

**FOUNTAIN VALLEY SCHOOL DISTRICT  
PERSONNEL COMMISSION**

**REGULAR MEETING**

**MINUTES**

April 22, 2021

3:30 p.m.

Mr. Mullin called the Regular Meeting of the Personnel Commission to order at 3:31 p.m. in the Board Room, 10055 Slater Avenue, Fountain Valley, California and via a Zoom webinar. Mr. McCombs led the Pledge of Allegiance.

Present for the entire meeting:

Mr. William Mullin, Chairperson  
Mrs. Carol Davis, Vice – Chairperson  
Mr. Tony McCombs, Member  
Ms. Cathie Abdel, Assistant Superintendent Personnel

**GENERAL FUNCTIONS**

**Approval of Agenda**

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

**Introduction of Guests**

Ms. Abdel introduced the one guest who attended via Zoom, Tracee Mueller. No guests attended in-person.

**Introduction of Staff**

Ms. Donna Johnson was in attendance.

**Public Hearing for 2021-2022 Personnel Commission Budget**

Mr. Mullin opened the public hearing for comments. Since no comments were received, Mr. Mullin then closed the public hearing.

**Minutes, Regular Meeting of the Personnel Commission, March 25, 2021**

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

**Agenda, Regular Meeting of the Board of Trustees, April 15, 2021**

Presented as an information item only.

**Minutes, Regular Meeting of the Board of Trustees, March 11, 2021**

Presented as an information item only.

**Minutes, Special Meeting of the Board of Trustees, March 31, 2021**

Presented as an information item only.

**Director's Report**

Ms. Abdel stated we have quite a few updates for the month. She presented an update regarding the current data on the Orange County COVID-19 Dashboard. She stated we currently have two of the three indicators in the yellow tier, the test positivity rate and the health equity quartile positivity rate. The remaining indicator, the adjusted daily case rate per 100, 000, remains in the orange tier. We currently have one confirmed case at Gisler School on our Fountain Valley School District dashboard and we continue to see the number of cases

decline in the County and our District. Ms. Abdel stated the current data supports a transition to another new schedule called a modified traditional schedule at both our elementary and middle schools. She revisited information on the prior schedule changes that went into effect on April 12, 2021. For our elementary schools, the virtual modified Mondays are now in-person, which affected only those classified employees that had a Tuesday through Friday schedule. These employees transitioned to working in-person on Mondays. Ms. Abdel also shared information on the schedule changes that will go into effect on April 26, 2021 for our elementary schools. They will transition to the elementary modified traditional schedule. This is a traditional school schedule with all the safety measures in place. This will affect our ESP afterschool program and involve changes to the ESP work schedules, including shifting some duties to support students and school sites. For our middle school employees, the teachers are currently on site in the afternoons to provide academic intervention and enrichment and opportunities to increase student connection and engagement. Effective May 3, 2021, the middle schools will transition to the middle school modified traditional schedule. This will involve some of the ESP staff from the elementary ESP programs providing support to the middle school sites and students. Ms. Abdel and Ms. Green met via Zoom with the ESP staff impacted by this change to discuss the repurposing of their hours. Ms. Abdel thanked the FVSD family for their help and support enabling our District to return in a modified traditional schedule.

Ms. Abdel then shared the classified highlights since our last meeting. She shared information on the promotion of Mindy Nacke to School Office Manager at Newland. She also shared information regarding our two new hires Kristen Faust, our new School Office Assistant at Masuda Middle School, and Mariah Macias our new Food Services worker at Talbert Middle school. She also shared the postings, tests, and interviews given since our last meeting.

#### **Commissioners' Comments**

Mr. McCombs thanked Ms. Abdel for her report and the generous recognition of the classified staff for their efforts and input throughout the whole endeavor we have been facing. Mrs. Davis also thanked Ms. Abdel. Mr. Mullin expressed his and the Commissioner's appreciation to the classified staff and everyone who has helped us get this far.

#### **Public Comments**

No public comments received.

### **ADMINISTRATION**

#### **2020 -2021 Classified Recognition**

Cathie presented a PowerPoint, which gave the different parameters regarding guidance and restrictions that will apply as we move forward to honor this year's classified employees. Different possibilities were discussed that would allow us to accommodate the restrictions and guidance and still be able to honor our classified employees of the year. One of the options presented included recognizing our employees at their school sites, enabling us to recognize not only the employee of the year but also years of service recipients. This would involve visits to 10 different locations and we would be unable to have family in attendance. Another option proposed was the use of an outdoor venue such as Masuda or Fulton. This would enable us to recognize the classified employee of the year and for honorees to invite up to four guests. The third option presented was the use of the Board Room, which would be the most limiting in the number of guests that may be invited. The commissioners agreed to hold an outside event at Fulton on May 27, 2021 at 5:00 p.m.

#### **Eligibility Lists**

Mrs. Davis moved to approve the eligibility lists for ESP Assistant, Instructional Assistant, Instructional Assistant Mild/Moderate, Instructional Assistant Moderate/Severe and Library/Media Technician. Mr. McCombs seconded the motion. Motion carried.

### **PERSONNEL**

**Job Announcements**

The interdepartmental job posting for Office Assistant - School was reviewed along with the dual certification job postings for Custodian and Instructional Assistant, Instructional Assistant Mild/Moderate and Instructional Assistant Moderate/Severe. Also reviewed was the limited-term summer camp posting for Recreation Coordinator.

**FINANCIAL**

The Personnel Commission participated in the first reading and review of the proposed 2021-2022 budget. Mr. Mullin stated the budget is one of the main responsibilities of this commission. The Fountain Valley School District Personnel Commission retains the right to hire and retain a Personnel Commission Director.

**CLOSED SESSION**

Commission adjourned to closed session at 4:12 p.m.

**NEXT MEETING**

The next meeting of the Personnel Commission will be:

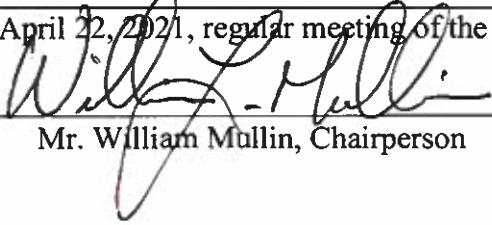
**Regular Meeting:**

**May 27, 2021 at 3:30 p.m.**

**Fulton Middle School**

**ADJOURNMENT**

The April 22, 2021, regular meeting of the Personnel Commission adjourned at 4:36 p.m.

  
Mr. William Mullin, Chairperson

  
Carol Davis Vice-Chairperson