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

**Name of Center:** Bethany Lutheran Daycare **Enrollment:** 31 **License ID No. (Reapplications)** 47418

**Street:** 400 Latrobe AVE **City:** McCallsburg Iowa **Zip** 50154 **County:** Story

**Mailing Address:** PO Box A, McCallsburg, IA, 50154

**Director's Name:** Kathy Sandmann (interim) **Phone Number:** 515-338-0182

**On-Site Supervisor(s):** N/A **E-Mail:** daycarebethanylutheran@gmail.com

**Date(s) of Visit:** 06-24-2024

X **Licensing Visit** **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:** 05-05-2022

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

**Date Inspected:** 06-13-2022

**Comments :** Fire Marshal inspections are due at least every three years.

**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 | 12 | 12 | 12 | 14 | 50 |
| Summer | | | | | 0 |

**QRS Rating:** N/A

| RECOMMENDATION FOR LICENSE: | |
|---|---|
| X | **FULL** license from 07-01-2024 to 07-01-2026 |
| | **PROVISIONAL** license from |
| | **DENIAL** of initial application |
| | **SUSPENSION** of license |
| | **REVOCATION** of license |

**Licensing Consultant:** Maggie Gibson, SWIV **Date:** 06-27-2024

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

N/A.

**II. IDENTIFY THE AREAS OBSERVED ON THE VISIT:**

A full licensing visit was completed 6-24-24. The interim director (Pastor Kathy) was present throughout this visit.

Bethany Lutheran Daycare was established in 2016 and had previously been operated by the local school district and regulated by the Dept of education. Changes in the law lead to the center being under DHHS purview. This program is under a Board of Directors from the adjacent Bethany Lutheran Church. The daycare program is operated from a vacated school building; for which maintenance/up-keep is shared with Colo-NESCO schools. This program operates 6:00 AM to 6:00 PM, Monday through Friday to children ages 6 weeks to 12 years of age.

Kathy Sandmann became the interim director in June of 2021 when the previous director was relieved of her role by the Board of Director for this program. The center continues to consider filling the director position as Kathy is the pastor of Bethany Lutheran Church and is on the Board of Directors for this center. Kathy has a Bachelor's degree in Food, Science and Nutrition and a Master's degree in Divinity. Kathy has over 20 years of experience in leading church groups for children and three years of experience teaching gifted and talented children. Kathy meets requirements to be the director. Kathy remains in the role as interim director. The center is currently in the process of hiring a new director; site supervisor at this time is Stacie Aguilar.

Observation of Rooms: Staff are in ratio; the center utilizes Iowa Early Learning standards in their curriculum with a gospel component. Bright wheel is the application used to communicate with parents. Lesson plans/schedules are posted. The center offers a a good variety of age/developmentally appropriate centers and toys. There are sufficient toilets for enrollment. There are toilets out of order, that are sectioned off. The interim director communicated with the school (owner of the building); and the director indicated the school declined to repair the toilets at this time. There have been complaints regarding corded blinds, and the cords being left down far enough for children to access. When observed on this day; all cords were held up by hooks to prevent child access. Discussion took place with regard to investigating replacement possibilities. (this may be up to the school as they own the building).

Nutrition:
The center has an on-site working kitchen and dedicated cook; who crafts the menus on a 3 week rotation/seasonally. This center participates in the CACFP food program and staff indicated that the program auditors had completed an audit recently of the menu items/adherence to the program; staff indicating they passed. The kitchen was organized and clean. There is on-going discussion with the school to replacing or repairing the industrial dishwasher. Meals/snacks are served cafeteria-style.

Health and Safety:
Medications when in use are stored securely in the office. The center has 1st aid kits along with emergency tornado and fire plan displayed. The center keeps a check list of monthly fire and tornado drills. The center missed fire and Tornado exit drills in one month, all others director indicated had been completed; she was searching for documentation as a previous on-site supervisor had recently parted employment with this center.. The center's HVAC systems are maintained and checked by the school--owner of the building.

Playground:
The center enjoys the use of two playgrounds: one for older children, that was surfaced with pea rock. The playground for older children appeared in good condition/good repair. The school and the center share maintenance costs for the playgrounds. The playground for younger children is fenced and has rubber chips surfacing. This playground also in good condition/good repair.

Transportation:
This center has contracted with the school to provide transportation and a bus driver for field trips.

Administrative Records:
Fliers for mandatory reporter, handbook accessibility, consultant contact, license and no-smoking signs were posted. Three child files were reviewed and all need documentation of child physicals; Four employee files were reviewed; one staff needed to update CPR/first aide certification and another needed a physical (director indicated an appointment was set).

**III. IDENTIFY THE OBSERVED STRENGTHS OF THE CENTER:**

The director and staff at the center continue to be willing to reach out for support from CCR&R, DHHS and the school when additional needs are present. The Board of directors is in the process of hiring a director.

This center offers needed daycare in a rural community. The center enjoys support/assistance from the school district such as the use of a school-owned building and for building maintenance and school bus/driver transportation.

The center communicates well with the parents and the parents are supportive of the center.

The center has a secure entrance and a security camera is placed in the front entry way.

The center uses the Bright Wheel Application to log children's activities for parents to have ready access.

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

109.9(1)d: All files contain a pre-employment physical exam report completed within six months prior to hire and at least every three years. Physical exams shall be documented on form 470-5152, Child Care Provider Physical Examination Report.
Number not in compliance: 1

109.9(1)e: All files contain documentation to indicate that ongoing staff training requirements are met, including current certifications in first aid/CPR and mandatory child abuse training.
Number not in compliance: 1

109.9(2)c: All files contain information regarding the specific health and medical needs of a child including information regarding any prescribed treatment. For school-age programs in the child’s school, all files include a statement signed by the parent that the immunization information is available in the school file.
Number not in compliance: 3

**V. SPECIAL NOTES/RECOMMENDATIONS:**

The center last completed radon testing in June of 2022 and all rooms fell under the 4.0 cutoff/now due every 5 years.

The menu's reflect the center is following CACFP guidelines and the center participates in the food program.

The center has monthly staff meetings and includes teachers of special education to train staff on a variety of strategies to manage difficult behaviors.

It is recommended that the new director reach out to CCR&R for assistance in establishing a secure records management process; specifically for employee and child files. Once established, it may be helpful to develop a tracking system to assist in keeping records up to date.

*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.