

# **FOUNTAIN VALLEY SCHOOL DISTRICT PERSONNEL COMMISSION**

## **REGULAR MEETING**

### **MINUTES**

January 27, 2022

3:30 p.m.

Mrs. Davis called the Regular Meeting of the Personnel Commission to order at 3:32 p.m. in the PDC Room at 10055 Slater Avenue, Fountain Valley, California 92708. Ms. Abdel led the Pledge of Allegiance.

Present for the entire meeting:

Mrs. Carol Davis, Chairperson  
Mr. Tony McCombs, Vice - Chairperson  
Mr. William Mullin, Member  
Mrs. Carmen Serna, Director Human Resources

## **GENERAL FUNCTIONS**

### **Approval of Agenda**

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

### **Introduction of Guests**

No guests attended.

### **Introduction of Staff**

Ms. Abdel and Ms. Johnson attended.

### **Minutes, Regular Meeting of the Personnel Commission, December 16, 2021**

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

### **Agenda, Regular Meeting of the Board of Trustees, January 13, 2022**

Presented as an information item only.

### **Minutes, Regular Meeting of the Board of Trustees, November 18, 2021**

Presented as an information item only.

### **Minutes, Special Meeting of the Board of Trustees, November 29, 2021**

Presented as an information item only.

### **Minutes, Special Meeting of the Board of Trustees, December 9, 2021**

Presented as an information item only.

### **Minutes, Regular Meeting of the Board of Trustees, December 16, 2021**

Presented as an information item only.

### **Minutes, Special Meeting of the Board of Trustees, December 18, 2021**

Presented as an information item only.

### **Minutes, Regular Meeting of the Board of Trustees, January 3, 2022**

Presented as an information item only.

### **Director's Report**

Mrs. Serna stated a lot has occurred since our last Personnel Commission meeting in December. We celebrated the holidays with loved ones and unfortunately the Omicron surge spread rapidly. As you can imagine absences from staff grew higher after returning from winter recess for both certificated and classified staff. Our amazing Substitute Service Tech, Riley Salz, worked magic to obtain subs to cover teacher absences. To help cover vacancies for noon duty aides, numerous District Office staff showed their support by heading to sites during lunch. She was fortunate to help during lunch supervision at Talbert, Plavan, and Courreges.

In the midst of all this, the Classified Department has been busy recruiting and hiring staff to fill positions. Mrs. Serna shared a list of the staff we welcomed as new family members to FVSD:

Chris Owens as a bus driver in the Transportation Department  
Ashley Fragoso as a Behavior Intervention Assistant at Cox  
Reina Fuchigami as an ESP Assistant at Courreges  
Peri Ito as Pre School Assistant at Courreges  
Wendy Huynh as a roving Food Service Worker  
Mario Bustillos as a Bus Aide  
Edwin Puebla as an Office Assistant at the DO, and  
Christina Forgarty as a Library/Media Technician at Oka

Mrs. Serna updated the Commission regarding the CSPCA Conference this coming March. Registration has been paid for Mr. Mullin, Mr. McCombs, Mrs. Carmen Serna, Ms. Donna Johnson, and Mr. Jeremy Talley who is representing CSEA. Hotel room reservations have been made with a cancellation policy that is available if needed. She asked to please let her know if you would like to drive or fly to attend the conference and what day you are arriving. The conference begins on Sunday, March 6 at 1 pm. and she is personally looking forward to attending the conference to learn and collaborate with each other.

Mrs. Serna stated she would like to express her appreciation to the Commissioners for providing input to the Superintendent Search Firm regarding a new Superintendent for our District. At this point, Leadership Associates have finalized the stakeholder input. The next step is to advertise, recruit, and receive applications from interested candidates to be followed by interviews in early March.

Mrs. Serna thanked the Commissioners for their continued support. She is thankful for serving in this role and being part of our family. She is grateful for everyone pulling together during these difficult times.

### **Commissioners' Comments**

The Commissioners gave Mrs. Serna their information regarding the CSPCA conference.

### **Public Comments**

No public comments were received.

## **ADMINISTRATION**

### **Eligibility Lists**

Mr. McCombs moved to approve the eligibility lists for Behavior Intervention Assistant, ESP Assistant, and Food Services Worker. Mr. Mullin seconded the motion. Motion carried.

## PERSONNEL

### Job Announcements

The interdepartmental transfer job posting for Office Assistant-Departmental was reviewed along with the dual certification postings for Instructional Assistant, Instructional Assistant Mild/moderate & Instructional Assistant Moderate/Severe, Preschool Assistant, Speech/Language Pathology Assistant, and Substitute Services Technician.

## FINANCIAL

### Personnel Commission Budget- Year to Date

The year to date Personnel Commission budget was reviewed.

### 2022 CSPCA Annual Conference Approval

Mr. Mullin moved to approve the reasonable and necessary expenses for the 2022 CSPCA State Conference. Mr. McCombs seconded the motion. Motion carried.

## CLOSED SESSION

No closed session.

## NEXT MEETING

The next meeting of the Personnel Commission will be:

**Regular Meeting:**

**February 24, 2022 at 3:30 p.m.**

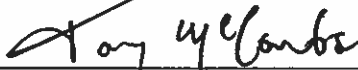
**Board Room**

## ADJOURNMENT

The January 27, 2022, regular meeting of the Personnel Commission adjourned at 4:03 p.m.



Mrs. Carol Davis, Chairperson



Mr. McCombs Vice-Chairperson