Health and Human Services

Iowa Department of Health And Human Services

CHILD CARE CENTER ANNUAL EVALUATION

Name of Center: West Fork Preschool-Rockwell

Provider No.: 38565

Address: 210 S 2nd Street, Rockwell, IA, 50469

County: Cerro Gordo

Director's Name: Ashley Flatebo (principal)

On-Site Supervisor:

Phone Number: 6418223236

E-Mail: ashley.flatebo@westforkschool.org

HHS Visit Date: 03/24/2026

Licensing Period: 04/01/2025 to 04/01/2027

Fire Inspection:

Date Inspected: 08/15/2022

Comments:

Report Visit Type:

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

License Type:

- [X] Full
- [ ] Provisional

Quality initiative:

- [ ] Accrediation

Program Duration:

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

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HOURS:	*Year-round*	*School-Year*	*Summer Only*
Sunday			
Monday		8:15 AM to 3:15 PM	
Tuesday		8:15 AM to 11:30 AM	
Wednesday		8:15 AM to 3:15 PM	
Thursday		8:15 AM to 11:30 AM	
Friday		8:15 AM to 3:15 PM	
Saturday			

Program Population Served:

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

LICENSE CAPACITY	Infants	2 Years	Preschool	School-Aged	Capacity
General			42		42
Summer					0

1. Basic Overview

An announced annual visit was made to West Fork Preschool - Rockwell center on 03-17-26. and again on 03-24-26. The program did not have children present on the day of the initial visit but I was able to review the physical facilities and administrative records. During the day of the second visit I was able to observe the program in operation. Ashley Flatebo is the school principal and also acts as the director of the program. The center is operated as a non-profit program and is overseen by the school board. The program is located in 2 classrooms in the Rockwell Elementary school. The classrooms are identified by the lead teacher for each room, Mrs. Andrea Engh, and Mrs. Sydney Gruman. The school offers both 3 and 4 year old preschool classes but only the 3 year old preschool programing is operated under DHS Licensing. The 4 year old preschool programming is operated under the statewide voluntary grant overseen by the Department of Education. There are currently 32 children enrolled in the 3 year old classes with 16 in each class. The center also provides after school programming for school age children which is open to all children enrolled in the school though only a limited number attend on any given day. The after school program is operated out of the school cafeteria.

The physical facilities and programming remain the same as identified in previous reports. The preschool program makes use of 2 rooms that share a connected pass-through bathroom with other classrooms. The sinks use a large basin with several spigots that all make use of hands free mixer valves to promote hygiene and ensure that water temperatures do not exceed safe levels. Additional sinks are available in the classrooms. Both rooms have secondary exits providing direct egress to the outdoors. The door for Andrea's classroom was noted to be sticking requiring additional force to open the door. While not to the point of being inaccessible it was discussed that it should be monitored. The rooms are also reinforced and serve as emergency storm shelters for the school. Reinforced sealed windows along the exterior walls provide natural light and a view but not ventilation. Both rooms were observed to be clean with no concerns regarding construction or maintenance. Both rooms have a large open floor plan that is divided into activity centers through the

placement of furniture and play structures. The arrangement of the activity centers is such that they do not create any blind areas. Each activity center had a good variety of toys and materials that were appropriate to the ages of the children present.

2. Identify Observed Strengths of the program

Both classrooms posted a copy of the planned schedule and curriculum. The materials and supplies present in the classrooms were supportive of the identified lesson plans. The teachers did move through the daily schedule engaging in outdoor play, teacher lead large group activities, and self-directed center play. Good interactions were observed during the visit. When on the outdoor playground the teachers did use strategic positioning around the area. When the children were engaged in self-directed center play the teachers moved through the room talking with the children about their play, and providing assistance as needed. All teachers used calm tones, and positive word choices when speaking with children. The school uses proactive behavior management approaches such as routines, reminders, praise, and redirection. During the visit a couple of children were observed to have a minor conflict and the teacher did intervene and helped the children with guided problem solving to quickly resolve the issue. Ratio was maintained as required with each teacher having an assistant in the classroom.

Good health and safety practices were observed during the visit. While the school custodial staff are responsible for the general cleaning and upkeep of the facilities the teachers were observed sanitizing tables when transitioning between use activities. The teachers did wait for the children to be engaged in activities in other areas before using chemical cleaners. The teachers did ensure that the children washed their hands as required after restroom use, and before snack service. Chemical cleaners, personal items, and other things that could present a safety concern to children were stored in areas where they were not readily accessible. The program makes use of the school nurse to store and administer medications and attend to first aid needs. Limited first aid kits are maintained in the classrooms for use on the playground and to address minor first aid needs.

Due to the limited hours of operation for the 3 year old preschool classes, and the after school programming meals are not served but snacks are provided. The snacks are served in the programming areas used by each class. The snacks are provided by the program from the school cafeteria and a planned menu was present. Good food handling and service practices were observed. Supervision is provided at the tables when the children were eating. The teachers did sit at the tables and eat with the children to provide supervision and model good eating habits.

The school does have a separate preschool playground area. The area is located across the street from the building and is enclosed by chain link fencing. The space includes a new climbing structure which was observed to be in good repair. A unitary pour in place fall surfacing material has been installed beneath climbing structures. There is additional paved and green space available for other play activities. Work on the playground is on-going with installation of a sensory walkway making use of various building materials.

In reviewing administrative records all required notices for No Smoking, License Certificate, Consultant Contact, and Mandatory Abuse Reporting were posted in an area readily accessible and visible to all parents and visitors. Other required notices for emergency evacuation, emergency numbers, hand washing, daily schedule, curriculum, and menu were also present though it was noted that Sydney needed to post emergency evacuation notices by all exits from the classroom space. All child files were found to contain all required documentation. Staff files were reviewed and found to contain all required documentation. All inspection logs and certificates were available and current. It is noted that the new preschool wing has a separate foundation, and ventilation system from the main school building given that it is new construction, and also as part of the self-contained aspect of being an emergency storm shelter. While the main school building does have a radon mitigation system the preschool wing does not and testing in that wing did show levels below the maximum allowable cutoff limit of 4.0 pCi/L. Given the measured levels and separation of that wing retesting would need to be conducted every 5 years. The parent handbook was reviewed and the program uses a combination of the general school district handbook, and a separate handbook for the preschool programming which implements requirements for QPPS. While the combination of these handbooks does contain all required written policies some do need to be expanded including policies for Parent Communication and incident reporting to ensure that parents are not only informed of injuries, but also of any significant changes in functioning, and situations of sexualized behavioral acting out. Additionally health and safety policies should also include information regarding how the center would respond to incidents of biting given that it is not uncommon that some 3 year old children may still engage in biting when frustrated as a form of communication.

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3. Identify the aspects that fall below the standard

None Cited

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

NA

5. Special Notes/Recommendations

A full license will remain in effect at this time. Please provide a written response to the licensing consultant identifying a plan of action to correct and maintain those aspects cited as not meeting licensing standards and identifying an anticipated date of compliance. At least one visit will be made to the center during the next year.

Date: 04/10/2026

HHS Licensing Consultant: Ray Salsbury

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**.