



# AGENDA

## IRVINE CHILD CARE PROJECT REGULAR MEETING

January 13, 2020  
8:30 AM

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

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**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. City Policy is to limit public testimony to three minutes per speaker (unless extended by the Chair) which includes the presentation of electronic or audio visual information.

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### CALL TO ORDER

<b>ROLL CALL</b>	Board Member:	STEPHANIE BYNON
	Board Member:	ANTHONY KUO
	Clerk:	IRA GLASKY
	Vice President:	ADAM BUCHANAN
	President:	ALAN BATTENFIELD

### PLEDGE OF ALLEGIANCE

### INTRODUCTIONS

### ANNOUNCEMENTS

### PRESENTATIONS

### 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.

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Scan this QR code for an electronic copy of the Agenda and staff reports.



**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. If you wish to speak, please complete a Speaker's Form and submit it to the Recording Secretary.

**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. See information for Speaker's Card/Request to Speak on first page.

**1. APPROVAL OF IRVINE CHILD CARE PROJECT MINUTES****ACTION:**

- 1) Approve minutes of the Irvine Child Care Project regular meeting of November 4, 2019.

**2. WARRANT REQUEST – CONTINUING DEVELOPMENT, INC.****RECOMMENDED ACTION:**

Approve payment of \$50,760.29 to Continuing Development, Inc. for child care development services for November 1-30, 2019.

**3. WARRANT REQUEST – CONTINUING DEVELOPMENT, INC.****RECOMMENDED ACTION:**

Approve payment of \$9,676.95 to Continuing Development, Inc. for child care development services for July through October 2019.

**4. WARRANT REQUESTS – IRVINE CHILDREN'S FUND (ICF) SCHOLARSHIPS****RECOMMENDED ACTION:**

Approve payments for warrants totaling the amount of \$10,777.50 for ICF Scholarships during the month of November 2019.

- \$8,881.00 to Rainbow Rising
- \$1,679.00 to Kids Stuff
- \$ 0.00 to Continuing Development, Inc.
- \$ 217.50 to Dolphin Club
- \$ 0.00 to Creekers Club

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

**RECOMMENDED ACTION:** Approve payment of \$38,044.01 to the City of Irvine for Program Administration, Grant Administration, and Supplies for the month of November 2019.

- \$36,959.01 for Program Administration
- \$ 1,085.00 for Grant Administration
- \$ 0.00 for Supplies

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

**RECOMMENDED ACTION:**

Approve payment of \$69,646.76 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 November 2019.

- \$44,452.92 for Custodial Services
- \$ 675.00 for Custodial Equip Amortization
- \$10,589.42 for Payment of Portable Purchase
- \$ 7,262.75 for Utilities
- \$ 6,666.67 for Facilities & Financial Support

**7. WARRANT REQUEST-IRVINE UNIFIED SCHOOL DISTRICT (IUSD) WORK ORDER CHARGE BACKS**

**RECOMMENDED ACTION:**

Approve payment of \$25,182.96 for ICCP Work Order charge backs for July through November 2019.

- \$ 14,680.81 for Work Order charge backs
- \$ 10,502.15 for Rehab & Repair Work Order charge backs
  - \$8,646.78 – Meadow Park
  - \$1,855.37 - Brywood

**8. IRVINE CHILD CARE PROJECT (ICCP) PAYMENTS FOR DECEMBER 2019**

**RECOMMENDED ACTION:**

Review and approve December 2019 payments attached.

**9. IRVINE CHILD CARE PROJECT (ICCP) EXPENSES PAID BY IRVINE UNIFIED SCHOOL DISTRICT (IUSD)**

**RECOMMENDED ACTION:**

Review and accept attached invoices in the total amount of \$85,734.00 paid by IUSD on behalf of ICCP.

**10. 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:

- \$ 27,218.00                    01-005-50100-8290
- \$ 12,513.00                    01-005-50100-8290
- \$ 82,098.00                    01-005-50100-8590

**11. DEPOSIT OF SCHOLARSHIP FUNDS FROM IRVINE CHILDREN’S FUND (ICF)**

**RECOMMENDED ACTION:**

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

- \$     390.82                    01-005-712-00-8689
- \$  9,415.11                    01-005-712-00-8699

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

**RECOMMENDED ACTION:**

PARC recommends the Board approve lease renewal for Alderwood Rainbow Rising, Brywood Kids Stuff, Cadence Park Rainbow Rising, Canyon View Child Development Center, Culverdale Rainbow Rising, Eastshore Dolphin Club, Eastwood Rainbow Rising, Greentree Rainbow Rising, Meadow Park Rainbow Rising, Oak Creek Child Development Center, Portola Springs Rainbow Rising, Springbrook Child Development Center, Stonegate Child Development Center, University Park Child Development Center, and Westpark Rainbow Rising.

**13. IRVINE CHILD CARE PROJECT MEMBER AT LARGE RE-APPOINTMENT**

**RECOMMENDED ACTION:**

Re-appoint Stephanie Bynon to the ICCP Board of Directors to serve for a regular term of office to commence February 1, 2020 through January 2021.

**BOARD BUSINESS**

**14. FISCAL YEAR 2018-19 FINANCIAL YEAR-END AUDIT**

**RECOMMENDED ACTION:**

Receive and file FY 2018-19 Year-end Financial Audit.

**REPORTS**

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

**16. IRVINE CHILD CARE PROJECT ADMINISTRATOR’S REPORT – TRACI STUBBLER**

**ADJOURNMENT**

The next Regular Irvine Child Care Project Board Meeting will convene at 8:30 a.m. on **Monday, March 9, 2020.**

**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). Staff reports can also be downloaded from the City's website at [cityofirvine.org](http://cityofirvine.org) beginning the Friday prior to the scheduled Irvine Child Care Project Board meeting on Monday.

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) 724-6503.

**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**

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 949-724-6647 at least 48 hours prior to the meeting to inform us of your particular needs and to determine if accommodation is feasible.

Assisted listening devices are available at the meeting for individuals with hearing impairments. Notification 48 hours prior to the meeting will enable the City to make reasonable arrangements to ensure accessibility to this meeting. (28 CFR 35. 102-35. 104 ADA Title II)

**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](http://cityofirvine.org).

I hereby certify that the agenda for the Irvine Child Care Project meeting was posted at the main entrance of City Hall and in the posting book located in the Public Safety Lobby, One Civic Center Plaza, Irvine, California on January 9, 2020 by 5:30 p.m. as well as on the City's web page.

  
Irvine Child Care Project Liaison



**ITEM 1**  
**MINUTES**



# MINUTES

## IRVINE CHILD CARE PROJECT REGULAR MEETING

November 4, 2019  
8:30 AM

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 (ICCP) was called to order on Monday, November 4, 2019 at 8:35 a.m. by President Battenfield.

### ROLL CALL

Present:	BOARD MEMBER:	Stephanie Bynon
	CLERK:	Ira Glasky
	VICE PRESIDENT:	Adam Buchanan
	PRESIDENT:	Alan Battenfield
Absent:	BOARD MEMBER:	Anthony Kuo

### PLEDGE OF ALLEGIANCE

President Battenfield led the Pledge of Allegiance.

### INTRODUCTIONS

President Battenfield introduced and welcomed Board Member Stephanie Bynon to the ICCP Board.

### 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**

There were no public comments.

**CONSENT CALENDAR**

**Moved by Clerk Glasky, seconded by Vice President Buchanan, to approve Consent Calendar items 1 through 10.**

The motion carried as follows:

Ayes: 4 Battenfield, Buchanan, Bynon, Glasky  
Absent: 1 Kuo

**1. APPROVAL OF IRVINE CHILD CARE PROJECT MINUTES**

**ACTIONS:**

- 1) Approved minutes of the Irvine Child Care Project regular meeting of September 11, 2019.
- 2) Approved minutes of the Irvine Child Care Project regular meeting of October 21, 2019.

**2. WARRANT REQUEST – CONTINUING DEVELOPMENT, INC.**

**ACTION:**

Approved payment of \$52,188.73 to Continuing Development, Inc. for child care development services for September 1-30, 2019.

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

**ACTION:**

Approved payments for warrants totaling the amount of \$9,805.93 for ICF Scholarships during the month of September 2019.

- \$8,750.43 to Rainbow Rising
- \$ 838.00 to Kids Stuff
- \$ 0.00 to Continuing Development Inc.
- \$ 217.50 to Dolphin Club
- \$ 0.00 to Creekers Club

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

**ACTION:**

Approved payment of \$24,013.91 to the City of Irvine for Program Administration, Grant Administration, and Supplies for the month of September 2019.

- \$22,928.91 for Program Administration
- \$ 1,085.00 for Grant Administration
- \$ 0.00 for Supplies

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

**ACTION:**

Approved payment of \$69,646.76 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 September 2019.

- \$44,452.92 for Custodial Services
- \$ 675.00 for Custodial Equip Amortization
- \$10,589.42 for Payment of Portable Purchase
- \$ 7,262.75 for Utilities
- \$ 6,666.67 for Facilities & Financial Support

**6. ICCP PAYMENTS FOR OCTOBER 2019**

**ACTION:**

Reviewed and approved October 2019 payments attached.

**7. ICCP EXPENSES PAID BY IUSD**

**ACTION:**

Reviewed and accepted attached invoice in the total amount of \$410,364.54 paid by IUSD on behalf of ICCP.

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

**ACTION:**

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

- \$ 777.75                      01-005-712-00-8689
- \$14,774.50                  01-005-712-00-8699

**9. DEPOSIT OF STATE GRANT APPORTIONMENT**

**ACTION:**

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

- \$ 23,376.00                      01-005-50100-8290
- \$ 10,748.00                     01-005-50100-8290
- \$ 61,191.00                     01-005-50100-8590

**10. CALIFORNIA DEPARTMENT OF EDUCATION GENERAL CHILD CARE AND DEVELOPMENT PROGRAM GRANT FUNDING FOR FY 2019-20**

**ACTION:**

Submitted for the Board’s information.

**BOARD BUSINESS**

**1. ICCP 2020 MEETING SCHEDULE**

Community Services Supervisor Stubbler presented the item.

**ACTION:** Moved by Clerk Glasky, seconded by President Battenfield and carried unanimously by members present to approve the ICCP 2020 meeting schedule.

Ayes:                      4                      Battenfield, Buchanan, Bynon, Glasky  
 Absent:                    1                      Kuo

**2. IRVINE CHILD CARE PROJECT (ICCP) FUNDS FOR QUALITY ASSESSMENT CONSULTING SERVICES BEGINNING FY 2020-21**

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

Discussion included: current levels of service, ICCP budget and financial resources to support two assessments per year, ICCP criteria vs. state Community Care Licensing criteria.

**ACTION:** Moved by President Battenfield, seconded by Clerk Glasky and carried unanimously by members present to approve Option A: Allocate a total of \$56,000 for FY 2019-20 and going forward to include two ICCP Quality Assessment visits per site.

Ayes:                      4                      Battenfield, Buchanan, Bynon, Glasky  
 Absent:                    1                      Kuo

**Option A:** Allocate a total of \$56,000 for FY 2019-20 to include two ICCP Quality Assessment visits per site.

**Option B:** Allocate a total of \$28,000 for FY 2019-20 to include one ICCP Quality Assessment visit per site.

**REPORTS**

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

Report included in packet was reviewed.

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

Report included in packet was reviewed.

**ADJOURNMENT**

Moved by Clerk Glasky, seconded by Board Member Bynon, and unanimously carried to adjourn the meeting at 8:51 a.m.

The next Regular Irvine Child Care Project Board Meeting will convene at 8:30 a.m. on **Monday, January 13, 2020.**

\_\_\_\_\_  
ALAN BATTENFIELD, PRESIDENT  
IRVINE CHILD CARE PROJECT

Date Approved: \_\_\_\_\_

\_\_\_\_\_  
SHANE DINEEN  
RECORDING SECRETARY

## ITEM 2

**IRVINE CHILD CARE PROJECT**

**TOPIC:** **WARRANT REQUEST – CONTINUING DEVELOPMENT, INC.**

**DESCRIPTION:** Continuing Development, Inc. has submitted an invoice in the amount of \$50,760.29 for child care development services for the month of November 2019. This provider served a total of 108 children during this month.

A site-by-site breakdown of service follows.

The attached invoice and warrant request in the amount of \$50,760.29 are submitted for the Board's review and approval.

**RECOMMENDATION:** Approve payment of \$50,760.29 to Continuing Development, Inc. for child care development services for November 1-30, 2019.

**IRVINE CHILD CARE PROJECT**

**DATE: January 13, 2020**

<u>VENDOR</u>	<u>EXPENDITURE CLASSIFICATION</u>	<u>AMOUNT</u>
CONTINUING DEVELOPMENT, INC.	00550159-5810	\$50,760.29 \$50,760.29
<b>TOTAL</b>		

EXPENDITURE CLASSIFICATION SUMMARY

00550159-5810                      \$50,760.29

On motion of \_\_\_\_\_, seconded by \_\_\_\_\_, at a regular meeting of the Irvine Child Care Project Board on this 13th day of January, 2020 BE IT RESOLVED that the above warrant for reimbursement to Continuing Development Inc. for Child Development services from State grant funds for November 2019 was approved for payment from the General Child Care fund of the Irvine Child Care Project.

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Ira Glasky, Clerk, Irvine Child Care Project

**ATTENDANCE SUMMARY  
CERTIFIED CHILDREN**

**STATE GRANT**

**November 2019  
(18 days of service)**

CONTINUING DEVELOPMENT, INC.:

Stonegate	5 children served 79 child days of enrollment
Oak Creek	11 children served 178 child days of enrollment
Vista Verde	0 children served 0 child days of enrollment
Plaza Vista	34 children served 543 child days of enrollment
Canyon View	2 children served 36 child days of enrollment
Turtle Rock	19 children served 325 child days of enrollment
Springbrook	9 children served 152 child days of enrollment
Deerfield	13 children served 166 child days of enrollment
University Park	15 children served 235 child days of enrollment

**TOTALS: 108 children served  
1,714 child days of enrollment**

**YEAR-TO-**

**DATE: 145 children served  
9,747 child days of enrollment**

# Continuing Development INC

350 Woodview Ave, Suite 100  
Morgan Hill, CA. 95037  
(408)556-7300

INVOICE NUMBER  
5040-NOV19

DATE: December 9, 2019

SOLD TO: Irvine Child Care Project  
14341 Yale Avenue  
Irvine, CA 92604

Attention: Traci Stubbler / Barbara Belfield

DESCRIPTION	PRICE	AMOUNT
General child development services provided in period <b>November 1, 2019</b> through <b>November 30, 2019</b>		
Fiscal Year 2019-2020 Contract Type: <b>CCTR-9159</b>		
Service fees of <u>1,131.52</u> days @ <b>\$49.54</b>	\$56,055.50	
Less Certified Parent fees	- <b>\$4,280.00</b>	
Contract earnings to District	\$51,775.50	
Adjustment for District Indirect Cost $\$51,775.50 \div 1.02 =$	\$1,015.21	
<b>Balance due to Continuing Development, Inc.</b>		<b>\$50,760.29</b>
<b><u>Billing Summary:</u></b>		
Cumulative Prior Period Amount Billed	\$285,250.96	
Current Period Billing	<u>\$50,760.29</u>	
Cumulative Fiscal Year Amount Billed	\$336,011.25	
Contract Maximum Billable	\$672,821.57	
Available remaining balance	\$336,810.32	

**ITEM 3**

## **IRVINE CHILD CARE PROJECT**

**TOPIC:** **WARRANT REQUEST – CONTINUING DEVELOPMENT INC.**

**DESCRIPTION:** Continuing Development Inc. has submitted an invoice in the amount of \$9,676.95 for child care development services for the months of July 2019 through October 2019. The State of California approved an increase in the Maximum Rate per child day of enrollment from \$47.98 to \$49.54 for FY 2019-20, effective July 1, 2019. This increased amount was reflected starting on the November 2019 invoice from Continuing Development Inc. This bill applies the increase to prior months.

The attached invoice and warrant request in the amount of \$9,676.95 are submitted for the Board's review and approval.

**RECOMMENDATION:** Approve payment of \$9,676.95 to Continuing Development Inc. for child care development services for the months of July through October 2019.

**IRVINE CHILD CARE PROJECT**

**DATE: January 13, 2020**

<u>VENDOR</u>	<u>EXPENDITURE CLASSIFICATION</u>	<u>AMOUNT</u>
CHILD DEVELOPMENT CENTERS	00550159-5810	\$9,676.95
	<b>TOTAL</b>	<b>\$9,676.95</b>

EXPENDITURE CLASSIFICATION SUMMARY

00550159-5810                      \$9,676.95

On motion of \_\_\_\_\_, seconded by \_\_\_\_\_, at a regular meeting of the Irvine Child Care Project Board on this 13th day of January, 2020 BE IT RESOLVED that the above warrant for reimbursement to Continuing Development Inc. for child care development services from State grant funds for July through October 2019 was approved for payment from the General Child Care fund of the Irvine Child Care Project.

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Ira Glasky, Clerk, Irvine Child Care Project

# Continuing Development INC

350 Woodview Ave, Suite 100  
Morgan Hill, CA. 95037  
(408)556-7300

INVOICE NUMBER  
FY20-5040 Adj

DATE: December 2, 2019

SOLD TO: Irvine Child Care Project  
14341 Yale Avenue  
Irvine, CA 92604

Attention: Traci Stubbler / Barbara Belfield

DESCRIPTION	PRICE	AMOUNT																								
General child development services provided in period <b>July 1, 2019</b> through <b>October 31, 2019</b>																										
Fiscal Year 2019-2020 Contract Type: <b>CCTR-9159</b>																										
Adjustments due to daily rate increase effective 7/1/19:																										
<table border="1"> <thead> <tr> <th>Month</th> <th>Original Invoice</th> <th>Adjusted Invoice</th> <th>Total Variances (Adjusted Balance Due)</th> </tr> </thead> <tbody> <tr> <td>JUL</td> <td>\$86,727.49</td> <td>\$89,792.34</td> <td>\$3,064.85</td> </tr> <tr> <td>AUG</td> <td>\$69,149.78</td> <td>\$71,595.12</td> <td>\$2,445.34</td> </tr> <tr> <td>SEP</td> <td>\$52,188.73</td> <td>\$53,988.81</td> <td>\$1,800.08</td> </tr> <tr> <td>OCT</td> <td>\$67,508.01</td> <td>\$69,874.69</td> <td>\$2,366.68</td> </tr> <tr> <td><b>Total</b></td> <td><b>\$275,574.01</b></td> <td><b>\$285,250.96</b></td> <td><b>\$9,676.95</b></td> </tr> </tbody> </table>	Month	Original Invoice	Adjusted Invoice	Total Variances (Adjusted Balance Due)	JUL	\$86,727.49	\$89,792.34	\$3,064.85	AUG	\$69,149.78	\$71,595.12	\$2,445.34	SEP	\$52,188.73	\$53,988.81	\$1,800.08	OCT	\$67,508.01	\$69,874.69	\$2,366.68	<b>Total</b>	<b>\$275,574.01</b>	<b>\$285,250.96</b>	<b>\$9,676.95</b>		
Month	Original Invoice	Adjusted Invoice	Total Variances (Adjusted Balance Due)																							
JUL	\$86,727.49	\$89,792.34	\$3,064.85																							
AUG	\$69,149.78	\$71,595.12	\$2,445.34																							
SEP	\$52,188.73	\$53,988.81	\$1,800.08																							
OCT	\$67,508.01	\$69,874.69	\$2,366.68																							
<b>Total</b>	<b>\$275,574.01</b>	<b>\$285,250.96</b>	<b>\$9,676.95</b>																							
<b>Adjusted Balance Due to Continuing Development Inc.</b>		<b><u>\$9,676.95</u></b>																								

**ITEM 4**

## IRVINE CHILD CARE PROJECT

**TOPIC:** **WARRANT REQUESTS – IRVINE CHILDREN’S FUND (ICF) SCHOLARSHIPS**

**DESCRIPTION:** Warrant requests in the amount of \$10,777.50 are submitted for the Board’s review and approval for ICF Scholarships during the month of November 2019. The warrants to be issued are as follows:

The amounts of:  
\$ 8,881.00 to Rainbow Rising  
\$ 1,679.00 to Kids Stuff  
\$ 0.00 to Continuing Development Inc.  
\$ 217.50 to Dolphin Club  
\$ 0.00 to Creekers Club

A site-by-site breakdown follows.

**RECOMMENDATIONS:** Approve payments for warrants totaling the amount of \$10,777.50 for ICF Scholarships during the month of November 2019.

**IRVINE CHILD CARE PROJECT**  
**IRVINE CHILDREN'S FUND SCHOLARSHIP PROGRAM**

**DATE: January 13, 2020**

<u>VENDOR</u>	<u>EXPENDITURE CLASSIFICATION</u>	<u>AMOUNT</u>
Rainbow Rising	00571259-5817	\$ 8,881.00
Kids Stuff	00571259-5817	\$ 1,679.00
Continuing Development Inc.	00571259-5817	\$ 0.00
Dolphin Club	00571259-5817	\$ 217.50
Creekers Club	00571259-5817	\$ 0.00
	<b>TOTAL</b>	<b>\$ 10,777.50</b>

EXPENDITURE CLASSIFICATION SUMMARY

00571259-5817                      \$ 10,777.50

On motion of \_\_\_\_\_, seconded by  
\_\_\_\_\_, at a regular meeting of the Irvine Child  
Care Project Board on this 13th day of January 2020, BE IT RESOLVED that the above  
warrants were approved for payment from the Irvine Child Care Project Fund.

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Ira Glasky, Clerk, Irvine Child Care Project

**ATTENDANCE SUMMARY**  
**IRVINE CHILDREN'S FUND SCHOLARSHIP PROGRAM**  
**November 2019**

<i>Alderwood</i>	1 child served		<i>Northwood</i>	6 children served
<i>Beacon Park</i>	1 child served		<i>Oak Creek</i>	0 children served
<i>Bonita Canyon</i>	0 children served		<i>Plaza Vista</i>	0 children served
<i>Brywood</i>	6 children served		<i>Portola Springs</i>	0 children served
<i>Cadence Park</i>	2 children served		<i>Santiago Hills</i>	0 children served
<i>Canyon View</i>	0 children served		<i>Springbrook</i>	0 children served
<i>College Park</i>	0 children served		<i>Stone Creek</i>	0 children served
<i>Culverdale</i>	8 children served		<i>Stonegate</i>	0 children served
<i>Cypress Village</i>	1 child served		<i>Turtle Rock</i>	0 children served
<i>Deerfield</i>	0 children served		<i>University Park</i>	0 children served
<i>Eastshore</i>	1 child served		<i>Vista Verde</i>	0 children served
<i>Eastwood</i>	2 children served		<i>Westpark</i>	0 children served
<i>Greentree</i>	3 children served		<i>Woodbury</i>	0 children served
<i>Meadow Park</i>	5 children served			

Number of Children Served This Month: 36  
 Number of Child Days of Enrollment This Month: 563  
 Number of Sites Served This Month: 11  
 Funds Awarded This Month: \$ 10,777.50  
 Number of Children Served Year-to-Date: 43  
 Number of Child Days of Enrollment This Year: 2,452  
 Number of Sites Served Year-to-Date: 14  
 Funds Awarded Year-to-Date: \$46,627.18  
 Number of Children Added to Program This Month: 3  
 Number of Children Removed From Program This Month: 3  
 Number of Children On Waiting List: 0

**IRVINE CHILD CARE PROJECT / IRVINE CHILDREN'S FUND  
SCHOLARSHIP PROGRAM  
INVOICE**

November 2019

Invoice to the Irvine Child Care Project, One Civic Center Plaza, Irvine, CA 92623-9575

Long Term scholarships awarded to students in the **Rainbow Rising** program operating at **Alderwood** School, Irvine, for **November 2019**, reimbursement in the amount of **\$290.00**.

Long Term scholarships awarded to students in the **Rainbow Rising** program operating at **Beacon Park** School, Irvine, for **November 2019**, reimbursement in the amount of **\$267.50**.

Long Term scholarships awarded to students in the **Rainbow Rising** program operating at **Cadence Park** School, Irvine, for **November 2019**, reimbursement in the amount of **\$542.50**.

Long Term scholarships awarded to students in the **Rainbow Rising** program operating at **Culverdale** School, Irvine, for **November 2019**, reimbursement in the amount of **\$2,388.00**

Long Term scholarships awarded to students in the **Rainbow Rising** program operating at **Cypress Village** School, Irvine, for **November 2019**, reimbursement in the amount of **\$245.00**.

Long Term scholarships awarded to students in the **Rainbow Rising** program operating at **Eastwood** School, Irvine, for **November 2019**, reimbursement in the amount of **\$730.00**.

Long Term scholarships awarded to students in the **Rainbow Rising** program operating at **Greentree** School, Irvine, for **November 2019**, reimbursement in the amount of **\$957.50**.

Long Term scholarships awarded to students in the **Rainbow Rising** program operating at **Meadow Park** School, Irvine, for **November 2019**, reimbursement in the amount of **\$1,603.00**.

Long Term scholarships awarded to students in the **Rainbow Rising** program operating at **Northwood** School, Irvine, for **November 2019**, reimbursement in the amount of **\$1,857.50**.

**Total amount due to Rainbow Rising is \$8,881.00.**

**IRVINE CHILD CARE PROJECT / IRVINE CHILDREN'S FUND  
SCHOLARSHIP PROGRAM  
INVOICE**

November 2019

Invoice to the Irvine Child Care Project, One Civic Center Plaza, Irvine, CA 92623-9575

Long Term scholarships awarded to students in the **Kids Stuff** program operating at **Brywood** School, Irvine, for **November 2019**, reimbursement in the amount of **\$1,679.00**.

**Total amount due to Kids Stuff is \$1,679.00.**

**IRVINE CHILD CARE PROJECT / IRVINE CHILDREN'S FUND  
SCHOLARSHIP PROGRAM  
INVOICE**

November 2019

Invoice to the Irvine Child Care Project, One Civic Center Plaza, Irvine, CA 92623-9575

Long Term scholarships awarded to students in the **Dolphin Club** program operating at **Eastshore** School, Irvine, for **November 2019**, reimbursement in the amount of **\$217.50**.

**Total amount due to Dolphin Club is \$217.50.**

**ITEM 5**

## **IRVINE CHILD CARE PROJECT**

**TOPIC:** **WARRANT REQUEST – CITY OF IRVINE**

**DESCRIPTION:** The City of Irvine has submitted an invoice for the Board's review and approval for Program Administration, Grant Administration and Supplies for the month of November 2019 in the total amount of \$38,044.01.

The specific breakdown is as follows:

- \$ 36,959.01 for Program Administration
- \$ 1,085.00 for Grant Administration
- \$ 0.00 for Supplies

**RECOMMENDATION:** Approve payment of \$38,044.01 to the City of Irvine for Program Administration, Grant Administration and Supplies for the month of November 2019.

**IRVINE CHILD CARE PROJECT**

**DATE: *January 13, 2020***

<u>VENDOR</u>	<u>EXPENDITURE CLASSIFICATION</u>	<u>AMOUNT</u>
CITY OF IRVINE	005710-59-5864	\$ 36,959.01
CITY OF IRVINE	005501-59-5810	\$ 1,085.00
CITY OF IRVINE	005710-59-5811	\$
CITY OF IRVINE	005710-59-4305	\$
	TOTAL	\$ 38,044.01

EXPENDITURE CLASSIFICATION SUMMARY

005710-59-5864	\$ 36,959.01
005501-59-5810	\$ 1,085.00
005710-59-5811	\$
005710-59-4305	\$

Total \$ 38,044.01

On motion of \_\_\_\_\_, seconded by  
\_\_\_\_\_, at a regular meeting of the  
Irvine Child Care Project Board on this 13th day of January 2020, BE IT  
RESOLVED that the above warrant was approved for payment from the Irvine  
Child Care Project Fund.

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Ira Glasky, Clerk, Irvine Child Care Project



**City of Irvine**  
 FINANCE DEPARTMENT  
 P.O. BOX 19575  
 IRVINE, CA 92623-9575  
 949-724-6049

IRVINE CHILD CARE PROJECT  
 5050 BARRANCA PKWY  
 IRVINE, CA 92604-4652

**CUSTOMER NO.** C4604  
**INVOICE NO.** 202173  
**INVOICE DATE** 12/13/2019

**Terms: Please remit payment within 30 days to avoid 10 percent late fee and penalties.**

**Past due accounts may be referred to a collection agency.**

	Original Amount	\$38,044.01
NOVEMBER 2019 STAFFING: ADMINISTRATION = \$36,059.01		
STAFFING: GRANT ADMINISTRATION = \$1,085.00		
SUPPLIES = \$110.00		
DUPLICATING = \$200.00		
CONTRACT SERVICES PAID ON PCARD = \$0		
CONTRACT SERVICES = \$590.00		
LOCAL TRAVEL = \$0		
TOTAL \$38,044.01		

Total Due: \$38,044.01

**PLEASE RETURN THIS PORTION WITH YOUR PAYMENT**

**Please make checks payable to:**

City of Irvine  
 FINANCE DEPARTMENT  
 P.O. BOX 19575  
 IRVINE, CA 92623-9575

**Customer Number:** C4604  
**Invoice Number:** 202173  
**Invoice Date:** 12/13/2019  
**Total Amount Due:** \$38,044.01

**Total Payment: \$** \_\_\_\_\_

**We accept all major credit cards. To make a payment by credit card, please call 949-724-6011.**

**ITEM 6**

## **IRVINE CHILD CARE PROJECT**

**TOPIC:** **WARRANT REQUEST– IRVINE UNIFIED SCHOOL DISTRICT (IUSD)**

**DESCRIPTION:** IUSD has submitted an invoice for the Board's review and approval in the amount of \$69,646.76 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 November 2019.

The specific breakdown is as follows:

- \$44,452.92 for Custodial Services
- \$ 675.00 for Custodial Equip Amortization
- \$10,589.42 for Payment of Portable Purchase
- \$ 7,262.75 for Utilities
- \$ 6,666.67 for Facilities & Financial Support

**RECOMMENDATION:** Approve payment of \$69,646.76 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 November 2019.

**IRVINE CHILD CARE PROJECT**

**DATE: *January 13, 2020***

<u>VENDOR</u>	<u>EXPENDITURE CLASSIFICATION</u>	<u>AMOUNT</u>
IUSD	00571059-5862	\$44,452.92
IUSD	00571081-7439	\$ 675.00
IUSD	00571059-7439	\$10,589.42
IUSD	00571081-5500	\$ 7,262.75
IUSD	00571059-5861	\$ 6,666.67
	<b>TOTAL</b>	<b>\$69,646.76 IUSD</b>

EXPENDITURE CLASSIFICATION SUMMARY

00571059-5862	\$44,452.92	
00571081-7439	\$ 675.00	
00571059-7439	\$10,589.42	
00571081-5500	\$ 7,262.75	
00571059-5861	\$ 6,666.67	
	<b>TOTAL</b>	<b>\$69,646.76</b>

On motion of \_\_\_\_\_, seconded by  
\_\_\_\_\_, at a regular meeting of the  
Irvine Child Care Project Board on this 13th day of January 2020, BE IT  
RESOLVED that the above warrants were approved for payment from the Irvine  
Child Care Project Fund.

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Ira Glasky, Clerk, Irvine Child Care Project



# INVOICE

Page # 1

## Irvine Unified School District

5050 Barranca Parkway  
Irvine, CA 92604-4698  
Phone: (949) 936-5000

IRVINE CHILD CARE PROJECT (ICCP)  
5050 BARRANCA PARKWAY  
IRVINE, CA 92604

ACCT ID:	V7501158
INVOICE NUMBER:	75NI0044
DIVISION:	75GN
TERM:	1920
INVOICE DATE:	11/01/19
DUE DATE:	12/02/19
AMOUNT DUE	<b>\$69,646.76</b>

Item	Qty	Unit Amt	Ref. #	Account	Description	Amount
1	1	44452.92		0100505400 8699	NOVEMBER 2019-CUSTODIAL SVCS	44,452.92
2	1	675.00		0100505400 8699	NOVEMBER 2019-CUSTODIAL EQUIPMENT (5 YEAR AMORTIZATION)	675.00
3	1	10589.42		0100000000 8953	NOVEMBER 2019-SALE OF CLASSROOMS	10,589.42
4	1	7,262.75		0100000000 8650	NOVEMBER 2019-UTILITIES	7,262.75
5	1	6,666.67		0100000000 8699	NOVEMBER 2019-FACILITIES & FINANCIAL SUPPORT	6,666.67
						Tax
<b>INVOICE TOTAL</b>						<b>\$69,646.76</b>

Please remit a copy with payment-thank you

Remit to: Irvine Unified School District  
5050 Barranca Parkway  
Irvine, CA 92604-4698

Account ID V7501158  
Account Name IRVINE CHILD CARE PROJECT (ICC  
Invoice Number 75NI0044  
DIV: 75GN  
TERM: 1920  
Due Date 12/02/19  
Amount Due \$69,646.76  
Amount Paid \$\_\_\_\_\_

**ITEM 7**

## **IRVINE CHILD CARE PROJECT**

- TOPIC:** **WARRANT REQUEST-IRVINE UNIFIED SCHOOL DISTRICT (IUSD) WORK ORDER CHARGE BACKS**
- DESCRIPTION:** IUSD has submitted an invoice for the Board's review and approval in the amount of \$25,182.96 for Irvine Child Care Project (ICCP) Work Order charge backs for July through November 2019.
- The specific breakdown is as follows:
- \$ 14,680.81 for Work Order charge backs
  - \$ 10, 502.15 for Rehab & Repair Work Order charge backs:
    - \$8,646.78 – Meadow Park
    - \$1,855.37 – Brywood
- RECOMMENDATION:** Approve payment of \$25,182.96 for ICCP Work Order charge backs for July through November 2019.

**IRVINE CHILD CARE PROJECT**

**DATE: January 13, 2020**

<u>VENDOR</u>	<u>EXPENDITURE CLASSIFICATION</u>	<u>AMOUNT</u>
IUSD	00571081-4306	\$ 14,680.81
IUSD	00571085-5601	\$ 10,502.15
IUSD	00571085-6210	\$
IUSD	00571085-6230	\$
IUSD	00571085-6410	\$
IUSD	<b>TOTAL</b>	<b>\$ 25,182.96</b>

EXPENDITURE CLASSIFICATION SUMMARY

00571081-4306	\$ 14,680.81
00571085-5601	\$ 10,502.15
00571085-6210	\$
00571085-6230	\$
00571085-6410	\$

On motion of \_\_\_\_\_, seconded by  
\_\_\_\_\_, at a regular meeting of the  
Irvine Child Care Project Board on this 13th day of January 2020, BE IT  
RESOLVED that the above warrants were approved for payment from the Irvine  
Child Care Project Fund.

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Ira Glasky, Clerk, Irvine Child Care Project



# INVOICE

Page # 1

## Irvine Unified School District

5050 Barranca Parkway  
Irvine, CA 92604-4698  
Phone: (949) 936-5000

IRVINE CHILD CARE PROJECT (ICCP)  
5050 BARRANCA PARKWAY  
IRVINE, CA 92604

ACCT ID:	V7501158
INVOICE NUMBER:	75NI0073
DIVISION:	75GN
TERM:	1920
INVOICE DATE:	01/06/20
DUE DATE:	01/31/20
AMOUNT DUE	<b>\$14,680.81</b>

Item	Qty	Unit Amt	Ref. #	Account	Description	Amount
1	1	14680.81		0100505300 8699	TOTAL WORK ORDER COST JULY 1, 2019 TO NOVEMBER 30, 2019	14,680.81
					Tax	
<b>INVOICE TOTAL</b>						<b>\$14,680.81</b>

Please remit a copy with payment-thank you

Remit to: **Irvine Unified School District**  
**5050 Barranca Parkway**  
**Irvine, CA 92604-4698**

Account ID	V7501158
Account Name	IRVINE CHILD CARE PROJECT (ICC
Invoice Number	75NI0073
DIV:	75GN
TERM:	1920
Due Date	01/31/20
Amount Due	\$14,680.81

Amount Paid \$ \_\_\_\_\_



# INVOICE

Page # 1

## Irvine Unified School District

5050 Barranca Parkway  
Irvine, CA 92604-4698  
Phone: (949) 936-5000

IRVINE CHILD CARE PROJECT (ICCP)  
5050 BARRANCA PARKWAY  
IRVINE, CA 92604

ACCT ID:	V7501158
INVOICE NUMBER:	75NI0075
DIVISION:	75GN
TERM:	1920
INVOICE DATE:	01/06/20
DUE DATE:	01/31/20
AMOUNT DUE	<b>\$8,646.78</b>

Item	Qty	Unit Amt	Ref. #	Account	Description	Amount
1	1	8,646.78		0100505300 8699	MEADOW PARK REHAB & REPAIR EXPENSES SUMMER 2019  WORK ORDER 233413 WORK ORDER 235014 WORK ORDER 236491 WORK ORDER 238608 WORK ORDER 238611 WORK ORDER 238612 WORK ORDER 238619 WORK ORDER 238705 WORK ORDER 238708 WORK ORDER 238861 WORK ORDER 238888 WORK ORDER 238889 WORK ORDER 238891 WORK ORDER 238903 WORK ORDER 239813 WORK ORDER 239038	8,646.78
Tax						
<b>INVOICE TOTAL</b>						<b>\$8,646.78</b>

Please remit a copy with payment-thank you

Remit to: Irvine Unified School District  
5050 Barranca Parkway  
Irvine, CA 92604-4698

Account ID	V7501158
Account Name	IRVINE CHILD CARE PROJECT (ICC
Invoice Number	75NI0075
DIV:	75GN
TERM:	1920
Due Date	01/31/20
Amount Due	\$8,646.78
Amount Paid	\$ _____



# INVOICE

Page # 1

## Irvine Unified School District

5050 Barranca Parkway  
Irvine, CA 92604-4698  
Phone: (949) 936-5000

IRVINE CHILD CARE PROJECT (ICCP)  
5050 BARRANCA PARKWAY  
IRVINE, CA 92604

ACCT ID:	V7501158
INVOICE NUMBER:	75NI0074
DIVISION:	75GN
TERM:	1920
INVOICE DATE:	01/06/20
DUE DATE:	01/31/20
AMOUNT DUE	<b>\$1,855.37</b>

Item	Qty	Unit Amt	Ref. #	Account	Description	Amount
1	1	1,855.37		0100505300 8699	BRYWOOD REHAB & REPAIR EXPENSES SUMMER 2019  WORK ORDER 236490 WORK ORDER 238609 WORK ORDER 238610 WORK ORDER 239185 WORK ORDER 240149 WORK ORDER 240161 WORK ORDER 241899  Tax	1,855.37
<b>INVOICE TOTAL</b>						<b>\$1,855.37</b>

Please remit a copy with payment-thank you

Remit to: Irvine Unified School District  
5050 Barranca Parkway  
Irvine, CA 92604-4698

Account ID	V7501158
Account Name	IRVINE CHILD CARE PROJECT (ICC
Invoice Number	75NI0074
DIV:	75GN
TERM:	1920
Due Date	01/31/20
Amount Due	\$1,855.37
Amount Paid	\$ _____

## **ITEM 8**

## **IRVINE CHILD CARE PROJECT**

**TOPIC:** **IRVINE CHILD CARE PROJECT (ICCP) PAYMENTS FOR DECEMBER 2019**

**DESCRIPTION:** The ICCP Board was not scheduled to meet in December 2019, therefore, the following invoices were approved by ICCP President Alan Battenfield and Vice President Adam Buchanan.

The accounting sheet is attached for review.

**RECOMMENDATION:** Review and approve December 2019 payments attached.

# IRVINE CHILD CARE PROJECT

Board Approval Date: \_\_\_\_\_

Date Accounting Received: \_\_\_\_\_

ICCP Contact Person: \_\_\_\_\_

Traci Stubler 949-724-6635

IUSD Contact Person: Richard Felix

949-936-5013

Continuing Development Inc. (CDI)

<b>VENDOR #</b>	<b>DESC.</b>	<b>EXP./Classification</b>	<b>SVC Month/Inv #</b>	<b>AMT. DUE</b>
V4100001	State Grants	01-005-501-59-5810	5040 Oct 2019	\$ 67,508.01
				\$ 67,508.01

<b>VENDOR #</b>	<b>DESC.</b>	<b>EXP./Classification</b>	<b>SVC Month/Inv #</b>	<b>AMT. DUE</b>
V4100007	Scholarships	01-005-712-59-5817	Oct-19	\$ 9,436.00
V4100005	Scholarships	01-005-712-59-5817	Oct-19	\$ 838.00
CDI	Scholarships	01-005-712-59-5817	Oct-19	\$ -
Dolphin Club	Scholarships	01-005-712-59-5817	Oct-19	\$ 217.50
Creekers Club	Scholarships	01-005-712-59-5817		\$ 10,491.50

<b>VENDOR #</b>	<b>DESC.</b>	<b>EXP./Classification</b>	<b>SVC Month/Inv #</b>	<b>AMT. DUE</b>
V4100007	Scholarships-ICCP	01-005-710-59-5817		\$ 44,452.92
CDI	Scholarships-ICCP	01-005-710-59-5817		\$ 675.00
Kids Stuff	Scholarships-ICCP	01-005-710-59-5817		\$ 10,589.42
Dolphin Club	Scholarships-ICCP	01-005-710-59-5817		\$ 7,262.75
Creekers Club	Scholarships-ICCP	01-005-712-59-5817		\$ -

<b>VENDOR #</b>	<b>DESC.</b>	<b>EXP./Classification</b>	<b>SVC Month/Inv #</b>	<b>AMT. DUE</b>
V4100011	Custodial Service	01-005-710-59-5862	75NI0026 Oct 2019	\$ 44,452.92
V4100011	Custodial Equip-5yr amortization	01-005-710-91-7439	75NI0026 Oct 2019	\$ 675.00
V4100011	Debt Service on Portable Purchase	01-005-710-91-7439	75NI0026 Oct 2019	\$ 10,589.42
V4100011	Utilities	01-005-710-81-5500	75NI0026 Oct 2019	\$ 7,262.75
V4100011	Facilities & Financial Support	01-005-710-59-5861	75NI0026 Oct 2019	\$ 6,666.67
V4100011	Work Order Charges	01-005-710-81-4306		
V4100011	Site Improvement	01-005-710-85-6110		
V4100011	Rehab & Repair	01-005-710-85-5601		
V4100011	Portable Replacement	01-005-710-85-6230		\$ 69,646.76

<b>VENDOR #</b>	<b>DESC.</b>	<b>EXP./Classification</b>	<b>SVC Month/Inv #</b>	<b>AMT. DUE</b>
V4100010	Program Administration	01-005-710-59-5864	201837 Oct 2019	\$ 26,791.44
V4100010	Grant Administration	01-005-501-59-5810	201837 Oct 2019	\$ 1,085.00
V4100010	Program Supplies	01-005-710-59-4305		\$ 26,876.44

This is to certify that the above items were approved for payment on 12-16-19

  
 (Authorized Board Member)  
 (Authorized Board Member)

## IRVINE CHILD CARE PROJECT

**TOPIC:** WARRANT REQUEST – CONTINUING DEVELOPMENT, INC.

**DESCRIPTION:** Continuing Development, Inc. has submitted an invoice in the amount of \$67,508.01 for child care development services for the month of October 2019. This provider served a total of 110 children during this month.

A site-by-site breakdown of service follows.

The attached invoice and warrant request in the amount of \$67,508.01 are submitted for the Board's review and approval.

**RECOMMENDATION:** Approve payment of \$67,508.01 to Continuing Development, Inc. for child care development services for October 1-31, 2019.

ICCP/Stubbler  
Board Agenda  
No Meeting

IRVINE CHILD CARE PROJECT

**DATE: No Meeting**

<u>VENDOR</u>	<u>EXPENDITURE CLASSIFICATION</u>	<u>AMOUNT</u>
CONTINUING DEVELOPMENT, INC.	00550159-5810	\$67,508.01 \$67,508.01

**TOTAL**

EXPENDITURE CLASSIFICATION SUMMARY

00550159-5810                      \$67,508.01

On motion of \_\_\_\_\_, seconded by \_\_\_\_\_, at a regular meeting of the Irvine Child Care Project Board on this 13th day of January, 2019 BE IT RESOLVED that the above warrant for reimbursement to Continuing Development Inc. for Child Development services from State grant funds for October 2019 was approved for payment from the General Child Care fund of the Irvine Child Care Project.

---

Ira Glasky, Clerk, Irvine Child Care Project

**ATTENDANCE SUMMARY  
CERTIFIED CHILDREN**

**STATE GRANT**

**October 2019  
(23 days of service)**

CONTINUING DEVELOPMENT, INC.:

Stonegate	5 children served 85 child days of enrollment
Oak Creek	12 children served 249 child days of enrollment
Vista Verde	0 children served 0 child days of enrollment
Plaza Vista	35 children served 718 child days of enrollment
Canyon View	2 children served 45 child days of enrollment
Turtle Rock	19 children served 409 child days of enrollment
Springbrook	9 children served 157 child days of enrollment
Deerfield	14 children served 247 child days of enrollment
University Park	14 children served 298 child days of enrollment
<b><u>TOTALS:</u></b>	<b>110 children served 2,208 child days of enrollment</b>
<b><u>YEAR-TO- DATE:</u></b>	<b>143 children served 8,033 child days of enrollment</b>

# Continuing Development<sup>CO</sup><sub>CA</sub>

INVOICE NUMBER  
5040-OCT19

350 Woodview Ave, Suite 100  
Morgan Hill, CA. 95037  
(408)556-7300

DATE: November 8, 2019

SOLD TO: Irvine Child Care Project  
14341 Yale Avenue  
Irvine, CA 92604

Attention: Traci Stubbler / Barbara Belfield

DESCRIPTION	PRICE	AMOUNT
General child development services provided in period <u>October 1, 2019</u> through <u>October 31, 2019</u>		
Fiscal Year 2019-2020 Contract Type: <b>CCTR-9159</b>		
Service fees of <u>1,547.44</u> days @ <b>\$47.98</b>	\$74,246.17	
Less Certified Parent fees	- <b>\$5,388.00</b>	
Contract earnings to District	\$68,858.17	
Adjustment for District Indirect Cost $\$68,858.17 \div 1.02 =$	\$1,350.16	
<b>Balance due to Continuing Development, Inc.</b>		<b>\$67,508.01</b>
<b><u>Billing Summary:</u></b>		
Cumulative Prior Period Amount Billed	\$208,066.00	
Current Period Billing	<u>\$67,508.01</u>	
Cumulative Fiscal Year Amount Billed	\$275,574.01	
Contract Maximum Billable	\$651,564.71	
Available remaining balance	\$375,990.70	

## IRVINE CHILD CARE PROJECT

**TOPIC:** **WARRANT REQUESTS – IRVINE CHILDREN’S FUND (ICF) SCHOLARSHIPS**

**DESCRIPTION:** Warrant requests in the amount of \$10,491.50 are submitted for the Board’s review and approval for ICF Scholarships during the month of October 2019. The warrants to be issued are as follows:

The amounts of:

\$ 9,436.00 to Rainbow Rising

\$ 838.00 to Kids Stuff

\$ 0.00 to Continuing Development Inc.

\$ 217.50 to Dolphin Club

\$ 0.00 to Creekers Club

A site-by-site breakdown follows.

**RECOMMENDATIONS:** Approve payments for warrants totaling the amount of \$10,491.50 for ICF Scholarships during the month of October 2019.

**IRVINE CHILD CARE PROJECT**  
**IRVINE CHILDREN'S FUND SCHOLARSHIP PROGRAM**

***DATE: No Meeting***

<u>VENDOR</u>	<u>EXPENDITURE CLASSIFICATION</u>	<u>AMOUNT</u>
Rainbow Rising	00571259-5817	\$ 9,436.00
Kids Stuff	00571259-5817	\$ 838.00
Continuing Development Inc.	00571259-5817	\$ 0.00
Dolphin Club	00571259-5817	\$ 217.50
Creekers Club	00571259-5817	\$ 0.00
	<b>TOTAL</b>	<b>\$ 10,491.50</b>

EXPENDITURE CLASSIFICATION SUMMARY

00571259-5817                      \$ 10,491.50

On motion of \_\_\_\_\_, seconded by  
\_\_\_\_\_, at a regular meeting of the Irvine Child  
Care Project Board on this 13th day of January 2020, BE IT RESOLVED that the above  
warrants were approved for payment from the Irvine Child Care Project Fund.

\_\_\_\_\_  
Ira Glasky, Clerk, Irvine Child Care Project

**ATTENDANCE SUMMARY**  
**IRVINE CHILDREN'S FUND SCHOLARSHIP PROGRAM**  
**October 2019**

<i>Alderwood</i>	1 child served		<i>Northwood</i>	7 children served
<i>Beacon Park</i>	1 child served		<i>Oak Creek</i>	0 children served
<i>Bonita Canyon</i>	0 children served		<i>Plaza Vista</i>	0 children served
<i>Brywood</i>	3 children served		<i>Portola Springs</i>	0 children served
<i>Cadence Park</i>	2 children served		<i>Santiago Hills</i>	0 children served
<i>Canyon View</i>	0 children served		<i>Springbrook</i>	0 children served
<i>College Park</i>	1 child served		<i>Stone Creek</i>	0 children served
<i>Culverdale</i>	8 children served		<i>Stonegate</i>	0 children served
<i>Cypress Village</i>	1 child served		<i>Turtle Rock</i>	0 children served
<i>Deerfield</i>	0 children served		<i>University Park</i>	0 children served
<i>Eastshore</i>	1 child served		<i>Vista Verde</i>	0 children served
<i>Eastwood</i>	2 children served		<i>Westpark</i>	0 children served
<i>Greentree</i>	3 children served		<i>Woodbury</i>	0 children served
<i>Meadow Park</i>	6 children served			

Number of Children Served This Month: 36  
 Number of Child Days of Enrollment This Month: 681  
 Number of Sites Served This Month: 12  
 Funds Awarded This Month: \$ 10,491.50  
 Number of Children Served Year-to-Date: 40  
 Number of Child Days of Enrollment This Year: 1,889  
 Number of Sites Served Year-to-Date: 14  
 Funds Awarded Year-to-Date: \$35,849.68  
 Number of Children Added to Program This Month: 2  
 Number of Children Removed From Program This Month: 0  
 Number of Children On Waiting List: 0

**IRVINE CHILD CARE PROJECT / IRVINE CHILDREN'S FUND  
SCHOLARSHIP PROGRAM  
INVOICE**

October 2019

Invoice to the Irvine Child Care Project, One Civic Center Plaza, Irvine, CA 92623-9575

Long Term scholarships awarded to students in the **Rainbow Rising** program operating at **Alderwood** School, Irvine, for **October 2019**, reimbursement in the amount of **\$312.50**.

Long Term scholarships awarded to students in the **Rainbow Rising** program operating at **Beacon Park** School, Irvine, for **October 2019**, reimbursement in the amount of **\$267.50**.

Long Term scholarships awarded to students in the **Rainbow Rising** program operating at **Cadence Park** School, Irvine, for **October 2019**, reimbursement in the amount of **\$542.50**.

Long Term scholarships awarded to students in the **Rainbow Rising** program operating at **College Park** School, Irvine, for **October 2019**, reimbursement in the amount of **\$0.0**.

Long Term scholarships awarded to students in the **Rainbow Rising** program operating at **Culverdale** School, Irvine, for **October 2019**, reimbursement in the amount of **\$2,363.00**

Long Term scholarships awarded to students in the **Rainbow Rising** program operating at **Cypress Village** School, Irvine, for **October 2019**, reimbursement in the amount of **\$245.00**.

Long Term scholarships awarded to students in the **Rainbow Rising** program operating at **Eastwood** School, Irvine, for **October 2019**, reimbursement in the amount of **\$730.00**.

Long Term scholarships awarded to students in the **Rainbow Rising** program operating at **Greentree** School, Irvine, for **October 2019**, reimbursement in the amount of **\$957.50**.

Long Term scholarships awarded to students in the **Rainbow Rising** program operating at **Meadow Park** School, Irvine, for **October 2019**, reimbursement in the amount of **\$1,825.50**.

Long Term scholarships awarded to students in the **Rainbow Rising** program operating at **Northwood** School, Irvine, for **October 2019**, reimbursement in the amount of **\$2,192.50**.

**Total amount due to Rainbow Rising is \$9,436.00.**

**IRVINE CHILD CARE PROJECT / IRVINE CHILDREN'S FUND  
SCHOLARSHIP PROGRAM  
INVOICE**

October 2019

Invoice to the Irvine Child Care Project, One Civic Center Plaza, Irvine, CA 92623-9575

Long Term scholarships awarded to students in the **Kids Stuff** program operating at **Brywood** School, Irvine, for **October 2019**, reimbursement in the amount of **\$838.00**.

**Total amount due to Kids Stuff is \$838.00.**

**IRVINE CHILD CARE PROJECT / IRVINE CHILDREN'S FUND  
SCHOLARSHIP PROGRAM  
INVOICE**

October 2019

Invoice to the Irvine Child Care Project, One Civic Center Plaza, Irvine, CA 92623-9575

Long Term scholarships awarded to students in the **Dolphin Club** program operating at **Eastshore** School, Irvine, for **October 2019**, reimbursement in the amount of **\$217.50**.

**Total amount due to Dolphin Club is \$217.50.**

## IRVINE CHILD CARE PROJECT

**TOPIC:** **WARRANT REQUEST– IRVINE UNIFIED SCHOOL DISTRICT (IUSD)**

**DESCRIPTION:** IUSD has submitted an invoice for the Board's review and approval in the amount of \$69,646.76 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 October 2019.

The specific breakdown is as follows:

- \$44,452.92 for Custodial Services
- \$ 675.00 for Custodial Equip Amortization
- \$10,589.42 for Payment of Portable Purchase
- \$ 7,262.75 for Utilities
- \$ 6,666.67 for Facilities & Financial Support

**RECOMMENDATION:** Approve payment of \$69,646.76 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 October 2019.

IRVINE CHILD CARE PROJECT

DATE: *No Meeting*

<u>VENDOR</u>	<u>EXPENDITURE CLASSIFICATION</u>	<u>AMOUNT</u>
IUSD	00571059-5862	\$44,452.92
IUSD	00571081-7439	\$ 675.00
IUSD	00571059-7439	\$10,589.42
IUSD	00571081-5500	\$ 7,262.75
IUSD	00571059-5861	\$ 6,666.67
	<b>TOTAL</b>	\$69,646.76 IUSD

EXPENDITURE CLASSIFICATION SUMMARY

00571059-5862	\$44,452.92	
00571081-7439	\$ 675.00	
00571059-7439	\$10,589.42	
00571081-5500	\$ 7,262.75	
00571059-5861	\$ 6,666.67	
	<b>TOTAL</b>	\$69,646.76

On motion of \_\_\_\_\_, seconded by  
\_\_\_\_\_, at a regular meeting of the  
Irvine Child Care Project Board on this 13th day of January 2019, BE IT  
RESOLVED that the above warrants were approved for payment from the Irvine  
Child Care Project Fund.

---

Ira Glasky, Clerk, Irvine Child Care Project



# INVOICE

Page # 1

## Irvine Unified School District

5050 Barranca Parkway  
Irvine, CA 92604-4698  
Phone: (949) 936-5000

IRVINE CHILD CARE PROJECT (ICCP)  
5050 BARRANCA PARKWAY  
IRVINE, CA 92604

ACCT ID:	V7501158
INVOICE NUMBER:	75NI0026
DIVISION:	75GN
TERM:	1920
INVOICE DATE:	10/01/19
DUE DATE:	10/31/19
AMOUNT DUE	<b>\$69,646.76</b>

Item	Qty	Unit Amt	Ref. #	Account	Description	Amount
1	1	44452.92		0100505400 8699	OCTOBER 2019 - CUSTODIAL SERVICES	44,452.92
2	1	675.00		0100505400 8699	OCTOBER 2019 - CUSTODIAL EQUIPMENT (5 YEAR AMORTIZATION)	675.00
3	1	10589.42		0100000000 8953	OCTOBER 2019 - SALE OF CLASSROOMS	10,589.42
4	1	7,262.75		0100000000 8650	OCTOBER 2019 - UTILITIES	7,262.75
5	1	6,666.67		0100000000 8699	OCTOBER 2019 - FACILITIES & FINANCIAL SUPPORT	6,666.67
						Tax
<b>INVOICE TOTAL</b>						<b>\$69,646.76</b>

Please remit a copy with payment-thank you

Remit to: **Irvine Unified School District**  
5050 Barranca Parkway  
Irvine, CA 92604-4698

Account ID	V7501158
Account Name	IRVINE CHILD CARE PROJECT (ICC)
Invoice Number	75NI0026
DIV:	75GN
TERM:	1920
Due Date	10/31/19
Amount Due	\$69,646.76

Amount Paid \$ \_\_\_\_\_

## IRVINE CHILD CARE PROJECT

**TOPIC:** WARRANT REQUEST – CITY OF IRVINE

**DESCRIPTION:** The City of Irvine has submitted an invoice for the Board's review and approval for Program Administration, Grant Administration and Supplies for the month of October 2019 in the total amount of \$26,876.44.

The specific breakdown is as follows:

- \$ 25,791.44 for Program Administration
- \$ 1,085.00 for Grant Administration
- \$ 0.00 for Supplies

**RECOMMENDATION:** Approve payment of \$26,876.44 to the City of Irvine for Program Administration, Grant Administration and Supplies for the month of October 2019.

IRVINE CHILD CARE PROJECT

DATE: *No Meeting*

<u>VENDOR</u>	<u>EXPENDITURE CLASSIFICATION</u>	<u>AMOUNT</u>
CITY OF IRVINE	005710-59-5864	\$ 25,791.44
CITY OF IRVINE	005501-59-5810	\$ 1,085.00
CITY OF IRVINE	005710-59-5811	\$
CITY OF IRVINE	005710-59-4305	\$
	TOTAL	\$ 26,876.44

EXPENDITURE CLASSIFICATION SUMMARY

005710-59-5864	\$ 25,791.44
005501-59-5810	\$ 1,085.00
005710-59-5811	\$
005710-59-4305	\$

Total \$ 26,876.44

On motion of \_\_\_\_\_, seconded by  
\_\_\_\_\_, at a regular meeting of the  
Irvine Child Care Project Board on this 13th day of January 2020, BE IT  
RESOLVED that the above warrant was approved for payment from the Irvine  
Child Care Project Fund.

\_\_\_\_\_  
Ira Glasky, Clerk, Irvine Child Care Project



**City of Irvine**  
 FINANCE DEPARTMENT  
 P.O. BOX 19575  
 IRVINE, CA 92623-9575  
 949-724-6049

CUSTOMER NO. C4604  
 INVOICE NO. 201837  
 INVOICE DATE 11/26/2019

IRVINE CHILD CARE PROJECT  
 5050 BARRANCA PKWY  
 IRVINE, CA 92604-4652

**Terms: Please remit payment within 30 days to avoid 10 percent late fee and penalties.**

**Past due accounts may be referred to a collection agency.**

---

	Original Amount	\$26,876.44
OCTOBER 2019 STAFFING: ADMINISTRATION = \$24,691.44		
STAFFING: GRANT ADMINISTRATION = \$1,085.00		
SUPPLIES = \$0		
DUPLICATING = \$200.00		
CONTRACT SERVICES PAID ON PCARD = \$0		
CONTRACT SERVICES = \$900.00		
LOCAL TRAVEL = \$0		
TOTAL \$26,876.44		

Total Due: \$26,876.44

---

**PLEASE RETURN THIS PORTION WITH YOUR PAYMENT**

**Please make checks payable to:**

City of Irvine  
 FINANCE DEPARTMENT  
 P.O. BOX 19575  
 IRVINE, CA 92623-9575

**Customer Number:** C4604  
**Invoice Number:** 201837  
**Invoice Date:** 11/26/2019  
**Total Amount Due:** \$26,876.44

**Total Payment: \$** \_\_\_\_\_

We accept all major credit cards. To make a payment by credit card, please call 949-724-6011.

**ITEM 9**

## IRVINE CHILD CARE PROJECT

**TOPIC:** IRVINE CHILD CARE PROJECT (ICCP) EXPENSES PAID BY IRVINE UNIFIED SCHOOL DISTRICT (IUSD)

**DESCRIPTION:** The following invoices, in the total amount of \$85,734.00, have been paid by IUSD on behalf of ICCP:

- \$2,395.00 to Philadelphia Insurance Companies for Real Estate Umbrella insurance coverage for 2020-21.
- \$83,339.00 to Philadelphia Insurance Companies for Real Estate Package insurance coverage for 2020-21.

**RECOMMENDATION:** Review and accept attached invoices in the total amount of \$85,734.00 paid by IUSD on behalf of ICCP.

LEDGER: 41 DATE ISSUED: 12/16/19 VENDOR NAME: PHILADELPHIA INSU VENDOR: V4100044 CHECK: 41003582

INVOICE DATE	INVOICE / REF NUMBER	PURCHASE ORDER NUMBER	AMOUNT
12/04/19	2001551333		2,395.00
TOTAL AMOUNT OF INVOICES			2,395.00
PAID BY: IRVINE CHILD CARE PROJECT 5050 BARRANCA PARKWAY IRVINE, CA 92604-4698 949-651-0444		SUMMARY 0100571059 5450 2,395.00	

ORANGE COUNTY SUPERINTENDENT OF SCHOOLS  
IRVINE CHILD CARE PROJECT

56-382  
412

No. 41003582  
Date: 12/16/19  
Acct#: 9600058619

Sub Fund  
0101

Pay TWO Thousand THREE Hundred NINETY FIVE Dollars and ZERO Cents

\$\*\*\*\*\*2,395.00

To The Order of PHILADELPHIA INSURANCE COMPANIES  
P O BOX 70251  
PHILADELPHIA, PA 19176-0251

VOID UNLESS PRESENTED WITHIN 6 MONTHS  
WELLS FARGO BANK, N.A.  
115 HOSPITAL DRIVE  
VAN WERT, OH 45891

NOT NEGOTIABLE NOT NEGOTIABLE NOT NEGOTIABLE NOT NEGOTIABLE

LEDGER: 41 DATE ISSUED: 12/16/19 VENDOR NAME: PHILADELPHIA INSU VENDOR: V4100044 CHECK: 41003583

INVOICE DATE	INVOICE / REF NUMBER	PURCHASE ORDER NUMBER	AMOUNT
12/05/19	2001552603		83,339.00
TOTAL AMOUNT OF INVOICES			83,339.00
PAID BY: IRVINE CHILD CARE PROJECT 5050 BARRANCA PARKWAY IRVINE, CA 92604-4698 949-651-0444		SUMMARY 0100571059 5450 83,339.00	

Sub Fund  
0101

ORANGE COUNTY SUPERINTENDENT OF SCHOOLS  
IRVINE CHILD CARE PROJECT

56-382  
412

No. 41003583  
Date: 12/16/19  
Acct#: 9600058619

Pay EIGHTY THREE Thousand THREE Hundred THIRTY NINE Dollars  
and ZERO Cents

\$\*\*\*\*\*83,339.00

To The PHILADELPHIA INSURANCE COMPANIES  
Order P O BOX 70251  
of PHILADELPHIA, PA 19176-0251

VOID UNLESS PRESENTED WITHIN 6 MONTHS  
WELLS FARGO BANK, N.A.  
115 HOSPITAL DRIVE  
VAN WERT, OH, 45891

NOT NEGOTIABLE NOT NEGOTIABLE NOT NEGOTIABLE NOT NEGOTIABLE

**ITEM 10**

## IRVINE CHILD CARE PROJECT

**TOPIC:** DEPOSIT OF STATE GRANT APPORTIONMENT

**DESCRIPTION:** The Irvine Child Care Project (ICCP) has received 2 checks in the total amount of \$121,829.00 from the State Department of Education, Child Development Division.

- \$55,157.00 represents the 3rd apportionment received for the FY 2019-20 State Grant
- \$66,672.00 represents the 4th apportionment received for the FY 2019-20 State Grant

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

\$ 27,218.00	01-005-50100-8290
\$ 12,513.00	01-005-50100-8290
\$ 82,098.00	01-005-50100-8590

Irvine



Project

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BOARD

ALAN BATTENFIELD, President  
ADAM BUCHANAN, Vice President  
IRA GLASKY, Clerk  
STEPHANIE BYNON, Member  
ANTHONY KUO, Member

November 8, 2019

To: Becky Myers

From: Traci Stubbler  
ICCP Administrator

Subject: Deposit of State Grant Apportionment for CCTR-9159

I have enclosed a check from the State of California to deposit as the 3rd State Grant Apportionment, for FY 2019-20, in the amount \$55,157.00.

Please deposit into the following accounts:

3rd Apportionment:

\$ 13,526.00	Grant CDD-deposit to account # 01-005-50100-8290
\$ 6,217.00	Grant CDD-deposit to account # 01-005-50100-8290
\$ 35,414.00	Grant CDD-deposit to account # 01-005-50100-8590

Submitted for your action.

Thank you for your help,

A handwritten signature in black ink that reads 'Traci Stubbler'. The signature is written in a cursive, flowing style.

Traci Stubbler  
ICCP Administrator

bb

# Payments » Invoice CD-20190307-Q5530

Warrant Amount: \$55,157

Status: Paid

Payment Date: 10/24/2019

Agreement Number	PCA	Amount
<u>CCTR9159</u>	13609	\$13,526
<u>CCTR9159</u>	15136	\$6,217
<u>CCTR9159</u>	23254	\$35,414

Questions: Cate Washington | [cwashington@cde.ca.gov](mailto:cwashington@cde.ca.gov) | 916-322-8332

DETACH ON DOTTED LINE  
KEEP THIS PORTION FOR YOUR RECORDS

## 62-802426

ISSUE DATE: 10/24/2019

DEPARTMENT OF EDUCATION

CALIFORNIA DEPARTMENT OF EDUCATION ACCOUNTING OFFICE 1430 N ST

SACRAMENTO CA 95814

FOR QUESTIONS CONTACT ACCOUNTING DEPARTMENT AT 916/3235577

VENDOR NAME

VENDOR ID

IRVINE CHILD CARE PROJECT

0000052269

VOUCHER ID

INVOICE ID

PO ID

00116173

CD-20190307-Q5530

0000015233

AMOUNT PAID

\$55157.00

PAYMENT MESSAGE

CHILD DEVELOPMENT FISCAL ANALYST: J. BOYD 916-327-4997

ADDITIONAL PAYMENT MESSAGE

Irvine



Project

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BOARD  
ALAN BATTENFIELD, President  
ADAM BUCHANAN, Vice President  
IRA GLASKY, Clerk  
STEPHANIE BYNON, Member  
ANTHONY KUO, Member

November 27, 2019

To: Becky Myers

From: Traci Stubbler  
ICCP Administrator

Subject: Deposit of State Grant Apportionment for CCTR-9159

I have enclosed a check from the State of California to deposit as the 3rd State Grant Apportionment, for FY 2019-20, in the amount \$66,672.00.

Please deposit into the following accounts:

3rd Apportionment:

\$ 13,692.00	Grant CDD-deposit to account # 01-005-50100-8290
\$ 6,296.00	Grant CDD-deposit to account # 01-005-50100-8290
\$ 46,684.00	Grant CDD-deposit to account # 01-005-50100-8590

Submitted for your action.

Thank you for your help,

*Traci Stubbler* *TS*

Traci Stubbler  
ICCP Administrator

bb

# Payments » Invoice CD-20190501-Q5530

Warrant Amount: \$66,672

Status: Paid

Payment Date: 11/20/2019

Agreement Number	PCA	Amount
<a href="#">CCTR9159</a>	13609	\$13,692
<a href="#">CCTR9159</a>	15136	\$6,296
<a href="#">CCTR9159</a>	23254	\$46,684

Questions: Cate Washington | [cwashington@cde.ca.gov](mailto:cwashington@cde.ca.gov) | 916-322-8332

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# STATE OF CALIFORNIA 63-012762

THE TREASURER OF THE STATE WILL PAY OUT OF THE IDENTIFICATION NO. 0000052269

FUND NO. 8087 FUND NAME FISCAL CONSOLIDATED PMT

MO. | DAY | YR. 11 | 20 | 2019

90-1342/1211 63012762

TO: 012762  
 --- IRVINE CHILD CARE PROJECT  
 ONE CIVIC CNTR PLAZA  
 PO BOX 19575  
 IRVINE CA 92623-9575

DOLLARS	CENTS
\$***66672	00

*Betty T. Yee*  
 BETTY T. YEE  
 CALIFORNIA STATE CONTROLLER



FORM CD-85(1/99) CONTROLLERS WARRANT

⑆12⑆⑆⑆3423⑆ 630127629⑆

DETACH ON DOTTED LINE  
 KEEP THIS PORTION FOR YOUR RECORDS

63-012762

ISSUE DATE: 11/20/2019  
 DEPARTMENT OF EDUCATION  
 CALIFORNIA DEPARTMENT OF EDUCATION ACCOUNTING OFFICE 1430 N ST  
 SACRAMENTO CA 95814  
 FOR QUESTIONS CONTACT ACCOUNTING DEPARTMENT AT 916/3235577

VENDOR NAME	VENDOR ID
IRVINE CHILD CARE PROJECT	0000052269

VOUCHER ID	INVOICE ID	PO ID
00126940	CD-20190501-Q5530	0000015233

AMOUNT PAID  
 -----  
 \$66672.00

PAYMENT MESSAGE  
 -----  
 CHILD DEVELOPMENT FISCAL ANALYST: J. BOYD 916-327-4997

ADDITIONAL PAYMENT MESSAGE  
 -----

**ITEM 11**

## IRVINE CHILD CARE PROJECT

**TOPIC:** **DEPOSIT OF SCHOLARSHIP FUNDS FROM  
IRVINE CHILDREN'S FUND (ICF)**

**DESCRIPTION:** The Irvine Child Care Project has received checks in the total amount of \$9,805.93 from ICF for scholarships awarded in September 2019.

**RECOMMENDATION:** Authorize the deposit of funds from ICF into the appropriate account as follows:

- \$ 390.82 01-005-712-00-8689
- \$ 9,415.11 01-005-712-00-8699

Irvine



Project

BOARD  
ALAN BATTENFIELD, President  
ADAM BUCHANAN, Vice President  
IRA GLASKY, Clerk  
STEPHANIE BYNON, Member  
ANTHONY KUO, Member

November 5, 2019

**TO: Becky Meyers**  
**FROM: TRACI STUBBLER**  
**ICCP ADMINISTRATOR**  
**SUBJECT: DEPOSIT OF ICF CHECKS**

I have enclosed a check from the Irvine Children's Fund (ICF) in the amount of \$9,805.93 for the month of September 2019.

Please deposit into the following account as follows:

\$ 390.82            **ICF** – deposit to account # 01-005-712-00-8689  
\$ 9,415.11        **ICF/CDBG** - deposit to account # 01-005-712-00-8699

Submitted for your action.

Thanks for your help,

A handwritten signature in cursive script that reads 'Traci Stubbler'.

Traci Stubbler  
ICCP Administrator

bb

4956



IRVINE CHILDREN'S FUND  
IRVINE JUNIOR GAMES  
14301 YALE AVENUE  
IRVINE, CA 92604  
(949) 786-6454

WELLS FARGO BANK  
16-24/1220

10/21/2019

PAY TO THE ORDER OF Irvine Child Care Project

\$\*\*9,805.93

Nine Thousand Eight Hundred Five and 93/100\*\*\*\*\*

DOLLARS

Traci Stubbler  
14341 Yale Ave  
Irvine, CA 92604

MEMO  
September 2019

*Traci Stubbler*  
*D. [Signature]*  
AUTHORIZED SIGNATURE MP

⑈004956⑈ ⑆ 22000247⑆ 3096683101⑈

IRVINE CHILDREN'S FUND

4956

Irvine Child Care Project

10/21/2019

ICF:PROGRAMS:SCHOLARSHIPS:ICF 2019 September 2019  
ICF:PROGRAMS:SCHOLARSHIPS:CDBG 20 September 2019

390.82  
9,415.11

Wells Fargo Checking September 2019

9,805.93



# Irvine Children's Fund

Celebrating 33 Years

Irvine Children's Fund  
Children Helping Children

## Board of Directors

### ICF President

**Greg S. Goodrich**  
Wells Fargo Advisors

### Past President

**Marcy Brown**  
Hoag Hospital Irvine

### Vice President

**Dan Borland**  
Wells Fargo

### Secretary

**Susan Whittaker**  
Whittaker Planning Services

### Treasurer

**Charisse Redd**  
HBLA

**Certified Public Accountants**

### Lauren Brooks

IUSD Board of Trustees

### Anthony Kuo

Irvine City Council

### Ryan Martz

Ryan Martz Events

### Mary D. Miller

Past ICF President  
Citizens Business Bank

### Rob Poetsch

Taco Bell

### Sheri Reynolds

SPLATT Design

### Honorary

**Beckle Desmet**  
Community Leader

### Stan Machesky

Irvine Unified School District

### Michael Means

KLAA-AM 830, Retired

### Ex Officio

**Mayor Christina Shea**  
City of Irvine

### Terry Walker

Superintendent  
Irvine Unified School District

### Sharon Wellikson

Executive Director  
Irvine Junior Games  
Irvine Children's Fund

### Theresa Collins

Director  
Irvine Junior Games  
Irvine Children's Fund

Alan Battenfield  
President  
Irvine Child Care Project  
14341 Yale Avenue  
Irvine, CA 92604

Dear Alan:

Enclosed please find:

Check #4956 in the amount of \$9,805.93 for the before and after school child care scholarships provided in September 2019. This provided 583 child care days and scholarships for 34 children at 12 child care sites. Of this amount, \$9,415.11 is from CDBG 2019-2020 Before and After School Child Care Scholarship Funds and \$390.82 is from ICF 2019 – 2020 Before and After School Child Care Scholarship Funds.

Sincerely,

Greg Goodrich  
President  
Irvine Children's Fund

Sharon Wellikson  
President  
Irvine Children's Fund

2019 – 2020 Before and After School Child Care Scholarship Funds \$130,000 ICF Funds - \$80,000 and CDBG 2018 – 2019 Funds - \$50,000					
Month 2019 – 2020	ICF Funds 2019-2020	CDBG 2019 – 2020	Total	Child Care Days	Check #
July 2019	\$330.00	\$6,099.00	\$6,429.00	261	#4955
August 2019	\$447.75	\$8,675.50	\$9,123.25	364	#4957
September 2019	\$390.82	\$9,415.11	\$9,805.93	583	#4956
October 2019					
November 2019					
December 2019					
January 2020					
February 2020					
March 2020					
April 2020					
May 2020					
June 2020					
<b>Total</b>	<b>\$1,168.57</b>	<b>\$24,189.61</b>	<b>\$25,358.18</b>	<b>1,208</b>	
<b>38 children have received scholarships through September 2019</b>					

C: Traci Stubbler & Barbara Belfield, ICCP  
John Fogarty, ICCP Treasurer

**ITEM 12**

## IRVINE CHILD CARE PROJECT

**TOPIC:** PROGRAM ASSESSMENT REVIEW COMMITTEE  
(PARC) VISITS

**DESCRIPTION:** Volunteer Program Assessment Review Committee (PARC) members are currently conducting comprehensive reviews at ICCP sites. The following 15 programs met the ICCP program quality criteria for lease renewal in November 2019:

Alderwood, Rainbow Rising  
Brywood, Kids Stuff  
Cadence Park, Rainbow Rising  
Canyon View, Child Development Center  
Culverdale, Rainbow Rising  
Eastshore, Dolphin Club  
Eastwood, Rainbow Rising  
Greentree, Rainbow Rising  
Meadow Park, Rainbow Rising  
Oak Creek, Child Development Center  
Portola Springs, Rainbow Rising  
Springbrook, Child Development Center  
Stonegate, Child Development Center  
University Park, Child Development Center  
Westpark, Rainbow Rising

**RECOMMENDATION:** PARC recommends the Board approve lease renewal for Alderwood Rainbow Rising, Brywood Kids Stuff, Cadence Park Rainbow Rising, Canyon View Child Development Center, Culverdale Rainbow Rising, Eastshore Dolphin Club, Eastwood Rainbow Rising, Greentree Rainbow Rising, Meadow Park Rainbow Rising, Oak Creek Child Development Center, Portola Springs Rainbow Rising, Springbrook Child Development Center, Stonegate Child Development Center, University Park Child Development Center, and Westpark Rainbow Rising.

**ITEM 13**

## **IRVINE CHILD CARE PROJECT**

**TOPIC: MEMBER AT LARGE RE-APPOINTMENT**

**DESCRIPTION:** The Irvine Child Care Project (ICCP), established in 1984, is governed by the ICCP Board of Directors (Board). The Board is comprised of two members appointed by the governing board of each of the parties to the joint powers agreement, and one member interested in child care appointed by the remaining board members.

Board Member Bynon was appointed as Member at Large to serve a special term of office to commence September 9, 2019 through January 2020. Board Member Bynon was selected in response to an open recruitment based on her extensive volunteer experience and unique perspective being familiar with the needs and goals of Irvine Unified School District, the City of Irvine and ICCP.

Per the ICCP Agreement for the Joint Exercise of Powers, the annual regular term of office for the Member at Large is February through January and members may be reappointed solely within the discretion of the appointing power.

ICCP Board President Battenfield recommends the reappointment of Board Member Bynon who has indicated an interest in and commitment to continuing to serve on the ICCP Board.

**RECOMMENDATION:** Re-appoint Stephanie Bynon to the ICCP Board of Directors to serve for a regular term of office to commence February 1, 2020 through January 2021.

ICCP/Stubbler  
Board Agenda  
January 13, 2020



**ITEM 14**

**IRVINE CHILD CARE PROJECT**

**TOPIC:** **FISCAL YEAR 2018-19 FINANCIAL YEAR-END  
AUDIT**

**DESCRIPTION:** The Irvine Child Care Project FY 2018-19 Financial Year-end Audit has been completed by the independent auditing firm of Eide Bailly, LLP as required by the California Department of Education.

There were no significant findings or notations. Tests disclosed no instances of noncompliance or other matters that are required to be reported under *Government Auditing Standards*.

**RECOMMENDATION:** Receive and file FY 2018-19 Year-end Financial Audit.

**COPIES OF THE ANNUAL FINANCIAL REPORT FOR THE IRVINE CHILD CARE PROJECT FOR THE YEAR ENDED JUNE 30, 2019, PROVIDED TO BOARD MEMBERS ONLY.**

**COPIES ARE AVAILABLE:**

- **ON THE CITY'S WEB SITE – [WWW.CITYOFIRVINE.ORG](http://WWW.CITYOFIRVINE.ORG)**
- **UPON REQUEST THROUGH THE CITY'S RECORDS DEPARTMENT.**



**ITEM 15**

**Facilities and Budget Report**

# Irvine Child Care Project

(A California Joint Powers Authority)

Statement Of Revenues, Expenditures, and Changes In Fund Balances As Of December 31, 2019

## Fiscal Year 2019-20 Budget

Percentage of Year Completed: 50%

OPERATING FUND Program Description	2019-20 Adopted Budget	Current (Adjusted) Budget	Encumbered Funds (PO's)	Actual Recvd/Spent To Date	Balance	Used/ Rec'd	%
<b>ICCP - Regular Programs</b>							
<b>COST CENTER 005710</b>							
<b>REVENUE</b>							
8650 Portable Fees Cnty	\$1,879,922	\$1,879,922	\$0	\$919,673	\$960,249	49%	49%
8660 Interest Income Cnty	\$48,312	\$48,312	\$0	\$19,706	\$28,606	41%	41%
<b>Total Revenue:</b>	<b>\$1,928,234</b>	<b>\$1,928,234</b>	<b>\$0</b>	<b>\$939,379</b>	<b>\$988,855</b>	<b>49%</b>	<b>49%</b>
<b>OPERATING EXPENDITURES</b>							
4305 Program Supplies	\$1,800	\$1,800	\$0	\$0	\$1,800	0%	0%
4305 Security Radio	\$4,595	\$4,595	\$583	\$0	\$4,012	13%	13%
4306 M & O Repairs done by IUSD	\$40,000	\$40,000	\$0	\$0	\$40,000	0%	0%
5450 Insurance	\$84,158	\$84,158	\$0	\$86,950	(\$2,792)	103%	103%
5500 Utilities (\$7,262.79X12)	\$87,153	\$87,153	\$0	\$29,051	\$58,102	33%	33%
5601 Non-Cap Siter/Bldg Improve./Rehab	\$40,000	\$40,000	\$0	\$0	\$40,000	0%	0%
5811 Consultants	\$27,000	\$27,000	\$0	\$0	\$27,000	0%	0%
5817 Scholarships	\$30,000	\$30,000	\$0	\$0	\$30,000	0%	0%
5837 Interest Expense	\$2,200	\$2,200	\$0	\$0	\$2,200	0%	0%
5838 Audit	\$9,100	\$9,100	\$0	\$0	\$9,100	0%	0%
5861 Facilities & Financial Support / IUSD	\$80,000	\$80,000	\$0	\$26,667	\$53,333	33%	33%
5862 Custodial Services	\$533,435	\$533,435	\$0	\$177,812	\$355,623	33%	33%
5864 Program Coordination / City	\$344,000	\$344,000	\$0	\$94,809	\$249,191	28%	28%
<b>Total Operating Expenditures:</b>	<b>\$1,283,441</b>	<b>\$1,283,441</b>	<b>\$583</b>	<b>\$415,288</b>	<b>\$867,570</b>	<b>32%</b>	<b>32%</b>
<b>Total Excess (Deficiency):</b>	<b>\$644,793</b>	<b>\$644,793</b>	<b>(\$583)</b>	<b>\$524,091</b>			
<b>CAPITAL EXPENDITURES</b>							
6210 Building Improvement / \$5K Threshold	\$125,000	\$125,000	\$0	\$0	\$125,000	0%	0%
6230 Portables (Replacement/New)	\$0	\$0	\$0	(\$15,851)	\$15,851	0%	0%
5862 Custodial Vehicles	\$70,000	\$70,000	\$0	\$54,970	\$15,030	79%	79%
7439 Debt Service	\$135,173	\$135,173	\$0	\$45,058	\$90,115	33%	33%
<b>Total Capital Expenditures:</b>	<b>\$330,173</b>	<b>\$330,173</b>	<b>\$0</b>	<b>\$84,176</b>	<b>\$245,997</b>	<b>25%</b>	<b>25%</b>
<b>Net Increase (Decrease):</b>	<b>\$314,621</b>	<b>\$314,620</b>		<b>\$439,914</b>			
Beginning Balance, July 1	\$1,414,367	\$1,414,367		\$1,414,367			
Ending Balance, June 30	\$1,728,988	\$1,728,987		\$1,854,282			
<b>Components of Ending Balance:</b>							
Capital Facilities (Modular Replacement) Reserve	\$1,680,580	\$1,680,579		\$1,839,298			
3% Operation Reserve	\$48,408	\$48,408		\$14,984			

# Irvine Child Care Project

(A California Joint Powers Authority)

Statement Of Revenues, Expenditures, and Changes In Fund Balances As Of December 31, 2019

## Fiscal Year 2019-20 Budget

Program Description	2019-20 Adopted Budget	Current (Adjusted) Budget	Encumbered Funds (PO's)	Actual Recvd/Spent To Date	Balance	Used/ Rec'vd
						%
<b>GRANT PROGRAM FUNDS</b>						
<b>STATE GRANT/ICDD</b>						
<b>COST CENTER 005501</b>						
<b>REVENUE</b>						
8290 Child Development Apportionments	\$237,902	\$237,902	\$0	\$184,880	\$53,022	78%
8590 Other State Revenue	\$426,694	\$426,694	\$0	\$158,259	\$268,435	37%
8660 Interest	\$2,600	\$2,600	\$0	\$0	\$2,600	0%
<b>Total Revenue:</b>	<b>\$667,196</b>	<b>\$667,196</b>	<b>\$0</b>	<b>\$343,139</b>	<b>\$324,057</b>	<b>51%</b>
<b>EXPENDITURES</b>						
5810 Serv./Contracts	\$667,196	\$667,196	\$0	\$279,914	\$387,282	42%
<b>Total Expenditures:</b>	<b>\$667,196</b>	<b>\$667,196</b>	<b>\$0</b>	<b>\$279,914</b>	<b>\$387,282</b>	<b>42%</b>
Deferred Revenue (Carry-over):	\$0	\$0	\$0	\$63,225		
<b>LOCAL GRANT / Irvine Childrens Fund (ICF)</b>						
<b>COST CENTER 005712</b>						
<b>REVENUE</b>						
8689 All Other Fees & Contracts	\$80,000	\$80,000	\$0	\$1,169	\$78,831	1%
8699 Other Local Revenue/CDBG	\$50,000	\$50,000	\$0	\$24,190	\$25,810	48%
<b>Total Revenue:</b>	<b>\$130,000</b>	<b>\$130,000</b>	<b>\$0</b>	<b>\$25,358</b>	<b>\$104,642</b>	<b>20%</b>
<b>EXPENDITURES</b>						
5817 Scholarships	\$130,000	\$130,000	\$0	\$35,850	\$94,150	28%
<b>Total Expenditures:</b>	<b>\$130,000</b>	<b>\$130,000</b>	<b>\$0</b>	<b>\$35,850</b>	<b>\$94,150</b>	<b>28%</b>
Fund Balance (U):	\$0	\$0	\$0	(\$10,492)		
<b>GRANT PROGRAM FUND SUMMARY</b>						
<b>REVENUE</b>	\$797,196	\$797,196	\$0	\$368,497	\$428,699	46%
<b>EXPENDITURES</b>	\$797,196	\$797,196	\$0	\$315,764	\$481,432	40%
<b>Total Excess (Deficiency):</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$52,734</b>		
Beginning Balance, July 1	\$0	\$0	\$0	\$0		
Ending Balance, June 30	\$0	\$0	\$0	\$52,734		
<b>TOTAL ICCP FUND BALANCE:</b>	<b>\$1,728,987</b>	<b>\$1,728,987</b>	<b>\$0</b>	<b>\$1,907,059</b>		
<b>(Operating Fund + Grant Program Funds)</b>						

**ITEM 16**

**Irvine Child Care Project Administrator's  
Report**

Irvine Child Care Project (ICCP) Administrator's Report  
January 13, 2019

Finances:

- Fiscal Year 2019-20 Continued Funding Application for the General Child Care and Development (CCTR) grant was submitted to the California Department of Education by the November 5, 2019 deadline.

Scholarships/Financial Assistance:

- Irvine Children's Fund approved \$14,000 in materials grants to ICCP sites (\$500 per site). Site proposals have been submitted and approved.

Program Quality:

- "Creating Gender Inclusive Programs" presented by City staff was held at Portola Springs Community Center on Thursday, December 5. The 42 leadership staff members representing all 28 ICCP sites viewed the film "Creating Gender Inclusive Schools" and then participated in small group discussion to self-reflect to ensure child care programs are creating an environment of acceptance and emotional safety for all children and brainstorm strategies to offer greater opportunity for all children to express their unique selves.

Facilities:

- Developing timeline to coordinate Springbrook CDC's move back to and licensure at their permanent campus in summer 2020.