Agenda for Regular Board of Education Meeting  

SANTA BARBARA JUNIOR COLLEGE DISTRICT  
Thursday, November 5, 1964, 4:00 p.m.

1 GENERAL FUNCTIONS

1.1 Call to Order

1.2 Roll Call

1.3 Welcome to Guests and Staff Members

1.4 Minutes of Regular Meeting of October 15, 1964

1.5 Hearing of Citizens and Petitions

1.6 Communications

1.7 Annexation of Carpinteria Unified School District to Santa Barbara Junior College District: A request has been received from the Board of Trustees of the Carpinteria Unified School District asking that the Board of Education of the Santa Barbara Junior College District take steps to annex the Carpinteria District to the Junior College District. Dr. Rockwell will discuss this further at the Board meeting. The Superintendent favors the annexation and has prepared the necessary documents for signature to implement the annexation.

2 PERSONNEL

2.1 Certificated Personnel Recommendations (please see 2.1, High School District Agenda)

2.2 Classified Personnel Recommendations (please see 2.2, High School District Agenda)

2.3 Modification of Basic Salary Schedule for Certificated Employees (please see 2.3, High School District Agenda)

2.4 Annual Meetings of California Association of School Administrators and California School Boards Association (please see 2.4, High School District Agenda)

3 CURRICULUM AND INSTRUCTION

3.1 Approval of Additional Course for City College: The Superintendent recommends that the Board approve the following new course to be offered at City College in the spring semester, 1965:

Speech 8, Discussion and Debate, 3 units of credit

Content - Forms of argument, analysis and evidence; methods and techniques of discussion; practice projects

3.2 Approval of New MDTA Course - Medical Transcriptionist (Clerical): Under the Manpower Development Training Act, junior colleges are encouraged to offer retraining courses. City College now offers one course in Stenography, and requests approval to offer a second. These courses are completely reimbursable during the year the funds are expended. The Superintendent recommends approval of the proposed course.
4 SCHOOL PLANTS AND PROPERTY

4.1 Authorization to Advertise for Bids on Warehouse Stock (please see 4.3, High School District Agenda)

4.2 Advertised Bid #76, Bookstore Equipment for City College: In accordance with the Board's authorization on September 24, 1964, advertised bids were opened on Tuesday, October 13, 1964, for Bookstore equipment for the City College. In addition to the legal advertisement, eleven bids were received; four bids were received, as follows:

M & D Store Fixtures, Inc., Arcadia $9,121.38
Weber Showcase & Fixture Co., Inc., Los Angeles 11,134.52
St. John-Walton Corporation, Harbor City 13,621.36
Maywood Store Fixture Company, Los Angeles 14,456.00

Estimated cost was $8,500. The Superintendent recommends acceptance of the low bid of M & D Store Fixtures, Inc., and requests authorization for the Business Office to issue necessary contract documents on the Junior College District Bond Fund.

4.3 Advertised Bid #77, Steel Library Shelving for City College: In accordance with the Board's authorization on September 24, 1964, advertised bids were opened on Tuesday, October 13, 1964, for Steel Library shelving for the City College. In addition to the legal advertisement, eight bids were mailed; three were returned, as follows:

County Stationers, Inc., Ventura $9,146.00
Wm. K. Cich, Santa Barbara 11,724.00
Remington Rand, Library Dept., Los Angeles 11,947.48
" " " (Alternate) 10,998.76

Original estimate was $11,000. The Superintendent recommends acceptance of the low bid of County Stationers, Inc., and requests authorization for the Business Office to issue necessary contract documents on the Junior College District Bond Fund.

4.4 Advertised Bid #81, Storage Shelving for City College: In accordance with the Board's authorization on October 1, 1964, advertised bids were opened on Tuesday, October 20, 1964, for storage shelving for City College. In addition to the legal notice, eight bids were mailed; two were returned, as follows:

Pacific Mill & Fixture Co., Oakland $4,293.00 **
" " " " 4,983.00
Ebersole Office Equipment, Santa Barbara 6,778.60

** Telegram from Pacific Mill & Fixture Co. stated in part "...due to typographical error our total bid amount is incorrect. Total correct amount should be $4,983.00..." The Superintendent recommends acceptance of the low bid of Pacific Mill & Fixture Co. in the amount of $4,983.00 and requests authorization for the Business Office to prepare necessary contract documents on the Junior College District Bond Fund.
4.5 Advertised Bid #82, Physics Tables for City College: In accordance with the Board's authorization on October 1, 1964, advertised bids were opened on Tuesday, October 20, 1964, for physics tables for City College. In addition to the legal advertisement, eight bids were mailed; four were returned, as follows:

- Hamilton Mfg. Co., Lawndale: $5,824.90
- Austin-Bentley Company, Los Angeles: $5,494.50
- Watson-Drew Co.: $5,850.00
- Taylor Mfg. Co.: $6,851.52

Original estimate was $7,000. The Superintendent recommends acceptance of the low bid of the Hamilton Mfg. Co., and requests authorization for the Business Office to issue necessary purchase order on the Junior College District Bond Fund.

4.6 Advertised Bid #90, Library Furniture for City College: In accordance with the Board's authorization on October 1, 1964, advertised bids were opened on Tuesday, October 20, 1964, for library furniture for the City College. In addition to the legal advertisement, nine bids were mailed; five were returned, as follows:

- Bro-Dart Industries, Los Angeles: $21,999.12
- Wm. K. Chick's Office Items, Santa Barbara: $23,729.17
- B. F. Shearer Company, Los Angeles: $24,185.00
- Austin-Bentley Company, Los Angeles: $26,595.00

At the bid opening, a letter accompanying the bid of Bro-Dart Industries stated in part "...our certified check to cover our bid bond is being forwarded under separate cover from our main office. We ask your kind indulgence in this matter and sincerely trust that it will in no way affect your consideration of our proposal..." Mr. Frank Underwood, representative of the Austin-Bentley Company protested on the basis that no bid bond was actually with the bid. The above certified check was delivered to the Santa Barbara City Schools early Wednesday morning, October 21, 1964. It had been sent air mail special delivery and the Santa Barbara Post Office stamp showed it had arrived there at 7:00 p.m., October 20, 1964.

In view of the facts indicated above, the Superintendent recommends that the Board waive the informalities of the certified check accompanying the bid, accept the low bid of Bro-Dart Industries, and authorize the Business Office to issue necessary contract documents on the Junior College District Bond Fund. Original estimate was $28,000.

4.7 Report of Possible Action on Site Acquisition, Current Construction, and Proposed Construction: The Assistant Superintendent will report on current developments in regard to site acquisition and current and proposed construction, and will make recommendations on actions indicated at this time.
5 BUSINESS AND FINANCE

5.1 Purchase Order Report (please see 5.1, High School District Agenda)

5.2 Payment of Claims (please see 5.2, High School District Agenda)

5.3 Claim from Viola, Inc., on City College Construction Project: A claim in the amount of $58,303.49 has been received from Viola, Inc., for "expenses incurred for the repair of concrete prestressed beams and for additional costs beyond the original plans and specifications." Upon the advice of the District's architects, the Superintendent recommends that the claim be rejected. Further details will be presented at the meeting.

6 PUPIL PERSONNEL

6.1 Attendance Figures for Adult Education Program: Dr. Rockwell will report on the attendance figures for the Adult Education Program. This report will include class enrollments, average class sizes, and classes dropped.

7 COMMUNITY RELATIONS

7.1 Acceptance of Gift: The Superintendent recommends acceptance with appreciation of an electrocardiograph and diathermy machine from Dr. Nino E. Tamburello for use at the City College.

8 GENERAL INFORMATION

8.1 AFT Goals (please see 8.1, High School District Agenda)

9 ADJOURNMENT