

SADDLEBACK COMMUNITY COLLEGE DISTRICT
28000 Marguerite Parkway
Mission Viejo, California 92675

December 29, 1972

Telephone:
831-9700

NOTICE OF
SPECIAL MEETING

TO: Mr. Patrick J. Backus
Mrs. Donna C. Berry
Mr. Alyn M. Brannon
Mr. Michael T. Collins
Mr. John B. Lund
Mr. James W. Marshall
Mr. Hans W. Vogel


Members of the Board of Trustees of the Saddleback Community College District. You are hereby notified that a Special Meeting of the Board of Trustees is called for the hour of 8:00 o'clock p.m., on the 4th day of January, 1973, in the Board Room of the Saddleback Community College District, 28000 Marguerite Parkway, Mission Viejo, California.

Said meeting is called for the purpose of discussing and/or taking action on the following:

1. Items of Communication.
2. Approval of Minutes of Previous Meetings.
3. Resolution and Order of Biennial Trustee Election and the Consolidation of this Election.
4. Determination of date of meeting in February.
5. Resolution Requesting that Legislation be Enacted to Compute State Apportionment on the Basis of District of Enrollment.
6. Proposed Conferences for Staff Members.

NOTICE OF SPECIAL MEETING
BOARD OF TRUSTEES
SADDLEBACK COMMUNITY COLLEGE DISTRICT

7. Recommendation Concerning the Possibility of Offering Water Polo and Swimming Next Year.
8. Progress Payments for P & A Construction Company, Inc., and for J. B. Allen & Co.
9. Change Order Number Seven on Library-Classroom Complex.
10. Payment for Accreditation Evaluation Visit.
11. Payment for Automobile Liability Policy and for Fire and Extended Coverage.
12. A Request that Classified Employees be Paid Twice Each Month.
13. Proposed Awards.
14. Purchase Orders.
15. Payment of Bills.
16. Payment of Personnel Services.
17. Legislation.
18. Oral Communications.
19. Matters Involving Personnel.



Fred H. Bremer, Secretary to the Board of Trustees

A G E N D A

BOARD OF TRUSTEES
SADDLEBACK COMMUNITY COLLEGE DISTRICT
January 4, 1973 -- 8:00 P.M.

Board Room
28000 Marguerite Parkway
Mission Viejo, California 92675

SPECIAL MEETING

Pledge of Allegiance and Invocation

The Minutes of the Regular Meeting held on December 4, 1972, and the Minutes of the Special Meeting held on December 7, 8, 11, 12, 13, 1972, are submitted for your approval.

Communications

1. SUPERINTENDENT'S REPORT

a. GOVERNING BOARD ELECTION

It is recommended that the Board of Trustees adopt the Resolution and Order of Biennial Trustee Election and the Consolidation of this Election which will be held on April 17, 1973.

b. FEBRUARY MEETING

In view of the fact that the sixth anniversary of the formation of the District will materialize on February 14, 1973, it is requested that the Board of Trustees determine the date of the meeting for that month.

c. RESOLUTION REGARDING STATE APPORTIONMENT

It is recommended that the Board of Trustees adopt the Resolution requesting that legislation be enacted to compute state apportionment on the basis of district of enrollment rather than district of residence.

AGENDA
BOARD OF TRUSTEES
January 4, 1973

1. SUPERINTENDENT'S REPORT

d. CONFERENCES

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

1. Roy N. Barletta -- Conference of the California Association of School Business Officials, Southern Section - San Clemente Inn - February 15 - 16, 1973.
2. John Flood, Robert Jacobsen, William Kelly, and George Kurlak -- Conference of the California Personnel and Guidance Association - San Diego - February 9 - 12, 1973.
3. Jack Swartzbaugh -- Conference of the California Personnel and Guidance Association - San Diego - February 10 - 12, 1973.
4. Robert W. Ferguson -- Conference of the California Association of Administration of Justice Educators - Monterey - March 8 - 10, 1973.

e. SWIMMING AND WATER POLO

A report and a recommendation will be made to the Board of Trustees concerning the possibility of offering water polo and swimming next year.

2. BUSINESS MANAGER'S REPORT

a. LIBRARY-CLASSROOM COMPLEX

Progress Payment Number 17 has been submitted by P & A Construction Company, Inc., as set forth below, and payment is recommended:

Revised contract price - \$3,176,919.55	
Total earned as of 12-31-72	\$2,745,675.15
Less 10% retention	274,567.52
Net due on earned to date	\$2,471,107.63
Advance, materials on site	8,100.00
Total payment allowed to date	\$2,479,207.63
Less previous payments	2,331,841.05
Total amount payable this estimate	\$ 147,366.58

2. BUSINESS MANAGER'S REPORT

a. LIBRARY-CLASSROOM COMPLEX (CONTINUED)

2. Approval of Change Order Number 7 is recommended, covering eleven items resulting in a net increase of \$2,374.51.

Original Contract Price		\$3,171,000.00
Change Order Number 1	(1-10-72) Add	3,321.52
Change Order Number 2	(1-20-72) Add	1,240.04
Change Order Number 3	(2-24-72) Deduct	(261.94)
Change Order Number 4	(8-30-72) Add	5,433.48
Change Order Number 5	(10-16-72) Deduct	(751.37)
Change Order Number 6	(11-14-72) Deduct	(3,062.18)
Change Order Number 7	(12-6-72) Add	<u>2,374.51</u>
New revised contract price		\$3,179,294.06

The contract time will be increased by twenty-eight days. The date of completion as of the date of this change order is April 7, 1973.

b. SCIENCE-MATHEMATICS BUILDING

Progress Payment Number 1 has been submitted by J. B. Allen and Company, as set forth below, and approval is recommended:

Contract Price -	\$3,934,600.00	
Total earned as of 12-20-72		\$ 71,448.00
Less 10% retention		<u>7,144.80</u>
Net due on earned to date		\$ 64,303.20
Less previous payments		<u>-0-</u>
Total amount payable this estimate		\$ 64,303.20

c. ACCREDITATION

It is recommended that payment in the amount of \$1,400.00 be authorized to the Accrediting Commission for Junior Colleges, representing the Evaluation Visit Fee.

d. DISTRICT INSURANCE

It is recommended that the following payments be authorized to Len Miller & Associates, representing annual premiums for the coverage indicated:

1. Comprehensive liability policy including automobile schedules.	\$	9,590.00
2. Fire and extended coverage.		<u>7,071.00</u>
	\$	16,661.00

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BOARD OF TRUSTEES
January 4, 1973

2. BUSINESS MANAGER'S REPORT

e. CLASSIFIED EMPLOYEES

A request has been submitted by the classified employees that salary and/or wage payments be made in two installments each month; to wit, the 10th and the 25th. It is recommended that this request be approved, in accordance with the provisions of Education Code Section 21114.

f. AWARDS

It is recommended that the awards on the attached list be approved, each bidder having submitted the low bid meeting specifications, and that payment be authorized upon delivery and acceptance of the items ordered.

g. PURCHASE ORDERS

It is recommended that Purchase Orders 11077 through 11289, totaling \$178,730.95, be approved, and that payment be authorized upon delivery and acceptance of the items ordered.

h. PAYMENT OF BILLS

It is recommended that District Warrants 96-13655 through 96-13902, totaling \$227,208.71, be approved and ratified for payment.

i. PAYMENT OF PERSONNEL SERVICES

Certificated Payroll	5A	\$160,888.57
Classified Payroll	5B	<u>47,412.36</u>
		\$208,300.93

3. LEGISLATION
4. ORAL COMMUNICATIONS
5. EXECUTIVE SESSION - PERSONNEL
6. ADJOURNMENT