

FOUNTAIN VALLEY SCHOOL DISTRICT PERSONNEL COMMISSION

REGULAR MEETING

MINUTES

May 23, 2024

3:30 p.m.

Mr. Mullin called the Regular Meeting of the Personnel Commission to order at 3:30 p.m. in the PDC Room at 10055 Slater Avenue, Fountain Valley, California 92708. Mr. McCombs led the Pledge of Allegiance.

Present for the entire meeting:

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

GENERAL FUNCTIONS

Approval of Agenda

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

Introduction of Guests

No guests attended.

Introduction of Staff

Ms. Johnson and Ms. Abdel attended.

Public Hearing for 2024-2025 Personnel Commission Budget

Mr. Mullin opened the public hearing for comments at 3:32 p.m. Since no comments were received, Mr. Mullin then closed the public hearing at 3:33 p.m.

Minutes, Regular Meeting of the Personnel Commission, April 25, 2024

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

Agenda, Regular Meeting of the Board of Trustees, May 9, 2024

Presented as an information item only.

Minutes, Regular Meeting of the Board of Trustees, April 18, 2024

Presented as an information item only.

Director's Report

Mrs. Serna shared with the Commissioners that today is the big day for our classified celebration. This is the highlight of her month. She is excited to celebrate our wonderful, classified employees. It is also classified employee's week. It is a time to honor our heroes who are in the background.

We had an amazing Barbecue on May 16, 2024. It was a wonderful event. We had great food, raffles, and great company. It was also an opportunity to meet our new staff that have joined the district office and the Fountain Valley School District family. It was also an opportunity to honor our employees that have been with the district for a number of years.

Mrs. Serna distributed the latest Classified Personnel Report. It is a great way to keep the Commission informed of the new employees, promotions and those employees going on a leave of absence.

We have been busy hiring since the last time we met. We are fully staffed with Instructional Assistants -Special Education and Extended School Program Assistants. We are still testing every few weeks for Instructional Assistants - Special Education, which enables us to hire interested applicants as substitutes. Once they are hired as substitutes it is much easier for us to hire them as regular employees. We have hired the Food Services Warehouse Delivery Driver and the Warehouse Delivery Driver. Also hired were two Behavioral Intervention Assistants, approximately thirty-three Special Education Instructional Assistants for the Extended School Year and fifteen Instructional Assistants for Summer Intervention Academy. They are finalizing the staff for ESP Summer Camp.

Commissioners' Comments

Mr. McCombs stated he had a great time at the Classified Employees Barbecue. It was a wonderful way to celebrate our employees. He appreciated being invited. Mr. Mullin also enjoyed the barbecue. He stated a good time was had by all. Mrs. Davis thanked everyone for a wonderful year. She stated it is always nice to see Ms. Abdel at meetings. Mr. Mullin also thanked his fellow commissioners for a great year.

Public Comments

None were received.

ADMINISTRATION

Certification of Eligibility Lists

Mrs. Davis moved to approve the eligibility lists for Food Services Worker, Instructional Assistant Mild/Moderate, Instructional Assistant Moderate/Severe, Purchasing Technician, and Substitute Services Technician. Mr. McCombs seconded the motion. Motion carried.

PERSONNEL

Job Announcements

The Personnel Commission reviewed the dual certification job postings for Custodian, Custodian (Substitute), and Health Assistant.

FINANCIAL

2024-2025 Personnel Commission Budget – First Reading

The proposed 2024-2025 Personnel Commission budget was discussed and reviewed. No adjustments were proposed.

CLOSED SESSION

No closed session was required.

NEXT MEETING

The next meeting of the Personnel Commission will be:

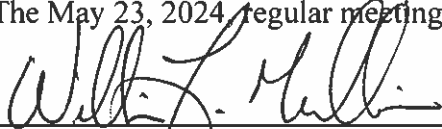
Regular Meeting:

June 20, 2024, at 3:30 p.m.

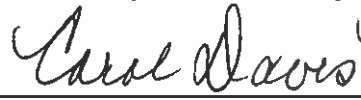
PDC Room

ADJOURNMENT

The May 23, 2024, regular meeting of the Personnel Commission adjourned at 4:08 p.m.



Mr. Mullin, Chairperson



Mrs. Davis, Vice-Chairperson