



# MINUTES

## 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

### CALL TO ORDER

A regular meeting of the Irvine Child Care Project (ICCP) was called to order on Monday, January 13, 2020 at 8:31 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:	Melissa Fox

### PLEDGE OF ALLEGIANCE

President Battenfield led the Pledge of Allegiance.

### INTRODUCTIONS

There were no introductions.

### 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 Board Member Bynon, to approve Consent Calendar items 1 through 13.**

The motion carried as follows:

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

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

**ACTION:** Approved minutes of the Irvine Child Care Project regular meeting of November 4, 2019.

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

**ACTION:** Approved 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.**

**ACTION:** Approved 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**

**ACTION:** Approved 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**

**ACTION:** Approved 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)**

**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 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**

**ACTION:** Approved 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**

**ACTION:** Reviewed and approved December 2019 payments attached.

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

**ACTION:** Reviewed and accepted attached invoices in the total amount of \$85,734.00 paid by IUSD on behalf of ICCP.

**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:

- \$ 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)**

**ACTION:** Authorized 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**

**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**

**ACTION:** Re-appointed 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**

**ACTION:** John Fogarty, Irvine Unified School District (IUSD) Assistant Superintendent/Chief Financial Officer, presented the item. There were no findings in the audit.

**REPORTS**

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

Report included in packet was reviewed.

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

Report included in packet was reviewed.

**ADJOURNMENT**

Moved by Clerk Glasky, seconded by Vice President Buchanan, and unanimously carried to adjourn the meeting at 8:40 a.m.

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

  
ALAN BATTENFIELD, PRESIDENT  
IRVINE CHILD CARE PROJECT

  
SHANE DINEEN  
RECORDING SECRETARY

Date Approved: 3/9/20