



AGENDA

IRVINE CHILD CARE PROJECT REGULAR MEETING

March 13, 2017
8:30 AM

Conference Room L102
One Civic Center Plaza
Irvine, California

Speaker's Form/Request to Speak - If you would like to address the Board on a scheduled agenda item, please complete the Request to Speak Form. Speaker's Forms are located on the table at the entrance to the Conference Room. Please identify on the card your name, address and the item on which you would like to speak and return to the Recording Secretary. The Request to Speak Form assists the Chair in ensuring that all persons wishing to address the Board are recognized. Your name will be called at the time the matter is heard by the Board.

CALL TO ORDER

A regular meeting of the Irvine Child Care Project will be called to order on Monday, March 13, 2017 at 8:30 AM in Conference Room L102 at Irvine City Hall, One Civic Center Plaza, Irvine.

ROLL CALL	BOARD MEMBER:	RUTH ANDERSON
	BOARD MEMBER:	LYNN SCHOTT
	CLERK:	IRA GLASKY
	VICE PRESIDENT:	ALAN BATTENFIELD
	PRESIDENT:	DARIN LOUGHREY

PLEDGE OF ALLEGIANCE

INTRODUCTIONS

ANNOUNCEMENTS

PRESENTATIONS

Irvine Unified School District (IUSD) Local Area Network Upgrade Project and Irvine Child Care Project (ICCP) Child Care Internet Access Implementation Plan –
Brianne Ford, Irvine Unified School District, Chief Technology Officer

ADDITIONS AND DELETIONS TO THE AGENDA

Additions to the agenda are limited by California Government Code Section 54954.2 of the Brown Act and for those items that arise after the posting of the Agenda and must be acted upon prior to the next Board meeting.

PUBLIC COMMENTS

Any member of the public may address the Board on items within the Board's subject matter jurisdiction, but which are not listed on the Agenda during PUBLIC COMMENTS. However, no action may be taken on matters that are not part of the posted agenda. PUBLIC COMMENTS are scheduled for 30 minutes and are limited to 3 minutes per person.

CONSENT CALENDAR

All matters listed under Consent Calendar are considered to be routine and enacted by one roll call vote. There will be no discussion of these items unless members of the Board request specific items to be removed from the Consent Calendar for separate discussion. Any member of the public may address the Board on items on the Consent Calendar. Public comments on any item or items on the consent calendar are limited to three minutes per speaker. If you wish to speak to a particular item or items, please complete a Speakers Form and submit to Recording Secretary.

1. APPROVAL OF IRVINE CHILD CARE PROJECT (ICCP) MINUTES

ACTION: Approve minutes of the Irvine Child Care Project regular meeting of January 9, 2017.

2. WARRANT REQUEST – CHILD DEVELOPMENT CENTERS, INC.

RECOMMENDED ACTION: Approve payment of \$29,929.81 to Child Development Centers, Inc. for child care development services for January 1-31, 2017.

3. WARRANT REQUESTS – IRVINE CHILDREN'S FUND (ICF) SCHOLARSHIPS

RECOMMENDED ACTION: Approve payments for warrants totaling the amount of \$7,961.22 for ICF Scholarships during the month of January 2017.

- \$3,179.87 to Rainbow Rising
- \$1,102.75 to Kids Stuff
- \$1,362.50 to Koala Klub
- \$2,106.10 to Child Development Centers, Inc.
- \$ 210.00 to Creekers Club
- \$ 0.00 to Dolphin Club

4. WARRANT REQUEST – IRVINE UNIFIED SCHOOL DISTRICT (IUSD)

RECOMMENDED ACTION: Approve payment of \$59,977.25 to ICCP for Facilities and Financial Support Services, Utilities, Custodial Services, Custodial Equipment Amortization and payment for sale of IUSD-owned portables for the month of January 2017.

- \$35,200.08 for Custodial Services
- \$ 675.00 for Custodial Equip Amortization
- \$10,589.42 for Payment of Portable Purchase
- \$ 7,262.75 for Utilities
- \$ 6,250.00 for Facilities & Financial Support

5. WARRANT REQUEST – CITY OF IRVINE

RECOMMENDED ACTION: Approve payment of \$20,373.30 to the City of Irvine for Program Administration, Grant Administration, and Supplies for the month of January 2017.

- \$ 19,427.37 for Program Administration
- \$ 945.93 for Grant Administration
- \$ 0.00 for Supplies

6. WARRANT REQUEST – IUSD REHAB AND REPAIR CHARGE BACKS

RECOMMENDED ACTION: Approve payment of \$11,535.18 for ICCP Rehab and Repair charges and Work Order charge backs for Quarters 1 and 2 of FY 2016-17.

7. ICCP PAYMENTS FOR FEBRUARY 2017

RECOMMENDED ACTION: Review and approve February 2017 payments attached.

8. DEPOSIT OF SCHOLARSHIP FUNDS FROM ICF

RECOMMENDED ACTION: Authorize the deposit of funds from ICF into the appropriate account as follows:

- \$13,370.80 01-005-712-00-8689
- \$12,046.35 01-005-712-00-8699

9. DEPOSIT OF STATE GRANT APPORTIONMENT

RECOMMENDED ACTION: Authorize the deposit of grant funds from the State Department of Education into the appropriate account as follows:

- \$25,457.00 01-005-50100-8290
- \$11,694.00 01-005-50100-8290
- \$52,395.00 01-005-50100-8590

10. PROGRAM ASSESSMENT REVIEW COMMITTEE (PARC) VISITS

RECOMMENDED ACTION: PARC recommends the Board approve lease renewals for Beacon Park Rainbow Rising; Bonita Canyon Rainbow Rising; Brywood Kids Stuff; Deerfield Child Development Center; Eastshore Dolphin Club; Greentree Rainbow Rising; Northwood Rainbow Rising; Oak Creek Child Development Center; Plaza Vista Child Development Center; Portola Springs Rainbow Rising; Santiago Hills Kids Stuff; and University Park Child Development Center.

BOARD BUSINESS**1. ICCP PURCHASE OF TECHNOLOGY EQUIPMENT**

RECOMMENDED ACTION: Approve the plan to spend up to \$105,072 for the purchase of data cabling and conduit, one network switch and two wireless access points per ICCP child care site.

2. PROVIDER SELECTION FOR CULVERDALE ELEMENTARY SCHOOL

RECOMMENDED ACTION: Approve Rainbow Rising as ICCP child care provider for Culverdale Elementary School effective June 26, 2017.

3. ICCP AGENCY CHILD CARE STAFF TO BE MORE IDENTIFIABLE

RECOMMENDED ACTION: Approve recommendations as listed below to increase: IUSD campus security related to ICCP child care programs; the professional image of child care staff.

- 1) Continue to require programs to participate in campus drills (e.g. earthquake, fire, lockdown, etc.) and seek opportunities to actively collaborate with school site staff in developing responses to all types of emergencies.
- 2) ICCP to provide emergency planning/preparedness training to all ICCP sites (last Lockdown training provided by Irvine Public Safety in 2013).
- 3) Ensure all ICCP child care staff ID badges are issued by April 2017 and worn daily by all child care staff.
- 4) Require programs to submit a staff roster (including pictures and a bio) to Principal for distribution so all school staff can better identify and familiarize themselves with child care staff.
- 5) Require all staff members to participate in professional growth opportunities annually to continue to improve knowledge, skills/behaviors and attitudes/values.
 - o Agencies have been required to provide professional growth opportunities for their staff members. ICCP has not tracked individual staff member participation.
- 6) Continue to require child care staff to communicate and collaborate regularly with school site teachers and administrative staff to best meet the needs of the children in the program.

4. ICCP PROPOSED BUDGET FOR FY 2017-18 WITH MULTI-YEAR BUDGET PROJECTIONS

RECOMMENDED ACTION: Submitted for the Board's review and discussion.

5. ICCP PURCHASE OF CHILD CARE PORTABLES

RECOMMENDED ACTION: Approve the plan to spend up to \$532,152 for the purchase and installation of one 24'x40' child care portable to be placed at Stonegate Elementary and one 24'x40' child care portable to be placed at Eastshore Elementary.

6. ICCP BOARD ELECTIONS

RECOMMENDED ACTION: Conduct elections for the positions of ICCP Board President, Vice President, and Clerk.

REPORTS

- 1. FACILITIES AND BUDGET REPORT – JOHN FOGARTY**
- 2. ICCP ADMINISTRATOR'S REPORT – TRACI STUBBLER**

ADJOURNMENT

Next Regular Board Meeting: **Monday, May 8, 2017**, at 8:30 AM, City of Irvine, One Civic Center Plaza, Conference Room L102, Irvine, California.

NOTICE TO THE PUBLIC

At 11:00 a.m., the Irvine Child Care Project will determine which of the remaining agenda items can be considered and acted upon prior to 12:00 noon and will continue all other items on which additional time is required until a future Committee meeting. All meetings are scheduled to terminate at 12:00 noon.

STAFF REPORTS

As a general rule, staff reports or other written documentation have been prepared or organized with respect to each item of business listed on the agenda. Copies of these materials are on file with the Irvine Child Care Project liaison and are available for public inspection and copying once the agenda is publicly posted, (at least 72 hours prior to a regular Irvine Child Care Project meeting).

If you have any questions regarding any item of business on the agenda for this meeting, or any of the staff reports or other documentation relating to any agenda item, please contact Irvine Child Care Project liaison at (949) 724-6690.

SUPPLEMENTAL MATERIAL RECEIVED AFTER THE POSTING OF THE AGENDA

Any supplemental writings or documents distributed to a majority of the Irvine Child Care Project regarding any item on this agenda after the posting of the agenda will be available for public review in the Community Services Department, One Civic Center Plaza, Irvine, California, during normal business hours. In addition, such writings or documents will be made available for public review at the respective public meeting.

SUBMITTAL OF INFORMATION BY MEMBERS OF THE PUBLIC FOR DISSEMINATION OR PRESENTATION AT PUBLIC MEETINGS

Written Materials/handouts:

Any member of the public who desires to submit documentation in hard copy form may do so prior to the meeting or at the time he/she addresses the Irvine Child Care Project Board. Please provide 15 copies of the information to be submitted and file with the Recording Secretary at the time of arrival to the meeting. This information will be disseminated to the Irvine Child Care Project at the time testimony is given.

CITY SERVICES TO FACILITATE ACCESS TO PUBLIC MEETINGS

AMERICANS WITH DISABILITIES ACT: It is the intention of the City of Irvine to comply with the Americans with Disabilities Act (ADA) in all respects. If, as an attendee or a participant at this meeting, you will need special assistance beyond what is normally provided, the City of Irvine will attempt to accommodate you in every reasonable manner. Please contact Irvine Child Care Project liaison at 949-724-6690 at least 48 hours prior to the meeting to inform us of your particular needs and to determine if accommodation is feasible. Please advise us at the time if you will need accommodations to attend or participate in meetings on a regular basis.

COMMUNICATION DEVICES

To minimize distractions, please be sure all personal communication devices are turned off or on silent mode.

MEETING SCHEDULE

Regular meetings of the Irvine Child Care Project are held on the second Monday of each month at 8:30 a.m. unless otherwise noted. The Irvine Child Care Project Agenda is posted in the Police Department. Meeting agendas and approved minutes are kept current on the City web site at cityofirvine.org.

I hereby certify that the agenda for the Irvine Child Care Project meeting was posted in the posting book located in the Public Safety Lobby of City Hall, One Civic Center Plaza, Irvine, California on March 9, 2017 by 5:00 p.m. as well as on the City's web page.

Alana Martinez
Committee Secretary