

FOUNTAIN VALLEY SCHOOL DISTRICT PERSONNEL COMMISSION

REGULAR MEETING

MINUTES

February 23, 2023

3:30 p.m.

Mr. McCombs 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. Talley led the Pledge of Allegiance.

Present for the entire meeting:

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

GENERAL FUNCTIONS

Approval of Agenda

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

Introduction of Guests

Mr. Jeremy Talley, CSEA President, attended the entire meeting. Ms. Abdel and Ms. Moyers joined belatedly.

Introduction of Staff

Ms. Johnson attended.

Minutes, Regular Meeting of the Personnel Commission, January 26, 2023

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

Agenda, Regular Meeting of the Board of Trustees, February 9, 2023

Presented as an information item only.

Minutes, Regular Meeting of the Board of Trustees, January 12, 2023

Presented as an information item only.

Minutes, Special Meeting of the Board of Trustees, January 28, 2023

Presented as an information item only.

Director's Report

Mrs. Serna shared today was the big day for Kindergarten Roundup, which allows parents to meet the principals and office managers and become familiar with the school site. The District commences Transitional Kindergarten (TK) and Kindergarten registration on February 24th; TK is one of our programs that has had strong growth in student enrollment.

Mrs. Serna stated we are continuing to provide opportunities for professional growth to the classifications where we can make an impact. One of the classifications we are currently providing opportunities for growth is our instructional assistants in special education. She distributed a schedule showing the classes we have provided to our instructional assistants which may offer them promotional opportunities in the future. The first training was offered in October and the last one during the week of parent teacher conferences. We also recorded the trainings

for those that were unable to attend due to multiple positions and work hours. We have also offered Excel training for all employees. Our own staff provided this training.

Mrs. Serna shared per our memorandum of understanding; we are offering an early retirement stipend for our classified employees who give us notice by March 17, 2023. This enables us to plan for future vacancies. This stipend is \$500 for part time employees and \$1,000 for full time employees.

This week we were happy to fill multiple positions in our three major classifications that are hard to fill. We were able to secure three instructional assistants for special education, two food service workers and two noon duty aides.

Mrs. Serna attended the Every Student Succeeding event sponsored by Rotary. This event celebrates one student from each school site who has overcome some obstacles in their life and has shown that they have grit and determination. These students were presented with a scholarship and it was a heartwarming event to attend at the district office.

Lastly, Mrs. Serna invited everyone to the volleyball tournament at Fulton on March 1, 2023, starting at 9:00 a.m.

Commissioners' Comments

Mrs. Davis shared her children's great experiences with kindergarten and their teacher.

Mr. Mullin stated he would like to thank Mrs. Serna for all the information provided and getting back to the Commission rapidly. He shared information about enrollment and closings at a neighboring school district.

Public Comments

Mr. Talley shared how important the Kindergarten Roundup is to parents. He thanked the Personnel Commission for their support to the classified assistance program this holiday season. We were able to offer our employees something substantial.

ADMINISTRATION

Eligibility Lists

Mr. Mullin moved to approve the eligibility lists for Behavior Intervention Assistant, ESP Instructor, ESP Assistant, Food Services Worker, Guidance Technician, Office Assistant, Painter, and Bus Aide – Special Education. Mrs. Davis seconded the motion. Motion carried.

PERSONNEL

Job Announcement

The dual certification job postings for Bus Driver and Instructional Assistant - Bilingual were reviewed.

FINANCIAL

No financial items discussed.

CLOSED SESSION

No closed session.

NEXT MEETING

The next meeting of the Personnel Commission will be:

Regular Meeting:

March 23, 2023 at 3:30 p.m.

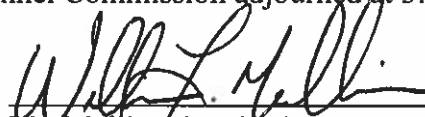
PDC Room

ADJOURNMENT

The February 23, 2023 regular meeting of the Personnel Commission adjourned at 3:54 p.m.



Mr. McCombs, Chairperson



Mr. Mullin Vice-Chairperson