Iowa Department of Human Services
CHILD CARE CENTER EVALUATION AND RECOMMENDATION FOR LICENSE

Name of Center: Child Care Junction **Enrollment:** 91 **License ID No. (Reapplications)** 16039

Street: 1111 S Linn ST **City:** Boone Iowa **Zip** 50036 **County:** Boone

Mailing Address: 1111 S Linn ST, Boone, IA, 50036

Director's Name: Janet Mittelstedter (acting) **Phone Number:** 515-432-3084

On-Site Supervisor(s): N/A **E-Mail:** ccjdirector@childcarejunction.org

Date(s) of Visit: 11-07-2023

Licensing Visit X **Unannounced Visit** X **Off Year Visit** **Administrative Change**

LICENSING VISITS

New Application **Re-Application** X **NA**

Signed Application (470-0722) Received X **Yes** **No** **NA** **Date Signed:** 10-18-2022

FIRE INSPECTION **State** X **Local** **NA** **Is Fire Inspection Approved?** X **Yes** **No** **NA**

Date Inspected: 03-07-2022

Comments : Boone Fire Marshal. Fire Marshal inspections are due at least every three years for licensing. The pending director stated the Boone Fire Marshal was there within the past two weeks, but she is awaiting the inspection report.

LICENSE TYPE: X **Child Care** **Preschool (ages 3-5 meets three hours or less per day)**

Financial Type: Profit X Non-Profit NA

Accredition: Accredited NAEYC NSACA Other X NA

Program Serves: X Infants (0-23 mo.) X 2 Years X Preschool-Age School-Age

Get-Well Evening Care Special Needs

SCHEDULE: X Year-round School-Year Summer Only

HOURS:	*Year-round*	*School-Year*	*Summer Only*

LICENSE CAPACITY	Infants	2 Years	Preschool	School-Age	Capacity
General	24	12	60	30	126
Summer					0

QRS Rating: N/A

RECOMMENDATION FOR LICENSE:	
X	**FULL** license from 12-01-2022 to 12-01-2024
	PROVISIONAL license from
	DENIAL of initial application
	SUSPENSION of license
	REVOCATION of license

Licensing Consultant: Nate Knepper **Date:** 11-07-2023

I. IF CURRENT LICENSE IS PROVISIONAL, IDENTIFY THE CORRECTIVE ACTIONS

N/A.

II. IDENTIFY THE AREAS OBSERVED ON THE VISIT:

An off-year visit was conducted on 11/7/23. The pending director was present throughout the visit.

All areas of the program were observed. These areas observed consisted of classroom observations and activities, ratios, nutritional practices, health and safety practices, playground observation, field trip and transportation practices, and administrative review. The most recent COVID updates were also reviewed.

Child Care Junction is located in the Goldthwaite-Garvey Family Resource Center in Boone, IA. Drake University - Boone Head Start is also located in this building along with another elderly agency. The center serves children six weeks old to 12 years in age and they utilize the Creative Curriculum Gold teaching strategies with children. There are a total of eight classrooms.

The center is overseen by a Board. The current acting director is Janet Mittelstedter. Janet has an AA, past experience working in child care, and professional development training to meet the qualifications for director. The pending director is Brittany Johnson. Brittany is just a few points shy of meeting director requirements, but should meet those requirements by the end of 2023. At that time, Brittany will become acting director. Brittany has an AA/CNA, child care experience, and has taken a number of professional development courses already.

During the visit, children were observed in a variety of activities. Activities ranged from napping in cribs, tummy time, free choice play at the different learning stations set up in classrooms, large group story activities facilitated by staff, and playing outside on the playground. Staff were engaged with children and their activities.

III. IDENTIFY THE OBSERVED STRENGTHS OF THE CENTER:

The pending director appears to be organized.

The Board is highly involved in the center's day to day operations and supportive.

Staff pictures are posted by the main parent board area.

There is a secure entrance into the building.

Monthly staff meetings are held.

Each classroom sends out monthly newsletters. In addition, parent teacher conferences are held each year for certain ages.

The center participates in the food program (CACFP).

The center employs a full-time cook.

The center will provide a certain brand of formula for infants free of charge if parents request.

The center has their own website where additional information can be obtained.

The center utilizes the electronic Pro-Care system for staff and parents to use in signing into/out of the center, daily sheets, and other licensing tasks.

The center has good partnerships with other community businesses.

Enrollment has again increased within the past year.

The center utilizes CCR&R on a regular basis.

There is a nice break room for staff to use while on breaks.

IV. IDENTIFY THE ASPECTS OF OPERATION THAT FALL BELOW THE STANDARDS REVIEWED:

237A.7: Information regarding a child in a child care center or their relative is confidential. If this information is released by visual, verbal or written means, written consent from the parent or guardian is in the file or a court order allowing the release of the information.
There was some allergy/health/food information posted within plain site that either needs to be posted behind the cabinet doors or have parent permission to post.

109.9(2): All files are updated at least annually and when a change occurs.
There was one child file reviewed that was past due for an annual update. THIS IS A REPEAT ISSUE FROM LAST YEAR.

109.9(3): Signed and dated Iowa immunization certificates are on file for each child enrolled.
Number missing: 0
Number invalid: 1 child immunization form wasn't signed/dated. THIS IS A REPEAT ISSUE FROM LAST YEAR.

109.10(3)c: For ongoing, long term medications, authorization shall be obtained for a period not to exceed the duration of prescription.
There were two expired medications found.

109.10(15)b: Emergency instructions, phone numbers, and diagrams for fire, tornado, and flood shall be visibly posted and documented at least once a month for fire and tornado. Records shall be maintained for current and previous year.
December 2022 fire and tornado drills were not documented/conducted. It was noted this was under the former director's time at the center.

109.11(3)a: Center shall ensure that: Facility and premises are sanitary, safe, and hazard free. Adequate indoor and outdoor space is provided. The outdoor area shall include safe play equipment and area of shade.
There were two younger child climbing structures that did not have at least six foot falls zones. THIS IS A REPEAT ISSUE FROM LAST YEAR.

109.15(1): Center shall serve each child a full, nutritionally balanced meal as defined by CACFP guidelines.
Vanilla wafers are not considered credible per CACFP unless first ingredient is whole grain.

109.15(5)b: Sanitary and safe methods in food preparation, serving, and storage sufficient to prevent transmission of disease, infestation, and spoilage are followed.
Additional concerns: There was one issue with dry food storage and one issue with frozen food storage not being sealed sufficiently.

V. SPECIAL NOTES/RECOMMENDATIONS:

Radon testing was last tested 11/23/22 - 11/28/22. All classrooms came back with radon levels below the 4.0 cutoff. Because levels were below 4.0, the center can move to testing for radon at least every five years now. So long as radon levels remain below 4.0, they can remain on a five year plan. If at the next testing, levels in any classroom come back 4.0 or higher, the center will have to have a mitigation plan, retest, and at least temporarily move back to testing every two years.

The current annual boiler inspection was completed on 10/20/23.

The center goes on field trips and contracts for transportation if they are not within walking distance. Children's emergency contacts and a first-aid kit are taken along for all field trips. Field trips are generally only taken during the summer months.

IQ4K and I-Power were again discussed at the visit.

The CACFP smart phone app was shared with the pending director.

In the employee handbook, the number for the child abuse hotline still needs to be changed to the number listed on the main parent board.

It is recommended any emergency medications be stored in the classroom and be inaccessible to children, but also unlocked. The written care plans/forms should also be stored with the medications.

The most current childhood illness posting/information was emailed to the center after the visit concluded.

The most current staff filing form was emailed to the center after the visit concluded. It is recommended that staff files be organized directly per this form.

It is recommended all boppy pillows be removed from classrooms.

It is recommended the bean bag in the toddler 2 room be removed as it is starting to show wear and tear.

*Note: If you are the Child Care Center Director and you feel something is unclear or unjustly cited, please contact your DHS Licensing Consultant to discuss the issue. The child care director may also send a response which will be placed in the licensing file.

*Note: If you are a member of the general public, there may be additional information contained in the public file. You may contact the DHS Licensing Consultant to inquire.