



# MINUTES

## IRVINE CHILD CARE PROJECT REGULAR MEETING

September 10, 2018

Irvine Civic Center  
Meeting Room L-102  
One Civic Center Plaza  
Irvine, California

### CALL TO ORDER

A regular meeting of the Irvine Child Care Project was called to order on Monday, September 10, 2018 at 8:31 AM in Meeting Room L-102 at the Irvine Civic Center, located at One Civic Center Plaza, Irvine; President Loughrey presiding.

### ROLL CALL

BOARD MEMBER:  
CLERK:  
VICE PRESIDENT:  
PRESIDENT:

MELISSA FOX  
IRA GLASKY  
ALAN BATTENFIELD  
DARIN LOUGHREY

### ABSENT

BOARD MEMBER:

RUTH ANDERSON

### PLEDGE OF ALLEGIANCE

President Loughrey led the Pledge of Allegiance.

### INTRODUCTIONS

Shane Dineen introduced as new Recording Secretary.

### ANNOUNCEMENTS

There were no announcements.

### PRESENTATIONS

There were no presentations.

## **ADDITIONS AND DELETIONS TO THE AGENDA**

There were no additions or deletions to the agenda.

## **PUBLIC COMMENTS**

Dustin Raddatz expressed concern about access to the on-campus child care program at Cypress Village Elementary due to the length of the waitlist. Mr. Raddatz' written comments are provided as **ATTACHMENT 1**.

## **CONSENT CALENDAR**

**Moved by Board Member Fox, seconded by Clerk Glasky, and carried unanimously by members present to approve Consent Calendar items 1 through 16.**

**Ayes: 4 Battenfield, Fox, Glasky, Loughrey**  
**Noes: 0**  
**Absent: 1 Anderson**

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

**ACTION:**

- 1) Approved minutes of the Irvine Child Care Project regular meeting of June 11, 2018.
- 2) Approved minutes of the Irvine Child Care Project special meeting of June 28, 2018.

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

**ACTION:** Approved payment of \$53,108.21 to Child Development Centers, Inc. for child care development services for July 1-31, 2018.

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

**ACTION:** Approved payments for warrants totaling the amount of \$8,374.00 for ICF Scholarships during the month of July 2018.

- \$7,564.00 to Rainbow Rising
- \$ 590.00 to Kids Stuff
- \$ 0.00 to Child Development Centers, Inc.
- \$ 220.00 to Creekers Club
- \$ 0.00 to Dolphin Club

### **4. WARRANT REQUEST – CITY OF IRVINE**

**ACTION:** Approved payment of \$21,367.27 to the City of Irvine for Program Administration, Grant Administration, and Supplies for the month of July 2018.

- \$20,337.27 for Program Administration
- \$ 1,030.00 for Grant Administration
- \$ 0.00 for Supplies

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

**ACTION:** Approved payment of \$61,236.51 for Facilities and Financial Support Services, Utilities, Custodial Services, Custodial Equipment Amortization and payment for sale of IUSD-owned portables to ICCP for the month of July 2018.

- \$36,459.34 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 – IUSD REHAB AND REPAIR CHARGE BACKS**

**ACTION:** Approved payment of \$5,549.76 for ICCP Rehab and Repair charges and Work Order charge backs for April through June 2018.

- \$ 121.96 for Rehab and Repair charges
- \$ 5,427.80 for Work Order charge backs

**7. ICCP PAYMENTS FOR JULY 2018**

**ACTION:** Reviewed and approved July 2018 payments.

**8. ICCP PAYMENTS FOR AUGUST 2018**

**ACTION:** Reviewe and approved August 2018 payments.

**9. ICCP EXPENSES PAID BY IUSD**

**ACTION:** Reviewed and accepted invoices in the total amount of \$89,720.14 paid by IUSD on behalf of ICCP.

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

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

- \$ 0.00 01-005-712-00-8699
- \$39,374.27 01-005-712-00-8689

**11. DEPOSIT OF STATE GRANT APPORTIONMENT**

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

- \$ 40,738.00                      01-005-50100-8290
- \$ 18,724.00                      01-005-50100-8290
- \$ 98,665.00                      01-005-50100-8590

**12. CALIFORNIA DEPARTMENT OF EDUCATION GENERAL CHILD CARE AND DEVELOPMENT PROGRAM GRANT FUNDING FOR FY 2018-19**

**ACTION:** Submitted for the Board's information.

**13. SUBCONTRACT AGREEMENT WITH CHILD DEVELOPMENT CENTERS, INC. FOR CALIFORNIA DEPARTMENT OF EDUCATION GENERAL CHILD CARE AND DEVELOPMENT PROGRAM GRANT FUNDING**

**ACTION:** Submitted for the Board's information.

**14. ICF SCHOLARSHIP FUNDING ALLOCATION THE ICCP FOR FY 2018-19**

**ACTION:** Accepted an ICF allocation of \$130,000 for child care scholarships for FY 2018-19.

**15. RENEWAL OF MEMORANDUM OF UNDERSTANDING FOR ICCP USE OF PERMANENT CHILD CARE BUILDINGS AT BEACON PARK K-8 SCHOOL CAMPUS**

**ACTION:** Received and filed a Memorandum of Understanding for ICCP use of permanent child care buildings at the Beacon Park K-8 school campus for the time period July 1, 2018 through June 30, 2019.

**16. MEMORANDUM OF UNDERSTANDING FOR ICCP USE OF PERMANENT CHILD CARE BUILDINGS AT CADENCE PARK K-8 SCHOOL CAMPUS**

**ACTION:** Received and filed a Memorandum of Understanding for ICCP use of permanent child care buildings at the Cadence Park K-8 school campus for the time period July 1, 2018 through June 30, 2019.

**BOARD BUSINESS**

**1. ICCP FY 2017-18 GENERAL CHILD CARE DEVELOPMENT (CCTR) SCHOOL AGE GRANT PROGRAM CONTRACT MONITORING REVIEW**

Community Services Supervisor Traci Stubbler presented the item and responded to board inquiries.

Discussion included: California Department of Education (CDE) auditors were complimentary about the site visit at Deerfield Child Development Center (CDC) and CDC's overall record keeping process. The audit concluded on May 24, 2018 with one finding that was corrected and resulted in revised staff training to ensure continued compliance.

**ACTION:** Submitted for the Board's information.

**2. ICCP TECHNOLOGY UPDATE**

Supervisor Stubbler presented the item and responded to board inquiries.

Discussion included: IUSD Assistant Superintendent Fogarty confirmed that newly constructed schools access IUSD technology upon school opening.

**ACTION:** Submitted for the Board's information.

**REPORTS**

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

Report included in the packet was reviewed.

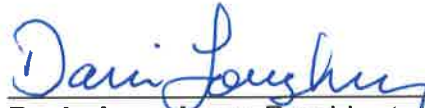
Discussion included: Potential construction cost increase for FY 2018-19.

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

Report included in the packet was reviewed.

Discussion included: August 23 opening of Cadence Park Rainbow Rising.

**ADJOURNMENT** at 8:47 AM on Monday, September 10, 2018.



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



**Shane Dineen**  
Recording Secretary

Date 11/5/18