

MINUTES

IRVINE CHILD CARE PROJECT REGULAR MEETING

January 9, 2012

8:30 a.m.

**Conference Room L102
One Civic Center Plaza
Irvine, California**

CALL TO ORDER

A regular meeting of the Irvine Child Care Project was called to order on Monday, January 9, 2012 at 8:31 a.m., at Irvine City Hall, Conference Room L102, 1 Civic Center Plaza, Irvine, by Vice President Loughrey.

ROLL CALL

BOARDMEMBER
BOARDMEMBER
CLERK
VICE PRESIDENT

JEFFREY LALLOWAY
SUE KUWABARA
ALAN BATTENFIELD
DARIN LOUGHREY

ABSENT

PRESIDENT

RUTH ANDERSON

PLEDGE OF ALLEGIANCE

INTRODUCTIONS

Administrator McClintic introduced returning Boardmember Kuwabara - Irvine Unified School District appointee to the Irvine Child Care Project Board.

ANNOUNCEMENTS

None

PRESENTATIONS

None

ADDITIONS AND DELETIONS TO THE AGENDA

None

PUBLIC COMMENTS

None

CONSENT CALENDAR

Consent Calendar items consist of Items Nos. 1 through 11.

ACTION: Moved by Boardmember Kuwabara, seconded by Boardmember Lalloway, and unanimously carried to approve Consent Calendar Item Nos. 1 through 10, with the exception of item 11, which was removed by Boardmember Lalloway for separate discussion.

1. APPROVAL OF ICCP MINUTES

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

2. WARRANT REQUEST – CHILD DEVELOPMENT CENTERS

ACTION: Approved 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

ACTION: Approved 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

ACTION: Approved 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**

ACTION: Approved 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)**

ACTION: Approved 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**

ACTION: Approved 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**

ACTION: Reviewed and approved December 2011 payments attached.

9. **ICCP EXPENSES PAID BY IUSD**

ACTION: Reviewed and approved attached invoices in the total amount of \$19,707.60 paid by IUSD on behalf of ICCP.

10. DEPOSIT OF STATE GRANT APPORTIONMENT

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

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

11. PEER ASSESSMENT REVIEW COMMITTEE (PARC) REVIEW VISITS

Administrator McClintic responded to Boardmember Lalloway's questions regarding the lease renewal recommendations.

Moved by Boardmember Lalloway, seconded by Boardmember Kuwabara to:

ACTION: Approved PARC recommendation 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.

MOTION UNANIMOUSLY CARRIED BY THOSE PRESENT.

BOARD BUSINESS

1. 2010-2011 FINANCIAL YEAR-END AUDIT

Administrator McClintic presented the 2010-2011 Financial Year-End Audit on behalf of John Fogarty, IUSD. Administrator McClintic noted the audit stated "no findings" with regard to the report.

Moved by Boardmember Lalloway, seconded by Boardmember Battenfield to:

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

MOTION UNANIMOUSLY CARRIED BY THOSE PRESENT.

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

Administrator McClintic stated Irvine Unified School District (IUSD) and ICCP requests authorization to proceed with hiring an architect from an authorized list to facilitate placing two new portables at Northwood and Stone Creek sites. Administrator McClintic, ICCP Program Assistant Belfield and IUSD facilities representative Don Grudem informed the Board of the process to replace the portables and answered Boardmembers' questions.

Moved by Boardmember Lalloway, seconded by Boardmember Kuwabara to:

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.

MOTION UNANIMOUSLY CARRIED BY THOSE PRESENT.

REPORTS


1. FACILITIES AND BUDGET REPORT – JOHN FOGARTY

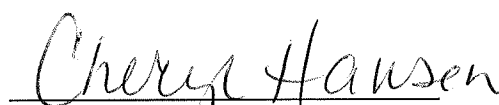
Barbara Causee, IUSD, presented the Facilities and Budget Report on behalf of John Fogarty, IUSD.

2. ICCP ADMINISTRATOR'S REPORT – SUSAN MCCLINTIC

Susan McClintic, Irvine Child Care Project Administrator, presented the ICCP Administrator's Report and responded to the Board's questions.

ADJOURNMENT at 9:06 a.m., Monday, January 9, 2012.


DARIN LOUGHREY
Vice-President
Irvine Child Care Project


CHERYL HANSEN
Recording Secretary
Irvine Child Care Project

Date 3/13/12