Health and Human Services

Iowa Department of Health And Human Services

CHILD CARE CENTER ANNUAL EVALUATION

Name of Center: Paton-Churdan Early Learning Center

Provider No.: 45818

Address: 606 Adrian ST, Churdan, IA, 50050

County: Greene

Director's Name: Whitney Minnehan

On-Site Supervisor: Ann Forkner

Phone Number: 5153893129

E-Mail: pcelc@wccta.net

HHS Visit Date: 08/06/2026

Licensing Period: 09/01/2025 to 09/01/2027

Fire Inspection:

Date Inspected: 02/05/2026

Comments: State Fire Marshal inspections are due every three years.

Report Visit Type:

- [ ] PTO
- [X] Licensing Visit
- [ ] Drop In
- [ ] Administrative Change

License Type:

- [X] Full
- [ ] Provisional

Quality initiative:

- [ ] Accrediation

Program Duration:

- [X] Year-Round
- [ ] School Year
- [ ] Summer Only

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HOURS:	*Year-round*	*School-Year*	*Summer Only*
Sunday			
Monday	6:30 AM to 6:00 PM		
Tuesday	6:30 AM to 6:00 PM		
Wednesday	6:30 AM to 6:00 PM		
Thursday	6:30 AM to 6:00 PM		
Friday	6:30 AM to 6:00 PM		
Saturday			

Program Population Served:

- [X] Infant(0-<24 Months)
- [X] Toddler
- [X] PreSchool
- [X] School Age
- [ ] All Ages

LICENSE CAPACITY	Infants	2 Years	Preschool	School-Aged	Capacity
General	16	18	18	18	70
Summer					0

1. Basic Overview

An off-year inspection was conducted on 8/6/26. The 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.

Paton-Churdan Early Learning Center is a center that was given permission to open on 8/17/15. The center is located right next door to the Paton-Churdan School. The center serves children ages six weeks in age to roughly 12 years in age using the Frog Street Curriculum. There are three classrooms. A forth classroom in the building is used strictly by the school. Total child enrollment on the day of the inspection was 31 children.

The center is overseen by a Board. The director of the center as of 10/2024 is Whitney Minnehan. Whitney has a BA degree and an AA degree and past experience working in child care, including this center. Ann Forkner is the on-site supervisor. Ann has a BA degree as well as past experience working in child care.

NUTRITION: The center serves breakfast, lunch, and a PM snack to children. Children eat in their classrooms. There is a kitchen where meals are prepared. All food storage was sufficient. The food menu is posted for a week at a time and all meal items met CACFP requirements.

TRANSPORTATION/FIELD TRIPS: All field trips taken by the center are within walking distance from the center. For all field trips, the center takes children's emergency contacts and a first-aid kit.

PLAYGROUND: The center has a lot of open green space for outdoor play and they also have a fenced in area. There was a shade structure up, but it was recently damaged by a storm. One slide was too high in height to be placed on the playground as grass alone is not considered a sufficient fall zone surface. Anything 18 inches or higher at the platform of slides needs surfacing. This slide was removed from the fenced in playground. No other issues were noted with equipment. Monthly playground inspections are required.

During the inspection, all children in all three classrooms were napping in cribs or cots. Crib and cot spacing was sufficient. Safe sleep is being practiced for infants in cribs. Toys, cribs, cots, tables, chairs, mats, etc. are being cleaned and sanitized daily. Diapering tables are disinfected after each use. Staff questioned gave specific answers as to where they relocate to for monthly fire and tornado drills.

For more challenging child behaviors, the director makes sure to address with her staff to know their own personal thresholds and to know when to ask for a short break if needed. The director stated she tells her staff she is also available to assist by stepping into classrooms and/or have children brought to her. Teamwork and communication are stressed.

2. Identify Observed Strengths of the program

Enrollment remains steady. More children will enroll again once school starts in a few weeks.

The center has good community partnerships which includes but is not limited to the school and the town's library.

The center again looked clean and rooms are spacious. Carpets are shampooed at least two times a year.

There is wheel chair accessible entrance.

There is a good mix between tenured and new staff. The director believes she has built a good staff who work well with each other.

The director is organized and has a lot of experience working in child care.

The center works regularly with CCR&R and their nurse consultant.

The center uses an online app, Playground, for daily sheets.

The Board is involved and supportive.

3. Identify the aspects that fall below the standard

109.7(1): All staff (within first three months of employment):Iowa's training for the mandatory reporting of child abuse. At least one hour of training regarding universal precautions. Certification in First Aid infant, child, and adult cardiopulmonary resuscitation (CPR) or equivalent certification approved by the Department. A valid certificate indicating the date of training and expiration date shall be maintained. Certification in infant, child, and adult first aid that uses a nationally recognized curriculum or is received from a nationally recognized training organization including the American Red Cross, American Heart Association, American Safety and Health Institute, or MEDIC First Aid or an equivalent certification approved by the Department. A valid certificate indicating the date of training and expiration date shall be maintained. Minimum health and safety trainings, (Essentials) approved by the Department. If significant changes occur to content, the Department may require the training be renewed.
----------A few newer staff are either not completed with the above trainings or completed them after the 90 day timeframe.

109.9(1)a: All files contain: Copy of a department criminal history record check form or any other permission form approved by Department of Public Safety for conducting an Iowa or national criminal history record check. Copy of a

request for child abuse information form, when applicable. Copies of results of Iowa record checks conducted through the SING for review by the department upon request. Copies of national criminal history check results. Any department issued documents sent to the center related to a record check, regardless of findings.
One staff member's fingerprint results could not be located. If this form cannot be located, this staff member will have to have fingerprinting redone. THIS IS A REPEAT ISSUE FROM LAST YEAR.

109.11(4)a: Center must have safe outdoor program area adjacent to the center, with sufficient square footage to accommodate at least 30 percent of the enrollment capacity at any one time at 75 spear feet per child. Outdoor space must: Be free from litter and unsafe materials and free from contamination by the drainage or ponding of sewage or storm water. Include safe play equipment and an area of shade. Include fencing to protect from bodies of water or vehicular traffic.
One slide was too big to be placed just on the grass area of the fenced in playground. THIS SLIDE WAS REMOVED FROM THE FENCED IN AREA OF THE PLAYGROUND AND SHOULD NOT BE USED.

109.11(4)b: Record of monthly inspections of outdoor recreation area and equipment shall be kept.
Monthly playground checks have not been conducted. THIS IS A REPEAT ISSUE FROM LAST YEAR.

109.11(8)b: Centers at ground level that use basement area as program space, or have a basement beneath program space: Testing and plan for remedy of radon is conducted.
Radon testing is past due as the center was on a five year plan and the last inspection in the three classrooms was from 3/18/21 - 3/26/21.

109.12(1): Program structure that uses developmentally appropriate practices and written program of activities planned to the developmental needs of children served. Program complements but does not duplicate school curriculum. Schedule of program is posted in a place visible to parents.
A daily schedule was missing in the four - school age classroom. THIS IS A REPEAT ISSUE FROM LAST YEAR.

4. Any corrective action plans, provisional license, and safety plans-steps to get into compliance

The staff member missing fingerprints will need to be addressed immediately. The other below standards should also be addressed as soon as possible and no later than next year's inspection.

5. Special Notes/Recommendations

Radon testing is past due. It is recommended this be conducted again over Labor Day Weekend. The center last tested for radon in classrooms 3/18/21 - 3/26/21. Radon levels at that time were 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 NEXT RADON INSPECTION WILL BE DUE IN 3/2026.

The annual furnace inspection was being inspected during the licensing inspection (8/6/26).

IQ4K and I-Power were again discussed at the visit. As mentioned at last year's inspection, all staff will need to upload their training certificates into I - Power. Mandatory Reporter and First-Aid/CPR will have to be manually uploaded. It was noted that several staff looked up in I - Power are working on 2026 professional development training currently. The director and on-site supervisor need a minimum of eight hours of training. All other staff need a minimum of six hours of professional development training.

It was noted that several staff are going to a CPR/First-Aid class on 8/22/26.

The monthly playground documentation form was emailed to the center on 8/18/25 after last year's inspection and again on 8/7/26 after this year's inspection.

The most current diapering procedures that were previously emailed out to all centers should be used in place of the older version of this posting.

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The previous year's fire/tornado drills and monthly playground inspection forms should be kept on file.

Date: 08/07/2026

HHS Licensing Consultant: Nate Knepper

Non-compliance with any of the mandated regulatory requirements listed above may lead to the cancellation or revocation of your Child Care License. Please take steps necessary to completely address each of the violations noted above.

Child Care Resource and Referral is an excellent resource for providers to access training options and support in your area. You can reach Child Care Resource and Referral at **https://iowaccrr.org**.