

**FOUNTAIN VALLEY SCHOOL DISTRICT  
PERSONNEL COMMISSION**

***REGULAR MEETING***

**MINUTES**

June 28, 2018

4:30 p.m.

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

Present for the entire meeting:

Mr. William Mullin, Chairperson  
Mrs. Carol Davis, Vice Chairperson  
Mr. Ross Hessler, Director, Human Resources

Absent: Mr. Tony McCombs, Member

**GENERAL FUNCTIONS**

**Approval of Agenda**

Mrs. Davis moved to approve the agenda as presented. Automatic second used due to the absence of Mr. McCombs. Motion carried.

**Introduction of Guests**

Ms. Cathie Abdel, Assistant Superintendent of Personnel, was in attendance.

**Introduction of Staff**

Ms. Donna Johnson was in attendance.

**Minutes, Regular Meeting of the Personnel Commission, April 26, 2018**

Mrs. Davis moved to approve the minutes as presented. Automatic second. Motion carried.

**Agenda, Regular Meeting of the Board of Trustees, June 14, 2018**

Presented as an information item only.

**Agenda, Special Meeting of the Board of Trustees, June 21, 2018**

Presented as an information item only.

**Minutes, Regular Meeting of the Board of Trustees, May 10, 2018**

Presented as an information item only.

**Minutes, Special Meeting of the Board of Trustees, May 15, 2018**

Presented as an information item only.

**Director's Report**

Mr. Hessler stated the District has been busy with promotion activities. He attended Talbert's promotion where 240 students were promoted. Personnel has been busy getting ready for the Extended School Year and the Extended School Program which have both just started. The Annual Report will be presented next month but it is important to note that we hired twice as many employees this school year than the last two years combined.

Mr. Hessler stated that Dr. Johnson will be coming to the next Personnel Commission meeting to present, “The State of the District.” He also discussed the Janus Case which overturned the Abood decision. The District is working with CSEA and our lawyers to make sure we are in compliance.

**Commissioners’ Comments**

Mrs. Davis asked about the school safety updates and wished to know what was being addressed regarding our school sites being so open. Ms. Abdel stated this concern was being addressed as part of the bigger safety picture. Mr. Mullin stated he was driving past Masuda the other day and could barely get down the street with all the construction. He attended Oka’s talent show and it was excellent.

**Public Comments**

None

**ADMINISTRATION**

**Classification Plan Amendment– Movement of Confidential Classification of Insurance Benefits Technician to Classified Salary Schedule**

Mrs. Davis moved to approve the movement of the confidential classification of Insurance Benefits Technician to the classified salary schedule. Automatic second. Motion carried

**Eligibility Lists**

Mrs. Davis moved to approve the eligibility list for School Office Manager. Automatic second. Motion carried.

**PERSONNEL**

**Job Announcements**

The interdepartmental transfer job postings for Instructional Assistant- Bilingual (Vietnamese), Extended School Program Assistant, Library/Media Technician, Office Assistant – School, and Preschool Assistant (2) were reviewed. The limited term interdepartmental postings for Extended School Year Bus Aide, Bus Driver and Custodian were reviewed along with the ESP Summer Camp custodial position. The dual certification job posting for Insurance Benefits Technician was reviewed.

**FINANCIAL**

**Personnel Commission Budget 2017-2018: Year-end Review**

The Personnel Commission Budget for 2017-2018 was reviewed.

**Personnel Commission Budget 2018-2019: 2<sup>nd</sup> Reading and Adoption**

Mrs. Davis moved to approve the Personnel commission Budget for 2018-2019. Automatic second. Motion carried

**Approval of the Invoice for PCASC Membership**

Mrs. Davis made the motion to approve the PCASC invoice in the amount of \$100. Automatic second. Motion carried.

**Approval for the 2018 SPCA/NC Fall Conference**

Mrs. Davis made the motion to approve the reasonable and necessary expenses for the 2018 SPCA/NC Fall Conference. Automatic second. Motion carried.

**CLOSED SESSION**

No closed session.

**NEXT MEETING**

The next meeting of the Personnel Commission will be:

**Regular Meeting:**


**August 23, 2018**

**4:30 p.m.**

**PDC Room**

**ADJOURNMENT**

The June 28, 2018, regular meeting of the Personnel Commission was adjourned at 4:57 p.m.



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Mr. William Mullin, Chairperson



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Mrs. Carol Davis, Vice Chairperson