

FOUNTAIN VALLEY SCHOOL DISTRICT PERSONNEL COMMISSION

REGULAR MEETING

MINUTES

August 22, 2024

3:30 p.m.

Mr. Mullin called the Regular Meeting of the Personnel Commission to order at 3:35 p.m. in the Board 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.

Minutes, Regular Meeting of the Personnel Commission, June 20, 2024

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

Minutes, Special Meeting of the Personnel Commission, July 3, 2024

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

Agenda, Governance Meeting of the Board of Trustees, August 6, 2024

Presented as an information item only.

Agenda, Regular Meeting of the Board of Trustees, August 8, 2024

Presented as an information item only.

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

Presented as an information item only.

Minutes, Regular Meeting of the Board of Trustees, June 13, 2024

Presented as an information item only.

Minutes, Regular Meeting of the Board of Trustees, June 20, 2024

Presented as an information item only.

Director's Report

Mrs. Serna welcomed everyone and hoped everyone had a wonderful summer. She stated the Personnel department has been busy this summer. Dr. Stopp described it so great in a meeting she held. She said this summer we have been petal to the metal. Summers are critical for Personnel to be able to set the foundation and to have the staff to be able to support the students. This is twofold. As parents we want to see the smiling faces when we drop our children off at school. But it is also important to have the bodies to see the smiling faces. As a parent you want to see the school fully staffed to support the learning of my student.

As a Director, I believe staffing is what we are in the business of doing. This year the personnel team set the foundation to be in a better place than what we have been in the last couple of years. We are in a better place than we were last year. We currently have full staffing in our special education and noon duty aides.

We have some new changes in our Personnel Office. Today is Amanda's last day as the Benefits and Worker's Compensation Technician. Allie Schultz was promoted to this position from Office Assistant at the District Office's front desk. Natalie Reyes is our new Office Assistant at the District front desk and comes to us from Courreges, and she just started yesterday. If you see her, please say hello. Mr. Isidro Guerra was promoted to Assistant Superintendent at Centralia School District. Our Accountant Pooja Shah has been promoted to Director of Fiscal Services. For the open Classified Personnel Technician position, we will be have final interviews next week.

Mrs. Serna stated Monday is our kick-off which starts at Gisler school with breakfast at 8:00 a.m. followed by the main event at Shoreline. Any of our classified employees who wish to attend are offered up to two hours of paid extra time. Lastly, Mrs. Serna stated, this Wednesday starts our new school year. She is beyond excited to start the new school year.

Mrs. Serna distributed the latest Classified Personnel Report. It went to the Board of Trustees at the last Board meeting. It gives the Commission information on the new employees, promotions, resignations, and those employees going on a leave of absence.

Commissioners' Comments

Mr. McCombs stated he is glad to be back and hopes everyone had a great summer. He is looking forward to the new school year. Mrs. Davis and Mr. Mullin echoed his sentiments.

Public Comments

None were received.

ADMINISTRATION

Certification of Eligibility Lists

Mrs. Davis moved to approve the eligibility lists for Benefits and Workers' Compensation Technician, Director Fiscal Services, Custodian, ESP Assistant, ESP Coordinator, Food Services Worker, Instructional Assistant, Instructional Assistant - DHH, Instructional Assistant - Mild/Moderate, Instructional Assistant - Moderate/Severe, and Office Assistant. Mr. McCombs seconded the motion. Motion carried.

PERSONNEL

Job Announcements

The Personnel Commission reviewed the dual certification job postings for Accountant, Behavior Intervention Assistant, Benefits and Workers' Compensation Technician, Classified Personnel Technician, Director Fiscal Services, Extended School Program Assistant, Health Assistant, Instructional Assistant, Office Assistant-Department and Office, and Speech/Language Pathology Assistant.

FINANCIAL

No items were presented at the meeting.

CLOSED SESSION

The Personnel Commission adjourned to closed session at 4:02 p.m. to discuss personnel matters. There was no action taken during the closed session.

NEXT MEETING

The next meeting of the Personnel Commission will be:

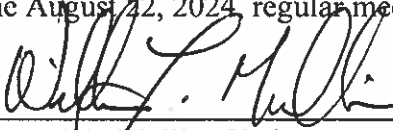
Regular Meeting:

September 26, 2024, at 3:30 p.m.

Board Room

ADJOURNMENT

The August 22, 2024, regular meeting of the Personnel Commission adjourned at 4:40 p.m.



Mr. Mullin, Chairperson

Mrs. Davis, Vice-Chairperson