



# MINUTES

## IRVINE CHILD CARE PROJECT REGULAR MEETING

**March 11, 2013**

**8:30 AM**

Conference Room L102  
One Civic Center Plaza  
Irvine, California

### CALL TO ORDER

A regular meeting of the Irvine Child Care Project (ICCP) was called to order on Monday, March 11, 2013 at 8:35 a.m., at Irvine City Hall, Conference Room L102, 1 Civic Center Plaza, Irvine, by President Anderson.

### ROLL CALL

BOARDMEMBER:	LAUREN BROOKS
CLERK:	ALAN BATTENFIELD
VICE PRESIDENT:	DARIN LOUGHREY*
PRESIDENT:	RUTH ANDERSON

### ABSENT

BOARDMEMBER:	LARRY AGRAN
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\*Arrived 8:50 a.m.

### PLEDGE OF ALLEGIANCE

### INTRODUCTIONS

Community Services Manager Corinne Schneider-Jones introduced Traci Stubbler, the new Child Care Supervisor and ICCP Administrator.

### ANNOUNCEMENTS

None

### PRESENTATIONS

None

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

None

## **PUBLIC COMMENTS**

None

## **CONSENT CALENDAR**

Consent Calendar items consist of Item Nos. 1 through 12.

**ACTION:** Moved by Boardmember Brooks, seconded by Clerk Battenfield, and unanimously carried by Board Members present to approve Consent Calendar Item Nos. 1 through 12.

### **1. APPROVAL OF ICCP MINUTES**

**ACTION:** Approved minutes of the regular meeting of January 14, 2013.

### **2. WARRANT REQUEST – CHILD DEVELOPMENT CENTERS**

**ACTION:** Approved payment of \$31,006.39 Child Development Centers, Inc. for child care development services for January 1 - 31, 2013.

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

**ACTION:** Approved payments for warrants totaling the amount of \$10,358.25 for ICF Scholarships during the month of January 2013.

- \$3,936.50 to Rainbow Rising
- \$1,207.75 to Kids Stuff
- \$2,991.00 to Koala Klub
- \$1,505.00 to Child Development Centers, Inc.
- \$ 225.00 to Creekers Club
- \$ 464.00 to Dolphin Club

### **4. WARRANT REQUESTS – IRVINE CHILD CARE PROJECT SCHOLARSHIPS**

**ACTION:** Approved payments for warrants totaling the amount of \$480.00 for ICCP Scholarships during the month of January 2013.

- \$ 340.00 to Rainbow Rising
- \$ 0.00 to Child Development Centers, Inc.
- \$ 0.00 to Dolphin Club
- \$ 0.00 to Creekers Club
- \$ 140.00 to Koala Klub
- \$ 0.00 to Kids Stuff

5. **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 January 2013.

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

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

**ACTION:** Approved payment of \$10,993.02 to the City of Irvine for Program Administration and Grant Administration for the month of January 2013.

- \$10,239.02 for Program Administration
- \$ 754.00 for Grant Administration

7. **ICCP PAYMENTS FOR FEBRUARY 2013**

**ACTION:** Reviewed and approved February 2013 payments attached.

8. **ICCP PORTABLE REPLACEMENT EXPENSES PAID BY IUSD**

**ACTION:** Reviewed and accepted checks in the total amount of \$48,459.13 paid by IUSD on behalf of ICCP.

9. **ICCP EXPENSES PAID BY IUSD**

**ACTION:** Reviewed and accepted attached invoices in the total amount of \$12,218.00 paid by IUSD on behalf of ICCP.

10. **DEPOSIT OF STATE GRANT APPORTIONMENT**

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

- \$ 25,015.00                      01-005-50100-8290
- \$ 13,760.00                      01-005-50100-8290
- \$ 37,832.00                      01-005-50100-8590

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

**ACTION:** Authorized the deposit of funds from ICF into the appropriate account as follows:

- \$ 2,259.96                      01-005-712-00-8689
- \$ 8,150.79                      01-005-712-00-8699

12. **PARC REVIEW VISITS**

**ACTION:** PARC recommended that the Board approve lease renewal for Alderwood Rainbow Rising, Bonita Canyon Rainbow Rising, Brywood Kids Stuff, College Park Rainbow Rising, Culverdale Koala Klub, Deerfield Child Development Center, Eastshore Dolphin Club, Greentree Rainbow Rising, Northwood Rainbow Rising, Santiago Hills Kids Stuff and Woodbury Child Development Center.

**BOARD BUSINESS**

1. **BOARD NOMINATIONS**

**ACTION:** Conduct nominations and voting by the Board for the positions of ICCP Board President, Vice President, and Clerk.

ICCP Administrator Stubbler opened the floor for nominations of ICCP Board President.

**Selection of Irvine Child Care Project President**

Boardmember Brooks nominated President Anderson to serve as President. Clerk Battenfield seconded the motion.

**MOTION UNANIMOUSLY CARRIED BY THOSE MEMBERS PRESENT.**

**Selection of Irvine Child Care Project Vice President**

Boardmember Brooks nominated Vice President Loughrey to serve as Vice President. Clerk Battenfield seconded the motion.

**MOTION UNANIMOUSLY CARRIED BY THOSE PRESENT.**

**Selection of Irvine Child Care Project Clerk**

Boardmember Brooks nominated Clerk Battenfield to serve as Clerk. President Anderson seconded the motion.

**MOTION UNANIMOUSLY CARRIED BY THOSE PRESENT.**

2. **IRVINE CHILD CARE PROJECT PROPOSED BUDGET FOR FY 2013-14 WITH MULTI-YEAR BUDGET PROJECTION**

**ACTION:** Received and filed.

**REPORTS**

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

John Fogarty, Irvine Unified School District (IUSD), presented the ICCP Budget Report and responded to questions.

2. **ICCP ADMINISTRATOR’S REPORT – TRACI STUBBLER**

Traci Stubbler, ICCP Administrator, presented the ICCP Administrator’s Report and responded to questions.

Community Services Manager, Corinne Schneider-Jones, announced an educators’ forum titled “Autism Education – Understanding and Teaching the Visual Learner with Technology”, scheduled for May 9, 2013 at 3:30 p.m., with special guest speaker Dr. Howard Shane from the Harvard School of Medicine.

**ADJOURNMENT** at 9:01 a.m., Monday, March 11, 2013.



**RUTH ANDERSON**

President  
Irvine Child Care Project



**Athena Martinez**  
Recording Secretary

Date May 13, 2013