AGENDA FOR REGULAR MEETING OF BOARD OF TRUSTEES
SANTA BARBARA JUNIOR COLLEGE DISTRICT
September 14, 1967 - 4:00 p.m. - Board Room

1. GENERAL FUNCTIONS
   1.1 Call to Order
   1.2 Roll Call
   1.3 Welcome to Guests
   1.4 Minutes
   1.5 Hearing of Citizens and Petitions
   1.6 Communications

2. PERSONNEL
   2.1 Certificated Personnel Assignments
       The Superintendent recommends authorization and/or ratification of certificated personnel assignments according to the recommendations noted in attachment 2.1 to the agenda.

   2.2 Classified Personnel Assignments
       The Superintendent recommends authorization and/or ratification of classified personnel assignments according to recommendations noted in attachment 2.2 to the agenda.

   2.3 Adoption of Resolution No. 7 - Lester L. Stevens
       Because of temporary complications in securing a credential for Lester L. Stevens, the Superintendent recommends that the Board adopt Resolution No. 7, authorizing Mr. Stevens to teach for the 1967-68 college year. Mr. Huglin will be present to furnish further details.

   2.4 Adoption of Resolution No. 8 - Margaret A. Covert
       The Superintendent recommends that the Board adopt Resolution No. 8, authorizing Mrs. Margaret A. Covert to teach (in addition to her major) outside her academic major until an academic minor is completed. Mr. Huglin will be present to furnish further details.

3. CURRICULUM AND INSTRUCTION
   3.1 Receipt of Check for Purchase of Braille Machines
       The Adult Education Division has received a $500.00 contribution from Mrs. Anne K. Root for the purchase of Braille machines to be used in the Adult Education Braille transcribing classes.
Mr. Wake will be present to report briefly on the Braille instruction offered and the need for more Braille machines.

The Superintendent recommends acceptance of the gift, with a letter of appreciation to Mrs. Root.

4. COLLEGE PLANTS AND PROPERTY

4.1 Review of Bids on Print Shop Equipment and Library Shelving

Attachment 4.1-a contains a review of the bids received on print shop equipment and library shelving. The Superintendent recommends acceptance of the underlined bids, along with authorization for the Business Office to issue purchase orders.

5. BUSINESS AND FINANCE

5.1 Purchase Order Reports

The Superintendent recommends authorization and/or ratification of the purchase of supplies, equipment, and services on purchase orders numbered 13584 through 13679.

5.2 Payment of Claims

The Superintendent recommends authorization and/or ratification of the payment of claims on attachment 5.2-a and such other claims as may arise prior to the meeting, in conjunction with the Santa Barbara Junior College District.

5.3 Adoption of Civic Center Policies for the District

Attachments 5.3-a through 5.3-e contain the rules and regulations recommended for administering the Civic Center use of District buildings and the fee schedule to be utilized. Heretofore, the District has been using the Santa Barbara City Schools policies. The Superintendent recommends that this set of rules and regulations and the fee schedule be adopted.

5.4 Report on Investment of District Funds in Short-Term U.S. Treasury Notes

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<th>Purchase Date</th>
<th>Maturity Date</th>
<th>Cost</th>
<th>Par Value</th>
<th>Return</th>
<th>Rate</th>
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5.5 Report on 1967-68 Tax Levies

Attachment 5.5-a contains a report on the District tax rates set by the Board of Supervisors for the 1967-68 college year. The Administrative
Dean, Business Services, will comment on the tax levy for bond interest and redemption purposes.

6. **STUDENT PERSONNEL**

6.1 **Preliminary Report on Fall Semester Enrollment**

It appears that the projected enrollment of 3,000 day students will be met. Mr. Bresslin will be present at the meeting to discuss briefly our enrollment for the fall semester.

7. **COMMUNITY RELATIONS**

7.1 **Progress Report on the Bond and Tax Election of October 10, 1967**

It is proposed that the election campaign be conducted through the four trustee areas, with Board members in charge of their respective areas. Additional help from staff members and residents within the trustee areas will be available. Any suggestions from Board members will be appreciated. Plans for conduct of the campaign will be explained at the meeting.

8. **GENERAL INFORMATION**

8.1 **Election of Representatives to the Delegate Assembly of the California School Boards Association**

The official ballot has arrived from CSBA and must be in the hands of that organization by October 31. This deadline provides ample time for Board members to familiarize themselves with the qualifications of the candidates. To permit sufficient time to meet the deadline, the official vote for the ten candidates should be completed at the Board meeting of October 12, 1967.

9. **ADJOURNMENT**

The next regular meeting of the Board of Trustees of the Santa Barbara Junior College District will be held on Thursday, September 28, 1967, at 4:00 p.m. in the Board Room at Santa Barbara City College, Santa Barbara, California.