

# FOUNTAIN VALLEY SCHOOL DISTRICT PERSONNEL COMMISSION

## Regular Meeting AGENDA

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

March 27, 2025  
3:30 p.m.

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

- **CALL TO ORDER**
- **PLEDGE OF ALLEGIANCE**
- **ROLL CALL**
- **APPROVAL OF AGENDA**

### GENERAL FUNCTIONS

1. **Introduction of Guests**
2. **Introduction of Staff**
3. **Reading and Approval of Minutes - Regular Meeting of the Personnel Commission, February 27, 2025**  
*(Attachment #1)* **Action**
4. **Minutes, Regular Meeting of the Board of Trustees, January 16, 2025**  
*(Attachment #2)* **Information**
5. **Minutes, Regular Meeting of the Board of Trustees, February 13, 2025**  
*(Attachment #3)* **Information**
6. **Minutes, Special Meeting of the Board of Trustees, February 20, 2025**  
*(Attachment #4)* **Information**
7. **Minutes, Governance Team Building Meeting of the Board of Trustees, February 22, 2025**  
*(Attachment #5)* **Information**
8. **Director's Report**
9. **Commissioner's Comments** **Information**

## 10. Public Comments

*Information*

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

## ADMINISTRATION

### 11. Certification of Eligibility Lists

*Action*

Instructional Assistant Mild/Moderate, Instructional Assistant Moderate/Severe, ESP Assistant, Food Services Worker  
(Attachments #6-9)

### 12. Resolution No. 2025-01

*Action*

Approving the Designation of the position of Assistant Superintendent, Business Services, as a Classified Senior Management position under Education Code Section 45108.5  
(Attachment #10)

## PERSONNEL

### 13. Job Announcements

*Information*

(Attachments #11-13)

## FINANCIAL

Nothing at this time.

*Information*

## CLOSED SESSION

### 14. Closed Session

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

1. Personnel
2. Legal Advice

## NEXT MEETING

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

April 24, 2025  
3:30 p.m.  
PDC Room

## ADJOURNMENT

### 16. Adjournment

**FOUNTAIN VALLEY SCHOOL DISTRICT**

**PERSONNEL DIVISION**

**MEMORANDUM**

TO: Personnel Commission

FROM: Carmen Serna, Director of Human Resources

SUBJECT: **MINUTES, PERSONNEL COMMISSION-REGULAR  
MEETING OF FEBRUARY 27, 2025**

DATE: March 11, 2025

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Attached for your approval are the minutes of the Personnel Commission regular meeting of February 27, 2025.

**RECOMMENDATION**

The Personnel Commission approve the minutes of the February 27, 2025 Personnel Commission regular meeting.

**Attachment #1**

# FOUNTAIN VALLEY SCHOOL DISTRICT PERSONNEL COMMISSION

Regular Meeting  
**MINUTES**  
February 27, 2025  
3:30 p.m.

Mrs. Davis called the Regular Meeting of the Personnel Commission to order at 3:36 p.m. in the Board Room at 10055 Slater Avenue, Fountain Valley, California 92708. Mrs. Carmen Serna led the Pledge of Allegiance. Present for the entire meeting:

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

## GENERAL FUNCTIONS

### Approval of Agenda

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

### Introduction of Guests

No guests attended.

### Introduction of Staff

Ms. Danette Madison, Personnel Technician

### Minutes, Regular Meeting of the Personnel Commission, January 23, 2025

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

### Minutes, Regular Meeting of the Board of Trustees, December 12, 2024

Presented as an information item only.

### Minutes, Regular Meeting of the Board of Trustees, December 19, 2024

Presented as an information item only.

### Director's Report

Mrs. Serna shared that the beginning of February was minimum day schedules at the school sites for conference week. She explained that the district was fortunate to be able to offer many Classified employees the opportunity to work primary positions and a secondary position for the Extended School Program. So, directing personnel on how to work a modified work schedule can be complex. However, working together with Assistant Superintendent's and Ms. Mona Green, Director, Early Learning and Extended School Programs, we were able to put together directions for our employees that explained how each day was to be worked and had options for the various positions being worked. Mrs. Serna shared this was a smooth conference week. She thanked Ms. Mona Green and the Classified employees for being organized and flexible. Mrs. Serna reported all Classified employees were sent an email with the directions for their schedule and the week was a smooth.

The children were able to attend the ESP program as it was fully staffed with our employees which saved the district financially. Also, there were two days of specific training for the Special Education program for paraprofessionals (Instructional Assistant Mild/Moderate, Moderate/Severe, Behavior Intervention Assistant, Applied Behavior Analysis) held on Wednesday, February 5<sup>th</sup> and Friday, February 7<sup>th</sup>. There is also the voluntary training that has been provided at the district for Classified employees with the third session being offered next week, March 6, 2025. The training sessions have been successful as there had been forty to fifty employees voluntarily attending each training. She mentioned it was nice to be able to see how an idea grew into successful professional development.

Mrs. Serna shared an update regarding Juneteenth. She reiterated that there was a lawsuit against school districts, including FVSD, regarding Juneteenth and a settlement was reached. The district created a form to determine eligibility and disseminated it to all Classified employees to complete by February 18, 2025. Ms. Cathie Abdel has started the process by sharing the information with CSEA and the Classified staff. Within the next couple of weeks, she anticipated CSEA would have feedback and determining eligible employees to move forward in the process. A list of Classified employees needs to be reviewed, including retirees, to determine eligibility.

Mrs. Serna provided the Personnel Commission with the newsletter, Be in the Know, a great resource that shares a lot of information about the district, such as the LCAP meeting, LCAP survey, and budget information. Mrs. Serna commented that information should be upcoming for the budget. She stated the Personnel Commission budget in the past had been stable. She would keep the Personnel Commissioners informed. She thanked the Commission for their continued support.

### **Commissioners' Comments**

Mr. McCombs informed the Commission that he may not be in attendance for the March 27, 2025, meeting due to a family commitment he will be attending to, and he appreciated the support of the Commission.

Mr. Mullin commented he appreciated the staff at Tamura. A couple of weeks ago, his son Chris Mullin had a medical incident at the school site. The staff, especially the Custodian, all stepped in to assist and their dedication is very appreciated. Mr. Mullin thanked the Tamura staff for their professionalism they showed towards Chris Mullin. He shared the students at Tamura expressed their thoughtfulness in providing cards for Chris Mullin.

Mrs. Davis stated our staff are prepared to act for our children and she expressed her appreciation.

Mrs. Davis also commented that she was so impressed with the printed Personnel Commission Annual Report. She was very appreciative of the work that went into the report and thanked Mrs. Serna.

Mrs. Serna commented that Fountain Valley is a heartfelt family. So, when Mr. Chris Mullin returned to the Leadership meeting, it was a feeling as though we were seeing our family. Attendees were grateful to see him. Not enough can be said about the Tamura staff and how they responded. We are a family and we care for one another.

### **Public Comments**

None were received.

## **ADMINISTRATION**

### **Certification of Eligibility Lists**

Mr. McCombs motioned to approve the Certification of Eligibility lists for Bus Aide – Special Education, Preschool Instructor, Instructional Assistant Moderate/Severe, and Extended School Program Assistant. Mr. Mullin seconded the motion. Motion carried.

## PERSONNEL

### *Job Announcements*

Mrs. Davis asked for an update on the Preschool Instructor position that closed on February 11, 2025. Mrs. Serna advised this was our second time vetting the process. This time there was one candidate who successfully passed the exam and was pending the oral panel interview. This position has been a difficult position to fill.

Mrs. Davis asked if the hardship was due to the age of the children. Mrs. Serna believed one of the obstacles may be a timing issue. She explained for our district, this position is a Classified position, whereas some districts have moved this classification to a certificated position that requires different minimum requirements. Mrs. Serna added that there was a qualified long-term substitute filling the vacancy that is willing to stay to the end of the school year, if necessary.

## FINANCIAL

Mrs. Davis asked if there were any budget transfers pending, specifically for the additional duty – clerical. Mrs. Serna stated she would follow up with the new Director, Fiscal Services to determine if they would prefer transfers to be completed or to wait until the end of the school year before the books close.

Mr. McCombs and Mr. Mullins stated the budget appeared to be right on track for the end of the year and they had no further comments.

Mrs. Serna stated as information becomes available for the budget for the 2025-2026 school year, she would continue to keep them apprised. She explained the Personnel Commission budget was an independent budget number.

## CLOSED SESSION

No closed session was required.

## NEXT MEETING

The next meeting of the Personnel Commission will be:

**Regular Meeting:**  
**March 27, 2025, at 3:30 p.m.**  
**PDC Room**

## ADJOURNMENT

The February 27, 2025, regular meeting of the Personnel Commission adjourned at 3:56 p.m.

**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 JANUARY 16, 2025**

DATE: March 11, 2025

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Attached for your information are the minutes of the Board of Trustees regular meeting of January 16, 2025.



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

## **Board of Trustees Regular Meeting - Jan 16 2025 Minutes**

Thursday, January 16, 2025 at 5:00 PM

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

### **A. CALL TO ORDER- 5:00 P.M.**

1. Roll Call
  - Sandra Crandall, President
  - Dennis Cole, President Pro Tem
  - Phu Nguyen, Clerk
  - Ashley Ramirez, Member
  - Steve Schultz, Member

### **B. APPROVAL OF AGENDA**

1. Agenda for January 16, 2025 Regular Board of Trustees Meeting

ACTION:

*Moved by:* Steve Schultz

*Seconded by:* Phu Nguyen

**Carried 5-0**

### **C. PUBLIC COMMENTS ON CLOSED SESSION ITEMS**

### **D. 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 numbers 24-25-99-8 and 24-25-99-9

**E. OPEN SESSION - 6:00 P.M.**

1. Pledge of Allegiance

**F. REPORT OF CLOSED SESSION**

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

**G. RECOGNITION/ANNOUNCEMENT**

1. Through the Eyes of a Student  
It is the interest of the Board of Trustees to learn our students' perspectives of our schools as experienced and shared by them.

**H. SPECIAL PRESENTATION**

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

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

## **I. BOARD MEMBER REPORTS**

Mr. Nguyen attended the SPC meeting. The Superintendent-Parent Council is made up of PTA and PTO presidents. They meet to share best practices and what is happening at their schools. Oka reported getting a lighted crosswalk across Yorktown Ave in Huntington Beach. Tamura invited everyone to their Lunar New Year Celebration. He attended the Coffee and Community event, hosted by our bilingual aides, Dr. Kiva Spiratos and the Ed Services Team to welcome our bilingual families. Lastly he attended the CSBA presentation on the Governor's Budget, and reminded everyone to be mindful of the volatility of the state's budget.

Mrs. Ramirez reported how welcoming the community has been since she was elected to the board last month. She attended Gisler's Winter Concert, Coffee & Community with bilingual families and the FVSD bilingual team, the Schools Foundation HSO performance at Talbert last night. She participated in both CSBA and OCDE budget presentations via zoom.

Mr. Schultz thanked Suzanne Brown, FVSD Food Services Supervisor and our Business Department for looking into the items in our kitchen that may be cycled out for something more healthy and Chris Fullerton, Assistant Superintendent Business Services for taking action on these items.

Mr. Cole shared two of the events he attended: the OCDE budget presentation as well as the California Superintendent Feedback session to give feedback on the Governor's Budget. He noted that their group suggested less earmarking of funds in the budget.

Mrs. Crandall thanked Mr. Munoz, FVSD's single mechanic who has been repairing vehicles in Maintenance and Operations. She attended Gisler's Winter Concert as well as the Fountain Valley Schools Foundation Honors Symphony Orchestra (HSO) performance. She attended the FVSF meeting where both Talbert and Courreges's principals presented how grant monies were used for students and thanked the Schools Foundation for their generosity. Lastly she participated in the two budget presentations with other trustees.

## **J. PUBLIC COMMENTS**

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

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

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

There were two requests to address the Board:

Mrs. Moore, an FVSD employee spoke on teacher prep time

Mrs. Varrone, an FVSD employee spoke on teacher prep time

## **K. LEGISLATIVE ITEMS**

1. Board Policy 0460 Local Control and Accountability Plan (First Reading)

### **Background:**


In the continued effort to maintain a set of current board policies, it is necessary to bring policies to the Board of Trustees for revision due to changes in 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 0460 requires updates to reflect changes and updates to language regarding the Local Control and Accountability Plan development, adoption, and communication processes. BP 0460 is being brought to the Board of Trustees for first reading.

### **Submitted By:**

Educational Services

**Attachments:**

[BP 0460 Local Control and Accountability Plan - 1st Reading.docx](#) 

It is recommended that the Board of Trustees approves the revision to Board Policy 0460 for first reading and move the policy forward for second reading with any changes as indicated by the Board of Trustees.

*Moved by:* Steve Schultz

*Seconded by:* Dennis Cole

**Carried 5-0**

2. Board Policy 3100 Budget (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 Board Policy 3100 Budget requires updates to reflect changes and updates to language regarding the LCFF budget overview for parents/guardians and the cap on district reserves. BP 3100 is being brought to the Board of Trustees for first reading.

**Submitted By:**

Business Services

**Attachment:**

[3100 Budget BP](#) 

It is recommended that the Board of Trustees approves the revisions to Board Policy 3100 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:* Ashley Ramirez

**Carried 5-0**

3. Board Policy 3280 Sale or Lease of District-Owned Real Property (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 Board Policy 3280 Sale or Lease of District-Owned Real Property requires updates to reflect changes and updates to language due to the passage of AB 480 and SB 227, as well as new guidelines regarding notification to the Department of Housing and Community Development. BP 3280 is being brought to the Board of Trustees for first reading.

**Submitted By:**

Business Services

**Attachment:**

[3280 Sale or Lease of District-Owned Real Property](#) 

**Recommendation:**

It is recommended that the Board of Trustees approves the revisions to Board Policy 3280 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:* Phu Nguyen

**Carried 5-0**

4. Board Policy 3320 Claims and Actions Against the District (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 (CSBA) or

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

Board Policy Board Policy 3320 Claims and Actions Against the District requires updates to reflect changes and updates to language. CSBA recommends that language currently in the Administrative Regulation be moved to the Board Policy and the Administrative Regulation be deleted, resulting in additions to the current Board Policy. BP 3320 is being brought to the Board of Trustees for first reading.

**Submitted By:**

Business Services

**Attachment:**

[BP 3320 Claims and Actions Against the District.docx](#) 

**Recommendation:**

It is recommended that the Board of Trustees approves the revisions to Board Policy 3320 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:* Ashley Ramirez

**Carried 5-0**

5. Board Policy 3540 Transportation (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 Board Policy 3540 Transportation requires updates to reflect changes and updates to language regarding the development of a transportation plan, changes needed to reflect SB 88, and the addition of the language to the policy that was in the administrative regulation. BP 3540 is being brought to the Board of Trustees for first reading.

**Submitted By:**

Business Services

**Attachment:**

[3540 Transportation](#) 

**Recommendation:**

It is recommended that the Board of Trustees approves the revisions to Board Policy 3540 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:* Steve Schultz

**Carried 5-0**

6. Board Policy 5144.1 Suspension and Expulsion Due Process (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 5144.1 Suspension and Expulsion Due Process requires updates to reflect changes and updates to Education Code 48900, 8489.1, and 20 USC 7961. BP 5144.1 is being brought to the Board of Trustees for first reading.

**Submitted By:**

Educational Services

**Attachments:**

[BP 5144.1 Suspension and Expulsion Due Process - 1st Reading.docx](#) 

It is recommended that the Board of Trustees approves the revisions to Board Policy 5144.1 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:* Phu Nguyen

**Carried 5-0**

7. Board Policy 6170.1 Transitional Kindergarten (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 6170.1 requires updates to reflect changes and updates to language associated with recently passed laws (AB 2268 and SB 153). BP 6170.1 is being brought to the Board of Trustees for first reading.

**Submitted By:**

Educational Services

**Attachments:**

[6170.1 Transitional Kindergarten - 1st Reading.docx](#) 

It is recommended that the Board of Trustees approves the revisions to Board Policy 6170.1 for first reading and move the policy forward for second reading, with any changes as indicated by the Board of Trustees.

*Moved by:* Ashley Ramirez

*Seconded by:* Dennis Cole

**Carried 5-0**

**L. CONSENT CALENDAR/ ROUTINE ITEMS OF BUSINESS**




ACTION: Approval of Consent Agenda Items

*Moved by:* Phu Nguyen

*Seconded by:* Steve Schultz

**Carried 5-0**



1. Minutes of December 12, 2024, Board of Education Meeting  
[Board of Trustees Regular Meeting - Dec 12 2024 - Minutes - Html](#) 
2. Minutes of December 19, 2024, Board of Education Meeting  
[Annual Organizational Meeting - Dec 19 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. 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:**

5. Donations

**Background:**

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

**Attachments:**

[Donations.pdf](#) 

6. Warrants

**Background:**

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

**Submitted by:**

Business Services

**Attachments:**

[Warrant 01.16.2025 Board Meeting.pdf](#) 

7. 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 11-23-24 thru 12-23-24.pdf](#) 

[PO REPORT 11-23-24 thru 12-23-24.pdf](#) 

8. Board Policy 6142.92 Mathematics 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 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. Board Policy 6142.92 is being brought to the Board of Trustees for second reading and approval.

**Submitted By:**

Educational Services

**Recommendation:**

It is recommended that the Board of Trustees approves the revisions to Board Policy 6142.92.

**Attachments:**

[BP 6142.92 Mathematics Instruction - 2nd Reading.docx](#) 

9. Williams Uniform Complaint Quarterly Report (Q#2: Oct 1- Dec 31)

**Background:**

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

**Recommended Action:**

It is recommended that the Board of Trustees receives and approves the Williams Quarterly Report for the 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 \(Q2 -- FVSD\).pdf](#) 

10. Accept and Award RFP 2025-02 CalSHAPE HVAC Services to Mesa Energy Systems Inc. dba Emcor Services Mesa Energy

**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 District issued a Request for Proposal/Qualifications (RFP/Q) to solicit proposals from qualified contractors for HVAC repair and maintenance, carbon dioxide installation, MERV-13 filter installation, control upgrades, reporting and verification as needed.

The District received two proposals from qualified contractors. All proposals were reviewed by the District team, and the final selection was awarded to the proposal which resulted in the best value. The determination of best value was based on the objective criteria, including but not limited to, technical expertise, team expertise and prior experience, recent success with similar services and availability of qualified staff and completeness of the submittal.

**Fiscal Impact**

Any services performed will be funded through the approved CalSHAPE grants.

**Submitted by**

Business Services

**Recommendation:**

It is recommended that the Board of Trustees accepts and rewards RFP 2025-02 to Mesa Energy Systems Inc. dba Emcor Services Mesa Energy for services aligned with the goals of the CalSHAPE funding.

11. Resolution 2025-17 Authorizing Filing of Applications for State Allocation Board Administered Programs

**Background:**

The District is eligible to participate in the State's facilities grant funding program known as the School Facilities Program (SFP). The SFP provides grants to modernize schools buildings and to expand schools as justified with new construction eligibility. The passage of Proposition 2 in

November created a new requirement that districts submit a five year master plan within 90 days of the Office of Public School Construction (OPSC) processing a funding application. OPSC is in the process of developing guidance for the master plan requirements.

**Fiscal Impact:**

Applying of State Facilities Program Funding potentially secures additional funding for District facility projects.


**Submitted By:**

Business Services

**Recommendation:**

It is recommended that the Board of Trustees approve Resolution 2025-17 authorizing filing of applications for State Allocation Board administered programs.

**Attachment:**

[FVSD - Fountain Valley SD Board Resolution OPSC Five Year Facilities Master Plan 011625.docx](#) 

12. School Plan 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 Oka SPSA w signatures.pdf](#) 

[2024 Newland SPSA w signatures.pdf](#) 

[2024 Gisler SPSA w signatures.pdf](#) 

[2024 Cox SPSA w signatures.pdf](#) 

[2024 Tamura SPSA withSignature.pdf](#) 

**Recommended Action:**

It is recommended that the Board of Trustees approves the 2024-25 the Single Plans for Student Achievement (SPSAs) for Cox, Gisler, Newland, Oka, and Tamura.

13. Board Agenda Item Amendment - Dr. Gendy-Shaker  
Independent Contract

**Background:**

Amendment to the Independent Contractor Agreement between Fountain Valley School District and Dr. Elizabeth Gendy-Shaker, board-approved on August 8, 2024, for additional services.

**Submitted by:**

Ed. Services

**Attachment:**

[Gendy-Shaker Board Agenda Item Amendment.pdf](#) 

14. Revised District Field Trip List for the 2024-2025 School Year

**Background:**

In accordance with Board Policy 6153, requests for school-sponsored trips involving overnight travel shall be submitted to the Superintendent or designee. The Superintendent or designee shall review the request and recommend to the Board whether the Board should approve the request.

Exhibit A includes the locations of all potential overnight study trips and other local attractions that might serve as educational field trips to enrich the instructional program for Fountain Valley School District students during the 2024/2025 school year.


**Submitted By:**

Educational Services

**Recommended Action:**

It is recommended that the Board of Trustees approves the revised attached Field Trip list for the 2024-2025 school year.

**Attachment:**

[Field Trips Board Approved Vendors 2024-2025 -- JAN 16, 2025.pdf](#) 

**M. SUPERINTENDENT'S REPORT/ NEW BUSINESS**

Dr. Stopp extended thoughts and prayers to those who have been affected by the recent Southern California Wildfires and thanked those who have donated to the cause. She noted there is no school on Monday due to the Martin Luther King Jr Day holiday.

**N. CLOSED SESSION (IF NECESSARY)**

Another closed session was not necessary.

**O. ADJOURNMENT**

1. Meeting Adjourned at 7:44 pm  
ACTION:

*Moved by:* Dennis Cole

*Seconded by:* Phu Nguyen

**Carried 5-0**

2. Next Meeting February 13, 2025

**FOUNTAIN VALLEY SCHOOL DISTRICT**

**PERSONNEL DIVISION**

**MEMORANDUM**

TO: Personnel Commission

FROM: Carmen Serna, Director of Human Resources

SUBJECT: **MINUTES, OF THE BOARD OF TRUSTEES REGULAR  
MEETING OF FEBRUARY 13, 2025**

DATE: March 20, 2025

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Attached for your information are the minutes of the Board of Trustees regular meeting of February 13, 2025.





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

## **Board of Trustees Regular Meeting - Feb 13 2025 Minutes**

Thursday, February 13, 2025 at 5:00 PM

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

### **A. CALL TO ORDER- 5:00 P.M.**

1. Roll Call
  - Sandra Crandall, President
  - Dennis Cole, President Pro Tem
  - Phu Nguyen, Clerk
  - Ashley Ramirez, Member
  - Steve Schultz, Member

### **B. APPROVAL OF AGENDA**

1. Agenda for February 13, 2025 Regular Board of Trustees Meeting

*Moved by:* Dennis Cole

*Seconded by:* Phu Nguyen

**Carried 5-0**

### **C. PUBLIC COMMENTS ON CLOSED SESSION ITEMS**

There were no requests to address the Board on Closed Session items.

### **D. 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 24-25-99-10
6. 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.

**E. OPEN SESSION -- 6:00 PM**

1. Pledge of Allegiance was led by Mr. Nguyen

**F. REPORT OF CLOSED SESSION**

The Board President reported the following:

1. Release of Temporary Certificated Staff  
In closed session, the governing board took action by a vote of 5 to 0 to authorize the Superintendent or designee to notice 30.50 FTE teachers on temporary contract on or before February 13, 2025 of release from District employment at the conclusion of the current 2024-25 school year pursuant to Education Code section 44954(b).

5021 4885 4901 4884 5227

4980 5028 5110 4661 4892

4932 5211 3239 4735 5014

4727 5044 4447 5210 5145

5292 5209 5212 3513 4906

4795 4059 5228 4775 4706

4899 5224 4538 5208 5020

2. Release of Probationary Staff

In closed session, the governing board took action by a vote of 5 to 0 to authorize the Superintendent or designee to notice 1 certificated employee of non-reemployment pursuant to Education Code section 44929.21 at the conclusion of the current school year.

3. Case Number 24-25-99-10

The Board of Trustees voted in closed session to approve settlement agreement #24-25-99-10

*Moved by:* Phu Nguyen

*Seconded by:* Ashley Ramirez

**Carried 5-0**

**G. RECOGNITION/ANNOUNCEMENT**

1. Through the eyes of a student

It is the interest of the Board of Trustees to learn our students' perspectives of our schools as experienced and shared by them.

On behalf of the Board, Mr. Schultz, shared the words of Avery Schultz from Plavan Elementary School.

**H. SPECIAL PRESENTATION**

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

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

perseverance, citizenship, leadership, teamwork, integrity, respect, and love. The Board will recognize seven outstanding students from **Courreges Elementary School**.

2. Recognition of Fulton Middle School Students -- Lighthouse Leadership Awards

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

## **I. STAFF REPORTS**

1. Staff Report: 2024-25 Local Control Accountability Plan Mid-Year Update

Assistant Superintendent of Educational Services Dr. Jerry Gargus and Director of Educational Services Dr. Kiva Spiratos presented the Mid-Year Update component of the 2024-25 Local Control Accountability Plan for the Board of Trustees.

In addition, information was shared with the Board of Trustees regarding the process used to develop the 2025-26 Local Control Accountability Plan, which is the second year of a three-year LCAP cycle (2024-2025, 2025-2026, and 2026-2027).

## **J. BOARD MEMBER REPORTS**

Mrs. Ramirez noted how impressed she was by the Tamura staff and their Lunar New Year and thanked coordinator Mrs. Becca Hom, PTA volunteers and staff who made it such an amazing event. She also attended Plavan's Lion Dance assembly. She attended three different new trustee trainings the CSBA's Brown Act Training, OCSBA's Being an Effective School Board Member during Polarizing times and CSBA Orientation for New Board Trustees. She thanked Dr. Stopp for attending the 8 hour training with her today and to everyone who has supported her learning as a new school board member.

Mr. Schultz discussed his research on processed foods and shared the importance of making food real again in America.

Mr. Cole highlighted two events he was able to attend. This week at the

OCMA Awards Night at the Segerstrom Center our VAPA and Choir Director Ms. Elena MacDonald was honored. She was nominated for Outstanding Arts Program. He also attended the Capital Advisory Update on the state budget.

Mr. Nguyen attended Lunar New Year celebrations at Tamura, Plavan and Courreges. He also attended the local Tet events in the City of Garden Grove. He attended the OCSBA training on how to be a board member during these polarizing times. Lastly, he attended the afterschool music program concert at Plavan. He thanked the FV Schools Foundation and Arts and Learning Conservatory teams for supporting these programs.

Mrs. Crandall thanked the coordinated CPR training of employees ensuring they are prepared should a situation arise. She attended three festive Lunar New Year school celebrations. She attended the FV Schools Foundation meeting where Principal Robinson from Masuda thanked the foundation for the grant money for the new sound system they were able to purchase. She attended the CSBA webinar on immigration as it applies to schools, where they shared that the 1982 law based on Plyler vs. Doe is still in effect. It holds that states cannot constitutionally deny students a free public education on account of their immigration status.

She also attended the virtual Google Meet training as FVSD transitions from Zoom for video call meetings. Lastly she attended yesterday's OCSBA special seminar presented by Braver Angels a 501(c)3 which promotes civil discourse.

## **K. 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 four requests to address the Board:

Kristy Stadlman, staff member, discussed 3-5th grade planning time.

Brooke James & Deborah Alvarez, staff members, discussed elementary planning time.

Jennifer Moore, staff member, discussed planning time.

Dana Armendariz, staff member, discussed planning time.

## **L. LEGISLATIVE ITEMS**

1. Memorandum of Understanding Between Fountain Valley School District and Fountain Valley Education Association regarding One-Time Stipend for Early Notification of Intended Retirement

### **Background:**

FVSD and FVEA enter into this MOU to provide a one-time stipend to certificated employees who submit an early declaration of retirement. This initiative is intended to assist the District in preparing for the certificated staffing needs for the 2025-26 school year.

A stipend of \$2,500 will be provided to full-time certificated employees and \$1,250 will be provided to part-time certificated employees for an early declaration of retirement submitted to the District by February 28, 2025. For declarations submitted by March, 28, 2025, the stipend amounts will be \$2,000 for full-time certificated employees and \$1,000 for part-time certificated employees.

To qualify for the stipend, employees must meet the retirement criteria outlined in Article XIV: Voluntary Early Retirement Program of the FVSD-FVEA Agreement, qualify for retirement under CalSTRS, and choose to retire on their last day of duty, June 13, 2025.

### **Submitted by:**

Personnel Services

### **Attachments:**

[FVSD-FVEA MOU for Early Notification of Intended Retirement](#)

[01-29-2025](#) 

It is recommended that the Board of Trustees approve the Memorandum of Understanding between Fountain Valley School District and Fountain Valley Education Association dated January 29, 2025.

*Moved by:* Dennis Cole

*Seconded by:* Steve Schultz

**Carried 5-0**

2. Memorandum of Understanding Between Fountain Valley School District and California School Employees Association regarding One-Time Stipend for Early Notification of Intended Retirement

**Background:**

FVSD and CSEA enter into this MOU to provide a one-time stipend to classified employees who submit an early declaration of retirement. This initiative is intended to assist the District in preparing for the classified staffing needs for the 2025-26 school year.

A stipend of \$2,500 will be provided to full-time classified employees and \$1,250 will be provided to part-time classified employees for an early declaration of retirement submitted to the District by February 28, 2025. For declarations submitted by March, 28, 2025, the stipend amounts will be \$2,000 for full-time classified employees and \$1,000 for part-time classified employees.

To qualify for the stipend, employees must meet the retirement criteria outlined in Article 12: Early Retirement of the FVSD-CSEA Agreement, qualify for retirement under CalPERS or PARS, and choose to retire between March 1, 2025 and June 30, 2025.

**Submitted by:**

Personnel Services

**Attachments:**

[FVSD-CSEA MOU for Early Notification of Intended Retirement](#)

[01-23-2025](#) 

It is recommended that the Board of Trustees approve the Memorandum of Understanding between Fountain Valley School District and California School Employees Association dated January 23, 2025.

*Moved by:* Phu Nguyen

*Seconded by:* Ashley Ramirez

**Carried 5-0**

3. Board Policy 3515.5 Sex offender Notification (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 3515.5 Sex offender Notification requires updates to reflect changes and updates to language regarding the disclosure of information by district officials. BP 3515.5 is being brought to the Board of Trustees for first reading.

**Submitted By:**

Business Services

**Attachment:**

[3515.5 Sex Offender Notification](#) 

It is recommended that the Board of Trustees approves the revisions to Board Policy 3515.5 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:* Phu Nguyen

**Carried 5-0**

4. 2025 CSBA Delegate Assembly Election -- Subregion 15

**Background:**


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




the 2025 CSBA Delegate Assembly Election -- Subregion 15.

**Submitted by:**


Superintendent's Office

[2025 CSBA Delegate Assembly Nominees SubRegion 15 Copy of Ballot.pdf](#) 

[2025 CSBA Delegate Assembly Nominee -- Suzie R. Swartz.pdf](#) 

[2025 CSBA Delegate Assembly Nominee -- Rhodia DW Shead.pdf](#) 

[2025 CSBA Delegate Assembly Nominee -- Jessica Guerrero.pdf](#) 

[2025 CSBA Delegate Assembly Nominee -- Bonnie Castrey.pdf](#) 

[2025 CSBA Delegate Assembly Nominee -- Beverly Berryman.pdf](#) 

[2025 CSBA Delegate Assembly Nominee -- Art Montez.pdf](#) 

[2025 CSBA Delegate Assembly Nominee -- Angela Hernandez.pdf](#) 

There was consensus to allow the three potential write in candidates. The Board of Trustees then came to consensus to submit the following seven candidates for the 2025 CSBA Delegate Assembly Election -- Subregion 15:

Bonnie Castrey, Huntington Beach UHSD

Beverly Berryman, Fullerton SD

Angela Hernandez, Centralia SD

Jessica Guerrero, Anaheim Union SD

Rhodia Shed, Buena Park ESD

Suzie Swartz, Saddleback Valley USD

Carri Flanders, Brea Olinda USD

*Moved by:* Steve Schultz

*Seconded by:* Dennis Cole

**Carried 5-0**


**M. CONSENT CALENDAR/ ROUTINE ITEMS OF BUSINESS**

ACTION: Approval of Consent Agenda Items 1-14 and 16-22

*Moved by:* Steve Schultz

*Seconded by:* Ashley Ramirez

**Carried 5-0**

1. Minutes of January 16, 2025, Board of Education Meeting  
[Board of Trustees Regular Meeting - Jan 16 2025 - 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](#) 

[FVSD Transitional Kindergarten: Certificate of Compliance](#) 

[CSU Fullerton Student Teaching Agreement exp. 6/30/2030](#) 

[CSU San Bernardino Learning Site Agreement exp. 6/30/2030](#)



[University of Denver School Counseling Affiliation Agreement exp. 2/2026](#) 

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 February 13, 2025.pdf](#) 

4. Ed Services Personnel Items

**Background:**

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

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

**Submitted by:**

Educational Services

**Recommended Action:**

Approval/Ratification of the Educational Services Personnel items.

**Attachments:**

[Educational Services Personnel Items 2025 FEB 13.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 12-24-24 thru 1-24-25.pdf](#) 

[PO REPORT 12-24-24 thru 1-24-25.pdf](#) 

6. Board Policy 0460 Local Control Accountability Plan (Second Reading)

**Background:**

In the continued effort to maintain a set of current board policies, it is necessary to bring policies to the Board of Trustees for revision due to changes in 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 0460 requires updates to reflect changes and updates to language regarding the Local Control and Accountability Plan development, adoption, and communication processes. BP 0460 is being brought to the Board of Trustees for second reading and adoption.


**Submitted By:**

Educational Services

**Recommendations:**

It is recommended that the Board of Trustees approves the revisions to Board Policy 0460.

**Attachments:**

[BP 0460 Local Control and Accountability Plan - 2nd Reading.docx](#) 

7. Board Policy 3100 Budget (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 3100 Budget requires updates to reflect changes and updates to language regarding the LCFF budget overview for parents/guardians and the cap on district reserves. Revisions to BP 3100 are 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 3100.

**Attachment:**

[3100 Budget BP](#) 

8. Board Policy 3280 Sale or Lease of District-Owned Real Property (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 3280 Sale or Lease of District-Owned Real Property requires updates to reflect changes and updates to language due to the passage of AB 480 and SB 227, as well as new guidelines regarding notification to the Department of Housing and Community Development. Revisions to BP 3280 are 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 3280.

**Attachment:**

[3280 Sale or Lease of District-Owned Real Property](#) 

9. Board Policy 3320 Claims and Actions Against the District (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 (CSBA) or the Orange County Department of Education informs the District of mandated changes through alerts.

Board Policy 3320 Claims and Actions Against the District requires updates to reflect changes and updates to language. CSBA recommends that language currently in the Administrative Regulation be moved to the Board Policy and the Administrative Regulation be deleted, resulting in additions to the current Board Policy. Revisions to BP 3320 are 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 3320.

**Attachment:**

[BP 3320 Claims and Actions Against the District.pdf](#) 

10. Board Policy 3540 Transportation (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 3540 Transportation requires updates to reflect changes and updates to language regarding the development of a transportation plan, changes needed to reflect SB 88, and the addition of the language to the policy that was in the administrative regulation. Revisions to BP 3540 are being brought to the Board of Trustees for approval.

**Recommendation:**

It is recommended that the Board of Trustees approves the revisions to Board Policy 3540.

**Submitted By:**

Business Services

**Attachment:**

[3540 Transportation](#) 

**Recommendation:**

## Carried

11. Board Policy 5144.1 Suspension and Expulsion Due Process (Second Reading)

### **Background:**

In the continued effort to maintain a set of current board policies, it is necessary to bring policies to the Board of Trustees for revision due to changes in the Education Code or statute. The California School Boards Association or the Orange County Department of Education informs the District of mandated changes through alerts. Board Policy 5144.1 Suspension and Expulsion Due Process requires updates to reflect changes and updates to Education Code 48900, 8489.1, and 20 USC 7961. BP 5144.1 is being brought to the Board of Trustees for second reading and approval.

### **Submitted By:**

Educational Services

### **Recommendations:**

It is recommended that the Board of Trustees approves the revisions to Board Policy 5144.1.

### **Attachments:**

[BP 5144.1 Suspension and Expulsion Due Process - 2nd Reading.docx](#) 

12. 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 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 6170.1 requires updates to reflect changes and updates to language associated with recently passed laws (AB 2268 and SB 153). BP 6170.1 is being brought to the Board of Trustees for

second reading and approval.

**Submitted By:**

Educational Services

**Recommendation:**

It is recommended that the Board of Trustees approves the revisions to Board Policy 6170.1.

**Attachments:**

[BP 6170.1 Transitional Kindergarten - 2nd Reading.docx](#) 

13. Consolidated Application - Winter Release 2024

**Background:**

Notification has been received from the California State Department of Education with regard to funding under the 2024-25 Consolidated Application winter release. The Consolidated Application is used by the California Department of Education to distribute categorical funds from various state and federal programs to school districts throughout California. The winter release of the application is typically released to Districts in February and contains the district's estimated entitlements for each eligible funded program.

**Recommended Action:**

It is recommended that the Board of Trustees approve transmittal of the Consolidated Application Winter Release 2024 Data Collection to the California State Department of Education.

**Submitted by:**

Business Services



**Attachments:**

[CONAPP 2024 Winter Release.pdf](#)



14. Child Care Programs Rates 2025/2026

**Background:**

The proposed 2025-2026 tuition rates for the Child Development Center (CDC) and Extended School Program (ESP) reflect the department's ongoing efforts to address rising overhead costs and employee benefits. Historically, tuition increases have been kept below 5% to ensure affordability for families while maintaining program sustainability.

**Submitted by:**

Educational Services

**Attachment:**

[CDC and ESP Preschool Rates 2025-2026.pdf](#) 

**Recommended Action:**

It is recommended that the Board of Trustees approves the 2025-2026 Tuition Rates for the CDC and ESP programs.

15. Approval of the 2024-2025 School Accountability Report Card

**Background:**

In November 1998, California voters passed Proposition 98, also known as the Classroom Instructional Improvement and Accountability Act. Under this act, all public schools in California are required annually to prepare a School Accountability Report Card (SARC) and disseminate this document to the public. The SARC document is intended to provide the public with important information regarding each individual public school and communicate school progress in achieving designated goals.

Each school site in the Fountain Valley School District (FVSD) annually completes a SARC that includes State-mandated, site-specific, and district-wide information. SARC documents must be submitted to the California Department of Education and posted to both the district and site websites. As mandated by the state, the SARCs for Cox, Fulton, Masuda,

Plavan, and Tamura will be translated into Vietnamese and be made available in the same location as the English SARC document.

**Recommended Action:**

It is recommended that the Board of Trustees approves the School Accountability Report Cards (SARCs) for the ten school sites in the Fountain Valley School District.

**Submitted by:**

Educational Services

**Attachments:**

[2024\\_25\\_Courreges ES\\_SARC.pdf](#) 

[2024\\_25\\_Cox ES\\_SARC.pdf](#) 

[2024\\_25\\_Fulton MS\\_SARC.pdf](#) 

[2024\\_25\\_Gisler ES\\_SARC.pdf](#) 

[2024\\_25\\_Masuda MS\\_SARC.pdf](#) 

[2024\\_25\\_Newland ES\\_SARC\\_Revised.pdf](#) 

[2024\\_25\\_Oka ES\\_SARC.pdf](#) 

[2024\\_25\\_Plavan ES\\_SARC\\_Revised.pdf](#) 

[2024\\_25\\_Talbert MS\\_SARC.pdf](#) 

[2024\\_25\\_Tamura ES\\_SARC.pdf](#) 

It is recommended that the Board of Trustees approves the School Accountability Report Cards (SARCs) for the ten school sites in the Fountain Valley School District.

*Moved by:* Phu Nguyen

*Seconded by:* Sandra Crandall

**Carried 5-0**

16. Approval of Agreement for Provision of K-8 Mental Health Educational Services with Orange County Superintendent of Schools

**Background:**

The Orange County Superintendent of Schools (OCSS) has entered into an agreement with the County of Orange to provide mental health education and leadership development through the 2024-2025 Peer Leadership Campaign (PLC). Fountain Valley School District has been selected to participate by designating advisors at Talbert

Middle School to lead the Student Advocates for Mental Health program.

The PLC program encourages student involvement in mental health advocacy and awareness through peer leadership activities. Participating schools are eligible for advisor incentives, funded through the agreement with OCSS, to support program implementation.

**Fiscal Impact:**

The agreement provides reimbursement of up to \$1,200 for eligible activities completed as part of the Peer Leadership Campaign (PLC). Reimbursement is contingent upon the school meeting program requirements. Any unspent amounts will not be reimbursed. There will be no net cost to the district.

**Recommended Action:**

It is recommended that the Board of Trustees approves the agreement with the Orange County Superintendent of Schools for the 2024-2025 school year.

**Submitted by:**

Educational Services

**Attachments:**

[OCSS Talbert Peer Leadership Campaign 24-25.pdf](#) 

17. Approval of Contract with Knowledge Saves Lives Inc. for Workplace Violence Prevention Training

**Background:**

The Fountain Valley School District aims to enhance workplace safety by providing training in compliance with CA SB 553. Knowledge Saves Lives Inc. (KSL Inc.), a certified provider, will deliver two-site specific Workplace Violence Prevention Training sessions for up to 125 participants each. The training includes situational awareness, threat response strategies, and compliance documentation to support the District's Workplace Violence Prevention Plan (WVPP)

**Fiscal Impact:**

The total cost of the contract is \$15,990, which covers both training sessions. No additional reimbursable expenses are anticipated.


**Recommended Action:**

It is recommended that the Board of Trustees approves the contract with Knowledge Saves Lives Inc. for Workplace Violence Prevention Training, effective January 9, 2025 through June 30, 2025.

**Submitted by:**

Educational Services

**Attachments:**

[Knowledge Saves Lives Workplace Violence Prevention Training Contract 2024-2025.pdf](#) 

18. Approval of the 2024-25 Local Control Accountability Plan Mid-Year Update

**Background:**

On June 20, 2024, the FVSD Board of Trustees approved the 2024-25 Local Control Accountability Plan (LCAP). California Education Code sections 47606.5, 52062, and 52068 require district staff to provide the Board of Trustees with a Mid-Year Update to the LCAP annually before February 28th.

The required components of this update include the following:

- Update to the LCFF Budget Overview for Parents
- Update on all available mid-year outcome data related to the metrics identified in the current year's LCAP, and
- Update on all available mid-year expenditure and implementation data on all actions identified in the current year's LCAP

**Fiscal impact:**

There is no fiscal impact involved in accepting the 2024-25 Mid-Year Update to the Local Control Accountability Plan.

**Attachments:**

[2024-25 FVSD LCAP Mid-Year Update - 01272025.docx](#) 

**Recommendations:**

It is recommended that the Board of Trustees accepts the 2024-25 Local Control Accountability Plan Mid-Year Update.

19. Use of the Irvine Unified School District Piggyback Bid for the Purchase of Computer and Technology Products, Service and

Related Items from CDW Government, LLC

**Background:**

The District has been using the Irvine Unified School District piggyback bid with CDW Government, LLC (CDWG) to purchase technology products and services since 2020 using Bid No. 19/20-01 and its extensions. Bid No. 19/20-01 expired on December 31, 2024. The Irvine Unified School District went out to bid and awarded Bid. No. 23/24-04 to CDW Government, LLC (CDWG) on August 8, 2024 with an initial term from January 1, 2025 through December 31, 2029. As a result of this new award, staff is seeking approval to continue to use the piggyback clause in the bid to purchase technology and equipment.

**Fiscal Impact:**

The use of the piggyback clause in the Irvine Unified School District Bid allows the District to purchase technology products, services, and related items at a cost below standard retail price.

**Submitted by:**

Business Services

**Recommended Action:**

It is recommended that the Board of Trustees approves the use of the Irvine Unified School District Piggyback Bid 23/24-01 for the Purchase of Computer and Technology Products, Services, and Related Items from CDW Government, LLC.

**Attachments:**

[IUSD Bid 23-24-01 IT Technology Equipment and Peripherals.docx.pdf](#) 

20. Approval of Memorandum of Understanding with Cotsen Foundation and Fountain Valley School District for Gisler

**Background:**

Fountain Valley School District has a long-standing relationship with the Cotsen Foundation. In June 2024, FVSD and Cotsen continued to expand the partnership by adding Gisler Elementary School as a school site participating in the Cotsen Foundation's "Art of Teaching" Program. The mission of this program is to transform good teachers into great

teachers through the Art of Teaching mentor/fellow program.

The Cotsen Foundation, in partnership with the Educational Services Division, is excited to share that Gisler Elementary School is currently in Year one of this two-year program. For the 2024-25 school year, Cotsen Foundation's grant covers the cost of (1) the Mentor Teacher's salary and benefits and a \$1,500 stipend for books, supplies, and conference costs for Cotsen Mentor and Fellows.

We are pleased to share that the following teachers are participating in the program:

Cotsen Mentor: Jody Brekke

Cotsen Fellows: Jennifer Boyack, Erik Miller, Carissa Nunn, Whitney Golterman, Krista Hebel, Jolene Solorzano

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


**Submitted by:**

Educational Services

**Recommended Action:**

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

**Attachments:**

[MOU \(2024-2025\) - Gisler Elementary School, Fountain Valley.pdf](#) 

21. 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:**

[02-13-25 Board NPA-S Contracts Approval FVSD - B.pdf](#) 

22. Donations

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

[Donations.pdf](#) 

**N. SUPERINTENDENT'S REPORT/ NEW BUSINESS**

Dr. Stopp thanked Dr. Spiratos and Dr. Gargus for presenting. She challenged everyone to fill out the survey. This is an opportunity to hear from families and communities on what they think priorities should be. She announced the Teachers of the Year from each school site:

Courreges	Emi Allen
Cox	Kim O'Donnell
Fulton	Kevin Yamabe
Gisler	Kim Gonsowski
Masuda	Deborah Alvarez
Newland	Jeanne Davis
Oka	Kelly Coleman
Plavan	Jen Andrews
Talbert	Robin Franks

Tamura

Andy Grant

Today Executive Cabinet and PIO Ms. Moyers were able to surprise out District-wide teacher of the year Mrs. Emi Allen.

**O. CLOSED SESSION (IF NECESSARY)**

**P. ADJOURNMENT**

1. Meeting Adjourned  
at 8:13 pm

*Moved by:* Dennis Cole

*Seconded by:* Phu Nguyen

**Carried 5-0**

2. Next Meeting March 13, 2025



**FOUNTAIN VALLEY SCHOOL DISTRICT**

**PERSONNEL DIVISION**

**MEMORANDUM**

TO: Personnel Commission

FROM: Carmen Serna, Director of Human Resources

SUBJECT: **MINUTES, OF THE BOARD OF TRUSTEES SPECIAL  
MEETING OF FEBRUARY 20, 2025**

DATE: March 20, 2025

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Attached for your information are the minutes of the Board of Trustees special meeting of February 20, 2025.



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

## **Board of Trustees Special Meeting - Feb 20 2025 Minutes**

Thursday, February 20, 2025 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
  - Sandra Crandall, President
  - Dennis Cole, President Pro Tem
  - Phu Nguyen, Clerk
  - Ashley Ramirez, Member
  - Steve Schultz, Member arrived at 4:35 pm
2. Pledge of Allegiance

### **B. APPROVAL OF AGENDA**

1. Agenda for February 20, 2025 Special Board of Trustees Meeting  
ACTION:

*Moved by:* Dennis Cole

*Seconded by:* Ashley Ramirez

**Carried 4-0**

### **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. BOARD WORKSHOP**

1. Budget, Enrollment, and Attendance  
Assistant Superintendent, Business Services, Christine Fullerton, reviewed and led discussion on priorities regarding district budget.

**E. SUPERINTENDENT'S REPORT/ NEW BUSINESS**

**F. ADJOURNMENT**

1. Meeting Adjournment at 6:41 p.m.  
ACTION:

*Moved by:* Dennis Cole

*Seconded by:* Sandra Crandall

**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  
GOVERNANCE TEAM BUILDING MEETING OF  
FEBRUARY 22, 2025**

DATE: March 20, 2025

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Attached for your information are the minutes of the Board of Trustees governance team building meeting of February 22, 2025.



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

## **Governance Team Building Session - Feb 22 2025 Minutes**

Saturday, February 22, 2025 at 10:00 AM

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

### **A. CALL TO ORDER- 10:04 A.M.**

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

### **B. APPROVAL OF AGENDA**

1. Agenda for February 22, 2025 Governance Team Building Session

ACTION:

*Moved by:* Phu Nguyen

*Seconded by:* Dennis Cole

**Carried 5-0**

### **C. PUBLIC COMMENTS**

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

**To address the Board of Trustees, please comply with the procedures**

**listed on the goldenrod form, *For Persons Wishing to Address the Board of Trustees*, and give the form to the Public Information Officer/Executive Assistant to the Superintendent.**

**There were no requests to address the Board.**

**D. GOVERNANCE TEAM BUILDING**

**Background:**

The Board of Trustees reviewed and updated the Board Bylaws and the FVSD Governance Team Handbook, and worked to articulate best practices for team governance.

**Submitted by:**

Superintendent

**E. ADJOURNMENT**

1. Meeting Adjourned at 12:52 p.m.

ACTION:

*Moved by:* Steve Schultz

*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: **ELIGIBILITY LISTS**

DATE: March 20, 2025

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Attached are the eligibility lists for:

Instructional Assistant Mild/Moderate

Instructional Assistant Moderate/Severe

Extended School Program Assistant

Food Services Worker

**RECOMMENDATION**

The Personnel Commission approve the eligibility lists enumerated above.

**ELIGIBILITY LIST**  
**Instructional Assistant Mild/Moderate**  
**Merged (Updated 03-18-25)**

<b>RANK</b>	<b>NAME</b>	<b>EXPIRES</b>
1	Jennifer Arellano	01-07-26
2	Torrence Woodson	09-30-25
3	Uyen Tran	09-03-25
4	Carsan Ciarrocchi	09-03-25
5	Isabella Llanos	09-30-25
5	Jennifer Weld	09-30-25
6	Heather Holbrook	09-30-25
7	Steven Montes	01-07-26
7	Thi My Tien Truong	10-24-25
8	Brisa De Rios	09-03-25
9	Raylee Hayes	02-25-26
9	Shreen Zitoon	02-25-26
9	Linda Brackley	07-30-25
10	Jessica Garcia	09-30-25
11	Stefanie Penn	09-03-25
12	Jennifer Miller	07-30-25
13	Jordynn Peshke	09-03-25
14	Maya Basham	01-07-26
14	Tammy Dorchak	03-18-26
15	Brianna Herrera	01-07-26
15	Cina Wilson	03-18-26
16	Jill De La Torre	09-30-25
17	Cecilia Brown	03-18-26



**ELIGIBILITY LIST**  
**Instructional Assistant Mild/Moderate**  
**Merged (Updated 03-18-25)**

17	Diane Palermo	07-30-25
18	Michael Nomura	10-24-25

**ELIGIBILITY LIST**  
**IA Moderate/Severe**  
**Merged (Updated 03-18-25)**

<b>RANK</b>	<b>NAME</b>	<b>EXPIRES</b>
1	Jennifer Arellano	01-07-26
2	Torrence Woodson	09-30-25
3	Hayley Brown	01-07-26
4	Isabella Llanos	09-30-25
4	Jennifer Weld	09-30-25
5	Heather Holbrook	09-30-25
6	Steven Montes	01-07-26
7	Linda Brackley	07-30-25
7	Raylee Hayes	02-25-26
7	Jessica Leach	02-25-26
8	Jessica Garcia	09-30-25
9	Christeen Attalla	02-25-26
9	Jennifer Miller	07-30-25
10	Maya Basham	01-07-26
10	Tammy Dorchak	03-18-26
11	Brianna Herrera	01-07-26
12	Jill De La Torre	09-30-25
13	Cecilia Brown	03-18-26
13	Diane Palermo	07-30-25
14	Cheyenne Cantrell	09-30-25

**Eligibility List  
ESP Assistant  
Merged (Updated 03-06-25)**

<b>RANK</b>	<b>NAME</b>	<b>EXPIRES</b>
1	Brianna Ansorge	12-12-25
2	Rachel Garrison	08-09-25
3	Jenna Moreno	10-30-25
3	Stephanie Cox	10-30-25
3	Melanie Haines	12-12-25
3	Jessica Garcia	2-13-26
4	Lori Rohrmoser	09-11-25
4	Susan Saito	12-12-25
5	Wynton Crosby	09-11-25
5	Bertha Mondragon	09-11-25
5	Danielle McGallian	10-30-25
6	Patty Smith	10-02-25
7	Alisanderia Selefuti	2-13-26
8	Megan Singer	11-08-25
8	Abraham Nguyen	03-06-26
8	Haley Crowder	10-02-25
9	Marie Reither	08-09-25
9	Alexis Robles	10-02-25
10	Son Tan	09-11-25
10	Cynthia Fuentes	09-11-25
11	Jae Choe	10-02-25
12	Monica McDonnell	10-30-25

**Eligibility List  
ESP Assistant  
Merged (Updated 03-06-25)**

12	Robyn Wernberg	10-30-25
13	Hannah Rangel	08-09-25
13	Isabella Horne	10-30-25
13	Cina Wilsom	10-30-25
14	Taha Marwa	09-11-25
14	Madelyne Rumney	03-06-26
15	Leah Lopez	09-11-25
15	Edith Castillo	10-30-25
16	Stephanie Diaz Jimenez	10-30-25
17	Kim Louie	12-12-25

**ELIGIBILITY LIST**  
**Food Services Worker**  
**Merged (Updated 02-21-25)**

<b>RANK</b>	<b>NAME</b>	<b>EXPIRES</b>
1	Jill Meyer	02-21-26
2	Helena Luce	02-21-26
3	Katharine Heap	02-21-26
3	Carol Weaver	05-25-25
4	Jasmine Smith	09-24-25
4	Sonny Jerome	05-25-25
5	Jessie Kovach	08-09-25
6	Lori Delzer	09-24-25
7	Petty Elgamil	08-09-25
8	Rachel Miranda	08-09-25
9	Lykong Tex	09-24-25

**FOUNTAIN VALLEY SCHOOL DISTRICT**

**PERSONNEL DIVISION**

**MEMORANDUM**

TO: Personnel Commission

FROM: Carmen Serna, Director of Human Resources

SUBJECT: **RESOLUTION NO. 2025-01 - APPROVING THE DESIGNATION OF THE POSITION OF ASSISTANT SUPERINTENDENT, BUSINESS SERVICES, AS A CLASSIFIED SENIOR MANAGEMENT POSITION UNDER EDUCATION CODE SECTION 45108.5**

DATE: March 20, 2025

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The Assistant Superintendent, Business Services position is responsible for overseeing the District's operations including facilities, food services, risk management, fiscal services, and other administrative functions, providing critical fiscal and operational leadership at a district-wide level. Under California Education Code Section 45108.5, school districts may designate certain high-level classified positions as Senior Management if they involve district-wide policy administration or fiscal advisory responsibilities. This designation allows for greater flexibility in hiring and management while maintaining the position within the classified service.

**Recommendation:**

1. It is recommended that the Personnel Commission adopt Resolution No. 2025-01 approving the designation of the position of Assistant Superintendent, Business Services, as a Classified Senior Management position under Education Code Section 45108.5

**PERSONNEL COMMISSION**  
**RESOLUTION NO 2025-01**

**Designation of the Position of Assistant Superintendent, Business Services**  
**as Classified Senior Management**

**WHEREAS**, the Personnel Commission recognizes the need to designate certain high-level classified administrative positions as Classified Senior Management in accordance with California Education Code Section 45108.5; and

**WHEREAS**, Education Code Section 45108.5 defines a Senior Management employee as a classified employee in the highest position of a principal district program area, who is not required to hold a credential, and who exercises district-wide responsibility for formulating policy or administering the affairs of the district; and

**WHEREAS**, the position of Assistant Superintendent, Business Services is responsible for overseeing the district's operations including facilities, food services, risk management, fiscal services, and other administrative functions, providing direct fiscal advisory support to the Superintendent and the Board of Trustees; and

**WHEREAS**, the Personnel Commission recognizes that the Assistant Superintendent, Business Services position meets the qualifications and requirements necessary for the designation as a Classified Senior Management position, consistent with the provisions of Education Code Section 45108.5; and

**WHEREAS**, employees in Classified Senior Management positions are part of the classified service but do not attain permanent status in such roles, as outlined in Education Code Section 45108.5;

**NOW, THEREFORE, BE IT RESOLVED** that the Personnel Commission **hereby designates** the position of **Assistant Superintendent, Business Services** as a **Classified Senior Management position** under Education Code Section 45108.5; and

**BE IT FURTHER RESOLVED**, that this designation shall remain in effect unless otherwise modified by the Personnel Commission or as required by law.

*APPROVED, PASSED, AND ADOPTED this 27<sup>th</sup> of March, 2025 by the Personnel Commission of the Fountain Valley School District, County of Orange, State of California by the following vote:*

AYES : \_\_\_\_\_  
NOES : \_\_\_\_\_  
ABSENT : \_\_\_\_\_  
ABSTAIN : \_\_\_\_\_

I, \_\_\_\_\_, Chairperson of the Personnel Commission, do hereby certify that the foregoing is a full, true, and correct copy of a resolution passed and adopted by the Personnel Commission at a regularly called and conducted meeting held on said date.

**WITNESSED** my hand this 27<sup>th</sup> day of March, 2025.

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Carol Davis, Chairperson of the Personnel Commission

**FOUNTAIN VALLEY SCHOOL DISTRICT**

**PERSONNEL DIVISION**

**MEMORANDUM**

TO: Personnel Commission

FROM: Carmen Serna, Director of Human Resources

SUBJECT: **JOB ANNOUNCEMENTS**

DATE: March 20, 2025

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

**Dual Certification:**

Bus Driver

Instructional Assistant – Applied Behavior Analysis

Substitute School Office Manager





## Bus Driver at Fountain Valley Elementary School District

### Application Deadline

Continuous

### Date Posted

3/21/2025

### Contact

[Danette Madison](#)

7148433228

### Number of Openings

1

### Salary

Pay Range

\$26.26 (Range 43, Step 1) - \$31.92 (Range 43, Step 5) Per Hour

### Add'l Salary Info

\$26.26 - \$31.92 per hour (Range 43, 5 steps) \*Per CSEA contract hiring may be made up to step 3

### Length of Work Year

9.6 months per year

### Employment Type

Part Time

### Requirements / Qualifications

EDUCATION AND EXPERIENCE REQUIREMENTS:

Any combination equivalent to graduation from high school and one year of experience in the operation of a motor vehicle.

CERTIFICATES AND LICENSES:

Valid California School Bus Drivers Certificate Restriction #1 only

Valid California Class B driver license with passenger + S endorsements

Valid medical card (DL-51)

Valid Red Cross First Aid card - only required if there is a restriction #6 at the bottom of the Special Driver certificate

The examination process will consist of a written test, oral interview, and performance test to be held on dates to be determined. Applicants with all necessary certifications and verified paperwork will be invited to a written exam. Please watch your email for the invitation to test.

ALL DOCUMENTS MUST BE ATTACHED TO YOUR APPLICATION.

### Comments and Other Information

This position is 30 hours per week.

### CalPERS Links

*Not all postings qualify for CalPERS. Informational Only.*

[CalPERS Retirement Benefits](#)



## Instructional Assistant - Applied Behavior Analysis at Fountain Valley Elementary School District

### Application Deadline

3/4/2025 10:00 AM Pacific

### Date Posted

2/24/2025

### Contact

[Danette Madison](#)

7148433228

### Number of Openings

1

### Salary

Pay Range

\$24.02 (Range 34, Step 1) - \$29.21 (Range 34, Step 5) Per Hour

### Add'l Salary Info

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

### Length of Work Year

9.6 months/year

### Employment Type

Part Time

### Requirements / Qualifications

Experience: Job-related experience is required, including ABA training by WOCCSE or related training by an outside agency.

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

Copies of transcripts, report cards, and ABA training certificate must be attached to your application.

### Comments and Other Information

All applicants will be invited to attend the written test by email with a request to confirm attendance. Applicants who have passed the No Child Left Behind written test, please contact Lisa at [Ocainl@fvsd.us](mailto:Ocainl@fvsd.us) to verify scores. The test will be held at the Fountain Valley School District Office, 10055 Slater Avenue, Fountain Valley, CA 92708. Please allow 2.5 hours for directions and the written test. Please bring a valid ID such as a Driver's License or passport. Applications will be screened for the minimum qualifications following the written test. Candidates who pass each part of the written test and technical interview will be considered for hire. Typical work hours are 5.75 hours/day, generally between 8:00 am - 2:30 pm.

Please watch your email for testing dates and times.

### CalPERS Links

*Not all postings qualify for CalPERS. Informational Only.*

[CalPERS Retirement Benefits](#)



## SUBSTITUTE School Office Manager at Fountain Valley Elementary School District

### Application Deadline

3/27/2025 3:30 PM Pacific

### Date Posted

3/12/2025

### Contact

[Danette Madison](#)

7148433228

### Number of Openings

5

### Salary

Single Rate

\$29.02 per hour Per Hour

### Add'l Salary Info

\$29.02 per hour

### Length of Work Year

9.6

### Employment Type

Part Time

### Requirements / Qualifications

Experience: Job related experience with increasing levels of responsibility is desired.

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

Certificates: Valid CPR/First Aid Certificate

Please attach a copy of your resume.

### Comments and Other Information

Applications will be screened for the minimum qualifications, and those applicants meeting the minimum qualifications will be invited to the written test. Please watch and respond to the email asking you to attend.

The written test will be at Fountain Valley School District Office at 10055 Slater Ave., Fountain Valley, CA 92708. The test will be held in the morning and the date has not yet been determined.

Please bring a valid ID such as a driver's license or passport. Please allow at least two hours for processing and testing time. Calculators will be supplied for use during the test.

### CalPERS Links

*Not all postings qualify for CalPERS. Informational Only.*

[CalPERS Retirement Benefits](#)