



MINUTES

IRVINE CHILD CARE PROJECT REGULAR MEETING

Cyril Yu
President

**January 12, 2026
8:30 AM**

Christine Knowland
Vice President

Kelli Cheshire
Clerk

**Irvine City Hall,
Conference and Training Center
1 Civic Center Plaza
Irvine, California 92606**

Kristin Auer
Board Member

Vacant
Board Member

CALL TO ORDER

The regular meeting of the Irvine Child Care Project Board (Board) was called to order at 8:36 a.m. on January 12, 2026, in Conference Training Center (CTC), Irvine Civic Center, 1 Civic Center Plaza, Irvine, California: President Yu presiding.

ROLL CALL

Present: 3

PRESIDENT:
VICE PRESIDENT:
BOARD MEMBER:

Cyril Yu
Christine Knowland
Kristin Auer

Absent: 1

CLERK:

Kelli Cheshire

PLEDGE OF ALLEGIANCE

President Yu led the Pledge of Allegiance.

PUBLIC COMMENTS – NON-AGENDIZED ITEMS

Jennifer Willis, Administrative Director on behalf of Rainbow Rising commented on the impact of federal child care funding in California.

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

Superintendent Traci Stubbler reported on Fiscal Year 2025-26 Irvine Child Care Project (ICCP) Scholarship status. A Directors’ Forum was held on December 10 at Quail Hill Community Center. The Irvine Police Department presented on “Staying Alert: Safety and Security in After-School programs”.

Administrative Directors for each ICCP provider agency have been invited to join the District’s Emergency/Safety Partnership (E/SPAR), a collaborative forum focused emergency management.

BOARD ANNOUNCEMENTS/COMMITTEE REPORTS/COMMITTEE UPDATES

There were no Board Member announcements.

ADDITIONS AND DELETIONS TO THE AGENDA

2. CONSENT CALENDAR

ACTION: Moved by Vice President Knowland, seconded by Board Member Auer and unanimously carried by those members present to approve consent calendar items 2.1 through 2.10.

2.1 MINUTES

ACTION:

Approved the minutes of the Irvine Child Care Project Board regular meeting held on November 10, 2025.

2.2 WARRANT REQUEST – CATALYST FAMILY INC.

ACTION:

Approved payment of \$75,000.49 to Catalyst Family Inc. for child care development services for November 1-30, 2025.

2.3 WARRANT REQUEST – CATALYST FAMILY INC.

ACTION:

Approved payment of \$43,962.00 to Catalyst Family Inc. for per child stipend one-time payment.

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

ACTION:

Approved payments for warrants totaling the amount of \$17,815.10 [Community Development Block Grant (CDBG)] for child care services for November 1-30, 2025 funded by ICF scholarships.

- \$ 6,291.60 to Catalyst Family Inc. (CDBG)
- \$ 0.00 to Creekers Club
- \$ 528.75 to Dolphin Club (CDBG)
- \$ 0.00 to Kids Stuff
- \$ 10,994.75 to Rainbow Rising (CDBG)

2.5 WARRANT REQUESTS – IRVINE UNIFIED SCHOOL DISTRICT (IUSD)

ACTION:

Approved payment of \$81,904.00 for Utilities, Facilities and Financial Support Services, and Custodial Services for the month of November 2025.

- \$ 60,986.00 for Custodial Services
- \$ 9,733.00 for Utilities
- \$ 11,185.00 for Facilities and Financial Support Services

2.6 WARRANT REQUEST – CITY OF IRVINE

ACTION:

Approved payment of \$50,585.46 to the City of Irvine for Contract Services and Program and Grant Administration for the month of November 2025.

- \$ 33,603.95 for Program Administration
- \$ 3,699.01 for Grant Administration
- \$ 13,282.50 for Contract Services

2.7 IRVINE CHILD CARE PROJECT (ICCP) PAYMENTS ISSUED DECEMBER 2025

ACTION:

Received and filed attached record of payments issued December 2025 for service month October 2025.

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

ACTION:

Received and filed attached invoices in the total amount of \$114,838.12 paid by IUSD on behalf of ICCP.

2.9 DEPOSIT OF ONE TIME STIPENDS FOR CHILD CARE CONTRACTORS ISSUED PURSUANT TO SENATE BILL (SB) 151

ACTION:

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

- \$ 46,161.00 01-005-50100-8590

2.10 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:

- \$ 15,606.50 01-005-712-00-8290
- \$ 0.00 01-005-712-00-8689

BOARD BUSINESS

3.1 FISCAL YEAR 2024-25 FINANCIAL YEAR-END AUDIT

Assistant Superintendent Fogarty announced the audit was given an unmodified opinion with no findings.

ACTION:

Received and filed Fiscal Year 2024-25 Year-end Financial Audit.

3.2 MEMBER AT LARGE REAPPOINTMENT

Board Member Knowland expressed her pleasure serving on the Board and looks forward to continuing that service.

ACTION:


Moved by Board Member Auer, seconded by President Yu, and unanimously carried by those members present to reappoint Christine Knowland to the ICCP Board of Directors to serve for a regular term of office to commence February 1, 2026 through January 2027.

ADJOURNMENT

Moved by Board Member Auer, seconded by Vice President Knowland, and unanimously carried by those members present to adjourn the meeting at 8:45 a.m.



 Mona Mojabi
 RECORDING SECRETARY



 CYRIL YU, PRESIDENT

Date Approved: 2/19/2026