

**FOUNTAIN VALLEY SCHOOL DISTRICT
PERSONNEL COMMISSION**

REGULAR MEETING

MINUTES

March 23, 2023

3:30 p.m.

Mr. McCombs 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. Mr. Mullin 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

No guests attended.

Introduction of Staff

Ms. Johnson attended.

Minutes, Regular Meeting of the Personnel Commission, February 23, 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, March 9, 2023

Presented as an information item only.

Agenda, Special Meeting of the Board of Trustees, March 11, 2023

Presented as an information item only.

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

Presented as an information item only.

Director's Report

Mrs. Serna shared a sample of the detailed Board of Trustees agenda with the Personnel Commissioners and provided an overview and instruction on the Fountain Valley website and BoardDocs. It was determined the Personnel Commission packet will now include the detailed Board agendas. Ms. Serna will also share the Board agenda links with the Commissioners in the future. She stated the Board meetings are live-streamed if anyone wishes to attend to learn more information about any of the items.

Since the last time we met for our meeting, we have hired a Groundskeeper, three ESP Assistants, a Bus Aide - Special Education, three Noon Duty Aides, four different Instructional Assistants, a Preschool Assistant, and one Custodian.

Ms. Serna updated the Commissioners on the early retirement notice. We had six classified employees take advantage of the early retirement notice stipend. We will need to replace one of each of the following classifications: Instructional Assistant – Bilingual, ESP Assistant, Instructional Assistant – Special Education, Office Assistant, and School Office Manager this summer.

All classified employees have been notified this month of the opportunity to work this summer in one of the two summer school programs. The two programs are Academic Intervention Summer School and Extended School Year for our special education students. This allows our employees to have an opportunity for extra income this summer if they are interested.

Ms. Serna shared she had the opportunity to attend the volleyball tournament in March, and it was great to go out and cheer on the students.

Commissioners' Comments

Mrs. Davis stated she appreciates the ability to receive the expanded Board agendas. Mr. Mullin shared information regarding the Los Angeles Unified School District strike.

Public Comments

No comments were received.

ADMINISTRATION

Eligibility Lists

Mr. Mullin moved to approve the eligibility lists for Bus Aide – Special Education, Instructional Assistant – Moderate/Severe, Health Assistant, IA- Applied Behavior Analysis, IA – Bilingual (Spanish), and Instructional Assistant – Mild/Moderate. Mrs. Davis seconded the motion. Motion carried.

PERSONNEL

Job Announcement

The Personnel Commission reviewed the interdepartmental posting for the Recreation Coordinator and the dual certification job postings for Health Assistant, Computer/Network Specialist, Instructional Assistant – Applied Behavior Analysis, and Preschool Assistant.

FINANCIAL

No financial items were discussed.

CLOSED SESSION

No closed session.

NEXT MEETING

The next meeting of the Personnel Commission will be:

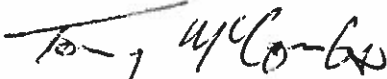
Regular Meeting:

April 27, 2023 at 3:30 p.m.

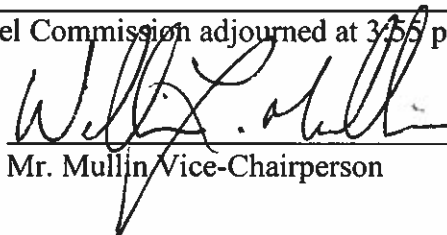
Board Room

ADJOURNMENT

The March 23, 2023 regular meeting of the Personnel Commission adjourned at 3:55 p.m.



Mr. McCombs, Chairperson



Mr. Mullin, Vice-Chairperson