

A G E N D A

BOARD OF TRUSTEES
SADDLEBACK JUNIOR COLLEGE DISTRICT
March 24, 1969 -- 7:45 P.M.

Board Room
26522 Crown Valley Parkway
Mission Viejo, California 92675

REGULAR MEETING

Pledge of Allegiance and Invocation

The minutes of the regular meeting held on March 10, 1969, are submitted for your approval.

Communications

I. SUPERINTENDENT'S REPORT

a. INSURANCE PROPOSAL

A proposed insurance program for both certificated and classified employees will be presented by the Insurance Committee of the Saddleback College Faculty Association.

b. AUDIO-VISUAL CONTRACT

It is recommended that the Audio-Visual Service Agreement, as presented, be entered into with the Orange County Schools Office for the 1969-70 academic year.

c. BOARD MEETINGS

It is recommended that, beginning in April, the number of Board meetings be reduced to two with such meetings occurring on the second and fourth Mondays of the month.

d. MISSION VIEJO COMPANY

Representatives from the Mission Viejo Company will present to the Board of Trustees a proposal with regard to the location of a water tank.

1. SUPERINTENDENT'S REPORT

e. CONFERENCES

It is recommended that the following conferences be approved with actual and necessary expenses paid:

1. Jay Roelen -- Association of Health, Physical Education and Recreation -- Sacramento -- March 28-April 1, 1969.
2. Dona Berkhimer -- National Conference on Humanities -- San Francisco -- March 30-April 1, 1969.
3. Frank Sciarrotta and Lee Rhodes -- Biology Conference -- Fullerton Junior College -- April 18, 1969.
4. Peter Tresselt -- Geology Conference -- Orange Coast College -- April 25, 1969.
5. Jean Vincenzi and James Thorpe -- Mathematics Conference -- Hayward, California -- April 11, 1969.

f. MISCELLANEOUS

2. BUSINESS MANAGER'S REPORT

a. PERMANENT CAMPUS

A report will be presented by the staff and the District architect.

b. INTERIM CAMPUS

A report will be presented.

c. INTERDISTRICT ATTENDANCE AGREEMENT

Attached to the agenda is a proposed policy dealing with interdistrict attendance agreement and also a notice of restriction that should be filed with other junior colleges on or before April 1, if the Board intends to restrict and limit admission in accordance with the proposed notice of restriction.

2. BUSINESS MANAGER'S REPORT

d. PAYROLL DEDUCTIONS

Pursuant to the Board's request, we are placing on the agenda the current payroll deduction policy with an accompanying recommendation.

Present Policy

Business Manager is authorized to accept requests from the certificated and classified staff for payroll deductions on insurance benefits, including hospital and health insurance, group life insurance, and also deductions for credit union, professional membership dues and other requests.

Recommended Change

Business Manager is authorized to make only those payroll deductions required by the State and Federal laws and that all other deduction requests must receive special notification from the Board of Trustees.

In the event the recommended change is adopted, the following payroll deductions are now in effect and Board action is requested:

Blue Cross
Orange County Credit Union
California Teachers Association
California Junior College Faculty Association
North America Life and Casualty Company
Continental Casualty Company

e. CLASSIFIED SALARY PROPOSAL

A presentation will be made by a committee representing the classified employees of the District.

f. PURCHASE ORDERS

It is recommended that Purchase Orders 1355 through 1436, totaling \$15,498.43, be approved and that payment be authorized upon delivery and acceptance of the items ordered.

g. PAYMENT OF BILLS

It is recommended that District Warrants 96-02110 through 96-02180, totaling \$25,973.58, be approved and ratified for payment.

AGENDA
BOARD OF TRUSTEES
March 24, 1969

2. BUSINESS MANAGER'S REPORT

h. PAYMENT OF PERSONNEL SERVICES

Certificated	7A	\$48,412.98
	8A	<u>51,280.21</u>
		\$99,693.19
Classified	7B	\$18,540.78
	8B	<u>19,304.39</u>
		\$37,845.17

i. MISCELLANEOUS

3. LEGISLATION

4. ORAL COMMUNICATIONS

5. EXECUTIVE SESSION -- PERSONNEL

6. ADJOURNMENT

(The next regular meeting of the Board of Trustees will be held
Monday, April 7, 1969)