

A G E N D A

BOARD OF TRUSTEES
SADDLEBACK JUNIOR COLLEGE DISTRICT
June 23, 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 special meeting held on June 4, 1969, and the regular meeting held on June 9, 1969, are submitted for your approval.

Communications

1. SUPERINTENDENT'S REPORT

a. CHANGE OF MEETING PLACE

It is recommended that the Board of Trustees adopt a Resolution changing the place of special and regular meetings from the present location to 29292 Crown Valley Parkway, South Laguna, such change to be effective from June 30, 1969, until the college occupies its permanent address.

b. ORGANIZATIONAL CHARTS

It is recommended that the Board of Trustees adopt as presented the certificated and classified organizational charts for the 1969-70 fiscal year.

c. SCHOLARSHIP COMMISSION

A recommendation will be made concerning the membership of the Saddleback College Scholarship Commission.

d. BACCALAUREATE AND COMMENCEMENT

The Board of Trustees will be given a recommendation with regard to Baccalaureate and Commencement for the 1969-70 academic year.

1. SUPERINTENDENT'S REPORT

e. CONFERENCES AND TRANSPORTATION

The Board of Trustees will be given a report concerning expenditures for conferences and transportation during the 1969-70 academic year.

f. PERMANENT CAMPUS

The District Architect will give a progress report concerning work on the permanent campus.

g. BOARD POLICIES

It is recommended that the Board of Trustees continue to take action on the proposed Board Policies.

h. MISCELLANEOUS

2. BUSINESS MANAGER'S REPORT

a. 1969-70 BUDGET

The proposed tentative budget, having been revised to reflect the directions given by the Board of Trustees at the meeting of June 9, 1969, is presented herewith; and it is recommended that the Board of Trustees authorize that it be filed with the County Superintendent of Schools.

b. BUDGET TRANSFERS BETWEEN EXPENDITURE CLASSIFICATIONS

It is recommended that, under the provisions of Education Code Section 20952, the Board of Trustees authorize the County Superintendent of Schools to make the following transfers, and such other transfers as are necessary to permit the payment of obligations incurred during this fiscal year.

	<u>To</u>	<u>Amount</u>	<u>From</u>	<u>Amount</u>
(190)	Other Expenses of Administration	\$12,000	Other Certificated Salaries	\$12,000
(620)	Classified Salaries of Operation	\$ 8,000	Classified Salaries of Maintenance	\$ 8,000

2. BUSINESS MANAGER'S REPORT

c. AWARDS

It is recommended that the awards be made to the bidders listed on the enclosed sheets for the amounts specified, each being the lowest bid meeting specifications.

d. PURCHASE ORDERS

It is recommended that Purchase Orders 1862 through 1930, totaling \$29,107.68, be approved and that payment be authorized upon delivery and acceptance of the items ordered.

e. PAYMENT OF BILLS

It is recommended that District Warrants 96-02675 through 96-02811, totaling \$42,392.14, be approved and ratified for payment.

f. PAYMENT OF PERSONNEL SERVICES

Certificated Payroll	11A	\$49,467.93
Classified Payroll	11B	19,791.84

g. EASEMENT

The District is now requested to execute an easement deed to the County of Orange: a strip of land 47 feet wide for highway purposes; the roadway to be known as Avery Parkway and Marguerite Parkway.

It is recommended that the requested easement be granted in accordance with the Education Code requirements:

1. Resolution of Intent
2. Affidavit of Publication
3. Resolution authorizing execution of Easement Deed

h. PERMANENT CAMPUS

W. J. Shirley, Inc., requests progress payment No. 1 for a total amount of \$46,500 less 10 percent retention or \$41,850. This request represents work completed to date of May 31, 1969.

LeRoy Crandall requests payment on a partial billing of \$1,411.03.

Jennings-Halderman-Hood requests payment of \$5,003.04 for No. 1269 and \$69.00 for No. 1227.

All three requests have been approved by the architect as work having been performed.

2. BUSINESS MANAGER'S REPORT

i. TEMPORARY CAMPUS

It is anticipated that, before September 1, 1969, the present interim facilities will have been moved and relocated on the permanent campus, and that the need to retain the present site, except possibly for the playing field, will no longer exist. We have been requested by the Mission Viejo Company to notify them of the Board's intention and decision to terminate the lease now in existence between the District and the Mission Viejo Company.

It is recommended that the Board of Trustees consider the following action:

1. Terminate the lease effective September 1, 1969.
2. Request payment from Mission Viejo Company in the sum of \$120,000.
3. Request use of the playing field after September 1, 1969, if necessary, and until the playing field on the permanent campus is completed and usable.

j. 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, July 14, 1969, at 7:45 P.M.)