



MINUTES

IRVINE CHILD CARE PROJECT REGULAR MEETING

March 9, 2015

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 9, 2015 at 8:31 a.m. in Conference Room L102 at Irvine City Hall, One Civic Center Plaza, Irvine; President Anderson presiding.

ROLL CALL

BOARDMEMBER:
CLERK:
VICE PRESIDENT:
PRESIDENT:

IRA GLASKY
ALAN BATTENFIELD
DARIN LOUGHREY
RUTH ANDERSON

ABSENT:
BOARDMEMBER:

LYNN SCHOTT

PLEDGE OF ALLEGIANCE

Led by Clerk Battenfield.

INTRODUCTIONS

There were none.

ANNOUNCEMENTS

President Anderson announced the sudden passing of Irvine Unified School District employee Lee Brooks, Executive Assistant to the Superintendent, and on behalf of the Board, expressed condolences to the School District.

PRESENTATIONS

There were none.

ADDITIONS AND DELETIONS TO THE AGENDA

There were none.

PUBLIC COMMENTS

There were none.

CONSENT CALENDAR

ACTION: Moved by Vice President Loughrey, seconded by Boardmember Glasky and carried unanimously to approve Consent Calendar Items 1 through 13.

Ayes: 4 Anderson, Battenfield, Glasky, Loughrey
Noes: 0
Absent: 1 Schott

1. APPROVAL OF ICCP MINUTES

ACTION: Approved minutes of the regular meeting of January 12, 2015.

2. WARRANT REQUEST – CHILD DEVELOPMENT CENTERS

ACTION: Approved payment of \$32,710.26 to Child Development Centers, Inc. for child care development services for January 1-31, 2015.

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

ACTION: Approved payments for warrants totaling the amount of \$10,260.02 for ICF Scholarships during the month of January 2015.

- \$6,151.27 to Rainbow Rising
- \$ 428.75 to Kids Stuff
- \$2,515.00 to Koala Klub
- \$ 977.50 to Child Development Centers, Inc.
- \$ 0.00 to Creekers Club
- \$ 187.50 to Dolphin Club

4. WARRANT REQUESTS – IRVINE CHILD CARE PROJECT SCHOLARSHIPS

ACTION: Approved payments for warrants totaling the amount of \$608.00 for ICCP Scholarships during the month of January 2015.

- \$ 0.00 to Rainbow Rising
- \$ 0.00 to Kids Stuff
- \$ 0.00 to Koala Klub
- \$ 608.00 to Child Development Centers, Inc.
- \$ 0.00 to Creekers Club
- \$ 0.00 to Dolphin Club

5. WARRANT REQUEST – IRVINE UNIFIED SCHOOL DISTRICT (IUSD)

ACTION: Approved payment of \$53,520.63 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 2015.

- \$ 6,250.00 for Facilities & Financial Support
- \$ 7,262.79 for Utilities
- \$28,743.42 for Custodial Services
- \$ 675.00 for Custodial Equip Amortization
- \$10,589.42 for Payment of Portable Purchase

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

ACTION: Approved payment of \$7,102.59 for ICCP Rehab and Repair charges and Work Order charge backs for the 2nd Quarter of FY 2014-15.

- \$5,506.81 for Work Order charge backs
- \$1,595.78 for Rehab and Repair charges

7. WARRANT REQUEST – CITY OF IRVINE

ACTION: Approved payment of \$18,292.17 to the City of Irvine for Program Administration, Grant Administration and Supplies for the month of January 2015.

- \$17,359.45 for Program Administration
- \$ 773.00 for Grant Administration
- \$ 159.72 for Supplies

8. IRVINE CHILD CARE PROJECT (ICCP) PAYMENTS FOR FEBRUARY 2015

ACTION: Reviewed and approved February 2015 payments attached.

9. ICCP EXPENSES PAID BY IUSD

ACTION: Reviewed and accepted attached invoices in the total amount of \$4,820.00 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:

- \$21,847.00 01-005-50100-8290
- \$17,615.00 01-005-50100-8290
- \$57,025.00 01-005-50100-8590

11. DEPOSIT OF SCHOLARSHIP FUNDS FROM ICF

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

- \$20,507.10 01-005-712-00-8689
- \$ 0.00 01-005-712-00-8699

12. PROGRAM ASSESSMENT REVIEW COMMITTEE (PARC) VISITS

ACTION: The Board approved lease renewal for Child Development Center sites: Oak Creek, Plaza Vista, Stonegate, Turtle Rock, Vista Verde and Woodbury; Rainbow Rising sites: Alderwood, College Park, Greentree, Meadow Park, Northwood and Portola Springs; and Santiago Hills Kids Stuff.

13. CALIFORNIA DEPARTMENT OF EDUCATION GENERAL CHILD CARE AND DEVELOPMENT PROGRAM GRANT FUNDING FY 2014-15 AMENDMENT 01

ACTION: Received and filed.

BOARD BUSINESS

1. IRVINE CHILD CARE PROJECT BOARD ELECTIONS

ACTION: Conduct elections 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

President Anderson motioned to nominate Vice President Loughrey to serve as President. Motion seconded by Boardmember Glasky and carried unanimously.

AYES: 4 Anderson, Battenfield, Glasky, Loughrey

NOES: 0

ABSENT: 1 Schott

Selection of Irvine Child Care Project Vice President

President Anderson motioned to nominate Clerk Battenfield to serve as Vice President. Motion seconded by Boardmember Glasky and carried unanimously.

AYES: 4 Anderson, Battenfield, Glasky, Loughrey
NOES: 0
ABSENT: 1 Schott

Selection of Irvine Child Care Project Clerk

President Anderson motioned to nominate Boardmember Glasky to serve as Clerk. Motion seconded by Vice President Battenfield and carried unanimously.

AYES: 4 Anderson, Battenfield, Glasky, Loughrey
NOES: 0
ABSENT: 1 Schott

At this time, President Loughrey assumed control of the meeting.

2. IRVINE CHILD CARE PROJECT PROPOSED BUDGET FOR FY 2015-16 WITH MULTI-YEAR BUDGET PROJECTION

ACTION: Received and filed.

Discussion included: Annual rent increase of 3 percent is included due to anticipated cost escalations; increases in custodial costs for FY 2016-17 are due to the opening of Portola Springs and Beacon Park (previously referred to as Heritage Fields) schools; costs for portable buildings at Portola Springs in FY 2015-16 and for Eastwood Village in FY 2016-17; projected increase in program coordination costs in FY 2016-17 for the addition of City staff for administrative support due to opening of new sites.

REPORTS

1. FACILITIES AND BUDGET REPORT

Discussed under Business, item number 2.

2. ICCP ADMINISTRATOR'S REPORT – TRACI STUBBLER

Report included in packet was reviewed and discussed. Further discussion included an update on the Irvine Junior Games and a request for the Board to prepare a letter of support for the Irvine Children's Fund application for Community Development Block Grant funding to City Council.

ADJOURNMENT at 8:54 a.m. on Monday, March 9, 2015.



DARIN LOUGHREY
President
Irvine Child Care Project



Athena Martinez
Recording Secretary

Date May 11, 2015