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

**Name of Center:** Y's Kids at Kingsley **Enrollment:** 32 **License ID No. (Reapplications)** 46511

**Street:** 201 Sunset RD **City:** Waterloo Iowa **Zip** 50701 **County:** Black Hawk

**Mailing Address:** 425 Lafayette ST, Waterloo, IA, 50703

**Director's Name:** Mindy Sternhagen **Phone Number:** 319-234-7589

**On-Site Supervisor(s):** Carissa Freese **E-Mail:** ywcakids@ywcabhc.org

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

**Date Inspected:** 08-05-2020

**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:** Infants (0-23 mo.) 2 Years 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 | 0 | 45 | 45 |
| Summer | | | | | 0 |

**QRS Rating:** N/A

| RECOMMENDATION FOR LICENSE: | |
|---|---|
| X | **FULL** license from 12-01-2021 to 12-01-2023 |
| | **PROVISIONAL** license from |
| | **DENIAL** of initial application |
| | **SUSPENSION** of license |
| | **REVOCATION** of license |

**Licensing Consultant:** Becky Frost **Date:** 08-21-2023

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

N/A

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

On 11/16/22 I made an unannounced off year licensing visit to Y's Kids at Kingsley Elementary in Waterloo. I met with Carissa Freese, the on-site supervisor. Lakin Sheeley was the assistant the day of the visit. Rachel Scott and Mindy Sternhagen are the co-directors for the program. Ms. Scott has been with the center since 2000 and has previous childcare experience. Ms. Scott has a BA in biology and philosophy. Ms. Sternhagen has been with the program since 2002. She has a BA in Elementary Education and her CDA. The program has two employees present in the morning and two are present in the afternoon.

The program is in Kingsley Elementary. They primarily operate out of the cafeteria. They can also use the gym if it is not in use. The before and after school program operates Monday through Friday from 6:30-8:30 am and 3:40-6:00 pm. The program serves children who are in kindergarten through fifth grade. There are currently 32 children enrolled.

The cafeteria is a space that allow for free play and organized activities. The children are also able to use the gym. There is some natural lighting in the cafeteria. Artificial lighting is used in the gym. The centers observed include art, Legos, library, table toys, and transportation. Centers are stored on shelves in the entrance.

I visited the program during the afternoon hours. The program was in ratio. The number of children at the program at any one time is changing constantly because of children arriving and leaving.

The children use two bathrooms in the hallway. The girl's bathroom has two toilets and a birdbath sink and the boy's bathroom has one toilet, one urinal and a birdbath sink. Handwashing procedures were posted. There are additional bathrooms located in the school.

The program has a cell phone they use, and emergency numbers were programmed in the phone. The program's address and phone number were in a binder. Emergency fire and tornado procedures and evacuation diagrams were posted by the main program doors in the cafeteria and gym. A daily schedule was posted.

I reviewed documentation of monthly fire and tornado drills. I reviewed documentation of monthly playground inspections. Radon testing, a fuel burning inspection and a carbon monoxide detector are not necessary because the program is exempt from environmental assessments as a before and after school-age program located in a public-school building. Outlets were protected. The fire marshal inspection occurred on 08/05/20.

The children are offered breakfast through the school once they are released from care. The YWCA offers an afternoon snack. Snack is provided by the school for the program. Snack menus are included on the school lunch menu and the menu was posted. Disposable products are used so dishwashing is not necessary. Snacks are eaten in the cafeteria. Snacks are stored in the milk cooler in the cafeteria. A thermometer was present. Staff members allow the children to choose whether or not they want a snack. Staff members are setting snacks on one half of a table in the cafeteria and the children will come and sit at a seat at this table to eat snack if they want to eat. The tables must be cleaned and sanitized between use by children.

The center uses Purell Professional Surface Disinfectant to sanitize the food tables. The staff members are not using soap and water to clean the tables prior to sanitizing them. This must occur.

The parent information is located on a bulletin board. The mandatory reporter, childcare consultant and the handbook availability were posted. The license was conspicuously posted. A no-smoking sign was posted at the entrance.

The program uses the elementary school's playground. Woodchips are used for surface cushioning. There are multiple pieces of climbing equipment located in the play area. Some of the items available include slides, two see saws, bars, and a balance board. They also had a stationary bus for the children to play on. There are benches and a picnic table available. There is a large grassy area for the children and a concrete area for the children. Shade is provided by trees. They also have use of the school gym.

Staff members were observed to have great interaction with the children. Staff members were actively playing games with the children. They assisted with homework when needed. They moved around the program space to provide careful supervision and to interact with all the children. They maintained positive conversation and used positive redirection when necessary. The children seemed to enjoy and feel comfortable in the program.

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

Ms. Freese states they are organized. The children know the schedule. They allow the children to choose the centers they want to play with.

Ms. Sheeley states the children are all different ages and they play with one another well.

Ms. Freese states when there are disputes between the children, they resolve issues away from the entire group and help the children come up with resolutions.

Ms. Freese states the children are good listeners and good at following instructions.

Ms. Scott states the staff focus on building relationships with the children.

The program serves a diverse population. They serve children with different ethnic backgrounds, abilities, economic status and social abilities.

The YWCA continues to offer before and after school care in multiple schools in the community. This allows children to stay on site at the school and parents do not have to worry about transportation.

Ms. Scott states they have raised the starting wage for their employees to $15.00 per hour.

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

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.

An administrative change is being made to name Carissa Freese as the on-site supervisor.

In January 2023 an administrative change is being made to name Rhonda McCulloch-Lewis as the new co-director. Mindy Sternhagen will no longer be in this role. Rachel Scott will remain the other co-director. Ms. McCulloch-Lewis started

with the program as an on-site supervisor in June 2022 and became the co-director in December 2022. She has a BA in social work, an AA in early childhood education and previous experience as both a teacher in director in childcare.

On 08/16/23 an administrative change is being made to name Mindy Sternhagen as the director for the program. Rachel Scott is no longer with the program. This change will be in effect for YWCA of Black Hawk County as well as the Y's Kids programs at Hansen, Kittrell, Lowell, Highland, Kingsley, North Cedar, Cedar Falls Lincoln, Cunningham, Lou Henry, Hudson, Irving and Lincoln Waterloo. Rhonda McCulloch-Lewis, the co-director has also left the program. Ms. Sternhagen was previously a co-director for the program.

*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.