

A G E N D A

BOARD OF TRUSTEES
SADDLEBACK COMMUNITY COLLEGE DISTRICT
March 20, 1972 -- 7:30 P.M.

Board Room
28000 Marguerite Parkway
Mission Viejo, California 92675

REGULAR MEETING

Pledge of Allegiance and Invocation

The Minutes of the Regular Meeting held on February 22, 1972, are submitted for your approval.

Communications

1. SUPERINTENDENT'S REPORT

a. PROPOSED GRIEVANCE POLICY

It is recommended that the Board of Trustees approve the proposed Grievance Policy as presented.

b. PROPOSED POLICY REGARDING ACADEMIC RANK

It is requested that the Board of Trustees take action on the proposed policy regarding Academic Rank.

c. UNEMPLOYMENT INSURANCE

As a result of the passage of AB 1503 during the last session of the Legislature, classified employees are now covered by unemployment insurance benefits. A recommendation will be made concerning the method of supplying this coverage.

1. SUPERINTENDENT'S REPORT

d. BUDGET TRANSFER

It is recommended that the Board of Trustees adopt the Resolution permitting a transfer of funds from "Other Fixed Charges" to "Community Services, Other Expenses."

e. CONFERENCES

It is recommended that the Board of Trustees approve the following conferences with actual and necessary expenses paid:

1. Roy N. Barletta -- Conference of the California Association of School Business Officials - San Francisco - April 11 - 14, 1972.
2. Howard H. Marcou -- Southern California Association of Community College Registrars and Admissions Officers - Oceanside - April 12 - 14, 1972.
3. William L. Kelly -- Conference of the California Deans of Men and Activity Administrators - Lake Tahoe - May 10 - 12, 1972.

f. MISCELLANEOUS

2. BUSINESS MANAGER'S REPORT

a. LIBRARY-CLASSROOM COMPLEX

Progress Payment Request Number 7 has been submitted by P & A Construction Company, Inc., as set forth below, and payment is recommended:

Contract Price - \$3,175,561.56	
Total earned as of 2-29-72	\$910,048.18
Less 10% retention	<u>91,004.82</u>
Net due on earned to date	\$819,043.36
Less previous payments	<u>675,052.74</u>
Total payable this estimate	\$143,990.62

b. SCIENCE-MATHEMATICS BUILDING

1. LeRoy Crandall and Associates has submitted a request for payment for engineering services in the amount of \$4,550.00. It is recommended that this payment be authorized.

2. BUSINESS MANAGER'S REPORT

b. SCIENCE-MATHEMATICS BUILDING

2. Ramberg and Lowrey has submitted a request for payment for architectural services in connection with the Science-Mathematics Building as set forth below, and payment is recommended.

Building

Fee - 7% of Cost Estimate of \$3,332,040.00	\$233,242.00
Construction Documents to 75% Paid, Design Phase (30%)	\$174,931.50 69,972.60
Balance, Working Drawings (5 monthly billings @ \$20,991.78) This billing: No. 5 of 5	\$104,958.90 \$20,991.78

Site

Fee - 7% of Cost Estimate of \$372,900.00	\$ 26,103.00
Construction Documents to 75% Paid, Design Phase (30%)	\$ 19,577.25 7,830.90
Balance, Working Drawings (5 monthly billings @ \$2,349.27) This billing: No. 5 of 5	\$ 11,746.35 \$ 2,349.27 \$23,241.05

c. ARCHITECTURAL AND CONSULTING SERVICES

It is recommended that payment be authorized to Ramberg and Lowrey for services rendered in connection with the following projects:

1. Ten-Year Plan, 1972-73	\$ 584.70
2. Science-Mathematics Building - Equipment Planning Guide Preliminary Plan Package	 32.50 770.27
3. Fine Arts Building - Project Planning Guide Equipment Project Planning Guide Project Planning Guide 1972	 166.25 509.05 150.90
4. Gymnasium-Physical Education Building - Project Planning Guide	 1,987.43
5. Central Plant Project Planning Guide	 241.02 \$4,442.12

2. BUSINESS MANAGER'S REPORT

d. TRANSFER OF FUNDS

At the meeting of November 15, 1971, the Board authorized a transfer of \$100,000 from the Building Fund to the General Fund. There are sufficient monies now available to return the sum of \$100,000 to the Building Fund. It is recommended that the proposed resolution requesting the transfer be adopted.

e. INTERDISTRICT TUITION BILLING

Tuition billing for the 1970-71 school year has been received from Santa Barbara Community College District in the amount of \$2,562.45. It is recommended that this payment be authorized.

f. AWARDS

It is recommended that the following award be approved, the bidders having submitted the low bid meeting specifications, and that payment be authorized upon delivery and acceptance of the items ordered:

Bid No. R-13475, Account #96-2-19-50-1272-116	
Biology Equipment - Matheson Scientific	\$ 239.40
VWR Scientific	830.55
Sargent-Welch Scientific	782.25
Beckman Instruments, Inc.	<u>1,045.64</u>
	\$ 2,897.84

g. PURCHASE ORDERS

It is recommended that Purchase Orders 9211 through 9442, totaling \$27,261.71, 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 96-11432 through 96-11721, totaling \$385,526.29, be approved and ratified for payment.

i. PAYMENT OF PERSONNEL SERVICES

Certificated Payroll	8A	\$176,556.37
Classified Payroll	8B	<u>43,057.84</u>
		\$219,614.21

AGENDA
BOARD OF TRUSTEES
March 20, 1972

2. BUSINESS MANAGER'S REPORT

j. MISCELLANEOUS

3. LEGISLATION

4. ORAL COMMUNICATIONS

5. EXECUTIVE SESSION - PERSONNEL

6. ADJOURNMENT

(The next Regular Meeting of the Governing Board will be held on
April 17, 1972, at 7:30 P.M.)