



MINUTES

IRVINE CHILD CARE PROJECT REGULAR MEETING

Cyril Yu
President

**March 9, 2026
8:30 AM**

Christine Knowland
Vice President

Kristin Auer
Clerk

**Irvine City Hall
Conference Training Center (CTC)
1 Civic Center Plaza
Irvine, California 92606**

Kelli Cheshire
Board Member

Melinda Liu
Board Member

CALL TO ORDER

The regular meeting of the Irvine Child Care Project Board (Board) was called to order at 8:36 a.m. on March 9, 2026, in Conference Training Center (CTC), Irvine Civic Center, 1 Civic Center Plaza, Irvine, California: President Yu presiding.

ROLL CALL

Present: 3

PRESIDENT:

Cyril Yu

BOARD MEMBER:

Melinda Liu

BOARD MEMBER:

Kelli Cheshire

Absent: 2

CLERK:

Kristin Auer

VICE PRESIDENT:

Christine Knowland

PLEDGE OF ALLEGIANCE

President Yu led the pledge of Allegiance.

PUBLIC COMMENTS – NON-AGENDIZED ITEMS

There were no public comments.

INTRODUCTIONS

Superintendent Traci Stubbler welcomed Melinda Liu as the new City Council appointee to the board.

1. REPORTS

1.1 FINANCIAL REPORT

John Fogarty, Irvine Unified School District (IUSD) Assistant Superintendent, reported on the Fiscal Year 2025-26 budget.

1.2 ADMINISTRATOR'S REPORT

Superintendent Stubler reported that as of February 1, 2026 31 children have been awarded scholarships. ICCP Scholarship applications continue to be accepted, and all the funding provided by ICF (Irvine Children's Fund) will be used by the end of the fiscal year.

In addition, as of March 1, all 29 Comprehensive Quality assessments have been conducted at ICCP sites for the 2025-26 school year. During the May ICCP board meeting recommendations for the 2026-27 fiscal year lease renewals will be made.

BOARD ANNOUNCEMENTS/COMMITTEE REPORTS/COMMITTEE UPDATES

Board Member Liu announced the Irvine Junior Games will be taking place on April 19, 2026.

ADDITIONS AND DELETIONS TO THE AGENDA

There were no additions or deletions to the agenda.

2. CONSENT CALENDAR

ACTION: Moved by Board Member Liu, seconded by Board Member Cheshire and unanimously carried by those members present to approve consent calendar items 2.1 through 2.8.

2.1 MINUTES

ACTION:

Approved the minutes of the Irvine Child Care Project Board regular meeting held on February 9, 2026.

2.2 WARRANT REQUEST – CATALYST FAMILY INC.

ACTION:

Approved payment of \$84,729.30 to Catalyst Family Inc. for child care development services for January 1-31, 2026.

2.3 WARRANT REQUEST – IRVINE CHILDREN'S FUND (ICF) SCHOLARSHIPS

ACTION:

Approved payments for warrants totaling the amount of \$18,922.90 [\$18,992.90 Irvine Children's Fund (ICF)] for child care services for January 1-31, 2026 funded by ICF scholarships.

- \$ 6,571.50 to Catalyst Family Inc. (ICF)
- \$ 0.00 to Creekers Club
- \$ 532.50 to Dolphin Club (ICF)
- \$ 0.00 to Kids Stuff
- \$ 11,818.90 to Rainbow Rising (ICF)

2.4 WARRANT REQUESTS – IRVINE UNIFIED SCHOOL DISTRICT (IUSD)

ACTION:

Approved payment of \$81,904.00 for Utilities, Facilities and Financial Support Services, and Custodial Services for the month of January 2026.

- \$ 60,986.00 for Custodial Services
- \$ 9,733.00 for Utilities
- \$ 11,185.00 for Facilities and Financial Support Services

**2.5 WARRANT REQUESTS – IRVINE UNIFIED SCHOOL DISTRICT (IUSD)
WORK ORDER CHARGE BACKS**

ACTION:

Approved payment of \$10,400.54 for ICCP Work Order charge backs for Fiscal Year 2025-26, Quarter 2.

2.6 WARRANT REQUEST – CITY OF IRVINE

ACTION:

Approved payment of \$75,223.71 to the City of Irvine for Contract Services and Program and Grant Administration for the month of January 2026.

- \$ 62,661.62 for Program Administration
- \$ 1,694.59 for Grant Administration
- \$ 10,867.50 for Contract Services

2.7 IRVINE CHILD CARE PROJECT (ICCP) EXPENSES PAID BY IRVINE UNIFIED SCHOOL DISTRICT (IUSD)

ACTION:

Received and filed attached invoice in the total amount of \$215.07 paid by IUSD on behalf of ICCP.

2.8 DEPOSIT OF STATE GRANT APPORTIONMENT

ACTION:

Received and filed record of deposit from the California Department of Social Services as follows:

- \$ 205,719.00 01-005-50100-8290
- \$ 00.00 01-005-50100-8590

BOARD BUSINESS

3.1 DETERMINATION OF FISCAL YEAR 2026-27 GENERAL CHILD CARE AND DEVELOPMENT GRANT ADMINISTRATIVE FEE

ACTION:

Moved by Board Member Liu, seconded by Board Member Cheshire, and unanimously carried by those members present to approve a 2% administrative fee for the General Child Care and Development Program for inclusion in the Fiscal Year 2026-27 contract with Catalyst Family Inc.

3.2 IRVINE CHILD CARE PROJECT (ICCP) PROPOSED BUDGET FOR FISCAL YEAR 2026-27 WITH MULTI-YEAR BUDGET PROJECTIONS

ACTION:

Submitted for Board review and discussion.

Assistant Superintendent Fogarty reviewed the proposed multi-year budget projections with the 1% rental rate increase as requested by the Board at the meeting on February 9.

3.3 DETERMINATION OF FISCAL YEAR 2026-27 CHILD CARE PROVIDER RENTAL RATE

ACTION:

Moved by Board Member Liu, seconded by Board Member Cheshire, and unanimously carried by those members present to approve a 1% rental rate increase for FY 2026-27.

ADJOURNMENT

Moved by Board Member Liu, seconded by Board Member Cheshire, and unanimously carried by those members present to adjourn the meeting at 8:51 a.m.



 Mona Mojabi
 RECORDING SECRETARY



 CYRIL YU, PRESIDENT
 Date Approved: 5/11/2026