

FOUNTAIN VALLEY SCHOOL DISTRICT PERSONNEL COMMISSION

REGULAR MEETING MINUTES

November 17, 2022

3:30 p.m.

Mrs. Davis called the Regular Meeting of the Personnel Commission to order at 3:30 p.m. in the Board Room at 10055 Slater Avenue, Fountain Valley, California 92708. Mr. Mullin 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

Mr. Jeremy Talley attended.

Introduction of Staff

Ms. Abdel and Ms. Johnson were in attendance.

Minutes, Regular Meeting of the Personnel Commission, October 27, 2022

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

Agenda, Special Meeting of the Board of Trustees, October 26, 2022

Presented as an information item only.

Minutes, Regular Meeting of the Board of Trustees, October 6, 2022

Presented as an information item only.

Minutes, Special Meeting of the Board of Trustees, October 26, 2022

Presented as an information item only.

Director's Report

Mrs. Serna shared the Personnel Department has been busy. In the last two weeks, we have hired fourteen ESP Assistants, two ESP Instructors, three Noon Duty Aides, two Food Service Workers, and two Preschool Assistants. Today oral interviews were held for Groundskeeper, Health Assistant, and Maintenance and Operations Coordinator. We had four rooms going at the same time and it was a very successful day. We are recruiting for the Maintenance and Operations Coordinator at this time. Steve Benner is retiring and he has confirmed he will be attending our next Commission meeting on December 15, 2022, to receive well-deserved congratulations for the next step he is taking.

We have numerous classified staff pursuing their teaching credential who are Classified Grant recipients. We had the opportunity to surprise, celebrate, and recognize them in their classrooms with their principals, Dr. Stopp,

and Ms. Abdel and let them know we are available to support them through the whole process. Mrs. Serna distributed pictures of the recipients being surprised at their site. Mrs. Serna wished everyone a very Happy Thanksgiving.

Commissioners' Comments

Mr. Mullin stated he was pleased to see Mr. Cunneen elected to the Fountain Valley City Council. Mr. Cunneen will be missed on the Fountain Valley School Board. Mr. Mullin stated he is glad the School Board election went smoothly and we now have a School Board. Mr. McCombs stated he would not be attending the CSPCA conference this year as he has a scheduling conflict. Mr. McCombs wanted to remind everyone the holidays are coming up soon and the CSEA flyer will be coming out for Helping Hands. Mrs. Davis wished everyone a Happy Thanksgiving.

Public Comments

Mr. Talley thanked the Personnel Commission for their support with the Helping Hands program. Approximately seventy percent of our employees are under 30 hours per week. How meaningful it is to have that extra cushion for the Holidays. Happy holidays to everyone.

ADMINISTRATION

Reappointment of Joint Appointee to the Personnel Commission

Mr. Mullin moved to reappoint Mrs. Davis as the joint appointee to the Personnel Commission. Mr. McCombs seconded the motion. Motion carried.

Selection of Personnel Commission Meeting Dates for 2023

Mr. McCombs moved to approve the Personnel Commission dates for 2023 as shown on the agenda with one date change. April's meeting will now be on the 27th. Mr. Mullin seconded the motion. Motion carried.

Recommended Revision of Classified Title: Senior Bus Driver/Trainer

Mr. Mullins moved to approve the change in title from Senior Bus Driver/Trainer to Driver Trainer/Dispatcher as presented. Mr. McCombs seconded the motion. Motion carried.

Eligibility Lists

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

PERSONNEL

Job Announcements

The dual certification job postings for Bilingual Testing Technician (Vietnamese) and Administrative Assistant were reviewed.

FINANCIAL

2023 CSPCA Annual Conference Approval

Mr. Mullin moved to approve the reasonable and necessary expenses for the 2023 annual CSPCA Annual conference in January. Mr. McCombs seconded the motion. Motion carried.

CLOSED SESSION

The Personnel Commission adjourned to closed session at 4:13 p.m. No action taken.

NEXT MEETING

The next meeting of the Personnel Commission will be:

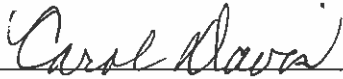
Regular Meeting:

December 15, 2022 at 3:30 p.m.

PDC

ADJOURNMENT

The November 17, 2022, regular meeting of the Personnel Commission adjourned at 5:14 p.m.



Mrs. Carol Davis, Chairperson



Mr. McCombs Vice-Chairperson