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

Name of Center: St Edmond After School Program **Enrollment:** 143 **License ID No. (Reapplications)** 46330

Street: 2321 6th Ave N **City:** Fort Dodge Iowa **Zip** 50501 **County:** Webster

Mailing Address: 2220 4th AVE N, Fort Dodge, IA, 50501

Director's Name: Tabitha Acree **Phone Number:** 515-576-5182

On-Site Supervisor(s): Virginia Chizek **E-Mail:** acreet@st-edmond.pvt.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 **Yes** **No** X **NA** **Date Signed:**

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

Date Inspected: 02-10-2022

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: X Year-round School-Year Summer Only

HOURS:	*Year-round*	*School-Year*	*Summer Only*

LICENSE CAPACITY	Infants	2 Years	Preschool	School-Age	Capacity
General			50	100	150
Summer					0

QRS Rating: N/A

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: Raymond Salsbury **Date:** 01-22-2024

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

NA

II. IDENTIFY THE AREAS OBSERVED ON THE VISIT:

An unannounced annual visit was made to the Saint Edmond's After School program on 01-11-24 where I met with the school principal/director Tabitha Acree, and on-site supervisor, Virginia Chizek. Tabitha took over the position in 2022 and is well qualified for the position based on her experience, education, and on-going training in early childhood care and education. Virginia Chizek is the On-Site Supervisor and lead teacher of the After School program and is well qualified for the position having a college degree in early education with a current teaching license, and over 40 years of experience in early childhood education. Samantha Lennon is the lead teacher of the 3 year preschool program and is also well qualified based on her experience, education, and on-going training. The program is located in the St. Edmond School and is overseen by the school and school board. The program provides after school programming during the school year, and summer programing serving only school age children. The program expanded the services provided with adding a formal 3 year old preschool program at the start of the 2022-23 school year. The 3 year old preschool is currently offered in 2 sessions with one operating 3 days a week, and one 2 days a week. There are approximately 150 children enrolled in the after school program, and 50 in the summer program though not all attend either at any given time, and 23 children enrolled in the 3 year old preschool program between the 2 sessions. The program currently employs 13 teachers. All aspects of the program subject to licensing standards were reviewed although the preschool program was not in session at the time of the visit.

The general layout and design of the building and classrooms remains the same as in prior reports. The afterschool program is primarily operated out of one classroom on the upper level but does make use of several other classrooms for limited periods of time when the children break into smaller groups based on class level for academic assistance. Each room has a large bank of windows along the exterior walls which provide natural light, a view of the outdoors, and ventilation. Bathrooms and hand washing facilities are located off the main hallway though the main programming room also has sinks in the room. The facilities were observed to be clean with no issues noted due to design or maintenance. The main programming room has large cafeteria style trestle tables and a limited variety of activity centers. The centers and materials generally consist of reading, art/craft, games, and other small manipulative items that can be kept in storage and brought out for use when the program is in operation. The other classrooms used for the afterschool program all have a traditional school classroom design with individual desks and work areas and are used for that portion of the program that is designed to provide additional support to children needing to complete homework assignments. The equipment was observed to be in good repair and appropriate to the age groups attending the program.

The preschool program is currently operating out of two classrooms. The rooms are connected by a pass through door which provides secondary egress from the rooms. Postings were present for evacuation notices but a copy of diagram instructions was needed in one of the classrooms. Both rooms are mirror images of each other. While both rooms have space to accommodate approximately 25 children the center elected to cap class size to 14 children. Both rooms have windows along the exterior wall which provides light, a view of the outdoors, and ventilation. Restrooms are located outside the room off the main corridor and children are escorted to the restrooms as needed. Both rooms have sinks in the classroom which allows for hand washing. The 3 year old preschool classrooms are more defined in the arrangement with activity centers created through the placement of furniture and play structures. The rooms have a teacher desk area, dramatic play, group learning with a smart board, blocks, large/small manipulatives, reading, math/science, art/craft, and a

calm down area.

A copy of the daily schedule and curriculum was posted for both the after school, and preschool programs. The after school program curriculum primarily focuses on academic assistance but also identifies a general monthly theme that is reflected in craft projects. The preschool curriculum is a more traditional classroom curriculum with a focus of development on specific learning concepts though each class establishes their own curriculum. As an example on the day of my visit the identified learning focus in one room included the color White, Circle shape, number 8, and the letter R, while the other had Pink, Star, 7, and Q. As noted the preschool had ended for the day and was not in operation during the visit. The program also has several high school students who provide assistance as part of their school program but which are not considered staff. The after school program will also typically have at least two staff in each classroom. The afterschool program does have high school students who are hired as staff but who are paired with adult staff. Good supervision was provided during the after school program with staff providing supervision in the classrooms, hallways, and restrooms as needed.

Good health and safety practices were observed during the visit. There were no children currently taking any medication due to the limited hours of operation but the center does have policies in place should it be necessary in the future, and for those children who attend the summer program. Medications are stored in the school nurses office and the teachers do have access to that office. Children with identified allergies and health issues did have response plans for those children. The program does maintain a limited supply of first aid materials in the classrooms but also has access to larger supplies in the school office. Good cleaning procedures were observed with the teachers cleaning the tables prior to and following snack service. The teachers did wait for the children to be out of the immediate area when using chemical cleaners. Good hand washing practices are in place with the children washing their hands following restroom use and prior to snack service.

Due to the limited hours of operation meals are not served but snacks are provided for both the preschool and after school programs. Snacks are typically prepackaged single serving items that are stored in the classroom. Good food storage and handling practices were observed though a thermometer was needed in one of the preschool refrigeration units. A menu of typically served items is posted, and menu maintained of what what was actually served. The snacks do generally consist of options that meet nutritional guidelines. One issue which was reviewed is that children were given a choice of white or chocolate flavored milk. While this is allowed for the school nutrition program the Child and Adult Care Food Program (CACFP) does require that flavored milk is not allowed for children under 6 years of age. The teachers did not eat with the children but did provide supervision at the tables. The program did expand to include full day summer programming in 2021 and those children bring their own sack lunches while the program provides milk.

The program makes use of the school playgrounds and an indoor gymnasium space when weather does not allow for outdoor play. The playground has two areas. One is the larger playground area used by the school age children, and the other is a smaller area used by the preschool. Both are fully enclosed and separated by chain link fencing. The school age playground was observed to have a variety of climbing structures which were appropriate to the ages of those children attending the after school program. The equipment in that area did appear to be in good repair. Due to snow cover and winter freezing the pea gravel used for fall surfacing material could not be fully assessed and should be inspected in the spring after the winter thaw to determine if aeration or additional material is needed. The preschool playground has a smaller preschool age climbing structure which was observed to be in good repair. Additional toys were also available for the children to play with. Foam tiles are used for fall surfacing and covered the entire play area.

All required notices were posted in an area readily visible to parents and visitors in both the after school program and preschool classrooms. All child files for the preschool program were reviewed and contained all required information. A random selection of child files for the after school program were reviewed and all selected files contained all required information. A random selection of 5 staff files were reviewed and compared to the self-audit completed by the center which was found to be accurate. The self-audit identified 4 needed a current physical, and 6 needed an FBI Fingerprint background check. All inspection logs and certificates were current and available with the exception of Radon Testing which is required for the 3 year old preschool classrooms.

III. IDENTIFY THE OBSERVED STRENGTHS OF THE CENTER:

This center has continued to see expansion in all aspects of the programming offered.

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

109.9(1)b: All files contain:A signed copy of DHS criminal history record check or any other permission form approved by the Department of public Safety for conducting an Iowa or national criminal history check. A copy of Request for Child Abuse Information.Copies of the results of Iowa records checks conducted.Copies of national criminal history check results.Any Department-issued documents sent to the center related to records check.
-- Number not in compliance: 6

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: 4

109.11(7)b: Centers at ground level that use basement area as program space, or have a basement beneath program space: Testing and plan for remedy of radon is conducted.
-- Radon testing is required for the 3 year old preschool program classrooms.

V. SPECIAL NOTES/RECOMMENDATIONS:

A full license is recommended 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.

*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.