



MINUTES

IRVINE CHILD CARE PROJECT REGULAR MEETING

March 13, 2017

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, March 13, 2017 at 8:32 AM in Conference Room L102 at Irvine City Hall, One Civic Center Plaza, Irvine; President Loughrey presiding.

ROLL CALL

BOARD MEMBER:
CLERK:
PRESIDENT:

RUTH ANDERSON
IRA GLASKY
DARIN LOUGHREY

ABSENT

BOARD MEMBER:
VICE PRESIDENT:

LYNN SCHOTT
ALAN BATTENFIELD

PLEDGE OF ALLEGIANCE

President Loughrey led the Pledge of Allegiance.

INTRODUCTIONS

There were none.

ANNOUNCEMENTS

There were none.

PRESENTATIONS

Irvine Unified School District (IUSD) Local Area Network Upgrade Project and Irvine Child Care Project (ICCP) Child Care Internet Access Implementation Plan

Brianne Ford, IUSD Chief Technology Officer, provided a presentation on the current IUSD project to upgrade the technology infrastructure at all IUSD sites, proposing to

include ICCP child care buildings. For a cost of \$4,776 per site, each child care site will have wireless and wired connectivity mirroring what is available in IUSD classrooms. IUSD will also provide ongoing support including internet service, filtering, network security and onsite and remote support at a cost of \$70.90 per month, paid by each site. Children at each ICCP program will be able to use their IUSD login to access the internet at each ICCP site. Although each child care site is currently connected to the school emergency alert system, this technology upgrade will allow for silent alert notifications in the case of a campus intruder.

Discussion included: the benefits of this technology model to ICCP sites; consistency of use for IUSD students and ICCP program participants; ICCP emergency procedures as they relate to school sites.

ADDITIONS AND DELETIONS TO THE AGENDA

There were none.

PUBLIC COMMENTS

Sharon Wellikson, Irvine Children's Fund, announced the Irvine Junior Games will be held on May 7, 2017. Tickets will be distributed to Irvine Child Care Project sites in April.

CONSENT CALENDAR

Moved by Board Member Anderson, seconded by Clerk Glasky and carried unanimously by members present to approve Consent Calendar items 1 through 10.

Ayes: 3 Anderson, Glasky, Loughrey

Noes: 0

Absent: 2 Battenfield, Schott

1. APPROVAL OF IRVINE CHILD CARE PROJECT (ICCP) MINUTES

ACTION: Approved minutes of the Irvine Child Care Project regular meeting of January 9, 2017.

2. WARRANT REQUEST – CHILD DEVELOPMENT CENTERS, INC.

ACTION: Approved payment of \$29,929.81 to Child Development Centers, Inc. for child care development services for January 1-31, 2017.

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

ACTION: Approved payments for warrants totaling the amount of \$7,961.22 for ICF Scholarships during the month of January 2017.

- \$3,179.87 to Rainbow Rising
- \$1,102.75 to Kids Stuff
- \$1,362.50 to Koala Klub
- \$2,106.10 to Child Development Centers, Inc.
- \$ 210.00 to Creekers Club
- \$ 0.00 to Dolphin Club

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

ACTION: Approved payment of \$59,977.25 to ICCP for Facilities and Financial Support Services, Utilities, Custodial Services, Custodial Equipment Amortization and payment for sale of IUSD-owned portables for the month of January 2017.

- \$35,200.08 for Custodial Services
- \$ 675.00 for Custodial Equip Amortization
- \$10,589.42 for Payment of Portable Purchase
- \$ 7,262.75 for Utilities
- \$ 6,250.00 for Facilities & Financial Support

5. WARRANT REQUEST – CITY OF IRVINE

ACTION: Approved payment of \$20,373.30 to the City of Irvine for Program Administration, Grant Administration, and Supplies for the month of January 2017.

- \$ 19,427.37 for Program Administration
- \$ 945.93 for Grant Administration
- \$ 0.00 for Supplies

6. WARRANT REQUEST – IUSD REHAB AND REPAIR CHARGE BACKS

ACTION: Approved payment of \$11,535.18 for ICCP Rehab and Repair charges and Work Order charge backs for Quarters 1 and 2 of FY 2016-17.

7. ICCP PAYMENTS FOR FEBRUARY 2017

ACTION: Approved February 2017 payments.

8. DEPOSIT OF SCHOLARSHIP FUNDS FROM ICF

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

- \$13,370.80 01-005-712-00-8689
- \$12,046.35 01-005-712-00-8699

9. DEPOSIT OF STATE GRANT APPORTIONMENT

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

- \$25,457.00 01-005-50100-8290
- \$11,694.00 01-005-50100-8290
- \$52,395.00 01-005-50100-8590

10. PROGRAM ASSESSMENT REVIEW COMMITTEE (PARC) VISITS

ACTION: Approved lease renewals for Beacon Park Rainbow Rising; Bonita Canyon Rainbow Rising; Brywood Kids Stuff; Deerfield Child Development Center; Eastshore Dolphin Club; Greentree Rainbow Rising; Northwood Rainbow Rising; Oak Creek Child Development Center; Plaza Vista Child Development Center; Portola Springs Rainbow Rising; Santiago Hills Kids Stuff; and University Park Child Development Center.

BOARD BUSINESS

1. ICCP PURCHASE OF TECHNOLOGY EQUIPMENT

Supervisor Stubbler presented the staff report and responded to Board inquiries, and referred to earlier presentation made by IUSD staff.

Discussion included: Timeline of project.

ACTION: Moved by Clerk Glasky, seconded by Board Member Anderson and carried unanimously by members present to approve the plan to spend up to \$105,072 for the purchase of data cabling and conduit, one network switch and two wireless access points per ICCP child care site.

Ayes: 3 Anderson, Glasky, Loughrey

Noes: 0

Absent: 2 Battenfield, Schott

2. PROVIDER SELECTION FOR CULVERDALE ELEMENTARY SCHOOL

Supervisor Stubbler presented the staff report and responded to Board inquiries.

At this time, President Loughrey commended both applicants for providing thorough and well-prepared applications to provide exemplary service for this site.

Discussion included: Existing Culverdale staff will have the opportunity to interview with Rainbow Rising; current Culverdale families will have priority for registration.

ACTION: Moved by Board Member Anderson, seconded by Clerk Glasky and carried unanimously by members present to approve Rainbow Rising as ICCP child care provider for Culverdale Elementary School effective June 26, 2017.

Ayes: 3 Anderson, Glasky, Loughrey,

Noes: 0

Absent: 2 Battenfield, Schott

3. ICCP AGENCY CHILD CARE STAFF TO BE MORE IDENTIFIABLE

Supervisor Stubler presented the staff report and responded to Board inquiries.

Discussion included: ICCP sites having silent lock down ability; issuing all ICCP staff identification badges.

ACTION: Moved by Clerk Glasky, seconded by President Loughrey and carried unanimously by members present to approve recommendations as listed below to increase: IUSD campus security related to ICCP child care programs; the professional image of child care staff.

- 1) Continue to require programs to participate in campus drills (e.g. earthquake, fire, lockdown, etc.) and seek opportunities to actively collaborate with school site staff in developing responses to all types of emergencies.
- 2) ICCP to provide emergency planning/preparedness training to all ICCP sites (last Lockdown training provided by Irvine Public Safety in 2013).
- 3) Ensure all ICCP child care staff ID badges are issued by April 2017 and worn daily by all child care staff.
- 4) Require programs to submit a staff roster (including pictures and a bio) to Principal for distribution so all school staff can better identify and familiarize themselves with child care staff.
- 5) Require all staff members to participate in professional growth opportunities annually to continue to improve knowledge, skills/behaviors and attitudes/values.
 - o Agencies have been required to provide professional growth opportunities for their staff members. ICCP has not tracked individual staff member participation.
- 6) Continue to require child care staff to communicate and collaborate regularly with school site teachers and administrative staff to best meet the needs of the children in the program.

Ayes: 3 Anderson, Glasky, Loughrey

Noes: 0

Absent: 2 Battenfield, Schott

4. ICCP PROPOSED BUDGET FOR FY 2017-18 WITH MULTI-YEAR BUDGET PROJECTIONS

IUSD Assistant Superintendent/CFO Fogarty presented the staff report and responded to Board inquiries. IUSD Fiscal Services Financial Analyst Becky Myers and Director of Facilities Planning Lorrie Ruiz were also present to respond to inquiries.

Discussion included: all pending future sites added to projections; solar equipment has realized great cost savings for utilities; site expansions and impacts to licensing.

ACTION: Received and filed.

5. ICCP PURCHASE OF CHILD CARE PORTABLES

IUSD Assistant Superintendent/CFO Fogarty and Supervisor Stubler presented the staff report and responded to Board inquiries.

Discussion included: Future addition of portables at Stonegate, Eastshore and Portola Springs to meet child care demand; insurance cost increases are minimal due to additional buildings; status of existing waitlists; determination of licensing capacities; feasibility of adding an additional portable at other ICCP sites; more cost effective options to increase capacity at sites; other options to meet childcare needs at impacted sites.

Clerk Glasky requested a review of waitlists for all sites and review of facilities with potential for expansion.

ACTION: Moved by Clerk Glasky, seconded by Board Member Anderson and carried unanimously by members present to approve the plan to spend up to \$532,152 for the purchase and installation of one 24'x40' child care portable to be placed at Stonegate Elementary and one 24'x40' child care portable to be placed at Eastshore Elementary.

Ayes: 3 Anderson, Glasky, Loughrey

Noes: 0

Absent: 2 Battenfield, Schott

6. ICCP BOARD ELECTIONS

Supervisor Stubler opened the floor for nominations of ICCP Board President.

Selection of Irvine Child Care Project President

Board Member Anderson motioned to nominate President Loughrey to serve as President. Motion seconded by Clerk Glasky and carried unanimously.

AYES: 3 Anderson, Glasky, Loughrey
NOES: 0
ABSENT: 2 Battenfield, Schott

Selection of Irvine Child Care Project Vice President

President Loughrey opened the floor for nominations of ICCP Vice President. Board Member Anderson motioned to nominate Vice President Battenfield to serve as Vice President. Motion seconded by President Loughrey and carried unanimously.

AYES: 3 Anderson, Glasky, Loughrey
NOES: 0
ABSENT: 2 Battenfield, Schott

Selection of Irvine Child Care Project Clerk

President Loughrey opened the floor for nominations of ICCP Clerk. Board Member Anderson motioned to nominate Clerk Glasky to serve as Clerk. Motion seconded by President Loughrey and carried unanimously.

AYES: 3 Anderson, Glasky, Loughrey
NOES: 0
ABSENT: 2 Battenfield, Schott

REPORTS

1. FACILITIES AND BUDGET REPORT – JOHN FOGARTY

Report included in packet was reviewed.

2. ICCP ADMINISTRATOR’S REPORT – TRACI STUBBLER

Report included in packet was reviewed.

Discussion included: Consideration of new location for Welcome to Kindergarten due to increased attendance.

ADJOURNMENT at 9:35 a.m. on Monday, March 13, 2017.



Darin Loughrey, President
Irvine Child Care Project



Athena Martinez
Recording Secretary

Date 5/8/17