

# FOUNTAIN VALLEY SCHOOL DISTRICT PERSONNEL COMMISSION

## REGULAR MEETING

### MINUTES

March 23, 2017

4:30 p.m.

Carol Davis called the Regular Meeting of the Personnel Commission to order at 4:35 p.m. in the Professional Development Conference Room, 10055 Slater Avenue, Fountain Valley, California. The Pledge of Allegiance was not recited due to the absence of a flag in the PDC room.

Present for the entire meeting:

Mrs. Carol Davis, Chairperson  
Mr. William Mullin, Vice Chairperson  
Rabbi Stephen Einstein, Member  
Mr. Ross Hessler, Director, Human Resources

## GENERAL FUNCTIONS

### Approval of Agenda

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

### Introduction of Guests

Ms. Connie Ramirez and Mr. Parham Sadegh were in attendance.

### Introduction of Staff

Ms. Donna Johnson was in attendance.

### Minutes, Regular Meeting of the Personnel Commission, January 18, 2017

Mr. Mullin moved to approve the minutes of the February 9, 2017 meeting. Rabbi Einstein seconded the motion. Motion carried.

### Minutes, Regular Meeting of the Board of Trustees, January 12, 2017

Presented as an information item only

### Minutes, Special Meeting of the Board of Trustees, January 26, 2017

Presented as an information item only

### Minutes, Special Meeting of the Board of Trustees, February 4, 2017

Presented as an information item only

### Minutes, Special Meeting of the Board of Trustees, February 6, 2017

Presented as an information item only

### Minutes, Regular Meeting of the Board of Trustees, February 16, 2017

Presented as an information item only

### Agenda, Special Meeting of the Board of Trustees, January 26, 2017

Presented as an information item only

*Agenda, Special Meeting of the Board of Trustees, February 6, 2017*

Presented as an information item only

*Agenda, Regular Meeting of the Board of Trustees, February 16, 2017*

Presented as an information item only

*Agenda, Regular Meeting of the Board of Trustees, March 9, 2017*

Presented as an information item only

*Director's Report*

Mr. Hessler congratulated Dr. Julianne Hoefler who has been named ACSA's Administrator of the Year, Curriculum and Instruction, for the State of California.

*Commissioners' Comments*

Mr. Mullin stated he is pleased the Board of Trustees is taking the Classification Study very seriously. He felt we all have waited a long time for multiple reasons and we are now good to go. Rabbi Einstein stated looking ahead and after reading the way the study is being conducted, he is excited to be moving forward. He hopes all members of the classified service will see this as a recognition of who they are and what they are doing and an opportunity to reflect on their jobs. Mrs. Davis went to the 3:30 p.m. classification presentation. She said it was really centered on the employees and their having input and a line of communication through the focus groups. She stated many employees had a smile on their faces.

*Public Comments*

Ms. Connie Ramirez stated a lot of people are very happy the classification study is being performed and a lot of the employees have never heard of a classification study. Staff reactions are kind of mixed. Employees are appreciative but a little worried about a possible negative impact.

**ADMINISTRATION**

*Information Technology Update*

Mr. Sadegh gave a PowerPoint presentation on the growth of technology in schools and specifically in the Fountain Valley School District over the last couple of years. The role of IT has expanded due to changes in Federal and State laws and regulations. Other drivers of change are the Universal Service Program for Schools and Libraries (E-Rate) and student testing requirements. We are now doing all the student registrations online. One of the main challenges facing Fountain Valley School District IT right now is security and protection due to the amount of student data being required to be uploaded and stored online.

*Classification Study Update*

Mrs. Davis shared the stakeholders are given information and then they distribute this information to employees. EMS will then receive the information from the focus groups. Mr. Hessler stated there are 10 stakeholders for classified: two from instructional aides, two from maintenance, two from the clerical family, two from ESP, one from Food Services and one from transportation. Also, there will be additional stakeholders. These will be Mr. Hessler, Ms. Abdel, one representative Assistant Principal from the school base and one confidential representative. These stakeholders will have inside information to share and help answer questions. There will be 2 to 4 meetings for this group.

The focus group employees will have the initial responsibility to get the information to the consultants and as the information comes back to make sure it is correct. They, along with all other employees, will have the chance to review changes to the job descriptions and ask appropriate questions and for any additional changes. EMS expects to get the job descriptions 80% right on the first run through and then correct the other 20% after

further input from the employees. EMS hopes by June to have completed a final revised job description for everyone before school lets out. They will also gather compensation and benefits information for us to compare and use.

**Eligibility Lists**

Mr. Mullin moved to approve the eligibility lists for Food Service Worker and Special Education Bus Aide. Rabbi Einstein seconded. The motion carried.

**PERSONNEL**

**Job Announcements**

The Extended School Program Aide interdepartmental transfer job posting was reviewed. It was noted the position has been filled.

**FINANCIAL**

Nothing to report.

**CLOSED SESSION**

No closed session.

**NEXT MEETING**

The next meeting of the Personnel Commission will be:

**Regular Meeting:**

**April 27, 2017**

**4:30 p.m.**

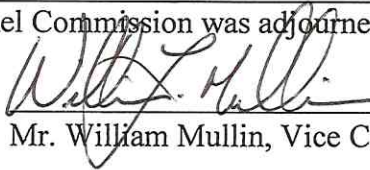
**Professional Development Center (PDC)**

**ADJOURNMENT**

The March 23, 2017 regular meeting of the Personnel Commission was adjourned at 5:15 p.m.



Mrs. Carol Davis, Chairperson



Mr. William Mullin, Vice Chairperson