

SADDLEBACK COMMUNITY COLLEGE DISTRICT
Mission Viejo, California

MINUTES OF THE GOVERNING BOARD

November 1, 1976 - 7:30 p.m.
Library-Classroom Complex - Room 212

The Special Meeting of the Governing Board of the Saddleback Community College District was called to order by Mrs. Brandt. Mr. Bartholomew led the audience in the Pledge of Allegiance and Dr. Marshall gave the Invocation.

SPECIAL MEETING

Present:

PRESENT

Mrs. Norrisa P. Brandt, President
Mr. Frank H. Greinke, Vice-President
Mr. Lawrence W. Taylor, Clerk
Mr. Patrick J. Backus, Member (7:55)
Mr. Robert C. Bartholomew, Member
Mrs. Donna C. Berry, Member
Dr. James W. Marshall, Member

BOARD MEMBERS

Dr. Robert A. Lombardi, Superintendent/President
Mr. Roy N. Barletta, Business Manager
Mr. William O. Jay, Dean of Instruction

STAFF MEMBERS

Motion by Mr. Greinke, seconded by Mr. Bartholomew and unanimously carried, to adopt the Agenda with the following addenda:

AGENDA ADOPTED

Certificated Personnel - Regular Actions
Energy Management System
Progress Payment

Motion by Mr. Taylor, seconded by Mr. Bartholomew and unanimously carried, to approve the Minutes of the Regular Meeting of October 11, 1976, as presented.

MINUTES APPROVED

Motion by Mr. Taylor, seconded by Dr. Marshall and unanimously carried, to approve the Minutes of the Special Meeting of October 18, 1976, as presented.

Mrs. Brandt requested that, some time in the future, the revised Robert's Rules of Order be researched to determine if it is necessary that every motion, without exception, be seconded.

REPORTS AND
COMMUNICATIONS

TRUSTEES

Mrs. Brandt reported that during the past week plans were announced for an Irvine retail and business development, bounded by the Santa Ana, San Diego, and Laguna Freeways:

as well as a Mission Viejo regional shopping center between Crown Valley Parkway and Avery Parkway, bordered by Marguerite Parkway. Mrs. Brandt feels that, rather than being competitive, these facilities will complement each other. The Saddleback Community College District will benefit from the property tax revenue from both.

REPORTS AND
COMMUNICATIONS
-CONTINUED-
TRUSTEES

Mr. Greinke announced that Miss Erin Kelley, a student at Saddleback College in the media field, has been awarded the title of Miss Tustin.

He thanked Mr. Bill Mulligan, Saddleback College's Basketball Coach, for the excellent program he presented to the Tustin Lion's Club.

Dr. Marshall expressed his appreciation to Dr. Ed Hart, Assistant to the Superintendent, for his presentation to the Laguna Hills Rotary Club.

He congratulated the football team and its coach for another victory.

Mr. Taylor congratulated the Debating Team for its recent success.

Mr. Taylor then reported on his visit to Portland Community College in Portland, Oregon, and its new satellite, Rock Creek. He is enthusiastic about the concept of the campus and requested that the Architects who planned the project, William Blurock and Partners, prepare a report for the Board of Trustees.

Superintendent/President Lombardi stated that, after a ruling from County Counsel in favor of the Tavaglione Company, the construction of the track and field project is underway. Unless there is an unusual amount of rain, it is estimated to be completed by January 1, 1977.

SUPERINTENDENT/
PRESIDENT

The construction of the Fine Arts Facility is ahead of schedule and it is estimated to be completed by August, 1977.

Superintendent/President Lombardi requested that Mr. Jay present a report on the Gerontology Program and the Environmental Sciences Program to the Board of Trustees.

Mr. Jay reported that a certificate of commendation from the California Highway Patrol has been presented to two of its employees, Officer Van Cott and Officer Gillespie, mentioning their participation in the Saddleback College's Motorcycle Program. Mr. Greinke stated that he would like to see a mutual commendation. Superintendent/President Lombardi stated that a Resolution will be prepared for approval at the next regular Board Meeting.

He reported that the Environmental Sciences Program, an interdisciplinary program involving the Divisions of Natural and Social Sciences, has had several successful lecture series. Its advisory committee of 33 members met on Friday, October 29, 1976,

and future plans include articulation with the University of California at Santa Barbara which has a complete Environmental Sciences Program. The Saddleback Community College District contains a variety of environments and it is the perfect laboratory for the study of such environments as coastal areas, mountain areas, and the agricultural areas in between.

Mr. Jay reported that the Gerontology Program has four operations: administration/management and recreation/leisure to serve professionals, a service delivery certificate program for professionals in other areas who work primarily with older persons, and an individual enrichment program for the older person designed to provide courses of interest to all, but particularly to the older adult. This program has been approved by the State, but it will not be offered by Saddleback College until September, 1977, due to the tremendous amount of organization involved. An advisory committee is being established and it is hoped that an emeritus institute for the implementation of the individual enrichment program will be possible.

Superintendent/President Lombardi stated that the Environmental Impact Report Draft concerning the Saddleback Community College District Northern Area Operations Site Selection Program, dated October 18, 1976, is being distributed. He presented a copy of the proposed distribution list to the Trustees and asked that he be informed of any additional agencies they wish to include in the distribution.

He reported that the November issue of Orange County Illustrated contains an article entitled "College Controversy", a pro and con commentary. Responding to the affirmative is Dr. Bernard Luskin, President of Coastline Community College; opposing the concept is Mr. Paul Brennan, President of the Faculty Association at Saddleback College. Superintendent/President Lombardi stated that it is an interesting article with good points noted for both sides of the issue.

Dr. Hart, Assistant to the Superintendent, reported on a potential change order.

Change Order Number Four for the Music Arts Facility is being prepared. It involves three or four no-cost technical changes and one request by the faculty for improvements in the art yard at a cost of approximately \$10,000. A portion of this expenditure, \$3,700, will be required sooner or later for hook-ups, and the remaining amount will add 420 square feet to the art yard and, in the faculty's opinion, will redesign it for more usability.

The administration will recommend these expenditures. Dr. Hart assured the Trustees that 50.8% of these monies will be provided by the State.

Superintendent/President Lombardi introduced Mr. Donald Nack, Consulting Mechanical Engineer, Nack and Sunderland, to explain the exhaust problems in the Science-Mathematics Building and to present possible solutions.

REPORTS AND
COMMUNICATIONS
-CONTINUED-

Superintendent/President Lombardi distributed a copy of a technical report prepared by Nack and Sunderland to the Members of the Board of Trustees. A copy of this report is on file.

Mr. Greinke expressed concern about air pollution caused by the suggested solutions. He feels that in addition to an immediate solution the District should be looking forward in order to alleviate future problems. Mr. Nack replied that any action taken, now or in the future, will necessitate "add-ons" to the current equipment.

Mr. Bartholomew expressed concern about the noise factor in the building; on the campus, and in the neighborhood. Mr. Nack suggested that an architect should confer with an acoustical consultant to investigate this matter.

Mrs. Berry requested that the liability of the previous architects and subcontractors involved also be investigated.

Superintendent/President Lombardi stated that a recommendation concerning the solution to the exhaust problems in the Science-Mathematics Building will be prepared in writing and presented to the Board of Trustees at its next regular meeting. Mr. Nack and Mr. Blurock will be present at that time to provide further information and to respond to questions.

Dr. Minch, President of the Academic Senate, was present. He requested that Board Report Number 185, Removal of "Consent of Instructor" Prerequisites from the Catalog and the Schedule, be removed from the Consent Calendar for discussion. Mr. Greinke agreed to this.

ACADEMIC SENATE

A representative of the Associated Student Body was not present.

ASSOCIATED
STUDENT BODY

Mr. Kelly, Associate Dean of Student Affairs, reported on the success of the Blood Bank, 71 pints of blood being donated.

The new officers of the California School Employees Association were introduced:

CALIFORNIA
SCHOOL EMPLOYEES
ASSOCIATION

Alix Randall	President
Matt Suarez	Vice-President

Mr. Brennan, President of the Faculty Association, welcomed Mr. Terry W. Newman, Instrumental Music Instructor, to the faculty.

FACULTY
ASSOCIATION

He asked the Members of the Board of Trustees for comments concerning the discrepancy of pay between the regular and part-time instructors. They declined to make a statement at this time; the matter will be considered.

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
In compliance with Dr. Minch's request, Mr. Greinke asked that Board Report Number 185, Removal of "Consent of Instructor" Prerequisites from the Catalog and the Schedule, be removed from the Consent Calendar for discussion.	AMENDED
Mrs. Berry requested that Board Report Number 199, Purchase Orders, be removed from the Consent Calendar to be considered during Executive Session.	AMENDED
Motion by Mr. Greinke, seconded by Mrs. Berry and unanimously carried, to approve the Consent Calendar as follows:	APPROVED
Attendance at the following conferences, meetings, etc. with actual and necessary expenses paid, was unanimously approved:	BOARD OF TRUSTEES - REQUESTS TO ATTEND CONFERENCES, MEETINGS, ETC.
Norrisa P. Brandt Tour of Community Colleges during the ACCT Convention in St. Louis, Missouri September 29 - October 2, 1976	
Larry W. Taylor Visitation of Rend Lake College In conjunction with the ACCT Convention in St. Louis, Missouri September 25 - September 28, 1976	
Larry W. Taylor Visitation of Community Colleges Portland, Oregon October 20, 1976	
Norrisa P. Brandt California Community and Junior College Association Community Services Committee Meeting San Francisco, California October 27, 1976	
Trustees Wishing to Attend California Community College Trustees Conflict of Interest Workshops Los Angeles, California November 19, 1976	
The following courses, presented through the Outreach Consortium, were unanimously approved:	CURRICULUM

<u>Course</u>	<u>Beginning Date</u>
Business 75 (It's Everybodys Business)	January 31, 1977
A0J 75 (Law for the Seventies)	January 31, 1977
Psych 75 (Search: A Quest for Personal Meaning)	February 7, 1977
Music 75 (From Chant to Chance: Music in Western Culture)	February 7, 1977
Drama 75 (Classic Theatre: The Humanities in Drama)	February 17, 1977
Anthro 75 (Dimensions in Culture)	February 8, 1977

CURRICULUM
-CONTINUED-

The Certificate of Achievement was unanimously awarded to the following:

CERTIFICATE
OF ACHIEVEMENT

Jay LaQua
Ina Helen Wall

Early Childhood Education
Real Estate

The Certificate of Achievement for the special program: "Powers of Arrest Training" for A0J 102X was unanimously granted to the following:

Harold Florg
Gordon Gysel
Carroll Hocker
David James
Garland Judd
Phillip Lock

David McAskill
Duane Morris
Robert E. Nottingham
Charles Pascall
Ray Renolds
Paul Tovey
Wayne White

The following programs and honorariums were unanimously approved:

PUBLIC PROGRAMS
AND SERVICES -
DIVISIONS OF
INSTRUCTION

Fine Arts

Brass Quintet Recital	November 19, 1976	\$750.00
Jazz Concert with Gary Foster as Guest Soloist	November 30, 1976	\$250.00

Occupational - Radio/TV/Film

Mr. Rich Little, guest lecturer for Communication Art Classes	November 8, 1976	\$100.00
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Mr. Little will speak on the topic of "Electronic News Gathering (EGN) at KNXT."

Women's Studies

Marian Crane, guest speaker December 2, 1976 \$20.00
She will speak on "Women Returning to College."

PUBLIC PROGRAMS
AND SERVICES -
DIVISIONS OF
INSTRUCTION
-CONTINUED-

Psychology/Biology

Ms. C. Katz, guest lecturer December 1, 2, 3, \$25.00/
Ms. J. Clark, guest lecturer and 4, 1976 each
Mr. J. Patton, guest lecturer

The following persons were unanimously appointed on an "if-and-as-needed" basis as both extended day and substitute instructors for the 1976-77 academic year, at the hourly rate stipulated in the salary schedule, at the class to which each is qualified:

APPOINTMENT OF
EXTENDED DAY/
SUBSTITUTE
INSTRUCTORS

<u>Applicant</u>	<u>Highest Degree</u>	<u>Assignment</u>	<u>Probable Salary/Hr.</u>
Bain, Edward L.	M.A.	Agriculture	\$14.25
Carrasco, Richard	A.A.	Architecture	\$13.00
Grace, John C.	M.B.A.	Accounting	\$15.25
Murio, John	M. Ed.	Body Building	\$13.50
Strom, Richard W.	M.A.	Botany/Agriculture	\$13.50

The following classified personnel regular actions were unanimously approved:

CLASSIFIED
PERSONNEL -
REGULAR ACTIONS

Employment

1. Lois E. Wineinger, Clerk Typist II (Half-time Vocational Programs plus half-time R.A.V.E. Council), Grade 20, Step 3, \$760.00 per month, effective November 15, 1976.
2. * Mary C. Hall, Account Clerk I, Grade 24, Step 2, \$794.00 per month, effective November 2, 1976. Mrs. Hall will be assigned to the office of Financial Aids.
3. Vern M. Hodge, Job Placement Specialist, Grade 30, Step 3, \$956.00 per month, effective November 2, 1976. Mr. Hodge is the husband of Kathleen Hodge, Counselor.
4. Robert J. Ippolito, Media Specialist-Electronic Repair, Grade 33, Step 2, \$978.00 per month, effective November 2, 1976.

Employment - Ratification

5. Sylvia Marvin, Clerk Typist I, Fine Arts Division, Grade 18, Step 2 (50%), \$346.50 per month, effective October 18, 1976.
6. Carolyn W. Wagner, Instructional Aide, Humanities and Languages, Grade 20, Step 3, \$760.00 per month, effective October 26, 1976.

* Wife of Terrance Hall, Custodian II

Employment - Ratification - Continued

CLASSIFIED
PERSONNEL -
REGULAR ACTIONS
-CONTINUED-

7. Robert Carrillo, Instructional Aide, Natural Sciences Division (Marine Science Program), Grade 20, Step 1, approximately 20 hours per week, \$4.125 per hour, effective October 26, 1976.
8. Janice Ann Ward, Clerk Typist I, Work Experience, Grade 18, Step 2 (50%), \$346.50 per month, effective November 1, 1976.
9. Marlee G. Powell, Instructional Aide, Mathematics and Engineering Division (Architecture Program), Grade 20, Step 1, approximately 10 hours per week, \$4.125 per hour, effective October 27, 1976.
10. Charles Pearson, Instructional Aide, Fine Arts Division, on an "if-and-as-needed" basis, Grade 20, Step 2, \$4.315 per hour, effective October 26, 1976.
11. David Rouet, Instructional Aide, Fine Arts Division, on an "if-and-as-needed" basis, Grade 20, Step 2, \$4.315 per hour, effective October 26, 1976.
12. Ted Storm, Instructional Aide, Fine Arts Division, on an "if-and-as-needed" basis, Grade 20, Step 1, \$4.125 per hour, effective October 26, 1976.

Change of Status/Reclassification

13. Loretta Tangye, Clerk Typist II, Office of Instruction, Grade 20, Step 6, \$872.00 per month, effective October 20, 1976. Mrs. Tangye has been employed as Clerk Typist for the Weekend College and as a Clerical Substitute.
14. Ray Fetty, Instructional Aide, Fine Arts Division, Grade 20, Step 2, \$725.00 per month, effective October 26, 1976. Mr. Fetty has been employed as an hourly Instructional Aide.
15. Nadine Mendelson, Departmental Secretary, Library, Grade 27, Step 1, \$813.00 per month, effective upon the appointment of a replacement. Mrs. Mendelson is employed as a Clerk Typist I in the Business Office.
16. Viola E. Burk, Departmental Secretary, Grade 27, Step 6, \$1,024.00 per month, effective November 1, 1976. Mrs. Burk will be assigned to the Department of Maintenance and Operations where she is currently employed as a Clerk Typist II.
17. Pat Bollinger, Clerk Typist II, Grade 20, Step 2, \$725.00 per month, effective November 1, 1976.
18. Deborah Prather, Clerk Typist II, Grade 20, Step 2, \$725.00 per month, effective November 1, 1976. Ms. Prather has been employed on a 75% basis.

Resignation/Termination

CLASSIFIED
PERSONNEL -
REGULAR ACTIONS
-CONTINUED-

The employment of Rex J. Peterson, Custodian II, has been terminated, effective October 22, 1976. Mr. Peterson passed away October 23, 1976, while on a camping trip.

Employment - Student Employees, as needed, \$2.30 per hour:

*Edward Berry, Jr.	Stephen Olsen
Richard Fiedler, Jr.	Gary Penman
Peter Herz	Stephanie Tatum
William Judkins	William Tell
Patrick Kilfoy	Bruce Todd
Diane Milam	Pamela Whittington
Anthony Mitre	

*Edward Berry, Jr. is the son of Donna Berry, Member, Board of Trustees.

The following individuals were unanimously approved to provide scouting services for the 1976-77 basketball season, on an as-needed basis, at the rate of \$25.00 per scouting assignment:

CONSULTANTS-
SCOUTING

Bill Brummel	Mark Warkentien
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District Warrants 30892 through 31134, totaling \$281,105.93, were unanimously approved and ratified for payment.

PAYMENT OF BILLS

It was recommended that all "consent of instructor" prerequisites be removed from the catalog and from the schedule in accordance with the instructions of the Chancellor's Office that all courses must be considered as open courses.

REMOVAL OF
"CONSENT OF
INSTRUCTOR"
PREREQUISITES
FROM THE CATALOG
AND THE SCHEDULE

This item had been removed from the Consent Calendar at Mr. Greinke's request, in compliance with Dr. Minch's request for further discussion.

Dr. Minch stated that he feels that prerequisites need not be required if extenuating circumstances exist and that allowing "consent of instructor" provides a more open class.

It was explained that an equivalent to an academic prerequisite would be acceptable but that "consent of instructor" is not, and that this is in response to a directive from the Chancellor's Office.

Motion by Mr. Greinke, seconded by Mr. Taylor and carried, that all "consent of instructor" prerequisites be removed from the catalog and the schedule in accordance with the instructions of the Chancellor's Office that all courses must be considered as open courses.

APPROVED

Mrs. Berry was opposed.

It was recommended that the Board of Trustees permit residents of the Saddleback Community College District to attend traffic violator classes in other community college districts with no requirement of interdistrict permits.

TRAFFIC
VIOLATOR
COURSES

Traffic violator classes are offered by the community colleges, and they are influenced directly by the local courts and the Department of Motor Vehicles. The two local courts, Harbor and South Orange County, are assigning 2700 persons per month to traffic violator classes, and the colleges, including Saddleback College, are having great difficulty in serving the class requirements of these residents. After many discussions with representatives from Orange Coast College, Golden West College, and Coastline College, it was concluded that for this very specialized class interdistrict agreements permitting traffic violators to attend classes wherever they are offered will greatly benefit residents of all communities. Coast Community College District has stated that if the Board of Trustees will permit traffic violators to attend other districts, they will not charge a seat tax for residents of the Saddleback Community College District.

Mr. Everett Brewer, Associate Dean of Instruction/Occupational Programs, was present to respond to questions.

Motion by Mrs. Berry, seconded by Mr. Taylor and unanimously carried, that residents of the Saddleback Community College District be permitted to attend traffic violator classes in other community college districts with no requirement of interdistrict permits.

APPROVED

It was recommended that approval be granted for the formation of American Institute of Architects, Associated Student Chapter. This club will be a national chapter.

AMERICAN
INSTITUTE OF
ARCHITECTS,
ASSOCIATED
STUDENT CHAPTER

In response to a question, Mr. Kelly, Associate Dean of Student Affairs, replied that no costs will be incurred by the District.

Motion by Mrs. Berry, seconded by Mr. Taylor and unanimously carried, that approval be granted for the formation of American Institute of Architects, Associated Student Chapter. This club will be a national chapter.

APPROVED

It was recommended that permission be granted to Student Personnel Services to apply for Educational Opportunity Program funding for the 1977-78 school year.

EXTENDED
OPPORTUNITY
PROGRAMS AND
SERVICES (EOPS)

Mr. Kelly, Associate Dean of Student Affairs, was present to respond to questions.

He stated that the subject should be corrected to read as follows: Extended Opportunity Programs and Services (EOPS).

He explained that this project is designed to extend services such as tutorial, counseling, recruitment, and follow-up to our students and that it is a program for disadvantaged persons, not minorities.

Mr. Kelly stated that as the application is due on January 15, 1977, if approved, Mrs. Long, Financial Aid Officer, will begin gathering information from throughout the Districts.

EXTENDED
OPPORTUNITY
PROGRAMS AND
SERVICES (EOPS)
-CONTINUED-

Mrs. Brandt requested that the application, with additional information, be presented to the Board of Trustees during the month of December in order to allow the Trustees time to review this program.

Mr. Backus stated that a needs assessment should continue. He feels that the Board of Trustees is interested in the results of these types of programs.

Motion by Mr. Taylor, seconded by Mr. Greinke and carried, that Student Personnel Services be granted permission to apply for Extended Opportunity Programs and Services (EOPS) funding for the 1977-78 school year.

APPROVED

Mrs. Berry and Mr. Bartholomew were opposed.

Mr. Taylor requested that ample information be presented, in writing, to the Board of Trustees with each recommendation in the future.

A letter received from County Counsel, dated October 1, 1976, concerning student legal services, was presented. A copy of this opinion has been forwarded to the law firm of Giles, Callahan and Hill for their consideration of the recommended revisions to the proposed agreement. A copy of the letter is attached.

STUDENT
LEGAL SERVICES

INFORMATION

The Affirmative Action Policy, the result of three or more years of preparation, was presented to the Board of Trustees for study. Comments or suggestions for improving this policy were requested. After a thorough review, the Affirmative Action Policy will be presented for approval. It was noted that the grievance procedure for all classified and certificated employees is covered by Board Policies 4201 and 4220.

AFFIRMATIVE
ACTION POLICY

REVIEW

It was recommended that the job specifications for the following classified position be approved as presented:

JOB
SPECIFICATION

Printing Technician - Grade 29, Salary Range \$850 - \$1071

The subject of the cost of printing was discussed. Mr. Bartholomew stated that this additional cost should be included in the computation. Superintendent/President Lombardi stated that the next report on printing costs will be forthcoming from Mr. Bill Weisgerber, Director of Media Services, in the near future.

Motion by Mrs. Berry, seconded by Dr. Marshall and carried, that the job specifications for the classified position of Printing Technician be approved as presented. A copy is on file.

APPROVED

Mr. Greinke was opposed. He stated that he does not believe the District should be in the printing business.

It was recommended that the following certificated personnel regular actions be approved by the Board of Trustees.

CERTIFICATED
PERSONNEL -
REGULAR ACTIONS
(ADDENDUM)

Employment

That Terry W. Newman be employed as an instrumental music instructor, effective January 10, 1977, commencing with the spring semester, at Class IV, Step 9.

That Florence Hiscock, M.D. be employed at the Student Health Center at \$28.00 per hour, effective November 2, 1976.

In reply to a question by Mr. Bartholomew, it was stated that Dr. Hiscock will be employed approximately eight hours per week.

Motion by Dr. Marshall, seconded by Mrs. Berry and unanimously carried, that the certificated personnel regular actions be approved as presented.

APPROVED

It was recommended that the following gifts be accepted by Saddleback College:

GIFTS TO THE
COLLEGE

<u>Donor</u>	<u>Gift</u>
Mr. Marden Pond Extended Day Instructor Division of Fine Arts	More than 250 record albums of various types of music. These were given to Mr. Pond by Norman and Harriet Piel; he, in turn, donated them to Saddleback College in their name.
Mr. Joe Messick Tustin	Two Concord tape recorders, a Sony tape deck, numerous speakers, and various miscellaneous accessories, as well as 46 recorded reels of popular and classical music. A complete list of Mr. Messick's gifts is on file.

Motion by Mr. Greinke, seconded by Mr. Backus and unanimously carried, that the gifts be accepted by Saddleback College.

ACCEPTED

Mr. Taylor read the list of gifts to those present.

Donors will be notified by a letter of acceptance and a Certificate of Appreciation will be issued.

Members of the Board of Trustees asked for further information concerning how gifts are obtained, and on the program of forming a foundation.

The Members of the Board of Trustees were informed that Ms. Claire Coburn, Laguna Niguel, has submitted a claim in the amount of \$59.57 for damage to her vehicle which she alleges was caused by the speed bumps recently installed on the campus library road. It was recommended that this claim be denied.

CLAIMS
AGAINST
THE DISTRICT

The Members of the Board of Trustees were also informed that a claim for damages in an undetermined amount has been submitted by the law firm of Grayson and Gross, Inc., Los Angeles, on behalf of Eurine Prince as a result of an accident which occurred on June 26, 1976, in Riverside, California, involving vehicles belonging to Ms. Prince and to the District. This accident was reported to the District's insurance carrier at the time of occurrence. It was recommended that this claim be denied and that the Board of Trustees ratify the referral of the matter to the District's insurance carrier.

Motion by Mrs. Berry, seconded by Mr. Bartholomew and unanimously carried, to deny the claim submitted by Ms. Claire Coburn, and to deny the claim submitted by the law firm of Grayson and Gross, Inc., Los Angeles, on behalf of Eurin Prince and ratify its referral to the District's insurance carrier.

DENIED

The following bids were received on the Energy Management System:

ENERGY MANAGE-
MENT SYSTEM
(ADDENDUM)

<u>Vendor</u>	<u>Bid Amount</u>
Solid State Systems Marietta, Georgia (Western Representative - San Diego)	\$43,950.00
Honeywell, Inc. Los Angeles	\$58,476.00

It was recommended that this project be awarded to Solid State Systems as the low bidder meeting all specifications, and that the Superintendent or Business Manager be authorized to execute the contract documents.

Motion by Mr. Greinke, seconded by Mrs. Berry and unanimously carried, that the Energy Management System project be awarded to Solid State Systems as the low bidder meeting all specifications, and that the Superintendent or Business Manager be authorized to execute the contract documents.

AWARDED

It was recommended that the following awards be approved, 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 253 - Student Record Microfilm System - Admissions and Records
Eastman Kodak Company \$23,154.67
2. Bid Number 255 - Video Cassette Recorders - Library - Television Studio
Metrovonics, Inc. \$10,224.12
3. Bid Number 256 - Air Conditioning for the Science-Mathematics Greenhouse - Science - Biology
Bowers Air Conditioning, Inc. \$ 8,792.00
4. Bid Number R-8320 - Baseball Pitching Machine - Athletics - Baseball
JoPaul Industries, Inc. \$ 1,074.84
5. Bid Number R-3998 - Motor and Inflatable Boat - Science - Marine Science
Newport Marine Supply \$ 788.55
Seagull Marine 1,138.57
\$ 1,927.12
6. Bid Number R-11702 - Fireproof File Cabinets - Admissions and Records
McMahan Desk, Inc. \$ 6,998.04

It was recommended that the following purchase be ratified at this time due to emergency service on our sewage system in the Science-Mathematics Building.

1. Bid Number R-07851 - Sewage Service - Buildings and Grounds
Orange County Pump Company \$ 1,969.70

It was recommended that the following use of facilities rental agreements for the 1976-77 school year be ratified:

1. Bid Number R-07754 - Marguerite Pool Rental - Athletics
Mission Viejo Company \$ 3,000.00
2. Bid Number R-07755 - Sierra Pool Rental - PE/Health
Mission Viejo Company \$ 1,650.00

Item Number 3, Bid Number 256 - Air Conditioning for the Science-Mathematics Greenhouse was discussed. Mr. Bartholomew stated that he feels that this can be accomplished at much less expense. Superintendent/President Lombardi suggested removing this item from the awards list.

AWARDS
-CONTINUED-

Motion by Mr. Taylor, seconded by Mrs. Berry and unanimously carried, that the awards be approved with the exception of the following:

APPROVED
AS AMENDED

3. Bid Number 256 - Air Conditioning for the Science-Mathematics Greenhouse - Science - Biology

Bowers Air Conditioning, Inc. \$ 8,792.00

and that payment be authorized upon delivery and acceptance of the items ordered; the purchase due to emergency service on our sewage system in the Science-Mathematics Building was ratified; as well as the use of facilities rental agreements for the 1976-77 school year.

It was recommended that Progress Payment Request Number 6, submitted by W. J. Shirley, Inc., be approved:

PROGRESS
PAYMENT
(ADDENDUM)

Music Arts Facility

Contract amount: \$2,940,500.00

Total due on earned to date	\$667,730.00
Less 10% retention	66,773.00
Net due on earned to date	<u>\$600,957.00</u>
Less previous payments	400,032.00
Amount due this request	<u>\$200,925.00</u>

Motion by Mr. Taylor, seconded by Mrs. Berry and unanimously carried, to approve Progress Payment Request Number 6 as submitted by W. J. Shirley, Inc.

APPROVED

The Members of the Board of Trustees were informed that the Board of Supervisors of Orange County, at the meeting of October 19, 1976, extended the deadline for submission of the Conflict of Interest Codes to July 1, 1977.

CONFLICT OF
INTEREST CODE -
FILING DATE
-INFORMATION-

The Board of Trustees convened to Executive Session at 9:45 p.m. and reconvened to Regular Session at 10:55 p.m.

EXECUTIVE SESSION
REGULAR SESSION

The following action had transpired in Executive Session:

It was recommended that Purchase Orders 25313 through 25535, totaling \$106,975.83, be approved and that payment be authorized upon delivery and acceptance of the items ordered.

PURCHASE ORDERS

Motion by Mr. Greinke, seconded by Mrs. Berry and unanimously carried, to approve the Purchase Orders as presented, with the exception of Purchase Order Number 25386, A. V. Film Rentals - Library, and that payment be authorized upon delivery and acceptance of the items ordered.

PURCHASE ORDERS
-CONTINUED-
APPROVED WITH
EXCEPTION

There being no further business, the Meeting was adjourned at 11:00 p.m. until Monday, November 22, 1976, at 7:30 p.m.

ADJOURNMENT

R. A. Lombardi

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