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

Name of Center: Tripoli Schools Before and After School Child Care **Enrollment:** 38 **License ID No. (Reapplications)** 28498

Street: 309 9th Ave SW **City:** Tripoli Iowa **Zip** 50676 **County:** Bremer

Mailing Address: 309 9th Ave SW, Tripoli, IA, 50676

Director's Name: Helen Milius **Phone Number:** 319-882-4203

On-Site Supervisor(s): Helen Milius **E-Mail:** figanbaums@tripoli.k12.ia.us

Date(s) of Visit: 01-11-2024

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:** 01-04-2024

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

Date Inspected: 03-17-2022

Comments : Compliance on 04/13/22

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	10	20	30
Summer					0

QRS Rating: 4

RECOMMENDATION FOR LICENSE:	
X	**FULL** license from 02-01-2024 to 02-01-2026
	PROVISIONAL license from
	DENIAL of initial application
	SUSPENSION of license
	REVOCATION of license

Licensing Consultant: Becky Frost **Date:** 01-23-2024

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

N/A

II. IDENTIFY THE AREAS OBSERVED ON THE VISIT:

On 01/11/24 I made an unannounced licensing visit to Tripoli Schools Before and After School Child Care in Tripoli. I briefly met with Helen Milius, the director. Ms. Milius has been the lead preschool teacher at the school for seventeen years and she has a BA in early childhood education and early childhood special education. Ms. Milius helps provide care in the room when necessary. I met with Karen Ensign, the morning staff member. I also met with Sarah Figanbaum, the principal for the elementary school. Allison Katzenburger is the afternoon staff member. The program employs three staff members and they have substitutes.

The program is in Tripoli Elementary. They primarily operate out of a classroom specifically set up for childcare, but also have use of the gym. The before and after school program operates Monday through Friday from 6:00-8:10 am and 3:15-5:30 pm. The program serves children who are in preschool through sixth grade. There are currently 38 children enrolled.

The classroom provides an open space that allows for free play and organized activities. Natural lighting is used. The centers observed include art/craft, dramatic play, library, Legos/blocks, games, math, table toys, writing, woodworking, transportation and puzzles. 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.

I visited the program during the morning hours. The room was not in ratio during my visit as caring for preschool children brings the staff to ratio down. There were sixteen children with one staff member while I was present. The number of children present at any one time is everchanging because of children arriving and leaving. Ms. Ensign and Ms. Milius discussed Ms. Milius coming in earlier to assist when they are out of ratio. Parents do not sign up for care so they do not know day to day how many children they will be caring for.

There is a bathroom in the room with one toilet. There are additional bathrooms in the school. There are two sinks in the room and handwashing procedures were posted.

There was a phone in the room and emergency numbers were posted. Emergency fire and tornado evacuation procedures were posted by the main program door and outdoor exit. A daily schedule was in the licensing binder but should also be posted in the classroom.

I reviewed documentation of monthly fire and tornado drills. I reviewed documentation of monthly playground inspections. A radon test was completed in December 2022 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 was on site near the sink on the cupboard. Outlets were protected. The fire marshal inspection occurred on 03/17/22, with compliance on 04/13/22.

The children are offered breakfast through the school. They are released from childcare to go to breakfast. The preschool and kindergarten children leave for breakfast at 7:40 am and the older children are released for breakfast at 7:50 am. The

school provides an afternoon snack that is served in the room. Snacks are documented on a calendar and were available for review. Child and Adult Care Food Program (CACFP) guidelines are followed. Disposable products are used. Staff members wash dishes in the room using the three-step method when necessary. There is a refrigerator in the room and a thermometer was present. Food items are stored according to the NHSPS guidelines.

The center uses R-T-U Quaternary FCS Sanitizer to sanitize the food tables.

There is a partially fenced in area outside of the school for the children. Woodchips are used for surface cushioning under the climbing equipment, including slides, stepping stones, rings and a see saw. Pea gravel and some woodchips are used under the swings for surface cushioning. There is also a grassy area with soccer nets and a concrete area with basketball hoops. Trees provide shade.

The parent information is located inside the classroom. 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 and children files were reviewed at the time of the licensing visit. I reviewed eight children files. Files must contain emergency contact information for the doctor and dentist of each child. The doctor and dentist's name, phone number and complete street address must be provided. Four files did not have adequate dental emergency contact information.

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.

There is one primary staff member in the morning and Ms. Milius assists toward the end of the program to stay in ratio. On the day of the visit, they were out of ratio prior to Ms. Milius arriving. Ms. Ensign is terrific with the children. She moved around the room to interact with all the children. She sat with the children and talked with them about their nights. She introduced activities and she provided them with praise. The children seemed to enjoy and feel comfortable in the program.

III. IDENTIFY THE OBSERVED STRENGTHS OF THE CENTER:

Ms. Milius states they have caring staff members.

Ms. Milius states they have purchased new things for the rooms for the children to enjoy. They have a lot of choices to stay entertained.

Ms. Ensign states having childcare at the school is great. Parents do not have to worry about transportation.

Ms. Ensign states as employees they care about the children. They do their best to treat them all like their own.

Ms. Figanbaum states they are flexible.

Ms. Figanbaum states they provide wrap around care for their students, and they can receive breakfast through the school.

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

109.8(2): Ratio maintained in center as required by age.
The room was not in ratio during my visit as caring for preschool children brings the staff to ratio down. There were sixteen children with one staff member while I was present. Ms. Ensign and Ms. Milius discussed Ms. Milius coming in earlier to assist when they are out of ratio. Parents do not sign up for care so they do not know day to day how many children they will be caring for.

109.9(2)b: All files contain sufficient information and authorization to allow the center to secure emergency medical and dental services at any time child is in center's care.
Number not in compliance for dental: 4
Information lacking: Files must contain emergency contact information for the doctor and dentist of each child. The doctor and dentist's name, phone number and complete street address must be provided. Four files did not have adequate dental emergency contact information.

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.