




INTER-OFFICE CORRESPONDENCE
LOS ANGELES COMMUNITY COLLEGES
OFFICE OF THE CHANCELLOR

TO: Members of the Board of Trustees
FROM:  Daniel J. LaVista, Chancellor
DATE: June 20, 2013
SUBJECT: BOARD LETTER FOR JUNE 26, 2013 MEETING

Board Meeting Location

Next week's Board meeting will be held at the District's **Educational Services Center**. The meeting times and locations are as follows:

<u>Meetings</u>	<u>Time</u>	<u>Location</u>
Convene Public Session	11:30 a.m.	Board Room
Recess to 1st Closed Session	11:35 a.m.	Board Room
1st Closed Session	11:40 a.m.	Chancellor's Conference Room, 9 th Floor
2 nd Public Session	1:00 p.m.	Board Room
Recess for Reception	1:30 p.m.	Board Room Foyer
Reconvene 2 nd Public Session	2:00 p.m.	Board Room
Recess to 2 nd Closed Session	(Immediately following 2 nd Public Session)	2 nd Floor Conference Room
Reconvene 3 rd Public Session	(Immediately Following 2 nd Closed Session)	Board Room

Agenda Format

On the agenda, the following will take place:

- Reports from the Chancellor regarding District activities or pending issues
- **Facilities Planning and Development** - Enclosed is a memo from Jim O'Reilly, Executive Director, Facilities Planning and Development regarding matters for the Capital Construction Committee meeting. **(Refer to Attachment A)**

Confidential Matters

The attached correspondence is confidential and should not be shared with other persons.

- **Office of General Counsel**
 - Enclosed for your review is background information pertaining to District-related litigation matters. ***(Refer to Attachment B)***
 - Enclosed for your review is background information pertaining to Bond-related litigation matters. ***(Refer to Attachment C)***
- **Human Resources** – Enclosed for your review is information pertaining to employment and disciplinary actions. **Due to its size, this document will be sent via U.S. mail.**

Staff and I are available should you have any questions regarding these or other items pertaining to the June 26, 2013 agenda.