



Cyril Yu  
President

Ryan Painter  
Vice President

Jenna Berumen  
Clerk

Christine Knowland  
Board Member

Vacant  
Board Member

# AGENDA

## IRVINE CHILD CARE PROJECT REGULAR MEETING

January 13, 2025

8:30 AM

Conference Training Center (CTC)

1 Civic Center Plaza  
Irvine, California 92606

**PARTICIPATION VIA ZOOM**

**MEETING ID: 824 1494 0589**

**PASSCODE: 011325**

**WEBSITE: [zoom.us/join](https://zoom.us/join)**

**TELEPHONE: 669-900-6833**

**or 346-248-7799**

To participate virtually, visit [zoom.us/join](https://zoom.us/join) using any web browser, or the Zoom app on smartphones or tablets, and enter the Meeting ID and Passcode noted above. To participate by telephone, dial one of the numbers listed above and enter the same Meeting ID and Passcode. For technical assistance before or during the meeting, call 949-724-6078.

### CALL TO ORDER

### ROLL CALL

### PLEDGE OF ALLEGIANCE

### PUBLIC COMMENTS – NON-AGENDIZED ITEMS

Any member of the public may address the Board on items within the Board's subject matter jurisdiction but which are not listed on this agenda. If 20 or fewer requests to provide public comments are submitted, each speaker shall be limited to three minutes. If between 21 and 30 speakers submit public comments, each speaker shall be limited to two minutes. If more than 30 speakers submit public comments, each speaker shall be limited to 90 seconds. The time limit per speaker shall be established based on the number of requests to speak submitted to the Recording Secretary before the first speaker is called. Requests to speak submitted after the first speaker is called shall receive 90 seconds. These time limits may be shortened or extended, or a cumulative limit on the time for all public speakers may be imposed, at the discretion of the President or by a majority vote of the Board.

### INTRODUCTIONS

**1. REPORTS**

**1.1 FINANCIAL REPORT**

**1.2 ADMINISTRATOR'S REPORT**

**BOARD ANNOUNCEMENTS/COMMITTEE REPORTS/COMMITTEE UPDATES**

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Board Announcements and Reports are for the purpose of presenting brief comments or reports, are subject to California Government Code Section 54954.2 of the Brown Act, and are limited to three minutes per member of the Irvine Child Care Project. In addition, the President shall receive any necessary additional time to deliver announcements of community events and opportunities.

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**ADDITIONS AND DELETIONS TO THE AGENDA**

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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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**2. CONSENT CALENDAR**

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All matters listed under Consent Calendar are considered to be routine and enacted by one roll call vote. There will be no discussion on these items unless members of the Irvine Child Care Project Board request specific items to be removed from the Consent Calendar for separate discussion.

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**2.1 MINUTES**

**RECOMMENDED ACTION:**

Approve the minutes of the Irvine Child Care Project Board regular meeting held on November 18, 2024.

**2.2 WARRANT REQUEST – CATALYST FAMILY INC.**

**RECOMMENDED ACTION:**

Approve payment of \$74,977.54 to Catalyst Family Inc. for child care development services for November 1-30, 2024.

**2.3 WARRANT REQUEST – CATALYST FAMILY INC.**

**RECOMMENDED ACTION:**

Approve payment of \$17,023.71 to Catalyst Family Inc. for the remaining balance due for child care development services provided October 1-31, 2024.

**2.4 WARRANT REQUEST– IRVINE CHILDREN'S FUND (ICF) SCHOLARSHIPS**

**RECOMMENDED ACTION:**

Approve payments for warrants totaling the amount of \$12,862.00 [\$12,862.00 Irvine Recovery Program (IRP)] for child care services for November 1-30, 2024 funded by ICF scholarships.

- \$ 3,545.75 to Catalyst Family Inc. (IRP)
- \$ 0.00 to Creekers Club

- \$ 372.50 to Dolphin Club (IRP)
- \$ 775.00 to Kids Stuff (IRP)
- \$ 8,168.75 to Rainbow Rising (IRP)

**2.5 WARRANT REQUESTS – IRVINE UNIFIED SCHOOL DISTRICT (IUSD)**

**RECOMMENDED ACTION:**

Approve payment of \$78,892.08 for Utilities, Facilities and Financial Support Services, and Custodial Services for the month of November 2024.

- \$ 58,512.00 for Custodial Services
- \$ 9,269.33 for Utilities
- \$ 11,110.75 for Facilities and Financial Support Services

**2.6 WARRANT REQUEST – CITY OF IRVINE**

**RECOMMENDED ACTION:**

Approve payment of \$33,802.52 to the City of Irvine for Contract Services and Program and Grant Administration for the month of November 2024.

- \$ 31,962.50 for Program Administration
- \$ 1,840.02 for Grant Administration
- \$ 0.00 for Contract Services

**2.7 IRVINE CHILD CARE PROJECT (ICCP) PAYMENTS ISSUED DECEMBER 2024**

**RECOMMENDED ACTION:**

Receive and file attached record of payments issued December 2024 for service month October 2024.

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

**RECOMMENDED ACTION:**

Receive and file attached invoices in the total amount of \$19,117.30 paid by IUSD on behalf of ICCP.

**2.9 DEPOSIT OF STATE GRANT APPORTIONMENT**

**RECOMMENDED ACTION:**

Receive and file record of deposit from the California Department of Social Services as follows:

- \$ 168,659.00            01-005-50100-8290
- \$ 85,117.00            01-005-50100-8590

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

**RECOMMENDED ACTION:**

Receive and file the record of deposit of funds from ICF into the appropriate account as follows:

- \$ 10,309.82      01-005-712-00-8689

**3. BOARD BUSINESS**

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Public comments on Board items will be heard at the time the matters are considered. If 10 or fewer requests to speak are submitted, each speaker shall be limited to three minutes per item. If between 11 and 15 speakers submit requests to speak, each speaker shall be limited to two minutes per item. If 16 or more requests to speak are submitted, each speaker shall be limited to 90 seconds per item. The time limit per speaker shall be established based on the number of requests to speak submitted to the Recording Secretary before the first speaker is called. Requests to speak submitted after the first speaker is called shall receive 90 seconds. These time limits may be shortened or extended, or a cumulative limit on the time for all public speakers may be imposed, at the discretion of the President or by a majority vote of the Board.

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**3.1 FISCAL YEAR 2023-24 FINANCIAL YEAR-END AUDIT**

**RECOMMENDED ACTION:**

Receive and file Fiscal Year 2023-24 Year-end Financial Audit.

**3.2 MEMBER AT LARGE APPOINTMENT**

**RECOMMENDED ACTION:**

Reappoint Christine Knowland to the ICCP Board of Directors to serve for a regular term of office to commence February 1, 2025 through January 2026.

**3.3 IRVINE CHILD CARE PROJECT BOARD 2025 MEETING SCHEDULE**

**RECOMMENDED ACTION:**

Approve the revised ICCP Board 2025 meeting schedule

**ADJOURNMENT**

**NOTICE TO THE PUBLIC**

**PARTICIPATION AT IRVINE CHILD CARE PROJECT MEETINGS**

You may submit comments on any agenda item or on any item not on the agenda, in writing via mail to: "Attn: Irvine Child Care Project Board," 1 Civic Center Plaza, Irvine, CA 92606; or by email to [iccp@cityofirvine.org](mailto:iccp@cityofirvine.org). E-Comments submitted at least two hours prior to the commencement of the meeting will be distributed to the Board at the meeting. You may also provide live comments via "Zoom." For more information, visit [cityofirvine.org/child-care-development/irvine-child-care-project-board-information](http://cityofirvine.org/child-care-development/irvine-child-care-project-board-information).

**REQUEST TO SPEAK IN PERSON:** If you would like to address the Board on a scheduled agenda item, non-agenda item, or public hearing, please fill out a Request to Speak Form and submit to the Recording Secretary. We respectfully ask that you identify on the form your name and the item(s) on which you would like to speak. The [Request to Speak Form](#) assists the Chair in ensuring that all persons wishing to address the Board are recognized. It also ensures the accurate identification of meeting participants in the Board minutes. Your name will be called at

the time public comments are heard by the Board. City policy is to limit public testimony to up to three minutes per speaker depending on relevant circumstances, which includes the presentation of electronic or audio/visual information. Speakers may not yield their time to other persons.

Please take notice that the order of scheduled agenda items and/or the time they are actually heard, considered, and decided may be modified by the Chair or the Board during the course of the meeting, so please stay alert.

**PLEASE NOTE:** The Board is making every effort to follow the spirit and intent of the Brown Act and other applicable laws regulating the conduct of public meetings, in order to maximize transparency and public access. For questions or assistance, please contact the Irvine Child Care Project Administrator at 949-724-6635, or via email at [tstubler@cityofirvine.org](mailto:tstubler@cityofirvine.org). It would be appreciated if written communications of public comments related to items on the agenda, or items not on the agenda, are provided prior to the commencement of the meeting.

### **ADJOURNMENT**

**At 11 a.m.**, the Board will determine which of the remaining agenda items can be considered and acted upon prior to 12 noon and will continue all other items on which additional time is required until a future Board meeting. All meetings are scheduled to terminate by 12 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 Child Care Services and are available for public inspection and copying once the agenda is publicly posted (at least 7 days prior to a regular Board meeting). Staff reports can also be downloaded from the City's website at [cityofirvine.org](http://cityofirvine.org) at least seven days prior to the scheduled Board meeting.

If you have any questions regarding any item of business on the agenda for this meeting, or any of the staff reports or other documentation relating to any agenda item, please contact Irvine Child Care Project Administrator at 949-724-6635.

### **SUPPLEMENTAL MATERIAL RECEIVED AFTER THE POSTING OF THE AGENDA**

Any supplemental writings or documents distributed to a majority of the Board regarding any item on this agenda after the posting of the agenda will be available for public review in Child Care Services, 14341 Yale, Irvine, California, during normal business hours. In addition, such writings or documents will be made available for public review on the City's website and at the respective public meeting.

If you have any questions regarding any item of business on the agenda for this meeting, or any of the staff reports or other documentation relating to any agenda item, please contact the Irvine Child Care Project Administrator at 949-724-6635.

### **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 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 Board 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 Child Care Services at 949-724-6635.

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 Board are held on the second Monday of select months at 8:30 a.m. Agendas are available for viewing at the following locations:

- City Clerk's Office
- Irvine Police Department
- Main Entrance of City Hall
- Lakeview Senior Center, 20 Lake Rd
- Northwood Community Center, 4521 Bryan Ave
- Rancho Senior Center, 3 Ethel Coplen Way
- William Woollett Jr. Aquatics Center, 4601 Walnut Ave
- City's web page at [cityofirvine.org](http://cityofirvine.org)

I hereby certify that the agenda for the Irvine Child Care Project Board meeting was posted in accordance with law at the main entrance of City Hall, 1 Civic Center Plaza, Irvine, California, on January 6, 2025 by 5:30 p.m. as well as on the City's website.

  
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Community Services Administrative Assistant III

**1. REPORTS**

**ITEM 1.1**

**FINANCIAL REPORT**

# Irvine Child Care Project

(A California Joint Powers Authority)

Statement Of Revenues, Expenditures, and Changes In Fund Balances As Of November 30, 2024

## Fiscal Year 2024-25 Budget

Percentage of Year Completed: 42%

OPERATING FUND Program Description	2024-25 Adopted Budget	Current (Adjusted) Budget	Encumbered Funds (PO's)	Actual Recvd/Spent To Date	Balance	%
<b>ICCP - Regular Programs</b>						
<b>COST CENTER 005710</b>						
<b>REVENUE</b>						
8650 Portable Fees Cnty	\$1,970,668	\$1,970,668	\$0	\$821,112	\$1,149,556	42%
8660 Interest Income Cnty	\$80,000	\$80,000	\$0	\$47,318	\$32,682	59%
8662 Net Changes in Investments	\$0	\$17,125	\$0	\$17,125	\$0	100%
8699 Other Local Revenue	\$0	\$0	\$0	(\$3,064)	\$3,064	0%
<b>Total Revenue:</b>	<b>\$2,050,668</b>	<b>\$2,067,793</b>	<b>\$0</b>	<b>\$882,491</b>	<b>\$1,185,302</b>	<b>43%</b>
<b>OPERATING EXPENDITURES</b>						
4305 Campus Safety	\$5,150	\$5,150	\$0	\$0	\$5,150	0%
4306 M & O Repairs done by IUSD	\$40,000	\$40,000	\$0	\$19,221	\$20,779	48%
4376 Materials/Supplies	\$0	\$100	\$57	\$0	\$43	0%
4388 Custodial Supplies	\$0	\$5,443	\$0	\$5,423	\$20	100%
4401 Non-Capitalized Equipment	\$0	\$17,703	\$2,755	\$14,703	\$245	83%
5450 Insurance	\$137,016	\$137,016	\$0	\$1,538	\$135,478	1%
5500 Utilities	\$111,232	\$111,232	\$0	\$27,808	\$83,424	25%
5601 Non-Cap Site/Bldg Improve./Rehab	\$40,000	\$40,000	\$0	\$0	\$40,000	0%
5811 Consultants	\$65,000	\$65,000	\$0	\$20,700	\$44,300	32%
5817 Scholarships	\$30,000	\$30,000	\$0	\$0	\$30,000	0%
5837 Interest Expense	\$12,000	\$12,000	\$0	\$540	\$11,460	5%
5838 Audit	\$18,500	\$18,500	\$0	\$0	\$18,500	0%
5861 Facilities & Financial Support / IUSD	\$133,329	\$133,329	\$0	\$33,332	\$99,997	25%
5862 Custodial Services	\$702,144	\$702,144	\$0	\$175,536	\$526,608	25%
5864 Program Coordination / City	\$534,044	\$534,044	\$0	\$80,845	\$453,200	15%
<b>Total Operating Expenditures:</b>	<b>\$1,828,415</b>	<b>\$1,851,661</b>	<b>\$2,812</b>	<b>\$379,646</b>	<b>\$1,469,203</b>	<b>21%</b>
<b>Total Excess (Deficiency):</b>	<b>\$222,253</b>	<b>\$216,132</b>	<b>(\$2,812)</b>	<b>\$502,845</b>		
<b>CAPITAL EXPENDITURES</b>						
6210 Building Improvement / \$5K Threshold	\$115,000	\$115,000	\$0	\$0	\$115,000	0%
6410 Custodial Vehicles	\$35,000	\$35,000	\$0	\$0	\$35,000	0%
<b>Total Capital Expenditures:</b>	<b>\$150,000</b>	<b>\$150,000</b>	<b>\$0</b>	<b>\$0</b>	<b>\$150,000</b>	<b>0%</b>
<b>Net Increase (Decrease):</b>	<b>\$72,253</b>	<b>\$66,132</b>		<b>\$502,845</b>		
Beginning Balance, July 1	<b>\$2,585,849</b>	<b>\$2,585,849</b>		<b>\$2,585,849</b>		
Ending Balance, June 30	<b>\$2,658,102</b>	<b>\$2,651,982</b>		<b>\$3,088,695</b>		
<b>Components of Ending Balance:</b>						
Capital Facilities (Modular Replacement) Reserve	\$2,598,750	\$2,591,932		\$3,077,305		
3% Operation Reserve	\$59,352	\$60,050		\$11,389		



## Irvine Child Care Project

(A California Joint Powers Authority)

Statement Of Revenues, Expenditures, and Changes In Fund Balances As Of November 30, 2024

### Fiscal Year 2024-25 Budget

GRANT PROGRAM FUNDS Program Description	2024-25 Adopted Budget	Current (Adjusted) Budget	Encumbered Funds (PO's)	Actual Recvd/Spent To Date	Balance	% Used/ Rec'vd
<b>STATE GRANT/CDD</b>						
COST CENTER 005501						
<b>REVENUE</b>						
8290 Child Development Apportionments	\$679,000	\$1,015,722	\$0	\$254,007	\$761,715	25%
8590 Other State Revenue	\$679,000	\$512,529	\$0	\$224,624	\$287,905	44%
<b>Total Revenue:</b>	<b>\$1,358,000</b>	<b>\$1,528,251</b>	<b>\$0</b>	<b>\$478,631</b>	<b>\$1,049,620</b>	<b>31%</b>
<b>EXPENDITURES</b>						
5810 Serv./Contracts	\$1,358,000	\$1,528,251	\$0	\$366,395	\$1,161,856	24%
<b>Total Expenditures:</b>	<b>\$1,358,000</b>	<b>\$1,528,251</b>	<b>\$0</b>	<b>\$366,395</b>	<b>\$1,161,856</b>	<b>24%</b>
Deferred Revenue (Carry-over):	\$0	\$0	\$0	\$112,236		
<b>LOCAL GRANT / Irvine Childrens Fund (ICF)</b>						
COST CENTER 005712						
<b>REVENUE</b>						
8689 All Other Fees & Contracts/ICF	\$136,000	\$136,000	\$0	\$19,679	\$116,321	14%
8290 Other Revenue/CDBG	\$64,000	\$64,000	\$0	\$0	\$64,000	0%
<b>Total Revenue:</b>	<b>\$200,000</b>	<b>\$200,000</b>	<b>\$0</b>	<b>\$19,679</b>	<b>\$180,321</b>	<b>10%</b>
<b>EXPENDITURES</b>						
5817 Scholarships	\$200,000	\$200,000	\$0	\$19,679	\$180,321	10%
<b>Total Expenditures:</b>	<b>\$200,000</b>	<b>\$200,000</b>	<b>\$0</b>	<b>\$19,679</b>	<b>\$180,321</b>	<b>10%</b>
Fund Balance (U):	\$0	\$0	\$0	\$0		
<b>GRANT PROGRAM FUND SUMMARY</b>						
<b>REVENUE</b>	\$1,558,000	\$1,728,251	\$0	\$498,309	\$1,229,942	29%
<b>EXPENDITURES</b>	\$1,558,000	\$1,728,251	\$0	\$386,073	\$1,342,178	22%
<b>Total Excess (Deficiency):</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$112,236</b>		
Beginning Balance, July 1	\$0	\$0	\$0	\$0		
Ending Balance, June 30	\$0	\$0	\$0	\$112,236		
<b>TOTAL ICCP FUND BALANCE:</b>	<b>\$2,658,101</b>	<b>\$2,651,982</b>	<b>\$0</b>	<b>\$3,200,931</b>		
(Operating Fund + Grant Program Funds)						

**ITEM 1.2**  
**ADMINISTRATOR'S REPORT**

**Irvine Child Care Project (ICCP) Administrator's Report**  
January 13, 2025

**Scholarships/Grants to Fund Scholarships:**

- ICCP Scholarship applications for 2024-25 are being accepted. As of November 30, 2024, 24 children have been served with 1,241 child days of enrollment.

**Program Quality:**

- Please note: the Irvine Children's Fund (ICF) board has voted to provide a \$1,000 grant to each of the 29 ICCP child care programs for supplies, equipment, and activities. Staff will facilitate the request, purchase and reimbursement process in early 2025.
- Quality assessments are conducted on an on-going basis at ICCP sites throughout the school year. Recommendations for 2025-26 lease renewals will be made to the ICCP Board in May 2025 and will be based on continued compliance with State of California Community Care Licensing Requirements and ICCP Quality Assessment Standards.
- The City continues to provide a curated list of upcoming professional development events on the online Training Calendar, and links to On-Demand Training and Resources, on the City's Child Care & Development website.

## **2. CONSENT CALENDAR**

### **ITEM 2.1 MINUTES**



# MINUTES

## IRVINE CHILD CARE PROJECT REGULAR MEETING

Cyril Yu  
President

Ryan Painter  
Vice President

Jenna Berumen  
Clerk

Tammy Kim  
Board Member

Christine Knowland  
Board Member

**November 18, 2024**

**8:30 AM**

**Irvine City Hall, L102**

**1 Civic Center Plaza  
Irvine, California 92606**

### CALL TO ORDER

The regular meeting of the Irvine Child Care Project Board (Board) was called to order at 8:34 a.m. on November 18, 2024, in Conference Room L102, Irvine Civic Center, 1 Civic Center Plaza, Irvine, California: President Yu presiding

### ROLL CALL

Present:	4	BOARD MEMBER ALTERNATE:	Cory Hilderbrand
		BOARD MEMBER:	Christine Knowland
		CLERK:	Jenna Berumen
		PRESIDENT:	Cyril Yu
Absent:	1	BOARD MEMBER:	Tammy Kim

### PLEDGE OF ALLEGIANCE

President Yu led the Pledge of Allegiance

### PUBLIC COMMENTS – NON-AGENDIZED ITEMS

There were no public comments.

### INTRODUCTIONS

There were no introductions.

## **1. REPORTS**

### **1.1 FINANCIAL REPORT**

John Fogarty, Irvine Unified School District (IUSD) Assistant Superintendent, reported on the Fiscal Year 2024-25 budget

### **1.2 ADMINISTRATOR'S REPORT**

Traci Stubbler, Community Services Superintendent, reported on Fiscal Year 2024-25 Irvine Child Care Project (ICCP) Scholarship status, as well as the updated scholarship policies for students in Pre-Kindergarten and Kindergarten which resulted in four additional Pre-Kindergarten and Kindergarten students being approved for ICCP Scholarship funding.

Superintendent Stubbler updated the Board on ongoing quality assessments being conducted at ICCP sites.

## **BOARD ANNOUNCEMENTS/COMMITTEE REPORTS/COMMITTEE UPDATES**

President Yu shared IUSD Superintendent Terry Walker will be retiring after 30 years of service as of February 2025.

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

There were no additions or deletions to the agenda.

## **2. CONSENT CALENDAR**

**ACTION:** Moved by Board Member Berumen, seconded by Board Member Knowland, and unanimously carried by those members present (Board Member Kim absent) to approve consent calendar items 2.1 through 2.13.

### **2.1 MINUTES**

**ACTION:**

Approved the minutes of the Irvine Child Care Project Board regular meeting held on September 9, 2024.

### **2.2 MINUTES**

**ACTION:**

Approved the minutes of the Irvine Child Care Project Board regular meeting held on October 21, 2024.

**2.3 WARRANT REQUEST – CATALYST FAMILY INC.**

**ACTION:**

Approved payment of \$77,146.80 to Catalyst Family Inc. for child care development services for September 1-30, 2024.

**2.4 WARRANT REQUEST – CATALYST FAMILY INC.**

**ACTION:**

Approved payment of \$39,200.00 to Catalyst Family Inc. for SB140 Cost of Care Plus Rate Quarterly Payment.

**2.5 WARRANT REQUEST– IRVINE CHILDREN’S FUND (ICF) SCHOLARSHIPS**

**ACTION:**

Approved payments for warrants totaling the amount of \$9,060.81 [\$9,060.81 Irvine Recovery Program (IRP)] for child care services for September 1-30, 2024 funded by ICF scholarships.

- \$ 3,249.50 to Catalyst Family Inc. (IRP)
- \$ 0.00 to Creekers Club
- \$ 0.00 to Dolphin Club
- \$ 555.00 to Kids Stuff (IRP)
- \$ 5,256.31 to Rainbow Rising (IRP)

**2.6 WARRANT REQUESTS – IRVINE UNIFIED SCHOOL DISTRICT (IUSD)**

**ACTION:**

Approved payment of \$78,892.08 for Utilities, Facilities and Financial Support Services, and Custodial Services for the month of September 2024.

- \$ 58,512.00 for Custodial Services
- \$ 9,269.33 for Utilities
- \$ 11,110.75 for Facilities and Financial Support Services

**2.7 WARRANT REQUESTS – IRVINE UNIFIED SCHOOL DISTRICT (IUSD)**

**ACTION:**

Approved payment of \$18,604.13 for ICCP Work Order charge backs for Fiscal Year 2024-25, Quarter 1.

**2.8 WARRANT REQUEST – CITY OF IRVINE**

**ACTION:**

Approved payment of \$30,392.15 to the City of Irvine for Contract Services and Program and Grant Administration for the month of September 2024.

- \$ 28,849.21 for Program Administration
- \$ 1,542.94 for Grant Administration
- \$ 0.00 for Contract Services

**2.9 IRVINE CHILD CARE PROJECT (ICCP) PAYMENTS ISSUED OCTOBER 2024**

**ACTION:**

Received and filed attached record of payments issued October 2024 for service month August 2024.

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

**ACTION:**

Received and filed attached invoices in the total amount of \$14,825.32 paid by IUSD on behalf of ICCP.

**2.11 DEPOSIT OF STATE GRANT APPORTIONMENT**

**ACTION:**

Received and filed record of deposit from the California Department of Social Services as follows:

- \$ 0.00 01-005-50100-8290
- \$ 100,816.00 01-005-50100-8590

**2.12 DEPOSIT OF PLUS RATE PAYMENT PURSUANT TO SENATE BILL (SB) 140**

**ACTION:**

Received and filed the record of deposit of funds from the California Department of Social Services as follows:

- \$ 43,479.00 01-005-50100-8590

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

**ACTION:**

Received and filed the record of deposit of funds from ICF into the appropriate account as follows:

- \$ 19,678.58 01-005-712-00-8689

**3. BOARD BUSINESS**

**3.1 RESOLUTION TO AUTHORIZE DESIGNATED ICCP PERSONNEL TO SIGN CALIFORNIA DEPARTMENT OF SOCIAL SERVICES CONTRACT DOCUMENTS**



**ACTION:**

Moved by Board Member Berumen, seconded by Board Member Knowland, and unanimously carried by those members present (Board Member Kim absent) to adopt resolution to certify the approval of the ICCP Board of Directors to enter into this transaction with the California Department of Social Services for the purpose of providing child care and development services and to authorize the designated personnel to sign contract documents for Fiscal Year 2025-26.

**3.2 IRVINE CHILD CARE PROJECT BOARD 2025 MEETING SCHEDULE**

**ACTION:**

Moved by Board Member Berumen, seconded by Board Member Knowland, and unanimously carried by those members present (Board Member Kim absent) to approve the ICCP Board 2025 meeting schedule.

**ADJOURNMENT**

Moved by Board Member Berumen, seconded by Board Member Knowland, and unanimously carried by those members present to adjourn the meeting at 8:47 a.m.

\_\_\_\_\_  
CYRIL YU, PRESIDENT

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

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

**ITEM 2.2**

**WARRANT REQUEST –  
CATALYST FAMILY INC.  
November 1-30, 2024**

**IRVINE CHILD CARE PROJECT**

**TOPIC: WARRANT REQUEST – CATALYST FAMILY INC.**

**DESCRIPTION:** Catalyst Family Inc. has submitted an invoice in the amount of **\$74,977.54** for child care development services for the month of **November 2024**. This provider served a total of 100 children during this month.

A site-by-site breakdown of service follows.

The attached invoice and warrant request in the amount of **\$74,977.54** are submitted for the Board's review and approval.

**RECOMMENDATION:** Approve payment of **\$74,977.54** to Catalyst Family Inc. for child care development services for November 1-30, 2024.

**IRVINE CHILD CARE PROJECT**

**DATE: January 13, 2025**

<u>VENDOR</u>	<u>EXPENDITURE CLASSIFICATION</u>	<u>AMOUNT</u>
CATALYST FAMILY INC.	00550159-5810	<b>\$74,977.54</b>
	<b>TOTAL</b>	<b>\$74,977.54</b>

EXPENDITURE CLASSIFICATION SUMMARY

00550159-5810	<b>\$74,977.54</b>
<b>TOTAL</b>	<b>\$74,977.54</b>

**ATTENDANCE SUMMARY  
CERTIFIED CHILDREN**

**STATE GRANT**

**November 2024  
(18 days of service)**

**CATALYST FAMILY INC.:**

Oak Creek	15 240	Children served Child days of enrollment
Plaza Vista	16 280	Children served Child days of enrollment
Turtle Rock	18 305	Children served Child days of enrollment
Springbrook	6 108	Children served Child days of enrollment
Deerfield	18 276	Children served Child days of enrollment
University Park	27 426	Children served Child days of enrollment
<b><u>TOTALS:</u></b>	<b>100 1,629</b>	<b>Children served Child days of enrollment</b>
<b><u>YEAR-TO-DATE:</u></b>	<b>377 8,925</b>	<b>Children served Child days of enrollment</b>



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

**INVOICE NUMBER**  
**5040-NOV24**

DATE: **December 10, 2024**

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

DESCRIPTION	PRICE	AMOUNT
General child development services provided in period <u>November 1, 2024</u> through <u>November 30, 2024</u>		
Fiscal Year 2023-2024 Contract Type: <b>CCTR-4197</b>		
Service fees of <u>1,249.8376</u> days @ <b>\$61.26</b>	\$76,565.04	
Less Certified Parent fees	- <b>\$87.95</b>	
Contract earnings to District	\$76,477.09	
Adjustment for District Indirect Cost <b>1.02 =</b>	\$1,499.55	
<b>Balance due to Catalyst Family Inc.</b>		<b>\$74,977.54</b>
<b><u>Billing Summary:</u></b>		
Cumulative Prior Period Amount Billed	\$368,972.16	
Current Period Billing	<u>\$74,977.54</u>	
Cumulative Fiscal Year Amount Billed	\$443,949.70	
Contract Maximum Billable	\$1,498,285.29	
Available remaining balance	\$1,054,335.59	

**ITEM 2.3**

**WARRANT REQUEST –  
CATALYST FAMILY INC.  
October 1-31, 2024**

**IRVINE CHILD CARE PROJECT**

**TOPIC: WARRANT REQUEST – CATALYST FAMILY INC.**

**DESCRIPTION:** Catalyst Family Inc. has submitted an invoice in the amount of **\$17,023.71** for child care development services for the month of **October 2024**.

Catalyst Family Inc. previously submitted an invoice in the amount of \$77,121.30 to ICCP for child care and development services provided in October. An issue in the enrollment system was discovered after the billing for October had closed that had resulted in some attendance records being missing from the October report. The issue has since been resolved and the revised report indicates a total of \$94,145.01 for services rendered in October. \$77,121.30 has already been remitted to the vendor. The balance remaining due to Catalyst Family Inc. is \$17,023.71.

This provider served a total of 103 children during this month.

A site-by-site breakdown of service follows.

The attached invoice and warrant request in the amount of **\$17,023.71** are submitted for the Board's review and approval.

**RECOMMENDATION:** Approve payment of **\$17,023.71** to Catalyst Family Inc. for the remaining balance due for child care development services provided October 1-31, 2024.



**IRVINE CHILD CARE PROJECT**

**DATE: January 13, 2025**

<u>VENDOR</u>	<u>EXPENDITURE CLASSIFICATION</u>	<u>AMOUNT</u>
CATALYST FAMILY INC.	00550159-5810	<b>\$17,023.71</b>
	<b>TOTAL</b>	<b>\$17,023.71</b>

EXPENDITURE CLASSIFICATION SUMMARY

00550159-5810	<b>\$17,023.71</b>
<b>TOTAL</b>	<b>\$17,023.71</b>

**ATTENDANCE SUMMARY  
CERTIFIED CHILDREN**

**STATE GRANT**

**October 2024  
(23 days of service)**

**CATALYST FAMILY INC.:**

Oak Creek	16	Children served
	274	Child days of enrollment
Plaza Vista	18	Children served
	397	Child days of enrollment
Turtle Rock	20	Children served
	368	Child days of enrollment
Springbrook	6	Children served
	136	Child days of enrollment
Deerfield	17	Children served
	350	Child days of enrollment
University Park	26	Children served
	525	Child days of enrollment
<b><u>TOTALS:</u></b>	<b>103</b>	<b>Children served</b>
	<b>2,050</b>	<b>Child days of enrollment</b>
<b><u>YEAR-TO-DATE:</u></b>	<b>380</b>	<b>Children served</b>
	<b>7,296</b>	<b>Child days of enrollment</b>



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

**INVOICE NUMBER**  
**5040-OCT24-Adj**

DATE: **December 6, 2024**

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

DESCRIPTION	PRICE	AMOUNT
General child development services provided in period <u>October 1, 2024</u> through <u>October 31, 2024</u>		
Fiscal Year 2023-2024 Contract Type: <b>CCTR-4197</b>		
Service fees of <u>1,568.5019</u> days @ <b>\$61.26</b>	\$96,086.41	
Less Certified Parent fees	- <b>\$58.50</b>	
Contract earnings to District	\$96,027.91	
Adjustment for District Indirect Cost <b>1.02 =</b>	\$1,882.90	
Revised Balance due to <b>Catalyst Family Inc.</b>		<b>\$94,145.01</b>
<i>Amount from the original #5040-OCT24 invoice dated November 7, 2024</i>		<i>(\$77,121.30)</i>
<b>(Additional) October Billing Adjustment Amount Due to Catalyst Family Inc.</b>		<b>\$17,023.71</b>
<b>Billing Summary:</b>		
Cumulative Prior Period Amount Billed	\$351,948.45	
Current Period Billing	<u>\$17,023.71</u>	
Cumulative Fiscal Year Amount Billed	\$368,972.16	
Contract Maximum Billable	\$1,498,285.29	
Available remaining balance	\$1,129,313.13	

**ITEM 2.4**

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

**IRVINE CHILD CARE PROJECT**

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

**DESCRIPTION:** Warrant requests in the amount of **\$12,862.00 [\$12,862.00 Irvine Recovery Plan (IRP)]** are submitted for the Board’s review and approval for ICF Scholarships during the month of **November 2024**. The warrants to be issued are as follows:

- \$3,545.75** to Catalyst Family Inc. **(IRP)**
- \$0.00** to Creekers Club
- \$372.50** to Dolphin Club **(IRP)**
- \$775.00** to Kids Stuff **(IRP)**
- \$8,168.75** to Rainbow Rising **(IRP)**

A site-by-site breakdown follows.

**RECOMMENDATION:** Approve payments for warrants totaling the amount of **\$12,862.00 [\$12,862.00 Irvine Recovery Plan (IRP)]** for child care services for November 1-30, 2024 funded by ICF scholarships.

**IRVINE CHILD CARE PROJECT**

**DATE: January 13, 2025**

<u>VENDOR</u>	<u>EXPENDITURE CLASSIFICATION</u>	<u>AMOUNT</u>
CATALYST FAMILY INC.	00571259-5817	<b>\$3,545.75</b>
CREEKERS CLUB	00571259-5817	<b>\$0.00</b>
DOLPHIN CLUB	00571259-5817	<b>\$372.50</b>
KIDS STUFF	00571259-5817	<b>\$775.00</b>
RAINBOW RISING	00571259-5817	<b>\$8,168.75</b>
	<b>TOTAL</b>	<b>\$12,862.00</b>

**ATTENDANCE SUMMARY**  
**IRVINE CHILDREN'S FUND SCHOLARSHIP PROGRAM**  
**November 2024**

<i>Alderwood</i>	2	Children served
<i>Beacon Park</i>	1	Children served
<i>Bonita Canyon</i>	0	Children served
<i>Brywood</i>	0	Children served
<i>Cadence Park</i>	0	Children served
<i>Canyon View</i>	0	Children served
<i>College Park</i>	1	Children served
<i>Culverdale</i>	3	Children served
<i>Cypress Village</i>	1	Children served
<i>Deerfield</i>	0	Children served
<i>Eastshore</i>	1	Children served
<i>Eastwood</i>	0	Children served
<i>Greentree</i>	1	Children served
<i>Loma Ridge</i>	0	Children served
<i>Meadow Park</i>	1	Children served

<i>Northwood</i>	3	Children served
<i>Oak Creek</i>	0	Children served
<i>Plaza Vista</i>	0	Children served
<i>Portola Springs</i>	0	Children served
<i>Santiago Hills</i>	2	Children served
<i>Solis Park</i>	0	Children served
<i>Springbrook</i>	0	Children served
<i>Stone Creek</i>	0	Children served
<i>Stonegate</i>	3	Children served
<i>Turtle Rock</i>	0	Children served
<i>University Park</i>	1	Children served
<i>Vista Verde</i>	1	Children served
<i>Westpark</i>	1	Children served
<i>Woodbury</i>	1	Children served

**November 2024:**

Number of Children Served: 23  
Number of Child Days of Enrollment: 321  
Number of Sites Served: 15  
Funds Awarded: \$12,862.00  
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

**Year-to-Date:**

Number of Children Served: 24  
Number of Child Days of Enrollment: 1,241  
Number of Sites Served: 15  
Funds Awarded: \$42,850.40

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

**For the Month of November 2024**

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

Long Term scholarships awarded to the students in the **Catalyst Family Inc.** program operating at the following schools in Irvine, for **November 2024**, reimbursement amounts of:

Stonegate	\$1,794.00 (IRP)
University Park	\$314.00 (IRP)
Vista Verde	\$761.25 (IRP)
Woodbury	\$676.50 (IRP)
<b>Total Amount due to Catalyst Family Inc.:</b>	<b>\$3,545.75 (IRP)</b>



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

**For the Month of November 2024**

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

Long Term scholarships awarded to the students in the **Dolphin Club** program operating at the following schools in Irvine, for **November 2024**, reimbursement amounts of:

Eastshore	\$372.50 (IRP)
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<b>Total Amount due to Dolphin Club:</b>	<b>\$372.50 (IRP)</b>
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**IRVINE CHILD CARE PROJECT / IRVINE CHILDREN'S FUND  
SCHOLARSHIP PROGRAM  
INVOICE**

**For the Month of November 2024**

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

Long Term scholarships awarded to the students in the **Kids Stuff** program operating at the following schools in Irvine, for **November 2024**, reimbursement amounts of:

Santiago Hills	\$775.00 (IRP)
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<b>Total Amount due to Kids Stuff:</b>	<b>\$775.00 (IRP)</b>
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**IRVINE CHILD CARE PROJECT / IRVINE CHILDREN'S FUND  
SCHOLARSHIP PROGRAM  
INVOICE**

**For the Month of November 2024**

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

Long Term scholarships awarded to the students in the **Rainbow Rising** program operating at the following schools in Irvine, for **November 2024**, reimbursement amounts of:

Alderwood	\$1,732.50	(IRP)
Beacon Park	\$703.50	(IRP)
College Park	\$753.00	(IRP)
Culverdale	\$1,506.00	(IRP)
Cypress Village	\$375.00	(IRP)
Greentree	\$347.00	(IRP)
Meadow Park	\$277.50	(IRP)
Northwood	\$1,953.75	(IRP)
Westpark	\$520.50	(IRP)
<b>Total Amount due to Rainbow Rising:</b>	<b>\$8,168.75</b>	<b>(IRP)</b>

**ITEM 2.5**

**WARRANT REQUESTS –  
IRVINE UNIFIED SCHOOL DISTRICT (IUSD)**

**IRVINE CHILD CARE PROJECT**

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

**DESCRIPTION:** IUSD has submitted an invoice for the Board’s review and approval in the amount of **\$78,892.08** for payment for Utilities, Facilities and Financial Support Services, and Custodial Services for the month of November 2024.

The specific breakdown is as follows:

- \$58,512.00 for Custodial Services
- \$0.00 for Custodial Equip Amortization
- \$0.00 for Payment of Portable Purchase
- \$9,269.33 for Utilities
- \$11,110.75 for Facilities & Financial Support

**RECOMMENDATION:** Approve payment of **\$78,892.08** for Utilities, Facilities and Financial Support Services, and Custodial Services for the month of November 2024.

**IRVINE CHILD CARE PROJECT**

**DATE: January 13, 2025**

<u>VENDOR</u>	<u>EXPENDITURE CLASSIFICATION</u>	<u>AMOUNT</u>
IUSD	00571059-5862	\$58,512.00
IUSD	00571081-7439	\$0.00
IUSD	00571081-7439	\$0.00
IUSD	00571081-5500	\$9,269.33
IUSD	00571059-5861	\$11,110.75
	<b>TOTAL</b>	<b>\$78,892.08</b>

EXPENDITURE CLASSIFICATION SUMMARY

00571059-5862	\$58,512.00
00571081-7439	\$0.00
00571081-7439	\$0.00
00571081-5500	\$9,269.33
00571059-5861	\$11,110.75
<b>TOTAL</b>	<b>\$78,892.08</b>



# 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:	██████████
INVOICE NUMBER:	75UI0049
DIVISION:	75GN
TERM:	2425
INVOICE DATE:	11/01/24
DUE DATE:	11/30/24
AMOUNT DUE	<b>\$78,892.08</b>

Item	Qty	Unit Amt	Ref. #	Account	Description	Amount
1	1	9,269.33		0100000000 8650	November 2024: Utilities	9,269.33
2	1	11110.75		0100000000 8699	November 2024: Facilities & Financial Support Services	11,110.75
3	1	58512.00		0100505400 8699	November 2024: Custodial Svcs	58,512.00
Tax						
<b>INVOICE TOTAL</b>						<b>\$78,892.08</b>

Please remit a copy with payment-thank you

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

Account ID ██████████  
Account Name IRVINE CHILD CARE PROJECT (ICC)  
Invoice Number 75UI0049  
DIV: 75GN  
TERM: 2425  
Due Date 11/30/24  
Amount Due \$78,892.08  
Amount Paid \$ \_\_\_\_\_

**ITEM 2.6**  
**WARRANT REQUEST –**  
**CITY OF IRVINE**



**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 in the amount of **\$33,802.52** for Contract Services and Program and Grant Administration for the month of November 2024.

The specific breakdown is as follows:

\$31,962.50 for Program Administration

\$1,840.02 for Grant Administration

\$0.00 for Contract Services

**RECOMMENDATION:** Approve payment of **\$33,802.52** to the City of Irvine for Contract Services and Program and Grant Administration for the month of November 2024.

**IRVINE CHILD CARE PROJECT**

**DATE: January 13, 2025**

<u>VENDOR</u>	<u>EXPENDITURE CLASSIFICATION</u>	<u>AMOUNT</u>
IUSD	005710-59-5864	\$31,962.50
IUSD	005501-59-5810	\$1,840.02
IUSD	005710-59-5811	\$0.00
IUSD	005710-59-4305	
	<b>TOTAL</b>	<b>\$33,802.52</b>

EXPENDITURE CLASSIFICATION SUMMARY

005710-59-5864	\$31,962.50
005501-59-5810	\$1,840.02
005710-59-5811	\$0.00
005710-59-4305	
<b>TOTAL</b>	<b>\$33,802.52</b>



**City of Irvine**  
 FINANCE DEPARTMENT  
 P.O. BOX 19575  
 IRVINE, CA 92623-9575  
 949-724-6041

**CUSTOMER NO.** C4604

**INVOICE NO.** 222881

**INVOICE DATE** 12/12/2024

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 \$33,802.52

NOVEMBER 2024 STAFFING ADMINISTRATION = \$31,762.50  
 STAFFING: GRANT ADMINISTRATION = \$1,840.02  
 SUPPLIES = \$0  
 DUPLICATING = \$200.00  
 CONTRACT SERVICES PAID ON CARD = \$0  
 CONTRACT SERVICES = \$0  
 LOCAL TRAVEL = \$0  
  
 TOTAL: \$33,802.52

Total Due: \$33,802.52

**PAYMENT OPTIONS:**



**ELECTRONIC**

Bank of America, 275 S. Valencia Ave, Brea CA 92823. City of Irvine General Account  
 Bank Account #: 14330-00006 ACH Routing: 121000358 Wire Transfers: 026009593  
 \*\* Please include invoice and customer numbers in payment details section



**CREDIT/DEBIT CARDS**

Please pay online at: <https://arpayments.cityofirvine.org>



**CHECKS**

Please mail to: Finance Department, City of Irvine, PO Box 19575, Irvine 92623-9575  
 \*\* Please include payment slip with check

**PAYMENT SLIP**

**CUSTOMER #:** C4604  
**INVOICE #:** 222881  
**INVOICE DATE:** 12/12/2024  
**TOTAL AMOUNT DUE:** \$33,802.52

**TOTAL PAYMENT:**  
 \$ \_\_\_\_\_

**ITEM 2.7**

**IRVINE CHILD CARE PROJECT (ICCP)  
PAYMENTS ISSUED DECEMBER 2024**

## **IRVINE CHILD CARE PROJECT**

**TOPIC:** **IRVINE CHILD CARE PROJECT (ICCP) PAYMENTS ISSUED DECEMBER 2024**

**DESCRIPTION:** The ICCP Board did not convene a regular meeting in December 2024, therefore, the following invoices totaling \$210,019.23 were approved for payment by Board President Cyril Yu and Vice President Ryan Painter.

The accounting sheet and back up documentation is attached for review.

**RECOMMENDATION:** Receive and file attached record of payments issued December 2024 for service month October 2024.

## IRVINE CHILD CARE PROJECT

<b>Service Month:</b>	<b>Oct 24</b>	<b>Board Approval Date:</b>	<b>12/4/2024</b>	<b>Date Delivered to Accounting:</b>		<b>12/4/2024</b>
<b>ICCP Contact Person: Denise Chang 949-724-6724, dchang@cityofirvine.org</b>			<b>IUSD Contact Person: Samaneh Kazem, SamanehKazem@iusd.org</b>			

	VENDOR #	DESC.	EXP./Classification	Invoice #	AMT. DUE	
Catalyst Family Inc.	V4100123	State CCTR Grant	01-005-501-59-5810	5040-OCT24	\$ 77,121.30	\$ 77,121.30
	<b>VENDOR #</b>	<b>DESC.</b>	<b>EXP./Classification</b>	<b>Invoice #</b>	<b>AMT. DUE</b>	
Catalyst Family Inc.	V4100123	Scholarships - ICF	01-005-712-59-5817	Oct-24	\$ 3,545.00	
Creekers Club	V4100002	Scholarships - ICF	01-005-712-59-5817			
Dolphin Club	V4100003	Scholarships - ICF	01-005-712-59-5817	Oct-24	\$ 81.25	
Kids Stuff	V4100005	Scholarships - ICF	01-005-712-59-5817	Oct-24	\$ 632.50	
Rainbow Rising	V4100007	Scholarships - ICF	01-005-712-59-5817	Oct-24	\$ 6,051.07	\$ 10,309.82
	<b>VENDOR #</b>	<b>DESC.</b>	<b>EXP./Classification</b>	<b>Invoice #</b>	<b>AMT. DUE</b>	
Catalyst Family Inc.	V4100123	Scholarships - ICCP	01-005-710-59-5817			
Creekers Club	V4100002	Scholarships - ICCP	01-005-710-59-5817			
Dolphin Club	V4100003	Scholarships - ICCP	01-005-710-59-5817			
Kid's Stuff	V4100005	Scholarships - ICCP	01-005-710-59-5817			
Rainbow Rising	V4100007	Scholarships - ICCP	01-005-710-59-5817			\$ -
	<b>VENDOR #</b>	<b>DESC.</b>	<b>EXP./Classification</b>	<b>Invoice #</b>	<b>AMT. DUE</b>	
Irvine Unified School District	V4100011	Custodial Service	01-005-710-59-5862	75UI0035	\$ 58,512.00	
	V4100011	Custodial Equip-5 yr amortization	01-005-710-91-7439			
	V4100011	Debt Service on Portable Purchase	01-005-710-91-7439			
	V4100011	Utilities	01-005-710-81-5500	75UI0035	\$ 9,269.33	
	V4100011	Facilities & Financial Support	01-005-710-59-5861	75UI0035	\$ 11,110.75	
	V4100011	Work Order Charges	01-005-710-59-4306			
	V4100011	Site improvement	01-005-710-85-6210			
	V4100011	Rehab & Repair	01-005-710-59-5601			
	V4100011	Portable Replacement	01-005-710-85-6230			\$ 78,892.08
	<b>VENDOR #</b>	<b>DESC.</b>	<b>EXP./Classification</b>	<b>Invoice #</b>	<b>AMT. DUE</b>	
City Of Irvine	V4100010	Program Administration	01-005-710-59-5864	222731	\$ 24,433.60	
	V4100010	State CCTR Grant Administration	01-005-501-59-5810	222731	\$ 5,462.43	
	V4100010	Contract Services	01-005-710-59-5811	222731	\$ 13,800.00	\$ 43,696.03
				<b>Total</b>	\$	210,019.23

*This is to certify that the above items were approved for payment on:*

Approved via e-mail by Board President Cyril Yu on 12/2/24  
 Approved via e-mail by Board Vice President Ryan Painter on 12/4/24

## IRVINE CHILD CARE PROJECT

**TOPIC:** **WARRANT REQUEST – CATALYST FAMILY INC.**

**DESCRIPTION:** Catalyst Family Inc. has submitted an invoice in the amount of **\$77,121.30** for child care development services for the month of **October 2024**. This provider served a total of 103 children during this month.

A site-by-site breakdown of service follows.

The attached invoice and warrant request in the amount of **\$77,121.30** are submitted for the Board's review and approval.

**RECOMMENDATION:** Approve payment of **\$77,121.30** to Catalyst Family Inc. for child care development services for October 1-31, 2024.

**IRVINE CHILD CARE PROJECT**

**DATE: December 1, 2024**

<u>VENDOR</u>	<u>EXPENDITURE CLASSIFICATION</u>	<u>AMOUNT</u>
CATALYST FAMILY INC.	00550159-5810	<b>\$77,121.30</b>
	<b>TOTAL</b>	<b>\$77,121.30</b>

EXPENDITURE CLASSIFICATION SUMMARY

00550159-5810	<b>\$77,121.30</b>
<b>TOTAL</b>	<b>\$77,121.30</b>



**ATTENDANCE SUMMARY  
CERTIFIED CHILDREN**

**STATE GRANT**

**October 2024  
(23 days of service)**

**CATALYST FAMILY INC.:**

Oak Creek	16 254	Children served Child days of enrollment
Plaza Vista	18 245	Children served Child days of enrollment
Turtle Rock	20 335	Children served Child days of enrollment
Springbrook	6 118	Children served Child days of enrollment
Deerfield	17 289	Children served Child days of enrollment
University Park	26 475	Children served Child days of enrollment
<b><u>TOTALS:</u></b>	<b>103 1,716</b>	<b>Children served Child days of enrollment</b>
<b><u>YEAR-TO-DATE:</u></b>	<b>285 6,962</b>	<b>Children served Child days of enrollment</b>



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

**INVOICE NUMBER**  
**5040-OCT24**

DATE: November 7, 2024

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

Attention: Traci Stubbler

DESCRIPTION	PRICE	AMOUNT
General child development services provided in period <u>October 1, 2024</u> through <u>October 31, 2024</u>		
Fiscal Year 2023-2024 Contract Type: <b>CCTR-4197</b>		
Service fees of <u>1,285.0510</u> days @ <b>\$61.26</b>	\$78,722.23	
Less Certified Parent fees	- <b>\$58.50</b>	
Contract earnings to District	\$78,663.73	
Adjustment for District Indirect Cost <b>1.02</b> =	\$1,542.43	
<b>Total Balance Due to Catalyst Family Inc.</b>		<b><u>\$77,121.30</u></b>
<b><u>Billing Summary:</u></b>		
Cumulative Prior Period Amount Billed	\$274,827.15	
Current Period Billing	<u>\$77,121.30</u>	
Cumulative Fiscal Year Amount Billed	\$351,948.45	
Contract Maximum Billable	\$1,498,285.29	
Available remaining balance	\$1,146,336.84	

**IRVINE CHILD CARE PROJECT**

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

**DESCRIPTION:** Warrant requests in the amount of **\$10,309.82 [\$10,309.82 Irvine Recovery Plan (IRP)]** are submitted for the Board’s review and approval for ICF Scholarships during the month of **October 2024**. The warrants to be issued are as follows:

- \$3,545.00** to Catalyst Family Inc. **(IRP)**
- \$0.00** to Creekers Club
- \$81.25** to Dolphin Club **(IRP)**
- \$632.50** to Kids Stuff **(IRP)**
- \$6,051.07** to Rainbow Rising **(IRP)**

A site-by-site breakdown follows.

**RECOMMENDATION:** Approve payments for warrants totaling the amount of **\$10,309.82 [\$10,309.82 Irvine Recovery Plan (IRP)]** for child care services for October 1-31, 2024 funded by ICF scholarships.

**IRVINE CHILD CARE PROJECT**

**DATE: December 1, 2024**

<u>VENDOR</u>	<u>EXPENDITURE CLASSIFICATION</u>	<u>AMOUNT</u>
CATALYST FAMILY INC.	00571259-5817	<b>\$3,545.00</b>
CREEKERS CLUB	00571259-5817	<b>\$0.00</b>
DOLPHIN CLUB	00571259-5817	<b>\$81.25</b>
KIDS STUFF	00571259-5817	<b>\$632.50</b>
RAINBOW RISING	00571259-5817	<b>\$6,051.07</b>
	<b>TOTAL</b>	<b>\$10,309.82</b>

**ATTENDANCE SUMMARY**  
**IRVINE CHILDREN'S FUND SCHOLARSHIP PROGRAM**  
**October 2024**

<i>Alderwood</i>	2	Children served
<i>Beacon Park</i>	1	Children served
<i>Bonita Canyon</i>	0	Children served
<i>Brywood</i>	0	Children served
<i>Cadence Park</i>	0	Children served
<i>Canyon View</i>	0	Children served
<i>College Park</i>	0	Children served
<i>Culverdale</i>	3	Children served
<i>Cypress Village</i>	1	Children served
<i>Deerfield</i>	0	Children served
<i>Eastshore</i>	1	Children served
<i>Eastwood</i>	0	Children served
<i>Greentree</i>	1	Children served
<i>Loma Ridge</i>	0	Children served
<i>Meadow Park</i>	1	Children served

<i>Northwood</i>	2	Children served
<i>Oak Creek</i>	0	Children served
<i>Plaza Vista</i>	0	Children served
<i>Portola Springs</i>	0	Children served
<i>Santiago Hills</i>	2	Children served
<i>Solis Park</i>	0	Children served
<i>Springbrook</i>	0	Children served
<i>Stone Creek</i>	0	Children served
<i>Stonegate</i>	3	Children served
<i>Turtle Rock</i>	0	Children served
<i>University Park</i>	1	Children served
<i>Vista Verde</i>	1	Children served
<i>Westpark</i>	1	Children served
<i>Woodbury</i>	1	Children served

**October 2024:**

Number of Children Served: 21  
Number of Child Days of Enrollment: 340  
Number of Sites Served: 14  
Funds Awarded: \$10,309.82  
Number of Children Added to Program This Month: 3  
Number of Children Removed From Program This Month: 0  
Number of Children on Waiting List: 0

**Year-to-Date:**

Number of Children Served: 22  
Number of Child Days of Enrollment: 920  
Number of Sites Served: 14  
Funds Awarded: \$29,988.40

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

**For the Month of October 2024**

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

Long Term scholarships awarded to the students in the **Catalyst Family Inc.** program operating at the following schools in Irvine, for **October 2024**, reimbursement amounts of:

Stonegate	\$1,794.00 (IRP)
University Park	\$314.00 (IRP)
Vista Verde	\$761.25 (IRP)
Woodbury	\$675.75 (IRP)
<b>Total Amount due to Catalyst Family Inc.:</b>	<b>\$3,545.00 (IRP)</b>

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

**For the Month of October 2024**

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

Long Term scholarships awarded to the students in the **Dolphin Club** program operating at the following schools in Irvine, for **October 2024**, reimbursement amounts of:

Eastshore	\$81.25 (IRP)
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<b>Total Amount due to Dolphin Club:</b>	<b>\$81.25 (IRP)</b>
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**IRVINE CHILD CARE PROJECT / IRVINE CHILDREN'S FUND  
SCHOLARSHIP PROGRAM  
INVOICE**

**For the Month of October 2024**

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

Long Term scholarships awarded to the students in the **Kids Stuff** program operating at the following schools in Irvine, for **October 2024**, reimbursement amounts of:

Santiago Hills	\$632.50 (IRP)
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<b>Total Amount due to Kids Stuff:</b>	<b>\$632.50 (IRP)</b>
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**IRVINE CHILD CARE PROJECT / IRVINE CHILDREN'S FUND  
SCHOLARSHIP PROGRAM  
INVOICE**

**For the Month of October 2024**

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

Long Term scholarships awarded to the students in the **Rainbow Rising** program operating at the following schools in Irvine, for **October 2024**, reimbursement amounts of:

Alderwood	\$640.07	(IRP)
Beacon Park	\$703.50	(IRP)
Culverdale	\$1,506.00	(IRP)
Cypress Village	\$375.00	(IRP)
Greentree	\$347.00	(IRP)
Meadow Park	\$421.50	(IRP)
Northwood	\$1,537.50	(IRP)
Westpark	\$520.50	(IRP)
<b>Total Amount due to Rainbow Rising:</b>	<b>\$6,051.07</b>	<b>(IRP)</b>

**IRVINE CHILD CARE PROJECT**

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

**DESCRIPTION:** IUSD has submitted an invoice for the Board’s review and approval in the amount of **\$78,892.08** for payment for Utilities, Facilities and Financial Support Services, and Custodial Services for the month of October 2024.

The specific breakdown is as follows:

- \$58,512.00 for Custodial Services
- \$0.00 for Custodial Equip Amortization
- \$0.00 for Payment of Portable Purchase
- \$9,269.33 for Utilities
- \$11,110.75 for Facilities & Financial Support

**RECOMMENDATION:** Approve payment of **\$78,892.08** for Utilities, Facilities and Financial Support Services, and Custodial Services for the month of October 2024.

**IRVINE CHILD CARE PROJECT**

**DATE: December 1, 2024**

<u>VENDOR</u>	<u>EXPENDITURE CLASSIFICATION</u>	<u>AMOUNT</u>
IUSD	00571059-5862	\$58,512.00
IUSD	00571081-7439	\$0.00
IUSD	00571081-7439	\$0.00
IUSD	00571081-5500	\$9,269.33
IUSD	00571059-5861	\$11,110.75
	<b>TOTAL</b>	<b>\$78,892.08</b>

EXPENDITURE CLASSIFICATION SUMMARY

00571059-5862	\$58,512.00
00571081-7439	\$0.00
00571081-7439	\$0.00
00571081-5500	\$9,269.33
00571059-5861	\$11,110.75
<b>TOTAL</b>	<b>\$78,892.08</b>



# 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:	██████████
INVOICE NUMBER:	75UI0035
DIVISION:	75GN
TERM:	2425
INVOICE DATE:	10/01/24
DUE DATE:	10/31/24
AMOUNT DUE	<b>\$78,892.08</b>

Item	Qty	Unit Amt	Ref. #	Account	Description	Amount
1	1	9,269.33		0100000000 8650	October 2024: Utilities	9,269.33
2	1	11110.75		0100000000 8699	October 2024: Facilities & Financial Support Services	11,110.75
3	1	58512.00		0100505400 8699	October 2024: Custodial Svcs	58,512.00
Tax						
<b>INVOICE TOTAL</b>						<b>\$78,892.08</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** 75UI0035  
**DIV:** 75GN  
**TERM:** 2425  
**Due Date** 10/31/24  
**Amount Due** \$78,892.08  
**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 in the amount of **\$43,696.03** for Contract Services and Program and Grant Administration for the month of October 2024.

The specific breakdown is as follows:

\$24,433.60 for Program Administration

\$5,462.43 for Grant Administration

\$13,800.00 for Contract Services

**RECOMMENDATION:** Approve payment of **\$43,696.03** to the City of Irvine for Contract Services and Program and Grant Administration for the month of October 2024.

**IRVINE CHILD CARE PROJECT**

**DATE: December 1, 2024**

<u>VENDOR</u>	<u>EXPENDITURE CLASSIFICATION</u>	<u>AMOUNT</u>
IUSD	005710-59-5864	\$24,433.60
IUSD	005501-59-5810	\$5,462.43
IUSD	005710-59-5811	\$13,800.00
IUSD	005710-59-4305	
	<b>TOTAL</b>	<b>\$43,696.03</b>

EXPENDITURE CLASSIFICATION SUMMARY

	005710-59-5864	\$24,433.60
	005501-59-5810	\$5,462.43
	005710-59-5811	\$13,800.00
	005710-59-4305	
	<b>TOTAL</b>	<b>\$43,696.03</b>



**City of Irvine**  
 FINANCE DEPARTMENT  
 P.O. BOX 19575  
 IRVINE, CA 92623-9575  
 949-724-6041

**CUSTOMER NO.** C4604

**INVOICE NO.** 222731

**INVOICE DATE** 11/20/2024

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	\$43,696.03
<hr/>		
OCTOBER 2024 STAFFING: ADMINISTRATION = \$24,411.29		
STAFFING: GRANT ADMINISTRATION= \$5,462.43		
SUPPLIES = \$0		
DUPLICATING = \$0		
CONTRACT SERVICES PAID ON CARD = \$0		
CONTRACT SERVICES = \$13,800.00		
LOCAL TRAVEL = \$22.31		
TOTAL: \$43,696.03		

Total Due: \$43,696.03

**PAYMENT OPTIONS:**



**ELECTRONIC**

Bank of America, 275 S. Valencia Ave, Brea CA 92823. City of Irvine General Account  
 Bank Account #: 14330-00006 ACH Routing: 121000358 Wire Transfers: 026009593  
 \*\* Please include invoice and customer numbers in payment details section



**CREDIT/DEBIT CARDS**

Please pay online at: <https://arpayments.cityofirvine.org>



**CHECKS**

Please mail to: Finance Department, City of Irvine, PO Box 19575, Irvine 92623-9575  
 \*\* Please include payment slip with check

**PAYMENT SLIP**

**CUSTOMER #:** C4604  
**INVOICE #:** 222731  
**INVOICE DATE:** 11/20/2024  
**TOTAL AMOUNT DUE:** \$43,696.03

**TOTAL PAYMENT:**  
 \$ \_\_\_\_\_

**ITEM 2.8**

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



## IRVINE CHILD CARE PROJECT

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

**DESCRIPTION:** The following invoices totaling \$19,117.30, has been paid by IUSD on behalf of ICCP:

- \$192.01 to Pringles Draperies & Blinds for Bonita Canyon
- \$425.29 to Waxie Sanitary Supplies
- \$18,500.00 to EideBailly for Fiscal Year 2023-24 Audit

**RECOMMENDATION:** Review and file attached invoices in the total amount of \$19,117.30 paid by IUSD on behalf of ICCP.

LEDGER: 41 DATE ISSUED: 11/18/24 VENDOR NAME: PRINGLES DRAPERIE VENDOR:V4100065 CHECK: 41004183

INVOICE DATE	INVOICE / REF NUMBER	PURCHASE ORDER NUMBER	AMOUNT
10/14/24	169091	U41R0003	192.01
TOTAL AMOUNT OF INVOICES			192.01

PAID BY:

IRVINE CHILD CARE PROJECT  
5050 BARRANCA PARKWAY  
IRVINE, CA 92604-4698  
949-651-0444

SUMMARY

0100571059 4306 192.01

Sub Fund  
0101

ORANGE COUNTY SUPERINTENDENT OF SCHOOLS  
IRVINE CHILD CARE PROJECT

56-382  
412

No. 41004183  
Date: 11/18/24

Pay ONE Hundred NINETY TWO Dollars and 01/100

\$\*\*\*\*\*192.01

To The PRINGLES DRAPERIES AND BLINDS  
Order 12020 WESTERN AVENUE  
of GARDEN GROVE, CA 92841

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



# Pringles

Draperies & Blinds

12020 Western Ave. 714-892-1524  
Garden Grove, CA 92841 800-654-9151

## Invoice

Date	Invoice #
10/14/2024	169091

F

<b>Bill To:</b>
Irvine Unified School District 5050 Barranca Parkway Irvine CA, 92604

<b>Ship To:</b>
Irvine Unified School District Bonita Canyon Elementary School Attn: Efrain

P.O. Number / Sidemark		Terms	Due Date:	Rep	Ship Date	Via
U41R0003		Net 30	12/1/2024	Wh	11/1/2024	Herman
Quantity	Item	Description			Unit Price	Amount
	1" Alumin...	"Classic" 1-inch Aluminum Mini-Blind Cordless Lift / Wand Tilt Color: Alabaster 8-gauge Slat Thickness 58 1/2" x 71" IB			204.00	204.00T
	Discount	IUSD Discount			-20.00%	-40.80
	Delivery	Delivery			15.00	15.00T
<p><i>Ronda Daqter</i></p> <p>NOV 13 2024</p> <p>IRVINE UNIFIED SCHOOL DISTRICT MAINTENANCE &amp; OPERATIONS</p> <p><i>Efrain</i></p>						

Thank you for your business.	<b>Subtotal</b>	\$178.20
	<b>Sales Tax (7.75%)</b>	\$13.81
	<b>Total</b>	\$192.01
	<b>Payments/Credits</b>	\$0.00
	<b>Balance Due</b>	\$192.01

LEDGER: 41 DATE ISSUED: 11/27/24 VENDOR NAME: WAXIE

VENDOR: V4100126 CHECK: 41004192

INVOICE DATE	INVOICE / REF NUMBER	PURCHASE ORDER NUMBER	AMOUNT
11/14/24	82863107	U41R0001	425.29
TOTAL AMOUNT OF INVOICES			425.29
PAID BY: IRVINE CHILD CARE PROJECT 5050 BARRANCA PARKWAY IRVINE, CA 92604-4698 949-651-0444		SUMMARY 0100571059 4306	425.29

ORANGE COUNTY SUPERINTENDENT OF SCHOOLS  
 IRVINE CHILD CARE PROJECT

Sub Fund  
 0101

No. 41004192  
 Date: 11/27/24

56-382  
 412

Pay FOUR Hundred TWENTY FIVE Dollars and 29/100

\*\*\*\*\*425.29

To The Order of WAXIE  
 PO BOX 748802  
 LOS ANGELES, CA 90074-8802

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



PROUDLY PART OF BRADYPLUS

R WAXIE SANITARY SUPPLY  
E P.O. Box 748802  
M Los Angeles, CA 90074-8802  
I (858) 292-8111  
T  
O

INVOICE NUMBER

82863107

# INVOICE

CUSTOMER NUMBER

77577 1

INVOICE DATE

11/14/24

PURCHASE ORDER NO.

Art/08324539

ORDER NO.

1F7AE/00

Page: 1

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IRVINE UNIFIED SCHOOL DISTRICT  
IRVINE UNIFIED SCHOOL DISTRI  
5050 BARRANCA PKWY  
IRVINE, CA 92604-4652

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WAREHOUSE  
IRVINE UNIFIED SCHOOL DISTRI  
100 NIGHTMIST  
IRVINE, CA 92618-1710



ITEM NUMBER	DESCRIPTION	QUANTITY				UNIT PRICE	EXTENDED AMOUNT
		ORDERED	SHIPPED	U/M	BACKORDR		
638499	RETURN MACH. TO CUSTOMER 1 Waived for above item Parts may be returned within 30 days from the date on which they were invoiced and are in re-sellable condition. Returned parts are subject to a 25% restocking charge and freight for return to the manufacturer.	1	1	EA		.000T	.00
58ADV56265690	BEARING SPINDLE KIT Parts may be returned within 30 days from the date on which they were invoiced and are in re-sellable condition. Returned parts are subject to a 25% restocking charge and freight for return to the manufacturer.	1	1	EA		24.780T	24.78
58ADV56265705	SOCKET-QUICK DISCONNECT-1/8NPT Parts may be returned within 30 days from the date on which they were invoiced and are in re-sellable condition. Returned parts are subject to a 25% restocking charge and freight for return to the manufacturer.	1	1	EA		14.640T	14.64
ADV56220055	PLUG Parts may be returned within 30 days from the date on which they were invoiced and are in re-sellable condition. Returned parts are subject to a 25% restocking charge and freight for return to the manufacturer.	1	1	EA		31.930T	31.93
58ADV56265552	MOTOR-VACUUM-120V Parts may be returned within 30 days from the date on which they were invoiced and are in re-sellable condition. Returned parts are subject to a 25% restocking charge and freight for return to the manufacturer.	1	1	EA		156.300T	156.30
638305	Diagnostic Mario Camarena 02802 1.50 hours at \$120.00/Hour	1	1	SP		180.000	180.00
* CONTINUED *							

DATE DUE

T 1 1/2% PER MONTH (18%A.P.R.) SERVICE CHARGE MAY BE APPLIED ON ALL PAST DUE BALANCES. IF  
E PAYMENT IS NOT MADE ON THE DUE DATE, BUYER AGREES BY SIGNING THIS INVOICE OR TAKING  
R DELIVERY OF THE MERCHANDISE DESCRIBED ABOVE TO PAY SERVICE CHARGES, ATTORNEYS' FEES  
M AND ALL OTHER COSTS INCURRED IN THE COLLECTION OR ENFORCEMENT OF THE AMOUNT DUE.  
S CUSTOM ORDERS CANNOT BE ACCEPTED FOR RETURN WITHOUT AUTHORIZATION. RETURNS MUST  
BE RETURNED IN ORIGINAL CONTAINER AND IN RESALABLE CONDITION. ALL ORDERS MAY BE  
SUBJECT TO A RESTOCKING CHARGE, PLUS ANY FREIGHT CHARGES INCURRED.

SUB TOTAL	
SALES TAX	
SHIPPING	
MINIMUM ORDER FEE	
<b>TOTAL INVOICE</b>	
AMOUNT TENDERED	

u41R0001

CUSTOMER NUMBER  
77577

INVOICE DATE  
11/14/24

INVOICE NUMBER  
82863107

TOTAL DUE BY

TOTAL DUE AFTER

**REMIT TO ADDRESS BELOW**

WAXIE SANITARY SUPPLY  
P.O. Box 748802  
Los Angeles, CA 90074-8802  
(858) 292-8111



PROUDLY PART OF BRADYPLUS

R WAXIE SANITARY SUPPLY  
E P.O. Box 748802  
M Los Angeles, CA 90074-8802  
I (858) 292-8111  
T  
O

INVOICE NUMBER

82863107

# INVOICE

CUSTOMER NUMBER

77577 1

INVOICE DATE

11/14/24

PURCHASE ORDER NO.

Art/08324539

ORDER NO.

1F7AE/00

Page: 2

IRVINE UNIFIED SCHOOL DISTRICT  
IRVINE UNIFIED SCHOOL DISTRI  
5050 BARRANCA PKWY  
IRVINE, CA 92604-4652

S WAREHOUSE  
H IRVINE UNIFIED SCHOOL DISTRI  
I 100 NIGHTMIST  
P IRVINE, CA 92618-1710  
T  
O

ITEM NUMBER	DESCRIPTION	QUANTITY				UNIT PRICE	EXTENDED AMOUNT
		ORDERED	SHIPPED	U/M	BACKORDR		
	Repair for 577614 SN: 4000300173 ID: 1494 ADVANCE ES400 XLP SELF CONTAINED EXTRACTOR Contact: Art Rivera  ** Payment Terms: NET 30 DAYS  <i>Donnie John</i>  NOV 21 2024  IRVINE UNIFIED SCHOOL DISTRICT MAINTENANCE & OPERATIONS	29100					

DATE DUE	12/14/24
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T 1 1/2% PER MONTH (18%A.P.R.) SERVICE CHARGE MAY BE APPLIED ON ALL PAST DUE BALANCES. IF  
E PAYMENT IS NOT MADE ON THE DUE DATE, BUYER AGREES BY SIGNING THIS INVOICE OR TAKING  
R DELIVERY OF THE MERCHANDISE DESCRIBED ABOVE TO PAY SERVICE CHARGES, ATTORNEYS' FEES  
M AND ALL OTHER COSTS INCURRED IN THE COLLECTION OR ENFORCEMENT OF THE AMOUNT DUE.  
S CUSTOM ORDERS CANNOT BE ACCEPTED FOR RETURN WITHOUT AUTHORIZATION. RETURNS MUST  
BE RETURNED IN ORIGINAL CONTAINER AND IN RESALABLE CONDITION. ALL ORDERS MAY BE  
SUBJECT TO A RESTOCKING CHARGE, PLUS ANY FREIGHT CHARGES INCURRED.

SUB TOTAL	407.65
SALES TAX	17.64
SHIPPING	
MINIMUM ORDER FEE	
<b>TOTAL INVOICE</b>	<b>425.29</b>
AMOUNT TENDERED	

CUSTOMER NUMBER	77577
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INVOICE DATE	11/14/24
--------------	----------

INVOICE NUMBER	82863107
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TOTAL DUE BY	12/14/24
	425.29

TOTAL DUE AFTER	12/14/24
	425.29

IRVINE UNIFIED SCHOOL DISTRICT  
IRVINE UNIFIED SCHOOL DISTRI  
5050 BARRANCA PKWY  
IRVINE, CA 92604-4652

U4120091

### REMIT TO ADDRESS BELOW

WAXIE SANITARY SUPPLY  
P.O. Box 748802  
Los Angeles, CA 90074-8802  
(858) 292-8111

LEDGER: 41 DATE ISSUED: 12/05/24 VENDOR NAME: EIDE BAILLY LLP VENDOR: V4100117 CHECK: 41004193

INVOICE DATE	INVOICE / REF NUMBER	PURCHASE ORDER NUMBER	AMOUNT
11/30/24	EI01781094		18,500.00
TOTAL AMOUNT OF INVOICES			18,500.00

PAID BY:  
 IRVINE CHILD CARE PROJECT  
 5050 BARRANCA PARKWAY  
 IRVINE, CA 92604-4698  
 949-651-0444

SUMMARY  
 0100571059 5838 18,500.00

ORANGE COUNTY SUPERINTENDENT OF SCHOOLS  
 IRVINE CHILD CARE PROJECT

Sub Fund  
 0101

No. 41004193  
 Date: 12/05/24  
 56-382  
 412

Pay EIGHTEEN Thousand FIVE Hundred Dollars and 00/100

\$\*\*\*\*\*18,500.00

To The Order of EIDE BAILLY LLP  
 PO BOX 88678  
 MILWAUKEE, WI 53288-8678

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

**INVOICE**

Irvine Unified School District  
5050 Barranca Pkwy  
Irvine CA 92604

Client #: 207117  
Online Pay Code: BXQBTD  
Invoice #: EI01781094  
Invoice Total: \$18,500.00

Please return top portion with payment or

**Make a Payment**

**Invoice Is Due Upon Receipt**

Final billing related to the Irvine Child Care Project's financial statement audit for the fiscal year ended June 30, 2024.

18,500.00

Invoice Total

\$ 18,500.00

OK TO PAY SM 12/3/24

DIRECT EXPENSE

01-005-710-59-5838

Date: 11/30/24 Invoice #: EI01781094 Irvine Unified School District Page: 1

**Pay by Mail:**  
Eide Bailly LLP  
PO Box 88678  
Milwaukee, WI 53288-8678  
Phone 909.466.4410 | Fax 909.466.4431

**Pay Online:** [www.eidebailly.com/PayBill](http://www.eidebailly.com/PayBill)  
**Pay by ACH:**  
Please contact your local office or call  
701.476.8700 for ACH Bank information

(A processing fee will be applied to any payments made by credit card)



## **ITEM 2.9**

# **DEPOSIT OF STATE GRANT APPORTIONMENT**

**IRVINE CHILD CARE PROJECT**

**TOPIC:** **DEPOSIT OF STATE GRANT APPORTIONMENT**

**DESCRIPTION:** The Irvine Child Care Project has received a check for \$253,776.00 from the California Department of Social Services.

\$253,776.00 Represents the second apportionment received for the Fiscal Year 2024-25 State Grant

**RECOMMENDATION:** Receive and file record of deposit from the California Department of Social Services as follows:

\$168,659.00 01-005-50100-8290

\$85,117.00 01-005-50100-8590



**BOARD**  
CYRIL YU, President  
RYAN PAINTER, Vice President  
JENNA BERUMEN, Clerk  
TAMMY KIM, Member  
CHRISTINE KNOWLAND, Member

---

November 21, 2024

To: IUSD  
From: Traci Stubbler  
ICCP Administrator  
Subject: Deposit of State Grant Apportionment for CCTR-4197

I have enclosed a check from the State of California to deposit as the 2nd State Grant Apportionment, for FY 2024-25 in the amount of \$253,776.00.

Please deposit into the following accounts:

2nd Apportionment (CCTR-4197):

\$152,189.00	Grant CDD-deposit to account # 01-005-50100-8290/Federal
\$16,013.00	Grant CDD-deposit to account # 01-005-50100-8290/Federal
\$457.00	Grant CDD-deposit to account # 01-005-50100-8290/Federal
\$7,410.00	Grant CDD-deposit to account # 01-005-50100-8590/State
\$77,707.00	Grant CDD-deposit to account # 01-005-50100-8590/State

Submitted for your action.

Thank you,

*Traci Stubbler*

Traci Stubbler  
ICCP Administrator

CDPR Vendor Code	SupplierName	InvoiceID	Total_Payment_ Amt	Agreement_ Number	PCA_Code	Distribution_Line_ Amount	FiscalYearID	Comment and/or Apportionment Schedule/PayRun#
Q553	IRVINE CHILD CARE PROJECT	CD-20240402-Q5530	\$ 253,776	CCTR4197	13254	\$ 152,189	2024-25	Dec-Jan#1
Q553	IRVINE CHILD CARE PROJECT	CD-20240402-Q5530	\$ 253,776	CCTR4197	13257	\$ 16,013	2024-25	Dec-Jan#1
Q553	IRVINE CHILD CARE PROJECT	CD-20240402-Q5530	\$ 253,776	CCTR4197	15540	\$ 457	2024-25	Dec-Jan#1
Q553	IRVINE CHILD CARE PROJECT	CD-20240402-Q5530	\$ 253,776	CCTR4197	24568	\$ 7,410	2024-25	Dec-Jan#1
Q553	IRVINE CHILD CARE PROJECT	CD-20240402-Q5530	\$ 253,776	CCTR4197	25136	\$ 77,707	2024-25	Dec-Jan#1



1102 Q Street, Suite 4800  
Sacramento, CA 95811

REORDER 905 U.S. PATENT NO. 5538290, 5575508, 5641183, 5785353, 5984364, 6039000

Check No. 7003452  
Check Date Nov 18, 2024  
Check Amount \$253,776.00  
Child Care Contractors Program

IRVINE CHILD CARE PROJECT  
ONE CIVIC CNTR PLAZA  
PO BOX 19575  
IRVINE, CA 92623-9575

Invoice ID	Memo	Payment Amount
CD-20240402-Q5530	brennah.solley@dss.ca.gov	\$253,776.00
	TOTAL	\$253,776.00

THIS CHECK IS VOID WITHOUT A COLORED BORDER AND BACKGROUND PLUS A KNIGHT & FINGERPRINT WATERMARK ON THE BACK - HOLD AT ANGLE TO VIEW



Bank of America  
Sacramento, CA 95814-4578

11-35/1210 (CA)

11-18-2024

7003452

AMOUNT  
\*\*\*\$253,776.00

\*\*\*\*\*Two Hundred Fifty Three Thousand Seven Hundred Seventy Six and 00/100\*\*\*\*\*

VOID AFTER 180 DAYS

Pay to the  
Order of:

IRVINE CHILD CARE PROJECT





**ITEM 2.10**

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

**IRVINE CHILD CARE PROJECT**

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

**DESCRIPTION:** The Irvine Child Care Project has received a check for the amount of 10,309.82 from ICF for scholarships awarded in October 2024.

\$10,309.82 October 2024

**RECOMMENDATION:** Receive and file the record of deposit of funds from ICF into the appropriate account as follows:

\$10,309.82 01-005-712-00-8689



**BOARD**  
CYRIL YU, President  
RYAN PAINTER, Vice President  
JENNA BERUMEN, Clerk  
TAMMY KIM, Member  
CHRISTINE KNOWLAND, Member

---

December 2, 2024

**TO: IUSD**

**FROM: TRACI STUBBLER  
ICCP ADMINISTRATOR**

**SUBJECT: DEPOSIT OF ICF CHECK**

I have enclosed check #5421 for \$10,309.82 (IRP) from the Irvine Children's Fund (ICF) for services in the month of October 2024.

Please deposit into the following account as follows:

\$0.00	<b>CDBG/ICF</b>	deposit to account #	01-005-712-00-8290
\$0.00	<b>ICF</b>	deposit to account #	01-005-712-00-8689
\$10,309.82	<b>IRP/ICF</b>	deposit to account #	01-005-712-00-8689

Submitted for your action.

Thanks for your help,

*Traci Stubbler*

Traci Stubbler  
ICCP Administrator





# Irvine Children's Fund

## Irvine Children's Fund

### Board of Directors

**ICF President**  
**Lauren S. Brooks**  
 IUSD Board of Trustees

**ICF Immediate Past President**  
**Greg S. Goodrich**  
 Bank of America Private Bank

**ICF Vice President**  
**Kelly Reynolds**  
 HOAG Irvine

**ICF Secretary**  
**Susan Whittaker**  
 Whittaker Planning Services

**ICF Treasurer**  
**Wendy Bokota**  
 Irvine Prevention Coalition

**Marcy Brown**  
 ICF Past President  
 HOAG

**Anthony Kuo**  
 Irvine Community Leader

**Rob Poetsch**  
 Taco Bell

**Sheri Reynolds**  
 SPLATT Design

**Patty Vidovich**  
 Community Leader

**Honorary**  
**Dan Borland**  
 Pacific Premier  
 Bank

**Stan Machesky**  
 Irvine Unified School  
 District

**Michael Means**  
 KLAAM 830,  
 Retired

**Ex Officio**  
**Farrah Khan**  
 Mayor  
 City of Irvine

**Terry Walker**  
 Superintendent  
 Irvine Unified School  
 Distric58

Cyril Yu  
 President  
 Irvine Child Care Project  
 14341 Yale Avenue  
 Irvine, CA 92604

Dear President Yu:

Enclosed please find:  
 Check #5421 in the amount of \$10,309.82 for the before and after school child care scholarships provided in October 2024.

The \$10,309.82 is from the Irvine Recovery Plan Funds and provided 340 child care days for 21 children at 14 child care sites.

Sincerely,

Lauren S. Brooks  
 President  
 Irvine Children's Fund

Sharon Wellikson  
 Irvine Children's Fund

C: Traci Stubler and Shane Dineen, ICCP  
 John Fogarty, ICCP Treasurer

Month 2024 – 2025	CDBG Public Service 2024 – 2025	Irvine Recovery Plan Grant	Total	Child Care Days	Check #
July 2024		\$6,731.50	\$6,731.50	103	#5416
Aug 2024		\$3,886.27	\$3,886.27	165	#5417
Sept 2024		\$9,060.81	\$9,060.81	312	#5419
Oct 2024		\$10,309.82	\$10,309.82	340	#5421
Nov 2024					
Dec 2024					
Jan. 2025					
Feb 2024					
Mar 2025					
April 2025					
May 2025					
June 2025					
<b>Total</b>		<b>\$29,988.40</b>	<b>\$29,988.40</b>	<b>920</b>	

**Sharon Wellikson**  
 Executive Director  
 Irvine Junior Games  
 Irvine Children's Fund

**Theresa Collins**  
 Director  
 Irvine Junior Games  
 Irvine Children's Fund

SECURITY FEATURES INCLUDE TRUE WATERMARK PAPER, HEAT SENSITIVE ICON AND FOIL HOLOGRAM



Irvine Children's Fund

IRVINE CHILDREN'S FUND  
IRVINE JUNIOR GAMES  
14301 YALE AVE  
IRVINE, CA 92604-1901

WELLS FARGO BANK, N.A.  
www.wellsfargo.com  
11-4288/1210

5421

11/26/2024

PAY TO THE ORDER OF Irvine Child Care Project  
Ten Thousand Three Hundred Nine and 82/100\*\*\*\*\*

\$ \*\*10,309.82

DOLLARS

Irvine child Care Project  
14341 Yale Ave  
Irvine, CA 92604



*Misty Best*  
*Shawn Wilkinson*

AUTHORIZED SIGNATURE

MEMO *Oct.*  
IRP Scholarship Nov 2024



## **3. BOARD BUSINESS**

### **ITEM 3.1**

#### **FISCAL YEAR 2023-24 FINANCIAL YEAR-END AUDIT**

**IRVINE CHILD CARE PROJECT**

**TOPIC:** **FISCAL YEAR 2023-24 FINANCIAL YEAR-END AUDIT**

**DESCRIPTION:** The Irvine Child Care Project Fiscal Year 2023-24 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 Fiscal Year 2023-24 Year-end Financial Audit.

**ITEM 3.2**

**MEMBER AT LARGE APPOINTMENT**

## **IRVINE CHILD CARE PROJECT**

**TOPIC: MEMBER AT LARGE 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 Christine Knowland was appointed as Member at Large on January 8, 2024 to serve a regular term of office commencing February 1, 2024 through January 2025. Board Member Knowland was originally selected in response to an open recruitment based on her experience as a parent with three adult children who attended before and after school care at Irvine Child Care Project sites and her unique perspective of being familiar with the needs of Irvine parents as well as experience serving in a variety of roles in the public sector. Board Member Knowland has been a dedicated and active member of the ICCP Board during her service on the Board.

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 Vice President Yu recommends the reappointment of Board Member Knowland who has indicated an interest in, and commitment to continuing to serve on the ICCP Board.

**RECOMMENDATION:** Reappoint Christine Knowland to the ICCP Board of Directors to serve for a regular term of office to commence February 1, 2025 through January 2026.

**ITEM 3.3**

**IRVINE CHILD CARE PROJECT BOARD  
2025 MEETING SCHEDULE**

## **IRVINE CHILD CARE PROJECT (ICCP)**

**TOPIC:** **IRVINE CHILD CARE PROJECT BOARD  
2025 MEETING SCHEDULE**

**DESCRIPTION:** Submitted for approval is the revised Irvine Child Care Project (ICCP) Board meeting schedule for calendar year 2025.

At the November ICCP Board meeting, the Board approved the 2025 ICCP meeting schedule which included Site Tours on October 13. However, that day is an Irvine Unified School District Staff Development Day so the schools will be closed and the ICCP child care providers will have full day programming. Child care providers are unable to host a site tour during full day programming.

The attached revised meeting schedule includes October 20 for ICCP site tours.

Meetings will take place in the Conference Training Center at the Irvine Civic Center, unless otherwise noted.

**RECOMMENDATION:** Approve the revised ICCP Board 2025 meeting schedule.



## IRVINE CHILD CARE PROJECT MEETING SCHEDULE 2025

<u>Date</u>	<u>Meeting Status</u>	<u>Board Business</u>
<b>January 13, 2025</b>	2nd Monday	
<b>February 10, 2025</b>	2nd Monday	Preliminary Review of Multi-Year Budget for Feedback Regarding Provider Rental Rate
<b>March 10, 2025</b>	2nd Monday	Election of Officers; Approval of Provider Rental Rate
April 14, 2025	No Meeting	Hold
<b>May 12, 2025</b>	2nd Monday	Approval of Budget
June 9, 2025	No Meeting	Hold
July 14, 2025	No Meeting	Hold
August 11, 2025	No Meeting	Hold
<b>September 8, 2025</b>	2nd Monday	
<b>October 20, 2025*</b>	3rd Monday*	Site Tours
<b>November 10, 2025</b>	2nd Monday	Approval of 2026 Meeting Schedule
December 8, 2025	No Meeting	Hold

\*Meeting moved to 3<sup>rd</sup> Monday as October 13 is IUSD Staff Development Day.

**All Meetings begin at 8:30 a.m. and will convene in the Conference Training Center (CTC), unless otherwise noted.**

Board Members shall remain available on the date listed for months with no meetings scheduled should a special meeting need to be called.