

**FOUNTAIN VALLEY SCHOOL DISTRICT
PERSONNEL COMMISSION**

REGULAR MEETING

MINUTES

January 31, 2019

4:30 p.m.

Mr. Mullin called the Regular Meeting of the Personnel Commission to order at 4:50 p.m. in the Board Room, 10055 Slater Avenue, Fountain Valley, California. Ms. Connie Ramirez led the Pledge of Allegiance.

Present for the entire meeting:

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

Mr. Tony McCombs, Vice Chairperson (arrived at 4:54)

GENERAL FUNCTIONS

Approval of Agenda

Mr. Mullin moved to approve the agenda as presented. Automatic second used due to the late arrival of Mr. McCombs. Motion carried.

Introduction of Guests

Ms. Connie Ramirez was in attendance.

Introduction of Staff

Ms. Donna Johnson was in attendance.

Minutes, Regular Meeting of the Personnel Commission, December 20, 2018

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

Agenda, Regular Meeting of the Board of Trustees, January 10, 2019

Presented as an information item only.

Minutes, Regular Meeting of the Board of Trustees, December 13, 2018

Presented as an information item only.

Director's Report

Mr. Hessler stated that for the CSPCA conference there are currently over 200 registrants. Most of them are full registrants. From our district, Ms. Johnson, Mr. Mullin and Mr. Hessler are full registrants while Ms. O'Cain will attend for one day. He stated the first LCAP leadership team meeting took place this week. There will also be parent meetings and student meetings with Board approval in late June.

Commissioners' Comments

Mrs. Davis stated she attended special person's day at Gisler and had a really good time. Mr. McCombs stated he attended his first merit system class and received great information on the process used to adopt the Personnel Commission budget. He looks forward to his class next month.

Public Comments

None at this time.

ADMINISTRATION

Classification Plan Amendment – Revision to job descriptions for Preschool Assistant and Preschool Instructor

Mr. Hessler presented the background and reasoning, including regulations from Title 22 on child care licensing, which necessitate the revisions to the job descriptions for Preschool Assistant and Preschool Instructor. Mr. Mullin moved to approve the job descriptions as presented. Mr. McCombs seconded the motion. Motion carried

Eligibility Lists

Mr. Mullin moved to approve the eligibility lists for Behavioral Intervention Assistant, Preschool Assistant and Preschool Instructor. Mr. McCombs seconded the motion. Motion carried.

PERSONNEL

Job Announcements

The three interdepartmental transfer job postings for Extended School Program Assistant (2) and Library/Media Technician were reviewed. The dual certification job postings for Application Specialist and Extend School Program Instructor were also reviewed as were the substitute only postings for Head Custodian, Instructional Assistant- Moderate/Severe, and Speech/Language Pathology Assistant.

FINANCIAL

Personnel Commission Budget 2018 -2019: Review of Year-to-Date

The Personnel Commission's year-to-date budget and actuals for 2018 -2019 were reviewed.

CLOSED SESSION

No closed session.

NEXT MEETING

The next meeting of the Personnel Commission will be:

Regular Meeting:

February 28, 2019

4:30 p.m.

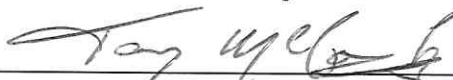
Board Room

ADJOURNMENT

The January 31, 2019, regular meeting of the Personnel Commission was adjourned at 5:04 p.m.



Mrs. Carol Davis, Chairperson



Mr. Tony McCombs, Vice Chairperson