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

Name of Center: Garnavillo Community Day Care **Enrollment:** 94 **License ID No. (Reapplications)** 19202

Street: 205 W Watson St **City:** Garnavillo Iowa **Zip** 52049 **County:** Clayton

Mailing Address: PO Box 58, Garnavillo, IA, 52049

Director's Name: Kaitlyn Ziegenfuss **Phone Number:** 563-964-9333

On-Site Supervisor(s): Samantha Johnson & Ashley Corlett **E-Mail:** garnavillo.daycare205@gmail.com

Date(s) of Visit:

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

LICENSING VISITS

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

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

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

Date Inspected: 12-22-2022

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: X Infants (0-23 mo.) X 2 Years X Preschool-Age X 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	16	12	16	30	74
Summer					0

QRS Rating: N/A

RECOMMENDATION FOR LICENSE:	
X	**FULL** license from 03-01-2023 to 03-01-2025
	PROVISIONAL license from
	DENIAL of initial application
	SUSPENSION of license
	REVOCATION of license

Licensing Consultant: Becky Frost **Date:** 01-10-2025

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

N/A

II. IDENTIFY THE AREAS OBSERVED ON THE VISIT:

On 02/07/24 I made an unannounced off year licensing visit to Garnavillo Community Day Care. I met with Amanda Draper, the director. Ms. Draper has given her resignation from the director position but will remain working at the center. Ms. Draper has been with the program since August 2015 and started as the director in September 2018. Ms. Draper has an AA in education and early childhood. She completed a 20-hour Child Care Administration course in October 2018. Samantha Johnson is an on-site supervisor. Ms. Johnson has been with the program since August 2017. Ashley Corlett and Chloe Freeman are also on-site supervisors. The program employs seventeen staff members.

Garnavillo Community Daycare operates out of a free-standing building. The program operates Monday through Friday 6:00 am until 6:00 pm. They care for infants through school-aged children. They offer a three-year-old preschool program on Monday, Tuesday and Thursday from 8:00-11:00 am. The preschool children can stay until noon if they want lunch. There are currently 94 children enrolled.

The center operates out of five rooms: infant room, one-year-old room, toddler (two-year-old) room, preschool room and two school aged rooms. An inspection of each room was completed. Windows provide natural lighting. The rooms are decorated with the children's art projects. The children's birthdays were posted. There is an area for circle time.

The centers observed on the day of the licensing visit include library, Lego/blocks, table toys, games, puzzles, transportation, computer, art, dramatic play, writing, math, science/discovery, sensory table and music. Centers were arranged in a manner that allowed easy movement between activities, but it also allowed for clear supervision by staff members. Materials were in good condition. The materials are located at child level, so they were easily accessible to the children. In both school-age rooms you must secure the electrical cords for the television and Roku sticks so that children do not have access to them.

The classrooms use a variety of resources to develop lesson plans. The length of the themes depends on the topic. Lesson plans were available for review in all the rooms.

Daily sheets are maintained in each room using the ProCare app.

Cribs are used to nap in the infant and one-year-old room. The one-year-old room also uses cots to transition the older children in the room. The toddler and preschool rooms use cots to nap.

There was a phone with emergency numbers in the classrooms. Emergency fire and tornado procedures and evacuation diagrams were posted by the main program doors and the outdoor exits in each classroom and the gym. Daily schedules were posted for all the rooms.

I reviewed documentation of monthly fire and tornado drills. I reviewed documentation of monthly playground inspections. The program has newly constructed rooms and a kitchen that were built on a subgrade. The older portion of the building is in a trailer off the ground. A radon test is not necessary. The program recently had their two furnaces inspected and no

concerns were noted. A carbon monoxide detector is located on the ceiling of each new program room as part of the fire alarm system. Outlets were protected. The fire marshal inspection occurred on 12/22/22.

The center does not participate in the Child and Adult Care Food Program (CACFP) but does follow the guidelines. The children are served breakfast, lunch and a morning and afternoon snack. Lunch is prepared by Clayton Ridge Middle School. One of the cooks picks the food up from the center. The center prepares breakfast and the morning and afternoon snack for the children. They center use a four-week rotation of menus for breakfast and snacks. The school provides the center with a new menu each month. Menus were posted. Families are charged a fee for meals and snacks. For children who bring their lunch from home the lunches must be reviewed and supplemented if they do not meet the CACFP guidelines. The food is dished out on trays for the children. Shelby Landt and Carol Groth are the kitchen helpers.

Parents provide the formula, cereal and jar food for the infants. Staff members are washing and sanitizing the bottles in the classroom.

I observed the kitchen. They have a new kitchen that was part of the recent construction. It was observed to be clean and organized. There is a handwashing sink and an industrial dishwasher. There are two refrigerators. A thermometer was missing in the freezer portion of one of the- refrigerators. Please add a thermometer in this area. Food items were stored according to NHSPS guidelines.

There is a refrigerator in each room and thermometers were present.

The center uses bleach and water to sanitize the food tables and disinfect the changing tables. Bottles were clearly labeled. I observed and discussed diaper changes with the staff members. In the blue and purple rooms, the gloves were left on throughout the diapering process. Gloves are considered soiled and must be removed before putting on the new diaper and dressing the child. Staff members corrected this after I spoke with them. In the Green room, the mat on the changing table is torn and must be removed.

There is a handwashing sink and a food prep sink in the infant and one-year-old rooms. There is a sink in each of the other classrooms. The four new classrooms each have a changing table. Handwashing and diaper changing procedures were posted. In the Blue room the diaper changing procedures were posted in the room but should be posted so they are directly visible to the staff member. There is a bathroom shared by the preschool children and toddlers that has three toilets. There is a bathroom in the hallway with one toilet and one sink and procedures were posted. There is a bathroom in the school-age room and in the area near the smaller school-age space that has one toilet and one sink. Handwashing procedures were posted. The Green room needs a separate garbage can in the room that is used for only soiled diapers.

The center has a fenced in play area directly outside of the center. The playground has wood chips for surface cushioning. The climbing equipment is developmentally appropriate and has slides for the children. There is also a sandbox and a swing. The play area has a large shelter over the sandbox area to provide shade. When children are unable to go outside the preschool has use of a large gym.

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.

Staff members had great team work. They have a great routine with the children. They were actively engaged in activities and were interacting with the children at their level. They introduced activities to the children and offered them choices. Staff members were observed to be nurturing. They were attentive to upset children and held children on their laps. Positive redirection was used when necessary.

III. IDENTIFY THE OBSERVED STRENGTHS OF THE CENTER:

Ms. Draper states a majority of the staff members in the center have longevity and the staff members get along well.

Ms. Draper states the staff members work as a team and they cover rooms where they are needed.

Ms. Draper states it has been helpful having kitchen staff members so staff are not pulled away from rooms to prepare meals and snacks. It is helpful for them to have a cleaning lady so staff members can leave earlier.

Ms. Draper states they love the new space.

Ms. Draper states they are in a secured building. They have cameras in the hallway. They have applied for a grant to get cameras in the classrooms.

There are pictures of the staff members in the entrance.

The center tries to be flexible with staff members. If they have children who attend they receive a fifty percent discount.

The program uses ProCare software and has found it very helpful. They use the app for billing and are transitioning to use it as a communication tool with the parents.

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

109.10(5): Infectious disease control: Centers shall establish policies and procedures related to infection disease control and use of universal precautions with handling of bodily fluid. Soiled diapers shall be stored in containers separate from other waste.

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. Sufficient space provided for dining. Sufficient lighting shall be provided. Sufficient ventilation. Sufficient heating. sufficient cooling. Sufficient bathroom and diapering facilities. Equipment, including kitchen appliances, are maintained so as not to result in burns, shock, or injury to children. Sanitation and safety procedures for the center are developed and implemented to reduce risk or injury or harm to children and reduce transmission of disease.

V. SPECIAL NOTES/RECOMMENDATIONS:

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

The center is in the process of looking for a new director to replace Ms. Draper.

An administrative change is being made to name Amanda Draper as an interim director. She was previously the director. The center has hired Kaitlyn Ziegenfuss to eventually be the director but she does not currently have enough points to be approved by HHS. Ms. Ziegenfuss is conducting administrative duties for the center. Chloe Freeman is being removed as an on-site supervisor.

On 01/10/25 an administrative change is being made to name Kaitlyn Ziegenfuss as the new director. Amanda Draper has been removed from this role but is still employed by the center. Ms. Ziegenfuss has reached the 100 points required. She started with this center in August 2024.

*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.