District Office, 10055 Slater Avenue, Fountain Valley. Please bring a valid I.D. and allow 1.5 hours for the test and instructions.

CalPERS Links

Not all postings qualify for CalPERS. Informational Only.

[CalPERS Retirement Benefits](#)