

FOUNTAIN VALLEY SCHOOL DISTRICT PERSONNEL COMMISSION

REGULAR MEETING

MINUTES

August 25, 2022

3:30 p.m.

Mrs. Davis called the Regular Meeting of the Personnel Commission to order at 3:33 p.m. in the PDC Room at 10055 Slater Avenue, Fountain Valley, California 92708. Ms. Johnson 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. Mullin moved to approve the agenda as presented. Mr. McCombs 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, June 23, 2022

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

Agenda, Regular Meeting of the Board of Trustees, August 4, 2022

Presented as an information item only.

Minutes, Regular Meeting of the Board of Trustees, May 19, 2022

Presented as an information item only.

Minutes, Regular Meeting of the Board of Trustees, June 16, 2022

Presented as an information item only.

Minutes, Regular Meeting of the Board of Trustees, June 23, 2022

Presented as an information item only.

Minutes, Special Meeting of the Board of Trustees, July 9, 2022

Presented as an information item only.

Minutes, Special Meeting of the Board of Trustees, July 28, 2022

Presented as an information item only.

Director's Report

Mrs. Serna shared we have been busy with testing, staff development, and meetings since our last Personnel Commission meeting. The district has been full of energy returning to "normalcy" after the pandemic, which is heartwarming. Classified Personnel has been making employment offers left and right. We have hired a groundskeeper, a plumber, multiple noon duty aides, two library media technicians, a health assistant, multiple instructional assistants, various Extended School staff, two office assistants and one school office manager at Gisler School. Our district office motto this year is "Inspire." This is to remind us of our role in inspiring each other and everyday doing what is best for the kids.

Mrs. Serna provided "Inspire" notepads to the Commissioners that were distributed to staff. She also distributed a copy of and discussed a COVID-19 handout and a copy of a draft revision to Board Policy 6144-Controversial Issues.

Ms. Serna stated that this year we have eight Transitional Kindergarten (TK) classrooms, one at each site. We offered the current instructional assistants the ability to stay in their classroom with the increase in hours or keep their current number of hours in another instructional assistant position. As of today, we are now fully staffed and covered for TK classes.

On a happy note when the District went through preschool staff layoffs, we had 11 staff members who were affected. Other than one assistant, everyone was able to be employed at FVSD.

Commissioners' Comments

Mr. Mullin asked how our school population looked for this year. Ms. Abel stated that the school offices were very busy and she is hiring more teachers at this time to cover this increase. Mr. Mullin also requested information on the Executive Assistant/Public Information Officer. Ms. Serna stated the applications are screened and we will be having interviews next week. The entire Personnel Commission wished Ms. Luchesse well in her new position and stated she will be missed.

Public Comments

No public comments were received.

ADMINISTRATION

Eligibility Lists

Mr. Mullin moved to approve the eligibility lists for ESP Assistant, ESP Instructor, Instructional Assistant-Bilingual (Spanish), Instructional Assistant- Bilingual (Vietnamese), Instructional Assistant- Moderate/Severe, Library/Media Technician, and Plumber. Mr. McCombs seconded the motion. Motion carried.

PERSONNEL

Job Announcements

The interdepartmental transfer job postings for Instructional Assistant (Transitional Kindergarten), Library/Media Technician, and Office Assistant were reviewed along with the dual certification postings for Instructional Assistant – Bilingual (Spanish & Vietnamese), ESP Assistant, Behavior Intervention Assistant, Instructional Assistant, Instructional Assistant- Mild/Moderate, and Instructional Assistant- Moderate/Severe, Health Assistant, Custodian, Executive Assistant/Public Information Officer, and Library/Media Technician

FINANCIAL

Nothing at this time.

CLOSED SESSION

The Personnel commission adjourned to closed session at 4:05. No action taken.

NEXT MEETING

The next meeting of the Personnel Commission will be:

Regular Meeting:

September 22, 2022 at 3:30 p.m.

Board Room

ADJOURNMENT

The August 25, 2022, regular meeting of the Personnel Commission adjourned at 4:18 p.m. and there was no report from Closed Session.



Mrs. Carol Davis, Chairperson



Mr. McCombs Vice-Chairperson