Health and Human Services

Iowa Department of Health And Human Services

CHILD CARE CENTER ANNUAL EVALUATION

Name of Center: Crayons 2 Pencils Recreation Center

Provider No.: 51068

Address: 515 Sunset DR, Norwalk, IA, 50211

County: Warren

Director's Name: Jill Larsen, Cindy Gavin

On-Site Supervisor: Lacey Woods

Phone Number: 5152432802

E-Mail: crayons2pencils@yahoo.com

HHS Visit Date: 10/27/2025

Licensing Period: 09/01/2024 to 09/01/2026

Fire Inspection:

Date Inspected: 10/24/2024

Comments:

Report Visit Type:

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

License Type:

- [X] Full
- [ ] Provisional

Quality initiative:

Quality Rating: 1

- [ ] Accrediation

Program Duration:

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

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Program Population Served:

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

LICENSE CAPACITY	Infants	2 Years	Preschool	School-Aged	Capacity
General				279	279
Summer					0

1. Basic Overview

Crayons 2 Pencils Rec Center opened in June 2020. The center is located in a single standing building that has a secured entrance. The child care center has a security system that has cameras in classrooms and outside the child care center. Jill Larsen and Cindy Gavin are the owners of the daycare center. They also own Crayons 2 Pencils Early Learning Center. Sarah Sullivan is the director. The center is very spacious and has several program rooms set up in the building that have established interest centers: arcade/games, art room, imagination, library, multipurpose, gym, culinary/kitchen. There are two playground areas.

An unannounced visit was completed on today's date. All areas subject to HHS licensing rules were reviewed. Mandatory postings are in place at the center's entrance. Class schedules are posted. Classrooms have current lesson plans in place. Each classroom has age appropriate supplies, toys and materials. There are two classrooms used for KinderPrep classes. These classrooms room have several labeled interest centers. There are lockers and cubbies at the center's entrance and in the hallway upstairs. The center has a white board where program areas are listed. Staff have the program areas listed that children can choose to go to during their time at the center.

Lacey Woods and Jill Larsen assisted with today's visit. There were two KinderPrep classes in session. One class, Discovery. had sixteen children present. Three staff were working with this class. Adventure had eighteen children present. Two staff were working with this class. Children were observed in their classrooms and on the playground. Children were observed during child directed play and learning activities and in group learning time. Interactions between staff and the children was observed to be positive.

The center serves breakfast, lunch and afternoon snack in the summer. Food is prepared at Crayons 2 Pencils Early Learning Center. This center has a kitchen. During the school year, breakfast and afternoon snack are served. Menus are on a weekly rotation. Menus were reviewed.

The center has two playgrounds. The main playground area has basketball hoops, soccer field, large grass area. There is a climbing structure that has sand for surfacing. The smaller playground has mini golf and sand volleyball. The smaller playground has a climbing structure that has sand surfacing also. The center completes monthly playground checks.

The center owns a bus for transportation.

2. Identify Observed Strengths of the program

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The center participates in IQ4K and has a level 1 rating. Jill and Cindy have many years of experience in the child care field. The center has spacious classrooms that are well furnished with age appropriate learning and play materials. The children have large motor play daily through the use of the gym and playgrounds.

3. Identify the aspects that fall below the standard

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.
The depth of sand isn't deep enough at this time. More sand needs to be added, raking the sand will help also.
Jill said they are aware that they need to add sand for the required depth, they are in the process of getting more sand and renting a vehicle to add the sand to all their playgrounds.

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

NA

5. Special Notes/Recommendations

The center has a full license.

*Note: If you are the Child Care Center Director and you feel something is unclear or unjustly cited, please contact me (phone 515-362-7823; email melinda.larson@hhs.larson@hhs.iowa.gov) so that we may discuss the issue. If necessary, I can make a notation in your record. You may also send a letter that will be included in your licensing file noting any disagreement you may have with this report. If you have the need for any additional information discussed during my visit, please contact me and I will forward the information to you. Thank you.

*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.

Date: 10/28/2025

HHS Licensing Consultant: Melinda Larson, Child Care Licensing Consultant

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**.