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

Name of Center: Keokuk Community Child Development Center **Enrollment:** 34 **License ID No. (Reapplications)** 50520

Street: 2330 Plank RD **City:** Keokuk Iowa **Zip** 52632 **County:** Lee

Mailing Address: 2330 Plank RD, Keokuk, IA, 52632

Director's Name: Stephanie Stancil **Phone Number:** 319-313-8831

On-Site Supervisor(s): Hannah Stewart **E-Mail:** keokukchildcenter@gmail.com

Date(s) of Visit: 07-15-2025

X **Licensing Visit** X **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:** 04-14-2025

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

Date Inspected: 02-12-2025

Comments : Keokuk Fire Department, it is due annually, this report was held until an approved inspection was procured on 7/29/25.

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.) 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*
Sunday			
Monday	5:00 AM to 8:00 PM		
Tuesday	5:00 AM to 8:00 PM		
Wednesday	5:00 AM to 8:00 PM		
Thursday	5:00 AM to 8:00 PM		
Friday	5:00 AM to 8:00 PM		
Saturday	6:00 AM to 6:00 PM		

LICENSE CAPACITY	Infants	2 Years	Preschool	School-Age	Capacity
General	16	15	23	25	79
Summer					0

QRS Rating: 3

RECOMMENDATION FOR LICENSE:	
X	**FULL** license from 08-01-2025 to 08-01-2027
	PROVISIONAL license from
	DENIAL of initial application
	SUSPENSION of license
	REVOCATION of license

Licensing Consultant: Jill Seibert **Date:** 07-29-2025

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

II. IDENTIFY THE AREAS OBSERVED ON THE VISIT:

Keokuk Community Child Development Center is a new program held in Holy Trinity Church in a residential area of Keokuk. It is nearby area schools and occupies one floor of the church. The program consists of an infant room, a 1 year old room, a 2 year old room, 2 preschool age rooms and a school age room. Restrooms are attached or easily accessible across the hallway. The kitchen space is shared. The program Director is Stephanie Stancil. She has an Associate Degree in Early Childhood Development 26 years of experience in licensed childcare and many hours of continuing education.. The on-site supervisor, Hannah Stewart, is active with the daycare program. Hannah has been onsite supervisor since October 2019. Koryn Barnes is the designated person in charge. She and Hunter Edgar are running the school age program this summer. Mr. Edgar is attending University of Iowa and earning a BA.

I made an unannounced licensing visit to the center on 7/15/25 and met with Director Stancil. All program space was observed at that time.

The visit consisted of classroom and outdoor play area review and observations of activities, ratios, nutritional practices, health and safety practices, playground observation, field trip and transportation practices, and administrative review.

The center has approximately 7 full time employees. Staff under 18 years are aware of rules for staff not yet 18.

Center Food Safety and Nutrition:

The center is utilizing CACFP. They have been approved for another year by CACFP. Menus are posted. Menus should are specific and substitutions noted. The kitchen on the main floor is now utilized to make meals. The area was observed during the visit. The refrigerator was clean and contained thermometers in freezing and cooling compartments. Food was stored according to CACFP regulations. The kitchen area contains boundaries so children are unable to access it.

The program added a lunchroom to help prevent the spread of germs in classrooms. The children wash their hands and go straight to the lunchroom where their food is waiting for them. The cook wears gloves to prepare and serve lunch.

Center Health and Safety:

Health and safety regulations were reviewed in each room. Cleaners were kept out of the reach of children. Staff were actively supervising the children. We discussed ratio and how older and younger children should not be mixed throughout the day. Older children should return to the school age room.

First aid kits are labeled and are inaccessible to children. Medication procedures are in place. If any child has allergies or medical conditions requiring on site medication rule is followed. Allergy/asthma or special health condition care plans will be written and signed for any child diagnosed with such. The plans will be accessible to staff for review.

Radon testing, fire and tornado drills, and postings were observed. Radon testing is current and due every 5 years. Results were below 4 pci/L. Documentation for fire and tornado drills indicated drills had been practiced and documented monthly. The building was constructed after 1971 so lead based paint assessments are not required. The center is all electric (geothermal) so annual fuel burning appliances inspection are not required. However, each floor of the facility must add an UL approved carbon monoxide detector.

All staff will have face/name ratio at all times. Staff may not leave the room to run errands unless they ask a floating staff member or the Director to cover for them. We discussed this.

Center Outdoor Play Area:

The outdoor play area consists of a large green space behind the building. No safety hazards were observed in this area. Monthly inspections were conducted per my observation of documentation. The director participated in forums with other directors from the area and received a grant from Children's First program last year. The grant money purchased a playhouse and a few other things for indoor play area for younger children when weather is not appropriate for outdoor play.

The Director stated, "We have nearly daily water play outdoors with sprinklers and toys for squirting. We built a large sprinkler out of PVC pipes for our older children. The Center provided swimsuits and water shoes for the families who needed help and towels were donated. The area has sprinklers, science kits and sports equipment.

Inside the area has a Foosball table and a basketball game. They area has hula hoops, balls, and play games with the teachers. We discussed each child should have at least 75 square feet of space when engaged in gross motor activity.

The outdoor area is grass and is surrounded by a galvanized steel fence (30x40). A kitchen area, balls hula hoops are utilized and stored in a nearby storage shed. Sixteen children can be in this space simultaneously. The center typically has no more than 12 children in the area.

Outdoor play area inspections were conducted and documented every month. A shade structure will be purchased this year for the area.

Center Transportation/Field Trips:

Walking field trips are taken around the neighborhood when an extra staff is available. The center now owns 2 mini vans with child restraints. They provide transportation to and from area schools and field trips. They also provide transportation to and from preschools or private schools that will not bus to the Center.

The program will hold an end of the year field trip for preschool is to Bently's Park for play time and a picnic lunch. The vans should be inspected per manufacturer recommendation and paperwork kept on hand.

Center Administration:

Child and staff files are reviewed annually including:

Staff: FBI Fingerprint results (every 4 years), SING check results (every 2 years), Training, Mandatory Reporter training (every 3 years), CPR/First Aid training (every 2 years) and emergency preparedness training (annually). All staff are CPR/First Aid certified. All staff are up to date on trainings and doing extra trainings in areas of interest. All infant staff take safe sleep and active supervision training. Staff are given extensive training before they are left alone and in ratio. Some staff have taken Applebaum training this year.

Child: Annual physicals, annual updates on field trip permission slips, pick up authorization and emergency contacts, allergy action plans and immunizations. Prior to enrolling children in the program the Director interviews parents and goes over policies and center procedures.

All mandatory postings were present. Administration is aware of requirements for posting of communicable diseases. Parents are provided with a monthly newsletter and calendar to stay informed about the Centers activities each month.

Curriculum is implemented in each room. The center utilizes Creative Curriculum in all classrooms as well as teacher selected activities. The program offers preschool for 3 years and up providing creative curriculum with no extra charges.

The emergency preparedness plan is complete and thorough. All staff have annual training on the plan and sign and date acknowledgement of such.

III. IDENTIFY THE OBSERVED STRENGTHS OF THE CENTER:

The center has a tantamount of space as they are not running full capacity in each room. This is best practice and is also duly noted.

The program recently received a $15,000 grant they will use to improve the infant room.

The center provides incentive based quarterly bonuses.

The center keeps capacity at a manageable amount.

The center Director often searches for grant or other funding opportunities.

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

1. 109.8(2): Ratio maintained in center as required: Brief absence of staff person permitted for 5 or less minutes when another staff person is present. At least one staff is present in every room where children are resting. If ratio reduced to one staff per room during nap time, does not exceed one hour and ratio in center is still maintained. Ratio in infant rooms is always maintained. When more than eight children are present on the licensed premises, at least two staff members shall be present. For a period of two hours or less at the beginning and end of the center's hours of operation, one staff member may care for eight or fewer children, provided no more than four of the children are under two years of age and there are no more than eight children in the center. Ratio exceeded for school-age children when school classes unexpectedly start late, are dismissed early, or cancelled. For no more than four hours, care is limited to children already in the program and licensed capacity is not exceeded.

b. Combinations of age groupings for children three, four, and five years of age may be allowed with a ratio of one staff member to every 12 children.

The date of the visit twos were mixed with children ages three to school age. Administration did not understand this rule due to the wording of the rule. This is a common misperception.

V. SPECIAL NOTES/RECOMMENDATIONS:

Based upon this review, it is recommended that this center remain in Full licensing status. The center is directed to correct the items (one) listed in Section IV. The director gave me a verbal commitment that the noted rule violations would be promptly corrected. It is important to note, all HHS licensing standards and procedures must be maintained during the renewal period.

The center may reach out to CCR&R Consultant Malia Love or Iowa Department of Public Health Child Care Nurse Consultant Amy Hayes at any time for consultation.

Child Care Nurse Consultants work with child care and early education businesses. Businesses may call or send questions to a child care nurse consultant about health and safety policies, health programs, health of personnel, and specific child health or safety issues. CCNC conducted an immunization audit of August last year.

Child Care Resource & Referral offer centers assistance with meeting the DHS regulations, QRS, infant/toddler concerns, room arrangement and environment, developmental concerns, Best Practice information, CDA assistance, or any questions or concerns you may have. Jodi Norton visited the center on March 15th 2023 to assist the center with IQ4K. The center consultant is Malia Love.

HHS recommends centers utilize IDPH and CCR&R services.

*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.