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

Name of Center: Montessori System School **Enrollment:** 47 **License ID No. (Reapplications)** 22786

Street: 3220 Terrace Dr **City:** Cedar Falls Iowa **Zip** 50613 **County:** Black Hawk

Mailing Address: 3220 Terrace Drive, Cedar Falls, IA, 50613

Director's Name: Candy Naaktgeboren **Phone Number:** 319-266-0745

On-Site Supervisor(s): Candy Naaktgeboren **E-Mail:** montessori@cfu.net

Date(s) of Visit: 12-06-2022

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

LICENSING VISITS

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

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

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

Date Inspected: 06-15-2021

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: X Infants (0-23 mo.) X 2 Years X Preschool-Age 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	16	18	54	0	88
Summer					0

QRS Rating: 3

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

Licensing Consultant: Becky Frost **Date:** 12-19-2022

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

N/A

II. IDENTIFY THE AREAS OBSERVED ON THE VISIT:

On 12/06/22 I made an unannounced licensing visit to Montessori System School in Cedar Falls. I met with Candy Naaktgeboren, the director. She has been the director for thirty years and has been employed by Montessori System School for over thirty years. She has worked for the center in several capacities. Ms. Naaktgeboren has a BA in Human Services and has completed Montessori training. Jennifer Tetmeyer and Russ Forcum are in charge when Ms. Naaktgeboren is away. There are 25 staff members employed by the program.

Montessori System School is in St. Timothy's United Methodist Church. The program operates Monday through Friday from 7:00 am until 5:00 pm. It operates only during the school year and serves infants through children up to six-years-old. There are currently 47 children enrolled.

The program operates out of the following rooms: infants, two young preschool rooms for children ages two through three and one-half years old, two preschool rooms for children ages three and one-half through five-years-old and a daycare room. Daycare is provided for children who attend the preschool programs before and after preschool. An inspection of each room was completed. Windows provide natural lighting. There is an area for circle time in the rooms.

Montessori materials are classified in five major areas: Practical Life, Sensorial, Number Work, Language and Cultural. The program also focuses on Writing and Science. Workstations are established in each of these areas and children move at their own pace. The workstations were arranged so there was plenty of space for the children move between activities. Materials were in good order and offered a lot of choices and variety for the children.

The older infants typically move to a classroom for Toddler Enrichment from 9:15-11:00 am Monday through Friday so the children can begin manipulatives, colors and simpler works. Children are typically eighteen months old when they begin this class.

One room serves children two-years-old through three and one-half years (young preschool). They offer a four-day program and five-day program. They both run from 9:00-11:30 am.

The preschool program offers a four-day program Monday through Thursday and a five-day program Monday through Friday, both from 9:00-11:30 am. There is an extended day preschool class offered for children over the age of four-years-old based on readiness from 12:30-3:00 pm, Monday through Thursday.

The daycare room is used as a transition room. The children are brought to the room before and after preschool classes and before nap time.

There is a bathroom located on each floor of the center. The bathroom on the lower level has one toilet, one urinal, and one sink. There is also a changing table. Handwashing and diaper changing procedures were posted. The bathroom on the upper level has two toilets and one sink. Procedures were posted. There are additional bathrooms available in the church. Remove the cloth safety straps from the changing table. There is no way to disinfect them so they should not be used.

Cots are used to nap. All the children nap in the fellowship hall. Bedding was stored appropriately.

The curriculum is based on the Montessori principals of teaching, and they also incorporate other childhood teachings. They have more group activities than other Montessori schools. According to the parent handbook, "The goals of Montessori for children are several: it encourages self-discipline, self-knowledge, and independence, as well as enthusiasm for learning, an organized approach to problem-solving, and intellectual and social skills." Co-lead teachers plan the units together. They both bring ideas for activities and add them to unit/activity calendars. The calendars are used as lesson plans to outline the programs activities each day. The program teaches a different culture each holiday to accommodate the various nationalities that are enrolled in the program.

The rooms communicate with hand-held, portable, two-way radios. There was a phone with emergency numbers in the daycare room, office and kitchen. Emergency fire and tornado procedures and evacuation diagrams were posted by the main program doors and outdoor exits in the program rooms and fellowship hall. A daily schedule was posted in each room. Unit/activity calendars were available for review in the preschool rooms.

I reviewed documentation of monthly fire and tornado drills. Documentation for fire and tornado drills is maintained in each room. There was no documentation of a fire or tornado drill in the 2022-2023 school year in the infant room. In the preschool room there was no documentation of a fire or tornado drills in January through May 2022 or in August and September 2022. Fire and tornado drills must occur every month in all rooms.

I reviewed the documentation of monthly playground inspections. The program did install a radon mitigation system in the past and it required additional work in 2013. They have a device to read radon levels attached to the system. A radon test was completed in July 2021 and is good for two years. Results were within EPA guidelines. The fuel burning inspection was completed and no concerns were noted. A carbon monoxide detector was on site on the lower level in the daycare room on the bookshelf and on the upper level in the office. Outlets were protected. The fire marshal inspection occurred on 06/15/21.

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

The program does participate in the Child and Adult Care Food Program (CACFP). The center provides the children with lunch and a morning and afternoon snack. The school has lunch delivered from a local Hy-Vee Store. The cost of this is included in their tuition. Snacks are provided by the program. A new menu is prepared each week. Menus and allergies/special diets were posted. No outside food is allowed to be brought into the program.

Meals are served to the children already dished out on trays. The children eat lunch in the fellowship hall. Snacks are stored according to NHSPS guidelines. Snacks are mostly eaten in the rooms. Dishes are put through an industrial dishwasher. There is a refrigerator and thermometers were present.

In the infant room the parents bring bottles that are already prepared to the program each day and bottles are sent home each day to be washed. The parents also provide the infants with baby food and cereal.

The center uses Virex Tb to sanitize the food tables and to disinfect the changing tables. This has a three-minute dwell time. It also requires a water rinse on the food tables after use. Bleach and soap and water bottles were clearly labeled.

The infant room uses Brightwheel for daily sheets. Brightwheel does not specifically address the child's disposition. Make sure this is being documented daily under notes. The entire program uses the app for communication with parents. They can take pictures of the children to send parents throughout the day. Parents also sign in and out with the Brightwheel app.

I discussed diaper changes in the infant room. Remember that gloves are considered soiled and should be taken off prior to the new diaper and dressing the child.

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

I reviewed two staff files. One staff member had an outdated fingerprint background check. Ms. Naaktgeboren states they all are going to renew their fingerprints, but they had been waiting to do them digitally with the new process. This is now available, and fingerprints must be brought up to date. One staff member had an invalid physical because it was not on the correct form. Ms. Naaktgeboren has given the staff member the mandated form to provide to her doctor.

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

Remove the first aid ointments from the first aid kits. They cannot be used on children without a parental signed medication authorization form.

Staff members were observed to have terrific interaction with the children. They sat on the floor with the children and assisted them with works as needed. They talked with the children at their level and provided clear directions. They used positive redirection when necessary and offered the children choices. They use repetition to teach and provided the children with praise. They are flexible with their schedules and moved around the room to interact with all the children. Staff members have great teamwork. The children seemed to enjoy and feel comfortable in the program.

III. IDENTIFY THE OBSERVED STRENGTHS OF THE CENTER:

The program has a Quality Rating System (QRS) level of 3 that expires on 02/28/24.

Ms. Naaktgeboren states the staff members have been great this year. Several of her staff members have longevity and the college students who work for the program have been wonderful too.

Ms. Naaktgeboren states they serve great families.

Ms. Naaktgeboren states they provide enrichment activities on site that do not require individuals from outside of the center to come inside.

Ms. Naaktgeboren states they provide the children with a well-rounded program. They have added Spanish and creative dramatics as a special enrichment activity. They also offer music and movement and yoga.

The program is using the Brightwheel app to communicate with parents. They have conferences for the parents twice each year.

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

109.6(6)d: Center repeats national criminal history checks at a minimum of every four years or when aware of additional history that occurs.
One staff member had an outdated fingerprint background check. The date on this fingerprint check was in May 2016. Fingerprints must be renewed every four years. Ms. Naaktgeboren states they all are going to renew their fingerprints, but they had been waiting to do them digitally with the new process. This is now available, and fingerprints must be brought up to date.

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.
I reviewed documentation of monthly fire and tornado drills. Documentation for fire and tornado drills is maintained in each room. There was no documentation of a fire or tornado drill in the 2022-2023 school year in the infant room. In the preschool room there was no documentation of a fire or tornado drills in January through May 2022 or in August and September 2022. Fire and tornado drills must occur every month in all rooms.

V. SPECIAL NOTES/RECOMMENDATIONS:

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

*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.