

# FOUNTAIN VALLEY SCHOOL DISTRICT PERSONNEL COMMISSION

## REGULAR MEETING

### MINUTES

August 24, 2017

4:30 p.m.

Carol Davis called the Regular Meeting of the Personnel Commission to order at 4:30 p.m. in the PDC room, 10055 Slater Avenue, Fountain Valley, California. Mr. Mullin led the Pledge of Allegiance.

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

No guests were in attendance.

### Introduction of Staff

Ms. Donna Johnson was in attendance.

### Minutes, Regular Meeting of the Personnel Commission, May 16, 2017

Rabbi Einstein moved to approve the minutes with one correction. Mr. Mullin seconded the motion. Motion carried.

### Minutes, Regular Meeting of the Board of Trustees, May 18, 2017

Presented as an information item only

### Minutes, Regular Meeting of the Board of Trustees, June 15, 2017

Presented as an information item only

### Minutes, Regular Meeting of the Board of Trustees, June 22, 2017

Presented as an information item only

### Agenda, Regular Meeting of the Board of Trustees, July 13, 2017

Presented as an information item only

### Director's Report

Mr. Hessler stated he attended the Fountain Valley School District Leadership Advance this month. Approximately 107 people attended the retreat which was the largest so far and included group activities, and reports from Personnel, Curriculum and Instruction and Business. The retreat focused on what the district does well. Dr. Johnson issued a challenge/invitation to participate in 21 days of kindness which will start on the first day of school.

### Commissioners' Comments

Mr. Mullin requested the Classification Study be presented to the Personnel Commission first. He would like to budget extra time at the meeting where it is being presented. Mr. Mullin would like to attend the Board meeting where it is going to be presented. Mrs. Davis stated she was glad to hear that the retreat was well attended and had great enthusiasm from Dr. Johnson

### Public Comments

None

## **ADMINISTRATION**

### Classification Study Update

Mr. Hessler reported he has been in touch with EMS Consulting. Next Tuesday cabinet will meet and review preliminary title recommendations and salaries. There can be proposed changes in titles, job families and on salaries. Any suggested salary decreases can be put on hold or grandfathered. EMS is continuing to do salary reviews.

### Eligibility Lists

Mr. Mullin moved to approve the Accountant, Administrative Assistant, Bilingual Translator and Library/Media Technician eligibility lists. Rabbi Einstein seconded the motion. The motion carried.

## **PERSONNEL**

### Job Announcements

Job postings were reviewed for Interdepartmental Transfers for Bus Driver, CDC Preschool Instructor, Extended School Program Instructor, Food Services Worker, and Health Assistant. Also, the open and promotional postings were reviewed for Accountant, Administrative Assistant, Bilingual Translator, Bus Driver, Field Support/Help Desk Technician, and Health Technician –LVN.

## **FINANCIAL**

### Personnel Commission Budget 2016-2017: Final Review

The Commission received the 2016-2017 year-end budget for review.

### Approval of Invoices for CODESP and CSPCA memberships

Mr. Mullin made the motion to approve the payment of the EdJOIN Invoice in the amount of \$929.55 and the PCASC membership invoice in the amount of \$40.00. Rabbi Einstein seconded. Motion carried.

## **CLOSED SESSION**

Commission adjourned to closed session for the Personnel Director's annual review at 5:17 p.m.

## **NEXT MEETING**

The next meeting of the Personnel Commission will be:

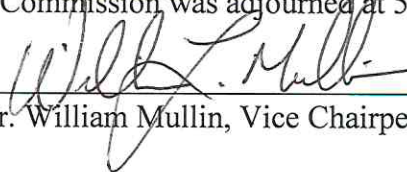
**Regular Meeting:  
September 27, 2017  
4:30 p.m.  
Board Room**

**ADJOURNMENT**

The August 24, 2017 regular meeting of the Personnel Commission was adjourned at 5:37 p.m.



Mrs. Carol Davis, Chairperson



Mr. William Mullin, Vice Chairperson