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

**Name of Center:** Clover Patch Day Care **Enrollment:** 51 **License ID No. (Reapplications)** 45179

**Street:** 802 Main St **City:** Cedar Falls Iowa **Zip** 50613 **County:** Black Hawk

**Mailing Address:** 615 Washington St, Cedar Falls, IA, 50613

**Director's Name:** Jon Wiebers **Phone Number:** 319-277-6781

**On-Site Supervisor(s):** Meagan Slee **E-Mail:** jwiebers@cfcatholicschool.org

**Date(s) of Visit:** 04-10-2025

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:** 03-07-2025

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

**Date Inspected:** 08-25-2024

**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 X Preschool-Age 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 | 60 | 0 | 60 |
| Summer | | | | | 0 |

**QRS Rating:** N/A

| RECOMMENDATION FOR LICENSE: | |
|---|---|
| X | **FULL** license from 05-01-2025 to 05-01-2027 |
| | **PROVISIONAL** license from |
| | **DENIAL** of initial application |
| | **SUSPENSION** of license |
| | **REVOCATION** of license |

**Licensing Consultant:** Becky Frost **Date:** 05-04-2025

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

N/A

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

On 04/10/25 I made an unannounced licensing visit to Clover Patch Daycare in Cedar Falls. I met Meagan Slee, the on-site supervisor. I also met with Jon Wiebers, the director and principal at St. Patrick Catholic School. Mr. Wiebers started with the program in August 2022. He has a master's degree in educational administration. Mr. Wiebers was previously the director of two preschool programs where he was the superintendent of the schools. The program employs two primary childcare staff members and three preschool staff members. They also have college students who are childcare staff members. This program had been operating under the Department of Education and became licensed under the Department of Human Services in May 2015.

The center is in a free-standing building. The program operates Monday through Friday from 8:00 am until 5:30 pm and serves preschool children. There is a preschool class for three-year-olds on Tuesday and Thursday from 8:30-11:00 am. There is a preschool class for older three-year-olds and four-year-olds on Monday, Wednesday and Friday morning from 8:30-11:00 am. There is a program for four and five-year-old Pre-K children on Monday, Tuesday, Thursday and Friday from 12:30-3:00 pm. There are currently 51children enrolled. Children must be enrolled in preschool to attend the daycare program. The program only operates during the school year.

The program primarily operates out of two rooms. One room serves the preschool classes, and one room is for childcare. They also have a room to use for childcare overflow and it also has centers and gross motor activities when they cannot go outside. Children also nap in this room on Wednesdays. An inspection of each room was provided. Windows provide natural lighting. The rooms are decorated with the children's art projects, and posters to assist the children with the learning process, such as the alphabet. The children's birthdays were posted. There is an area for circle time in the preschool class.

The centers observed on the day of the licensing visit include library, blocks/Legos, table toys, games, puzzles, transportation, art, dramatic play, listening, computers, writing, math, science/discovery, sensory table and music. Centers were arranged in a manner that allowed easy movement between activities, but it also allowed for clear supervision by staff members. Materials were in good condition. The materials are located at child level, so they are easily accessible to the children.

Carrie Zehentner is the lead teacher in the preschool room. Ms. Zehentner has a BA in early childhood and elementary education. Kim Johnson-Herbst is the primary assistant in the preschool class. Meagan Slee is the primary staff member in the daycare room.

There is one sink in the preschool room. Handwashing procedures were posted. There are two bathrooms for use by the children on the north side of the program. There is one toilet and one sink in each bathroom and handwashing procedures were posted in each location. There is a bathroom in the daycare room that has one toilet, and one sink and procedures were posted. There is also a staff bathroom.

Mats are used to nap and are stored appropriately.

The childcare program provides lunch and a morning and afternoon snack. Lunch is provided by St. Patrick Catholic School. A staff member from the childcare program must go to the school to pick up lunch. This transition time is very busy and there are several children together. It would be beneficial if someone from the school delivered the meal to the site. The school is part of the Child and Adult Care Food Program (CACFP). The childcare/preschool program is not part of CACFP. Lunch and snack menus were posted. Children have the option of bringing cold lunches from home as well. The children can eat breakfast at the Circle of Care program at St. Patrick's Catholic School prior to being transported to Clover Patch Day Care.

The program provides a snack for the morning and afternoon preschool classes. Snack calendars were available to review. There is a refrigerator and a milk cooler on site and thermometers were present. Food items were stored according to NHSPS guidelines. Dishes are sent back to St. Patrick Catholic School to be put through the dishwasher. There is also a dishwasher on site. The kitchen was observed to be clean and well maintained.

The program uses Clean by Peroxy All Purpose Hydrogen Peroxide Cleaner in place of soap and water. They are using R-T-U Quaternary FCS Sanitizer on the food tables. They then use disinfecting wipes to sanitize toys and tables in the classrooms. Please note the disinfecting wipes do require a portable water rinse on food tables.

The preschool uses the Creative Curriculum to develop lesson plans and complete the GOLD assessments on the children. Ms. Zehentner uses Scholastic charts to teach the alphabet, numbers and the months of the year. The program is Christian based and Ms. Zehentner uses God Made Me and A Child's First Bible for the religious curriculum. Parent conferences are offered in the spring for the three-year-old children and in the fall and spring for the four and five-year-old children. The daycare portion of the program does not develop lesson plans because they only care for the children who are in preschool, so the children receive the necessary educational activities during that time. Daycare is primarily free play and crafts. A lesson plan was available for review in the preschool room. The length of the study varies depending on the topic and the children's interest level.

There was a phone with emergency numbers and the program's address and phone number in each room. Emergency fire and tornado procedures and evacuation diagrams were posted by the main program doors and outdoor exits in the program. A daily schedule was posted in both rooms.

I reviewed documentation of monthly fire and tornado drills. I reviewed documentation of monthly playground inspections. A radon test was completed in April 2025 and is good for five years. Results were within EPA guidelines. The annual fuel burning inspection was completed and no concerns were reported. A carbon monoxide detector is in the daycare room on the cubbies and in the entrance of the preschool room. Outlets were protected. The fire marshal inspection occurred on 08/25/24.

The parent information is located on a bulletin board inside the entrance of the daycare and inside the entrance near the preschool, near the cubbies. The childcare consultant and the handbook availability were posted. The license was conspicuously hung. A no-smoking sign was posted at the entrance.

The program has a fenced in playground area. Rubber tiles are used for fall surfacing. There is a piece of climbing equipment with slides and other activities. There is a concrete area with a basketball hoop. A bench and picnic table are available for the children to rest.

Staff and children files were reviewed at the time of the licensing visit. I reviewed eight children files. They were in good condition.

I reviewed two staff files. Two staff members had an outdated SING check. These have been corrected. One staff member did not have a physical on file. Both staff members have been employed longer than 90 days. Neither employee has completed Essentials. Please make sure all staff members have signed employee/sub/volunteer statements in their files.

I reviewed policy and procedures, staff and parent handbooks. Most of the necessary written emergency procedures and policies were present. You must develop a written policy for incidents involving minor injuries, minor changes in health or behavioral concerns are reported to parents on the day of the incident. The program has a form to complete but no written policy. Additionally, the program does not have parents sign the incident report. They must sign the report and a copy is kept on file. Emergency Preparedness Plans have been completed.

Staff members took the children outside to enjoy the nice weather. In the preschool room they returned inside and had circle time. Ms. Zehenter read the children a Bible story, went over the weather and the calendar. The children are actively involved in activities during circle time. The assistant in the room prepared the tables for snack during this time. The classroom uses visual cues to remind the children of the rules and provided the children with clear and easy to understand directions. In the childcare side, the children were engaged in free play. One staff member was on the floor reading to children and the other staff member was at a table interacting with children. Staff members sang with the children during transitions to keep the children occupied. The children went outside to enjoy the nice weather. Staff members on both the

childcare side and preschool side have great teamwork. They communicated with one another and provided the children with a great routine.

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

Ms. Slee states they have improved the communication between staff members. Ms. Slee would like more communication with Mr. Wiebers. She states she started as the on-site supervisor last year, but she is not sure what is required for professional development.

I observed the staff members having great interaction with the children.

It was great that both the preschool class and childcare class took the children outside to enjoy the weather.

Ms. Slee states they have great children in the program and the parents are wonderful.

The program is in a secured building.

The children who receive morning childcare at the Circle of Care program at St. Patrick's Catholic School are bussed over to the childcare program. Two staff members from the childcare program ride on the bus with the children.

The preschool program and the childcare program work well together and assist each other as needed.

The program provides vision screenings through the Lion's Club and hearing screenings through AEA. Central Rivers AEA visits the classroom to work with children who have identified needs.

The program meets a need for parents who need childcare before and after preschool.

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

109.6(6)c: Center repeats Iowa record checks at a minimum of every two years or when aware of additional child abuse or criminal history that occurs.
Two staff members had outdated SING background checks. This has been CORRECTED.

109.7(1): All staff(within first 3 months of employment)Two hours of approved training FOR the mandatory reporting of child abuse.At least one hour of training regarding universal precautions and infectious disease control.Certification in American Red Cross, American Heart Association, American Safety and Health institute or MEDIC First Aid infant, child, and adult cardiopulmonary resuscitation (CPR) OR equivalent certification approved by the department. A valid certificate indicating the date of training and expiration date shall be maintained.Certification in infant, child, and adult first aid that uses a nationally recognized curriculum or is received from a nationally recognized training organization including the American Red Cross,American Heart Association, American Safety and Health Institute or MEDIC First Aid or an equivalent certification approved by the department.A valid certificate indicating the date of training and expiration date shall be maintained.Minimum health and safety trainings, approved by the Department. If significant changes occur to content, the Department may require the training be renewed.
Two staff members have been employed longer than 90 days. Neither employee has completed Essentials.

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
One staff member did not have a physical on file.

109.10(10): Recording incidents: Parents shall be notified on the day of the incident involving a child that includes:Minor injuries.Minor changes in health status.Minor behavioral concerns.Incidents resulting in injury to a child.Shall be verbally notified immediately when there is:A serious injury to a child.An incident resulting in significant change in health status.An incident includes child being involved in inappropriate, sexually acting out behavior.A WRITTEN report, fully documenting every incident, shall be provided to the parent or authorized person. This should be completed by staff that witnessed the incident and retained in child file.Serious injuries and deaths must be reported to the Department within 24 hours.
You must develop a written policy for incidents involving minor injuries, minor changes in health or behavioral concerns

are reported to parents on the day of the incident. The program has a form to complete but no written policy. Additionally, the program does not have parents sign the incident report. They must sign the report and a copy is kept on file.

**V. SPECIAL NOTES/RECOMMENDATIONS:**

A full license is issued. All DHS licensing standards and procedures must be maintained during the renewal period.

I had Mr. Wiebers measure the spaces in the building to determine capacity. There were several children on the childcare side after preschool that would put them out of capacity. The preschool room has a capacity of 27 children. The childcare room has a capacity of 16 children and the overflow across from of the bathrooms is ten children. Please be aware you cannot be over capacity in any of the spaces.

*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.