

# FOUNTAIN VALLEY SCHOOL DISTRICT PERSONNEL COMMISSION

## REGULAR MEETING

### MINUTES

August 23, 2018

4:30 p.m.

Mr. Mullin 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. Dr. Mark Johnson, Superintendent led the Pledge of Allegiance.

Present for the entire meeting:

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

## GENERAL FUNCTIONS

### Approval of Agenda

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

### Introduction of Guests

Dr. Johnson, Superintendent, Mona Green and Sam Koser were 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. The automatic second used due to the absence of Mr. McCombs. Motion carried.

### Agenda, Regular Meeting of the Board of Trustees, July 18, 2018

Presented as an information item only.

### Minutes, Regular Meeting of the Board of Trustees, June 14, 2018

Presented as an information item only.

### Minutes, Regular Meeting of the Board of Trustees, June 21, 2018

Presented as an information item only.

### Director's Report

Mr. Hessler stated the Personnel Department was wrapping up the end of the year and busy with notifications for the coming year. Personnel will use the next two weeks for interviews in order to meet staffing for the start of the school year at the District Office and the different school sites.

### Commissioners' Comments

Mrs. Davis asked about the status of the Moiola site. Dr. Johnson stated that the Board of Trustees was currently exploring all opportunities. Mrs. Davis also expressed her appreciation to Sandra Crandall for her nice shout out to the School Bus Drivers.

### Public Comments

Ms. Green shared her concerns with the difficulty in getting positions filled and expressed interest in having a six-month eligibility list for her programs.

## **ADMINISTRATION**

### Dr. Mark Johnson, Superintendent Presentation

Dr. Mark Johnson gave a review of the material covered at the Leadership Advance.

### Personnel Commission Annual Report, First Review

The Personnel Commission Annual Report was reviewed by the commissioners. Mrs. Davis appreciated the mention of Rabbi Einstein under the Highlights section.

### Revision of Personnel Commission Rule 502, First Review

The Personnel Commission reviewed and discussed changing Rule 502 in order to bring into compliance the procedures and rules regarding contact of those applicants on an eligibility list. Specifically, Rule 502.2 was discussed and it was determined that further study and discussion was necessary, including changing some wording which is confusing.

### Eligibility Lists

Mrs. Davis moved to approve the eligibility lists for Insurance Benefits Technician and Instructional Assistant – Bilingual (Vietnamese). Mr. McCombs seconded the motion. Motion carried.

## **PERSONNEL**

### Job Announcements

The interdepartmental transfer job postings for Behavior Intervention Assistant, Extended School Program Assistant, Instructional Assistant, Instructional Assistant – Applied Behavior Analysis, Office Assistant – Department, and Preschool Assistant were reviewed. The dual certification job postings for Bus Aide – Special Education, Instructional Assistant, Instructional Assistant – Mild/Moderate, Instructional Assistant – Moderate/Severe, Library/Media Technician, and Preschool Assistant were reviewed.

## **FINANCIAL**

No financial items were discussed.

## **CLOSED SESSION**

Commission adjourned to closed session for the Personnel Director's annual review at 5:48 p.m.

## **NEXT MEETING**

The next meeting of the Personnel Commission will be:

**Regular Meeting:**

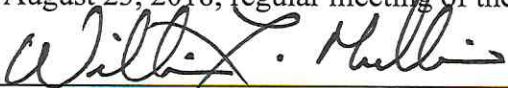
**September 27, 2018**

**4:30 p.m.**

**Board Room**

**ADJOURNMENT**

The August 23, 2018, regular meeting of the Personnel Commission was adjourned at 6:25 p.m.

  
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Mr. William Mullin, Chairperson

  
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Mrs. Carol Davis, Vice Chairperson