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

Name of Center: BCSS ABC Program **Enrollment:** 50 **License ID No. (Reapplications)** 45154

Street: 311 16th Ave **City:** Gilbertville Iowa **Zip** 50634 **County:** Black Hawk

Mailing Address:

Director's Name: Tera Weber **Phone Number:** 319-296-1089

On-Site Supervisor(s): Heidi Ludolph **E-Mail:** sdouglas@boscocatholic.org

Date(s) of Visit: 03-22-2023

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

LICENSING VISITS

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

Signed Application (470-0722) Received X **Yes** **No** **NA** **Date Signed:** 02-01-2023

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

Date Inspected: 03-14-2022

Comments :

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

Get-Well Evening Care Special Needs

SCHEDULE: Year-round X School-Year Summer Only

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

LICENSE CAPACITY	Infants	2 Years	Preschool	School-Age	Capacity
General	0	0	15	35	50
Summer					0

QRS Rating: N/A

RECOMMENDATION FOR LICENSE:	
X	**FULL** license from 04-01-2023 to 04-01-2025
	PROVISIONAL license from
	DENIAL of initial application
	SUSPENSION of license
	REVOCATION of license

Licensing Consultant: Becky Frost **Date:** 04-05-2023

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

N/A

II. IDENTIFY THE AREAS OBSERVED ON THE VISIT:

On 03/22/23 I made an unannounced licensing visit to BCSS ABC Program in Raymond. I met with Tera Weber the director. Ms. Weber started with the program as the director in May 2022. She has a BA in elementary education. I also met with Heidi Ludolph, the on-site supervisor for the program. Ms. Ludolph started with the program in August 2019 and became the on-site supervisor in August 2020. Sally Thoma, Patty Steils and Katey Schmit are the assistants in the room. Shelby Douglas is the director and principal for the Bosco Catholic School System. Ms. Douglas started with at the school in July 2018.

BCSS ABC Program operates inside St. Mary Center and a classroom in Immaculate Conception School. The program previously operated under the Department of Education and is now licensed under the Department of Human Services. The program serves children who are in preschool through fifth grade. The program operates Monday through Friday from 2:15 -6:00 pm. The program only operates during the school year. There are currently 50 children enrolled.

The program operates out of the cafeteria area in St. Mary Center and a classroom in the school. They also have use of the gym and playground. Windows provide natural lighting. The centers observed include arts and crafts, library, dramatic play, games, table toys, transportation, blocks, woodworking, Legos, playdough and puzzles. Materials were in good condition. The materials are located at child level, so they were easily accessible to the children.

The preschool children are bussed in from St. Joseph School in Raymond. A staff member rides the bus over with the children. The program was in ratio the day of the visit.

There are bathrooms in St. Mary Center. The girl's bathroom has five toilets and three sinks and the boy's bathroom has three urinals, two toilets and three sinks. Procedures were posted. There are also bathrooms down the hall from the classroom. The girl's bathroom has four toilets and two sinks and the boy's bathroom has two urinals, two toilets and two sinks. Procedures were posted. There is a sink in the classroom and handwashing procedures are posted.

There was a phone in the cafeteria and classroom and emergency numbers were posted in both locations. Emergency fire and tornado procedures and evacuation diagrams were posted by the main program door in the classroom. They must also be posted near all three exits in the cafeteria, and both exits out of the gym. A daily schedule was posted.

I reviewed documentation of monthly fire and tornado drills. I reviewed documentation of monthly playground inspections. A radon test was completed in September 2021 and must be repeated in two years. Results were within EPA guidelines. The annual fuel burning inspection was completed and no concerns were noted. A carbon monoxide detector is in the cafeteria, the classroom and the gym. Outlets were protected. The fire marshal inspection occurred on 03/14/22.

The program is not on the Child and Adult Care Food Program (CACFP) but follows the guidelines. The program provides the snacks. Children eat snack in the cafeteria. Dishes are sanitized in the school kitchen's industrial dishwasher by cafeteria staff members. Snacks were stored according to NHSPS guidelines. There program has a refrigerator in the concession stand and a thermometer was present. The snack menu was available for review. They use the same snack

menu each month.

The center uses Facili Pro Peroxide Multi Surface Cleaner and Disinfectant to sanitize the food tables. The product is provided by the school. It does require a portable water rinse on food surfaces. The program is cleaning and sanitizing the tables appropriately.

The parent information is located on a bulletin board inside an entrance in the school hallway. The mandatory reporter, childcare consultant and the handbook availability were posted. The license was conspicuously hung. A no-smoking sign must be posted at the entrance.

The program uses the school playground area. This is a large open space. There is a concrete area with basketball hoops. There are swings in one area with woodchips for the fall surfacing and in another area, there is a large piece of climbing equipment with slides, rings and other activities. There are teeter totters, monkey bars and a climbing wall. Woodchips are used for fall surfacing. There is a large grassy area with soccer nets. Trees provide shade and there are benches for the children to rest.

Staff and children files were reviewed at the time of the licensing visit. I reviewed eight children files. They were in great condition. I reviewed two staff files. They were in great condition.

I reviewed policy and procedures, staff and parent handbooks. The necessary written emergency procedures and policies were present. Emergency Preparedness Plans have been completed.

Staff members were observed to have great interaction with the children. On the playground staff members were spread out to provide clear supervision on the entire space. In the cafeteria the staff members had great teamwork in serving snack to the children. They moved around the space interacting with the children. They maintained positive conversation with the children. They greeted parents when they arrived to pick up the children. Ms. Ludolph seems to have a great routine for the children. The children appeared to enjoy their time in the program.

III. IDENTIFY THE OBSERVED STRENGTHS OF THE CENTER:

Ms. Weber states that Ms. Ludolph and Ms. Thoma are great. They are organized and have open, great communication with Ms. Weber.

Ms. Weber states that Ms. Schmit has been a great addition to the staff.

Ms. Weber states the program received “Tools For Schools” money through KWWL to add items to the classroom.

Ms. Weber states they have changed the paperwork so that families must provide a weekly schedule of when they need care.

Ms. Weber states the staff have great interaction with the children. They typically divide the children in three of four groups and assign each group a staff member.

Staff and children files were organized and easy to read. I truly appreciate this!

Ms. Ludolph states the program provides play dates for the children with friends from school.

The program provides a valuable service to families who work and do not want their children home alone after school. Transportation is provided to Gilbertville for the preschool children in Raymond.

Ms. Ludolph states each staff member brings their own strengths to the program and find different ways to entertain the children.

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

N/A

V. SPECIAL NOTES/RECOMMENDATIONS:

A full license is issued. All DHS licensing standards and procedures must be maintained during the renewal period.

There was a delay in completing the report because I was waiting on the current fire marshal inspection.

*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.