

SADDLEBACK COMMUNITY COLLEGE DISTRICT
Mission Viejo, California

MINUTES OF THE GOVERNING BOARD

March 22, 1976 - 7:30 p.m.
Library-Classroom Complex - Room 212

The Regular Meeting of the Governing Board of the Saddleback Community College District was called to order by Mrs. Brandt. Mr. Taylor led the audience in the Pledge of Allegiance and Mrs. Berry gave the Invocation.

REGULAR MEETING

Present:

PRESENT

Mrs. Norrissa P. Brandt, Vice-President
Mr. Frank H. Greinke, Clerk
Mr. Patrick J. Backus, Member
Mrs. Donna C. Berry, Member
Mr. Lawrence W. Taylor, Member

BOARD MEMBERS

Dr. Robert A. Lombardi, Superintendent
Mr. Roy N. Barletta, Business Manager
Mr. R. L. Platt, Dean of Instruction
Dr. Edward A. Hart, Assistant to the Superintendent

STAFF MEMBERS

Absent:

ABSENT

Mr. Robert C. Bartholomew, President
Dr. James W. Marshall, Member

BOARD MEMBERS

Motion by Mrs. Berry, seconded by Mr. Taylor and unanimously carried, to adopt the Agenda as presented with an addendum to Board Report Number 849, Field Trips.

AGENDA ADOPTED

Motion by Mr. Taylor, seconded by Mrs. Berry and unanimously carried, to approve the Minutes of the Regular Meeting of March 8, 1976, as presented.

MINUTES APPROVED

The Members of the Board of Trustees did not have reports to present.

REPORTS AND
COMMUNICATIONS

Superintendent Lombardi introduced Mr. Eric Lassen, Chairman of the Select Citizens' Advisory Committee. The Board of Trustees formed the Committee to study and report on the present and projected educational needs of northern area district residents and to make a report of the study and recommendations to the Board of Trustees on or before April 12, 1976.

TRUSTEES

SUPERINTENDENT

Mr. Lassen stated that the Members of the Committee have accepted the challenge and they hope to provide a satisfactory report.

On Tuesday, March 23, 1976, the fourth meeting of this Committee will be held. It has been meeting weekly and is coping with large amounts of information. The Committee feels that, due to the importance and the complexity of the problem, the amount of time allotted is not sufficient to totally resolve the many issues and it is, therefore, requesting one additional month's time. With that extended deadline the Committee should be able to complete the report.

SELECT CITIZENS'
ADVISORY COMMITTEE

Motion by Mr. Backus, seconded by Mrs. Berry and unanimously carried, to honor the request of the Select Citizens' Advisory Committee for an extension of time. The Committee will submit its report of the study and recommendations on or before May 10, 1976.

REQUEST FOR AN
EXTENSION OF TIME
APPROVED

The Board of Trustees extended its appreciation to the Committee for undertaking this project and for the amount of hard work it is doing.

Superintendent Lombardi distributed a copy of a portion of a report from the Chancellor's Office, dated February, 1976, entitled Community College Finance Program 1976-77, to the Members of the Board of Trustees for perusal. This report had been reviewed by Mr. Taylor at the last Regular Board Meeting.

A slide-tape preview highlighting various aspects of Saddleback College's program, to be presented by Mr. Weisgerber, Director of Instructional Media, was postponed, since the full Board of Trustees was not present at this meeting.

Likewise, Dr. Hart's visual up-date on facilities planning was deferred until another time.

Superintendent Lombardi announced that the perimeter road is now open during the day. It will be closed during the evening until the lights are working in a satisfactory manner, after which time it will be open 24 hours per day.

Mr. Resnick, President of the Academic Senate, did not have a report to present to the Board of Trustees.

ACADEMIC SENATE

A representative of the Associated Student Body was not present until later in the meeting.

ASSOCIATED
STUDENT BODY

Mr. Gilbert, Past-President of the California School Employees Association (CSEA), introduced Sue Stockdale, CSEA field representative for this area.

CALIFORNIA
SCHOOL EMPLOYEES
ASSOCIATION

Mr. Gilbert also reported that he is in the process of talking to the utility companies in order to discover ways in which to lessen the utility bills of the district. A report will be forthcoming and recommendations will be implemented.

Mr. Lindblad, President of the Faculty Association, inquired about a recent comment by Superintendent Lombardi relative to the five percent "cap" and special legislation.

FACULTY
ASSOCIATION

Superintendent Lombardi reported that an inquiry had been directed to the Chancellor's office concerning the additional burden to our local taxpayers as a result of the effects of the five percent "cap" and the withdrawal of the equalization aid for which the district now qualifies. A response was received this date and the district has been advised that it could make application for a portion of the monies to be allocated under certain categories.

Mr. Lindblad stated that he wished to publicly announce the support of the faculty in this effort.

Mr. Taylor stated that most of our students are over 18 years of age and registered voters and that they should be sending letter of protest directly to the legislators who represent them.

Mrs. Brandt requested that a resolution be prepared and presented for consideration of the Board of Trustees at the next regular meeting.

Superintendent Lombardi suggested that a special meeting be considered to which local and state representatives would be invited in order for this district to present its case.

There were no comments from the public relating to items not on the Agenda.

PUBLIC

All items listed under the Consent Calendar are considered to be routine and action is taken by the Board of Trustees in one motion. There is no discussion of these items prior to the vote unless it is requested that specific items be discussed or removed from the Consent Calendar.

CONSENT CALENDAR

Mr. Greinke requested that the addendum to Board Report Number 849, Field Trips, be discussed prior to the vote.

He requested clarification of the statement that there will be no cost to the district as the required funds for the trip will come out of the ASB budget and the transportation will be provided by school vehicle.

The statement will be amended to read that there will be no direct cost to the district.

Mr. Greinke requested that Board Report Number 861, Classified Personnel-Regular Actions, be discussed prior to the vote.

Mr. Greinke asked if Michael O. Sciarrotta, who is recommended for student employment, is related to Frank O. Sciarrotta, Chairman, Division of Natural Science. It was acknowledged that he is. Mr. Greinke understands that such relationships are to be brought to the Board's attention.

CONSENT CALENDAR

CONTINUED

This fact will be noted in the Minutes.

Mr. Greinke requested that Board Report Number 856, Public Programs and Services - Divisions of Instruction, be removed from the Consent Calendar.

AMENDED

Motion by Mr. Greinke, seconded by Mrs. Berry and unanimously carried, to approve the Consent Calendar as follows:

APPROVED

The following conference / meeting requests with actual and necessary expenses paid:

CONFERENCE/MEETING
REQUESTS

Patrick J. Backus Community College Trustees Meeting
Robert C. Bartholomew Santa Ana, California
Donna C. Berry March 29, 1976
Norrisa P. Brandt
Frank H. Greinke
James W. Marshall
Lawrence W. Taylor

Patrick J. Backus Ernest G. Lake Lecture-Seminar
 Newport Beach, California
 April 2, 1976

Patrick J. Backus CCCT (CSBA) Annual Conference
Lawrence W. Taylor Monterey, California
 May 14, 15, and 16, 1976

The following summer session field trips:

FIELD TRIPS

Biology 60 The Natural History and Culture of the Eastern
 Yucatan Peninsula

Session I: June 8 to June 23

Session II: June 29 to July 14

Biology 17 The Natural Environment of the Mountains of
 Southern and Northern California and Adjacent Areas

Session I: July 18 to July 24

Session II: July 25 to July 31

The Saddleback College Band's participation in a band concert tour in the San Francisco area April 22-25, 1976.

Attendance of 13 students plus two instructors, Mr. LaBonte and Mr. Foberg, at the College Band Directors'/National Jazz Convention at the University of Arizona in Tucson on April 8 through April 10, 1976. There will be no direct cost to the district as the required funds for the trip will come out of the ASB budget and transportation will be provided by school vehicles.

The Certificate of Achievement awarded to the following:

CERTIFICATE
OF ACHIEVEMENT

Horace C. Carter	Administration of Justice-Corrections
Horace C. Carter	Administration of Justice-Law Enforcement
Robert A. Kreg	Automotive Technology
Daniel J. Leonard	Administration of Justice-Law Enforcement
Earl A. Parker	Real Estate

The Procedures for the Implementation of the Family Educational Rights and Privacy Act as presented at the Board Meeting on March 8, 1976.

PROCEDURES FOR
THE IMPLEMENTATION
OF THE FAMILY
EDUCATIONAL RIGHTS
AND PRIVACY ACT

The Records Retention Manual for the Office of Admissions and Records as presented at the Board Meeting on March 8, 1976.

RECORDS RETENTION
MANUAL

The Microfilm System for Saddleback College as proposed at the Board Meeting on March 8, 1976.

MICROFILM SYSTEM

The following speaker, and subsequent honorarium, for the spring quarter Women's Studies Lecture Series:

PUBLIC PROGRAMS
AND SERVICES -

Linda Dempsay	May 13	\$25.00
"Women's Athletics"		

COMMUNITY
INFORMATION
AND SERVICES

The following certificated personnel regular actions:

CERTIFICATED
PERSONNEL -
REGULAR ACTIONS

Resignation

Virgil A. Lovelace, Instructor, Division of Mathematics and Engineering.

Mr. Lovelace's letter of resignation, dated March 9, 1976.

Termination

Richard Potratz, Counselor, Veterans Cost of Instruction Program (VCIP)

At the Board Meeting on September 8, 1975, the employment of Richard Potratz as a counselor for the Veterans Cost of Instruction Program (VCIP) on a full time contract limited for one year based on receipt of VCIP funds was approved by the Board of Trustees.

In accordance with Section 13346.20 of the California Education Code, Alternatives of Employment for the Second Academic Year, the District will not enter into a contract for a second year.

This action is based on the anticipated decline in enrollment of veterans and the uncertainty of receiving funds from the Veterans Cost of Instruction Program (VCIP) for 1976-77.

Mr. Potratz has been apprised of the above.

The following qualified applicants appointed as extended day instructors on an "if-and-as-needed" basis for the 1975-76 academic year, at the hourly rate stipulated in the salary schedule at the class to which each is qualified:

EXTENDED DAY
INSTRUCTORS

<u>Applicant</u>	<u>Highest Degree</u>	<u>Assignment</u>	<u>Probable Salary</u>
Espinosa, Manuel S.	M.A.	Spanish	\$15.25/Hour
*Gross, David	B.S.	Physics 20	13.00/Hour
Mathur, Raghu P.	M.S.	Chemistry 2A	14.75/Hour
McWilliam, James D.	B.A.	Mill/Cabinet	13.00/Hour
Ragland, Robert	Credential	First Aid	13.00/Hour
Reese, Gerald W.	B.A.	Real Estate	13.00/Hour
Sydnor, Robert	M.S.	Geology	13.50/Hour

*David Gross is the husband of Nan Gross, Extended Day Math Instructor

The following classified personnel regular actions:

CLASSIFIED
PERSONNEL -
REGULAR ACTIONS

Change of Status

1. Janet Shimkus, Data Control Clerk, Grade 24, Step 4, \$822.00 per month, effective April 1, 1976. Admissions and Records. Mrs. Shimkus is presently a Clerk Typist II in the Admissions and Records Office.
2. Suzanne Abbott, Key punch Operator, Grade 24, Step 1, \$710.00 per month, effective April 1, 1976. Admissions and Records. Mrs. Abbott is presently Key punch Operator Assistant in the Admissions and Records Office.

Employment

1. Registration Assistants, \$3.00 per hour, as needed, effective March 23, 1976:

Al Allen	Arthur L. Norman
Colleen P. Eastman	Barbara J. Peterson
Nancy Frost	Kris Swenson

2. Student Employees, \$2.30 per hour, as needed, effective March 23, 1976:

Deanna Berens	Mark Kruhmin
Robert Bessel	Mark Latham
Marianne Crane	Arthur A. Phillips
Miles D. Dixon	Dee Psyhos
Lisa Francian	David Romania
Cindy Kerwin	*Michael O. Sciarrotta
Laurel King	Sharon Swinburg
Violet Knon	Karen A. Weeks

*Michael O. Sciarrotta is the son of Frank O. Sciarrotta, Chairman, Division of Natural Science

Ratification

CLASSIFIED
PERSONNEL

Patrick Schlup, temporary short-term driver, \$2.30 per hour, as needed, effective March 18, 1976. Mr. Schlup will be assigned to drive for the women's swimming team.

CONTINUED

As a result of the adoption of the early semester calendar for 1976-77, a revision of CCAF-103, "Nonresident Tuition Fee," adopted December 8, 1975, to be submitted to the California Community Colleges.

NONRESIDENT
TUITION FEE
-CCAF-103-
REVISED

The following request for payment for architectural services as submitted by Hippe and Randell, AIA:

PAYMENT TO
ARCHITECTS

Gymnasium/Physical Education Complex

Fee: 4.21% of Agreed Construction Cost of \$3,302,465.00.

Amount of Fee	\$139,033.00
Payments prior to construction	111,226.40
Balance of fee during construction phase	<u>\$ 27,806.60</u>
(Building 87% - \$24,191.74)	
(Site work 13% - 3,614.86)	

This billing, construction completion - 61%

Building	\$14,756.96	
less previous payment	<u>12,821.62</u>	\$ 1,935.34
Site work	\$ 2,205.06	
less previous payment	<u>1,915.88</u>	289.18

Total due this request \$ 2,224.52

The following awards, each bidder having submitted the low bid meeting specifications, and that payment be authorized upon delivery and acceptance of the items ordered:

AWARDS

1. Bid Number R-3331 - Storage Cabinets - Fine Arts
The Welch Company \$ 1,483.45
2. Bid Number R-09878 - Storage Cabinets - Science
The Welch Company \$ 1,168.97
3. Bid Number R-9857 - Refrigerators - Science
Tustin TV and Appliance \$ 285.14
Sears, Roebuck and Company 1,301.68
\$ 1,586.82
4. Bid Number 219 - Rabbit and Rat Cages - Science
Sefco Company, Inc. \$ 2,681.19

- 5. Bid Number R-14928 - Pianos - Fine Arts
Schmidt Music Company \$ 2,304.44
- 6. Bid Number R-07601 - Cabinets - Business Science - Home
Economics
The Welch Company \$ 1,450.08
- 7. Bid Number R-19397 - Music Arts Facility - Additional Soil
Testing
Moore and Taber \$ 3,300.00

AWARDS

CONTINUED

Purchase Orders 22474 through 22650, totaling \$54,507.92, and that payment be authorized upon delivery and acceptance of the items ordered.

PURCHASE ORDERS

District Warrants 27199 through 27500, totaling \$333,135.98, and ratified for payment.

PAYMENT OF BILLS

Payment of personnel services ratified as follows:

PAYMENT OF
PERSONNEL SERVICES

Classified Payroll 8B* \$153,424.13

*Constitutes the payroll identification of the classified employees paid in this period, named on the list which is on file in the Business Office.

The report on proposed legislation affecting school districts, presented for information.

LEGISLATIVE REPORT

In compliance with Education Code Section 964, which reads in part as follows:

ESTABLISHMENT
OF THE DATE OF
THE ANNUAL
ORGANIZATIONAL
MEETING

"The governing board of each school district shall hold an annual organizational meeting on a day within the period of April 1 to April 15, inclusive . . . the day and time of the annual meeting shall be selected by the Board at its regular meeting held immediately prior to April 1, and the Board shall notify the County Superintendent of Schools of the day and time selected . . . "

It was recommended that the Board of Trustees of the Saddleback Community College District hold its annual organizational meeting on Monday, April 12, 1976, in conjunction with its Regular Board Meeting.

Considering the fact that April 12 is Easter week, it was decided that the Annual Organizational Meeting would be held on April 5, 1976, in order to comply with the Education Code.

Motion by Mr. Greinke, seconded by Mrs. Berry and unanimously carried, that the Board of Trustees of the Saddleback Community College District will hold its annual organizational meeting on Monday, April 5, 1976, at 7:30 p.m. The County Superintendent of Schools will be notified of the day and time of this meeting.

THE ANNUAL ORGANIZATIONAL MEETING WILL BE HELD ON APRIL 5, 1976

The following programs and courses were presented to the Board of Trustees for information:

PROGRAMS/COURSES -INFORMATION-

Programs

1. Environmental Science (Academic)
2. Millwork and Cabinet Technology (Vocational)
3. Plastics Technology (Vocational)
4. Printing Technology (Vocational)

Courses

- | | |
|--------------------------------|--|
| 1. Education 45 | Beginning Lip Reading |
| 2. Commercial Fishing 100 | Introduction to Commercial Fishing |
| 3. Interdisciplinary Studies I | Individualism:
Man's Search for Meaning |
| 4. Travel Management 210 | Airline Ticketing and Reservations |
| 5. Travel Management 211 | World Destinations and Resorts I |
| 6. Travel Management 212 | Domestic Air Fares |
| 7. Travel Management 213 | World Destinations and Resorts II |

Mr. Brewer, Division Chairman, Vocational-Technical Programs, Cooperative Work Experience Education and Special Projects, was present to respond to questions.

Approval of these programs and courses will be requested at the next regular meeting in order to submit them to the Board of Governors for approval.

The following courses, presented through the Outreach Consortium, were presented for information. Approval will be requested at the next meeting.

CURRICULAR ADDITIONS -INFORMATION-

<u>Course</u>	<u>Beginning Date</u>
Business 75 - It's Everybody's Business	June 14, 1976
Sociology 75 - Man Builds, Man Destroys	June 14, 1976

The following curricular additions were submitted to the Board of Trustees for information. Approval will be requested at the next meeting.

Business Science

- | | |
|------------------------------|-------------------------------------|
| Accounting 229 | Taxed Advantaged Investments |
| Accounting 234 | Stock Market - Fundamental Analysis |
| Airline Flight Attendant 214 | Community Service |

Business Science - Continued

CURRICULAR
ADDITIONS
-INFORMATION-
CONTINUED

Management 161	Entrepreneur/Phase I
Management 162	Entrepreneur/Phase II
Real Estate 122	Real Estate Office Administration
Real Estate 191	Escrow II
Real Estate 196	Property Management II
Secretarial Science 123ABC	Shorthand Transcription
Secretarial Science 201ABC	Certificated Professional Secretary Review I
Secretarial Science 202ABC	Certificated Professional Secretary Review II
CT 154	Fashion Drawing and Sketching
CT 156	Fashion Promotion
CT 212	Sewing Cold Weather Garments
CT 230	Alterations and Fitting
CT 232	Decorative Clothing
CT 256	Fashion Modeling
FN 170	Orientation to Institutional Food Service and Work Simplification
FN 171	Environmental Control in Food Service
FN 248	Oriental Foods
FN 250	Foods of the Bicentennial
HE 250	Consumer "Know How" for Limited Budgets
ID 220	Home Decorative Arts

Health, P.E. and Recreation

PE 19C	Advanced Co-Ed Racquetball
PE 20C	Advanced Yoga
PE 43C	Advanced Co-Ed Handball

Languages

English 230	Language Peer Tutoring
English 240	Learning Skills

Nature Science

Biology 2	Plant Biology
Biology 5	Animal Biology
Biology 7	Comparative Physiology
Biology 31A-31B-31C	Biology Field Studies
Geology 32	Geology and Natural History of National Parks of the West
Geology 62	Introduction to Mineralogy
Marine Science 32	Ecology of Northern Channel Islands

Social Science

Women's Studies 28	Women and Culture: A Cross Culture Perspective
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It was recommended that the Legal Services Program for Saddleback College's Associated Student Body Members be approved as presented. LEGAL SERVICES PROGRAM

A copy of a release to be signed by each student was presented as follows:

As a willing participant in the Group Legal Services Program provided by Saddleback College, and as and for a material consideration of my being able to participate in said program, I hereby release Saddleback College and hold them harmless from any claims which I may hereafter have against the Attorneys providing said Group Legal Services.

Dated:

A proposed additional paragraph to the contract was read aloud by Mr. Barletta as follows:

VIII. The Attorneys shall hold Saddleback College harmless to the extent of Attorneys Malpractice Insurance, from any lawsuits alleging malpractice on the part of the Attorneys.

A representative of the law firm of Flagel, Giles, Callahan and Basinger stated that each partner carries one-half million dollars of malpractice insurance.

Mrs. Berry asked if an opinion has been received from County Counsel concerning this matter, as she would decline to vote on this matter without a legal opinion.

Mr. Barletta stated that the contract, including the additional paragraph and a copy of the release, will be submitted to County Counsel for an opinion.

Motion by Mr. Greinke, seconded by Mrs. Berry and unanimously carried, that this matter be tabled until such time as an opinion is received from County Counsel. At that time the contract in its entirety along with County Counsel's opinion will be presented to the Board of Trustees for approval, if applicable.

TABLED

It was recommended that the following Public Programs and Services Divisions of Instruction be approved by the Board of Trustees:

PUBLIC PROGRAMS
AND SERVICES -
DIVISIONS OF
INSTRUCTION

Division of Fine Arts

It was recommended that a fee of \$50.00 be approved for the services of Kathy Horn as a guest lecturer on March 10, 1976, during the College Hour.

It was further recommended that Gary Foster be approved as a guest soloist and clinician, and that he receive an honorarium in the amount of \$200.00. A concert will be given on April 7; clinics and concerts will be held on May 8 and May 14.

Humanities

PUBLIC PROGRAMS
AND SERVICES -
DIVISIONS OF
INSTRUCTION

It was recommended that the following panelists be approved and that honorariums, as noted, and travel expenses, as necessary, be paid under the 1776-1976: Recycling American Values: A Return to Community-Based Ethics and Community-Based Solutions Grant.

CONTINUED

Sherna Gluck, M.D.	\$150.00
Shirley E. Stephenson, M.A.	150.00
Maggie Kuhn	400.00
Robert Theobald	300.00
Edward Taylor, Ph.D.	150.00
Dickran Tashjian, Ph.D.	150.00
Mary Mark Zeyen, Ph.D.	150.00
Henry Nash Smith, Ph.D.	150.00
Gabrielle Pryor	150.00
Donald McNeil, Ph.D.	150.00
Herman Sillas	-
Judith Rosener, M.A.	150.00
John Monahan, Ph.D.	150.00
Ruth Saadi, Ph.D.	150.00
Shelba Robison, M.A.	150.00
Ray Watson	-

Mr. Greinke stated that he had requested that this item be removed from the Consent Calendar in order to request further information concerning the humanities grant.

Dr. Hoy, the instructor who had been instrumental in obtaining this grant for Saddleback College, was present to respond to questions.

Motion by Mr. Greinke, seconded by Mr. Taylor and unanimously carried, to approve the Public Programs and Services - Divisions of Instruction recommendations as presented.

APPROVED

It was recommended that the Board of Trustees adopt a proposed "Statement and Regulations for Implementation of Government Code Sections 3540 - 3549 (SB 160)," dealing with employer-employee relations, as presented.

PROPOSED
STATEMENT AND
REGULATIONS FOR
IMPLEMENTATION OF
GOVERNMENT CODE
SECTIONS 3540-
3549 (SB 160)

Mr. Greinke referred to the last paragraph which reads as follows:

The Governing Board authorizes the employment of legal counsel as required in the course of meeting and negotiating.

He requested that it be amended to read that this action may be taken with the prior approval of the Board; it will be amended to read as follows:

With prior approval, the Governing Board may authorize the employment of legal counsel, as required, in the course of meeting and negotiating.

Ms. Stockdale stated the California School Employee Association's position on the proposed statement and regulations for implementation of Government Code Sections 3540 - 3549 (Senate Bill 160). It is believed that (1) authority has been preempted; that this should not become effective until July 1 and (2) that certain positions have been removed from the protection of the Association. She stated that it would be in the best interest of everyone concerned if decisions were made after discussions explaining intents and purposes had taken place in order to reach an area of mutual understanding.

PROPOSED STATEMENT
AND REGULATIONS FOR
IMPLEMENTATION OF
GOVERNMENT CODE
SECTIONS 3540 -
3549 (SB 160)

CONTINUED

Discussion ensued. It was pointed out that the Board is fully within its prerogative and, in fact, is fulfilling its legal obligation in adopting the statement. Superintendent Lombardi summarized that the Statement is the Board of Trustees' initial statement which establishes a set of rules to clearly define the Board's position. It has been prepared based on expert recommendations and follows the programs adopted by other districts. It is subject to modification based on rulings by the Educational Employment Relations Board (EERB).

Motion by Mrs. Berry, seconded by Mr. Greinke and unanimously carried, to accept the proposed Statement and Regulations for Implementation of Government Code Sections 3540 - 3549 (SB 160) as amended.

ACCEPTED
AS AMENDED

The following report, relative to the proposed revision to Board Policy 6124, Instruction - Minimum Class Size - was made by Mr. Barletta:

PROPOSED REVISION
TO BOARD POLICY
6124 - INSTRUCTION
MINIMUM CLASS SIZE

The proposed revision to Board Policy 6124 which has been under study would change the minimum class enrollment from 12 students to 15 students. The Certificated Employee Council and the Board's Representative have not reached an agreement concerning making any change to the above policy at this time. However, it will remain an item of future discussion, as it is relevant to the scope of the studies which were included in the 1975-76 agreement. Meetings will continue concerning employee salaries, with reference to productivity, work loads, released time, fringe benefits, and salary schedule placement.

-INFORMATION-

Mr. Barletta reported that the district has received a communication from a staff attorney of the California School Employees Association in connection with the claim of Daniel E. Waltz, Safety Officer Part Time, for back wages. Mr. Waltz's claim was denied by the Board of Trustees at the meeting of November 24, 1975. This communication and the district's reply were presented to the Board of Trustees for information.

GRIEVANCE CLAIM -
D. WALTZ

-INFORMATION-

A letter from Grace Community Church of Saddleback Valley, dated March 10, 1976, concerning the possibility of purchasing a parcel of land for a church site of approximately five to ten acres from the district, was presented to the Board of Trustees for information.

REQUEST TO
PURCHASE
DISTRICT LAND

The Business Manager requested direction regarding this inquiry.

REQUEST TO
PURCHASE
DISTRICT LAND

The Members of the Board of Trustees had no objection to the Business Manager entering into discussions with the Grace Community Church of Saddleback Valley on behalf of the District regarding its request to purchase district land.

CONTINUED
-INFORMATION-

A request from the Orange County Department of Education, dated March 10, 1976, for office space to be used by personnel of the department's Marine Science Program during a special assignment was presented to the Board of Trustees.

REQUEST FOR
OFFICE SPACE -
ORANGE COUNTY
DEPARTMENT OF
EDUCATION

It was recommended that the Board of Trustees make available to the Department of Education suitable space in the Science/Math Building as requested. The Department of Education will provide all necessary furniture, equipment, supplies, and telephone service; the district will furnish the office space and utilities.

Motion by Mr. Backus, seconded by Mr. Taylor and unanimously carried, that office space in the Science/Math Building be made available to the Department of Education as recommended.

APPROVED

It was recommended that the firm of Hanson, Peterson and Company be appointed to conduct the annual district audit for fiscal year 1975-76 at a fee not to exceed \$2,975.00. This firm has audited the district records since the beginning of the college.

ANNUAL DISTRICT
AUDIT - 1975-76

Motion by Mrs. Berry, Seconded by Mr. Backus and unanimously carried, that the firm of Hanson, Peterson and Company be appointed to conduct the annual district audit for fiscal year 1975-76 at a fee not to exceed \$2,975.00.

AUDITORS
APPROVED

Mr. Barletta reported that proposals had been requested by the district for operation of the college bookstore by individual contractors. The one proposal received was submitted by Follett Corporation, present operator of the bookstore, and a copy of its proposal was presented to the Board of Trustees. He stated that one other inquiry has been made, but no proposal had been submitted.

OPERATION OF
COLLEGE BOOKSTORE

It was recommended that a three-year contract, covering the period July 1, 1976, through June 30, 1979, be awarded to the Follett Corporation and that the Superintendent or Business Manager be authorized to execute the contract documents on behalf of the Associated Student Body.

Discussion ensued during which Saddleback College's need for this service and its inability at this time to provide it without contracting for the service were discussed. The improvements recently made by the Follett Corporation in cooperation with the Bookstore Committee were also noted. The terms of the contract the district wishes to offer to the Follett Corporation were decided upon.

Motion by Mrs. Berry, seconded by Mr. Greinke and unanimously carried, that a one-year contract, covering the period July 1, 1976, through June 30, 1977, with an option to renew it for a period of one additional year, be awarded to the Follett Corporation and that the Superintendent or Business Manager be authorized to execute the contract documents on behalf of the Associated Student Body.

OPERATION OF
COLLEGE BOOKSTORE

CONTINUED

AWARDED

The following bids were received for scoreboard equipment specified as Fair-Play Basketball/Wrestling scoreboard assemblies or equal and described in more particularity in Request for Bids Number 221.

AWARD -
SCOREBOARD

<u>Vendor</u>	<u>Bid Amount *</u>
Nevco Scoreboard Company	\$4,646.26
Outdoor Products Company	6,908.00
James E. Perry Company	7,371.30

*Note: Bid amount includes all costs - 6% tax, freight charges and installation.

It was recommended that the bid of Nevco Scoreboard Company in the amount of \$4,646.26 be accepted as the low bid meeting all specifications.

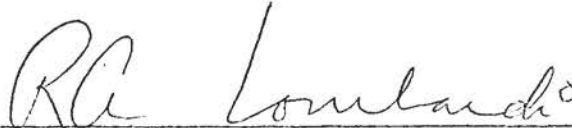
Mr. Fritz, Chairman, Division of Health, Physical Education and Recreation, was present to respond to questions.

Motion by Mr. Taylor, seconded by Mr. Greinke and unanimously carried, that the bid of Nevco Scoreboard Company in the amount of \$4,646.26 be accepted as the low bid meeting all specifications.

ACCEPTED

There being no further business, the Meeting was adjourned at 9:10 p.m. until Monday, April 5, 1976, at 7:30 p.m.

ADJOURNMENT


R. A. Lombardi, Secretary of the Board of Trustees