



AGENDA

IRVINE CHILD CARE PROJECT REGULAR MEETING

January 9, 2012

8:30 a.m.

Conference Room L102
One Civic Center Plaza
Irvine, California

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.

CALL TO ORDER

A regular meeting of the Irvine Child Care Project will be called to order on Monday, January 9, 2012 at 8:30 a.m., at Irvine City Hall, Conference Room L102, 1 Civic Center Plaza, Irvine, by President Anderson.

ROLL CALL

BOARDMEMBER:
BOARDMEMBER:
CLERK:
VICE PRESIDENT:
PRESIDENT:

JEFFREY LALLOWAY
SUE KUWABARA
ALAN BATTENFIELD
DARIN LOUGHREY
RUTH ANDERSON

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.

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.

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. Public comments on any item or items on the consent calendar are limited to three minutes per speaker. If you wish to speak to a particular item or items, please complete a Speakers Form and give it to the Recording Secretary.

1. APPROVAL OF ICCP MINUTES

RECOMMENDED ACTION: Approve minutes of the regular meeting of November 14, 2011.

2. WARRANT REQUEST – CHILD DEVELOPMENT CENTERS

RECOMMENDED ACTION: Approve payment of \$43,002.69 to Child Development Centers, Inc. for child care development services for November 1 – 30, 2011.

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

RECOMMENDED ACTION: Approve payments for warrants totaling the amount of \$6,382.50 for ICF Scholarships during the month of November 2011.

Rainbow Rising	\$3,567.50
Kids Stuff	\$ 772.50

Creekers Club	\$ 212.50
Dolphin Club	\$ 350.00
Koala Klub	\$1,480.00

4. **WARRANT REQUESTS – IRVINE CHILD CARE PROJECT (ICCP) SCHOLARSHIPS**

RECOMMENDED ACTION: Approve payments for warrants totaling the amount of \$403.32 for ICCP Scholarships during the month of November 2011.

Koala Klub	\$ 45.82
Creekers Club	\$ 100.00
Kids Stuff	\$ 257.50

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

RECOMMENDED ACTION: Approve payment of \$9,590.38 to the City of Irvine for Program Administration, Grant Administration for the month of November 2011.

Program Administration	\$ 8,757.05
Grant Administration	\$ 833.33

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

RECOMMENDED ACTION: Approve payment of \$49,838.34 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 2011.

Facilities & Financial Support	\$ 6,250.00
Utilities	\$ 7,262.79
Custodial Services	\$25,064.33
Custodial Equip Amortization	\$ 671.80
Payment of Portable Purchase	\$10,589.42

7. **WARRANT REQUEST – IRVINE UNIFIED SCHOOL DISTRICT (IUSD) REHAB AND REPAIR CHARGE BACKS**

RECOMMENDED ACTION: Approve payment of \$20,108.62 for ICCP Site Improvement, Work Order charge backs, and Rehab/Repair charges for the 1st Quarter of FY 2011-2012.

Work Order charge backs	\$ 5,509.82
Rehab/Repairs	\$ 4,070.57

Site Improvements \$10,528.23

8. ICCP PAYMENTS FOR DECEMBER 2011

RECOMMENDED ACTION: Review and approve December 2011 payments attached.

9. ICCP EXPENSES PAID BY IUSD

RECOMMENDED ACTION: Review and approve attached invoices in the total amount of \$19,707.60 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:

\$85,244.00 01-005-50100-8530

11. PEER ASSESSMENT REVIEW COMMITTEE (PARC) REVIEW VISITS

RECOMMENDED ACTION: PARC recommends that the Board approve lease renewal for Westpark Rainbow Rising, Oak Creek Child Development Center, Santiago Hills Kids Stuff, and Canyon View Child Development Center.

BOARD BUSINESS

1. 2010-2011 FINANCIAL YEAR-END AUDIT

RECOMMENDED ACTION: Receive and file 2010-2011 Year-End Financial Audit.

2. IRVINE CHILD CARE PROJECT PORTABLE REPLACEMENT FOR FY11-12

RECOMMENDED ACTION: Authorize staff to hire an architect at a cost not to exceed \$20,000 and provide a progress report on the portable replacement process at the March 12 Board meeting.

REPORTS

1. FACILITIES AND BUDGET REPORT – JOHN FOGARTY

2. ICCP ADMINISTRATOR’S REPORT – SUSAN MCCLINTIC

ADJOURNMENT

Next Regular Board Meeting: **Monday, March 12, 2012**, at 8:30 a.m., City of Irvine, One Civic Center Plaza, Conference Room L102, Irvine, California.

NOTICE TO THE PUBLIC

At 11:00 p.m., the Irvine Child Care Project will determine which of the remaining agenda items can be considered and acted upon prior to 12:00 midnight 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 midnight.

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).

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) 724-6690.

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

AMERICANS WITH DISABILITIES ACT: 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 949-724-6690 at least 48 hours prior to the meeting to inform us of your particular needs and to determine if accommodation is feasible. Please advise us at the time if you will need accommodations to attend or participate in meetings on a regular basis.

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 www.cityofirvine.org

I hereby certify that the agenda for the Irvine Child Care Project meeting was posted in the posting book located in the Public Safety Lobby of City Hall, One Civic Center Plaza, Irvine, California on Jan 4, 2012 by 5:30 p.m. as well as on the City's web page.

Cheryl Hansen
Committee Secretary