



# MINUTES

## IRVINE CHILD CARE PROJECT REGULAR MEETING

May 8, 2017

Conference Room L102  
One Civic Center Plaza  
Irvine, California

### CALL TO ORDER

A regular meeting of the Irvine Child Care Project was called to order on Monday, May 8, 2017 at 8:31 AM in Conference Room L102 at Irvine City Hall, One Civic Center Plaza, Irvine; President Loughrey presiding.

### ROLL CALL

BOARD MEMBER:  
BOARD MEMBER:  
CLERK:  
VICE PRESIDENT:  
PRESIDENT:

RUTH ANDERSON  
LYNN SCHOTT  
IRA GLASKY  
ALAN BATTENFIELD  
DARIN LOUGHREY

### PLEDGE OF ALLEGIANCE

President Loughrey led the Pledge of Allegiance.

### INTRODUCTIONS

Community Services Supervisor Traci Stubler introduced Sheila Driscoll, Acting Community Services Manager.

### ANNOUNCEMENTS

There were none.

### PRESENTATIONS

There were none.

### ADDITIONS AND DELETIONS TO THE AGENDA

Supervisor Stubler advised the Board that the final page was missing from the March 13, 2017 Minutes, submitted under the Consent Calendar. A complete copy was provided to the Board for review prior to Consent Calendar vote.

## **PUBLIC COMMENTS**

There were none.

## **CONSENT CALENDAR**

**Moved by Board Member Clerk Glasky, seconded by Board Member Anderson and carried unanimously by members present to approve Consent Calendar items 1 through 11.**

Ayes: 5 Anderson, Battenfield, Glasky, Loughrey, Schott

Noes: 0

Absent: 0

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

**ACTION:** Approved minutes of the Irvine Child Care Project regular meeting of March 13, 2017.

### **2. WARRANT REQUEST – CHILD DEVELOPMENT CENTERS, INC.**

**ACTION:** Approved payment of \$33,536.23 to Child Development Centers, Inc. for child care development services for March 1-31, 2017.

### **3. WARRANT REQUESTS – IRVINE CHILDREN’S FUND (ICF) SCHOLARSHIPS**

**ACTION:** Approved payments for warrants totaling the amount of \$8,540.24 for ICF Scholarships during the month of March 2017.

- \$3,254.57 to Rainbow Rising
- \$1,090.25 to Kids Stuff
- \$1,596.22 to Koala Klub
- \$2,389.20 to Child Development Centers, Inc.
- \$ 210.00 to Creekers Club
- \$ 0.00 to Dolphin Club

### **4. WARRANT REQUEST – ICCP SCHOLARSHIPS**

**ACTION:** Approved payments for warrants totaling the amount of \$295.00 for ICCP Scholarships during the month of March 2017.

- \$ 275.00 to Rainbow Rising
- \$ 0.00 to Child Development Centers, Inc.
- \$ 0.00 to Dolphin Club
- \$ 0.00 to Creekers Club
- \$ 0.00 to Koala Klub
- \$ 20.00 to Kids Stuff

**5. WARRANT REQUEST – IRVINE UNIFIED SCHOOL DISTRICT (IUSD)**

**ACTION:** Approved 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 March 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

**6. WARRANT REQUEST – CITY OF IRVINE**

**ACTION:** Approved payment of \$22,571.64 to the City of Irvine for Program Administration, Grant Administration, and Supplies for the month of March 2017.

- \$21,254.15 for Program Administration
- \$ 945.93 for Grant Administration
- \$ 371.56 for Supplies

**7. ICCP PAYMENTS FOR APRIL 2017**

**ACTION:** Reviewed and approved April 2017 payments submitted.

**8. ICCP EXPENSES PAID BY IUSD**

**ACTION:** Reviewed and accepted invoices submitted in the total amount of \$118,154.16 paid by IUSD on behalf of ICCP.

**9. DEPOSIT OF SCHOLARSHIP FUNDS FROM ICF**

**ACTION:** Authorized the deposit of funds from ICF into the appropriate account as follows:

- \$7,961.22                              01-005-712-00-8689
- \$ 0.00                                      01-005-712-00-8699

**10. DEPOSIT OF STATE GRANT APPORTIONMENT**

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

- \$13,293.00                              01-005-50100-8290
- \$ 6,106.00                              01-005-50100-8290
- \$27,357.00                              01-005-50100-8590

**11. PROGRAM ASSESSMENT REVIEW COMMITTEE (PARC) VISITS**

**ACTION:** Board approved PARC-recommended lease renewals for: Canyon View Child Development Center; College Park Rainbow Rising; Cypress Village Rainbow Rising; Meadow Park Rainbow Rising; Springbrook Child Development Center; and Turtle Rock Child Development Center.

**BOARD BUSINESS**

**1. PROVIDER SELECTION FOR EASTWOOD ELEMENTARY SCHOOL**

Supervisor Stubbler presented the staff report and responded to Board inquiries.

Discussion included: rating of applications received; number of sites operated by each applicant.

**ACTION:** Moved by Board Member Schott, seconded by Clerk Glasky and carried unanimously by members present to approve Rainbow Rising as ICCP child care provider for Eastwood Elementary School effective August 24, 2017.

Ayes: 5 Anderson, Battenfield, Glasky, Loughrey, Schott  
Noes: 0  
Absent: 0

**2. DETERMINATION OF FY 2017-18 CHILD CARE PROVIDER RENTAL RATE**

Supervisor Stubbler presented the staff report, and she and IUSD Assistant Superintendent Fogarty responded to Board inquiries.

Discussion included: communication to site staff; impacts to families; use of additional revenue generated from increase in rental rate.

**ACTION:** Moved by President Loughrey, seconded by Board Member Anderson and carried unanimously by members present to approve a three percent increase to the current rental rate for FY 2017-18.

Ayes: 5 Anderson, Battenfield, Glasky, Loughrey, Schott  
Noes: 0  
Absent: 0

**3. ICCP PROPOSED BUDGET FOR FY 2017-18 WITH MULTI-YEAR BUDGET PROJECTION**

Assistant Superintendent Fogarty presented the staff report and responded to Board inquiries. Recommendation to approve the FY 2017-18 ICCP Budget will be submitted to the Board at the June 12, 2017 regular meeting.

Discussion included: Site plan for second location of Beacon Park.

**ACTION:** Received and filed.

**4. ICCP FY 2017-18 PROPOSED FACILITY REHABILITATION AND REPAIR PLAN**

Supervisor Stubler presented the staff report and responded to Board inquiries.

Discussion included: Brywood roof replacement in summer 2017.

**ACTION:** Moved by Board Member Anderson, seconded by Clerk Glasky and carried unanimously by members present to approve the FY 2017-18 Proposed ICCP Facility Rehabilitation and Repair Plan to spend up to \$120,000.

Ayes: 5 Anderson, Battenfield, Glasky, Loughrey, Schott

Noes: 0

Absent: 0

**5. ICCP PROPOSED GOALS FOR FY 2017-18**

Supervisor Stubler presented the staff report and responded to Board inquiries.

Discussion included: standards of maintaining identifiability; inclusion of ongoing professional development as a response/requirement on future child care provider selection processes; collaboration between school site and campus child care provider in emergency response planning and training.

Items to be added to the ICCP Proposed Goals for FY 2017-18:

- Ongoing review of existing child care site expansion opportunities
- Review of implementation of technology upgrade at ICCP sites
- Develop criteria to ensure all staff members are wearing ICCP identification badges daily
- Report to Board all Principal Questionnaire responses received annually
- Ensure ICCP child care programs are included in IUSD campus lock down drills.

**ACTION:** Received and filed with input for inclusion of additional items submitted for approval at next regular meeting.

**REPORTS**

**1. FACILITIES AND BUDGET REPORT – JOHN FOGARTY**

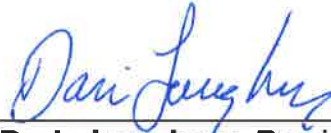
Current FY 2016-17 report included in packet was reviewed.

**2. ICCP ADMINISTRATOR'S REPORT – TRACI STUBBLER**

Report included in packet was reviewed.

Discussion included: Changes made by State regarding licensing requirements and serving non-ambulatory students; Irvine Junior Games and impacts from inclement weather.

**ADJOURNMENT** at 9:25 AM on Monday, May 8, 2017.



\_\_\_\_\_  
**Darin Loughrey, President**  
Irvine Child Care Project



\_\_\_\_\_  
Athena Martinez  
Recording Secretary

Date 6/12/17