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

Name of Center: Cathy's Kiddie Cottage **Enrollment:** 7 **License ID No. (Reapplications)** 25155

Street: 905 W State St **City:** Williamsburg Iowa **Zip** 52361 **County:** Iowa

Mailing Address: 905 W State St, Williamsburg, IA, 52361

Director's Name: Cathy Tanke **Phone Number:** 319-668-1952

On-Site Supervisor(s): **E-Mail:** kltctt@windstream.net

Date(s) of Visit: 04-28-2025

Licensing Visit X **Unannounced Visit** X **Off Year Visit** **Administrative Change**

LICENSING VISITS

New Application X **Re-Application** **NA**

Signed Application (470-0722) Received X **Yes** **No** **NA** **Date Signed:** 06-25-2024

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

Date Inspected: 01-10-2023

Comments : due every 3 years, conducted by the State Fire Marshall

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*

LICENSE CAPACITY	Infants	2 Years	Preschool	School-Age	Capacity
General			23		23
Summer					0

QRS Rating: N/A

RECOMMENDATION FOR LICENSE:	
X	**FULL** license from 09-01-2024 to 09-01-2026
	PROVISIONAL license from
	DENIAL of initial application
	SUSPENSION of license
	REVOCATION of license

Licensing Consultant: Jill Seibert **Date:** 08-13-2025

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

II. IDENTIFY THE AREAS OBSERVED ON THE VISIT:

Cathy's Kiddie Cottage is a well-established child care center located in the basement of the Tanke residence in Williamsburg. The residence is a single story wood frame home. It is classified as a residential property. The center consists of a single basement classroom with adjoining restrooms. Kitchen and office are on the main floor of the residence. The center provides full day child care to children toddler through school age. The center is owned, operated and directed by Cathy Tanke. Mrs. Tanke has a BS in General Science and has directed the center for 39 years. The center is across the street from a school and is located in a well-kept residential neighborhood. The center has 3 available exits.

On 4/28/25, I made an unannounced off year visit to Cathy's Kiddie Cottage and met with Cathy Tanke. Mrs. Tanke is the main employee, but does have a part time worker with fingerprints and SING checks. The program is held in the basement of the Tanke residence. We discussed ratio requirements. At the time of the visit it was just after nap time and the children were outdoors. Mrs. Tanke was actively engaged in providing the child care program to the children. Six children were present the day of the visit.

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

Program Nutrition:

Cathy prepares meals in the kitchen upstairs. Meals and snacks meet CACFP guidelines. Menus are kept on file and substitutions noted.

Program Health and Safety:

Radon testing is conducted every five years and is under 4pciL. Carbon monoxide detectors are present on each floor. The house was constructed after 1978, therefor lead based paint chipping is not an issue. Ventilation and lighting are adequate as are space and restroom requirements. The program is now following the ratio of 1:10 since three year old children in the group.

Program Outdoor Play Area:

The program has a fenced outdoor play area immediately behind the residence. Playground inspection forms are completed monthly per my observation. First aid kits, emergency contacts and emergency medications are taken outside with the children. Each child has at least 75 square feet when engaging in outdoor activities in this area. During the visit I observed children being appropriately supervised by Director Tanke. Children were engaged in age appropriate gross motor activities. Director Tanke consults the Outdoor Child Care Weather Watch if outdoor play is questionable due to varying weather conditions.

Program Administration:

The program has a handbook containing all required policies. Required postings are present including Mandatory Reporter, DHS License and Consultant information and No Smoking signage.

Cathy keeps all records for the childcare. The substitute must have all training required for childcare employees including CPR/First Aid training (every 2 years), Mandatory Reporter training (every 3 years), and professional development training hours (annually). Both employees have up to date SING checks (2 years) and fingerprint results (4 years).

All children enrolled have updated physicals (annually), immunizations, dental and medical information, pick up authorizations, emergency contacts and field trip authorizations.

The program has an Emergency Preparedness Plan that both employees review, date and sign annually.

III. IDENTIFY THE OBSERVED STRENGTHS OF THE CENTER:

The center has never had a formal complaint filed with the Department.

Cathy has many years of experience.

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

1. 109.7(2): Center directors and all staff have the required contact hours of training. Trainings were overdue the date of the visit. NOW CORRECTED

V. SPECIAL NOTES/RECOMMENDATIONS:

HHS encourages you to contact your local nurse consultant. 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. Please visit the following website regarding health forms and postings and other services offered by IDPH Child Care Nurse Consultants: http://idph.iowa.gov/hcci/consultants This program has access to Consultant Mandi Lauderman. CCNC Laduerman indicated on 8/21/23 she has offered services to the Director but not visited the program. She indicated she has interacted with Cathy at trainings or other forums but not in the center.

HHS encourages you to contact Child Care Resource and Referral Consultant Malia Love. They offer centers assistance with meeting the HHS regulations, IQ4K, infant/toddler concerns, room arrangement and environment, developmental concerns, Best Practice information, CDA assistance, or any questions or concerns you may have. The center is aware they may access CCNC and CCR&R Consultant on a consistent basis. CCR&R Consultant Malia Love has provided the following assistance in 2023:

Cathy's Kiddie Cottage (I have had contact 7 times, on site visit below)

2/17/23- I met with the provider and helped her navigate enrolling in classes on i-Power and setting up a Moodle Account. We also discussed ways to make logging in and searching easier. I let her know I would be back in the area next Thursday if she needed further assistance.

3/28/2023-I met with the provider and we discussed her training options moving forward. She is having difficulty navigating the i-Power site and using technology for training. I walked her through the filters and showed her how to find trainings that were in person and a few that were others

She also provided Ms. Tanke assistance in 2024.

Based upon this review, it is recommended that this center remains in Full licensing status. The center is directed to continue meeting licensing rule throughout the year. The center should continue to monitor day to day practice and adjust accordingly to continue to ensure licensing rule is met consistently. It is important to note, all HHS licensing standards and procedures must be corrected/maintained during the renewal period.

*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.