Health and Human Services

Iowa Department of Health And Human Services

CHILD CARE CENTER ANNUAL EVALUATION

Name of Center: Y's Kids at Lincoln Elementary

Provider No.: 46507

Address: 302 Cedar Bend ST, Waterloo, IA, 50703

County: Black Hawk

Director's Name: Sherry Davenport

On-Site Supervisor: Lisa Collins

Phone Number: 3192347589

E-Mail: sdavenport@ywcabhc.org

HHS Visit Date: 01/13/2026

Licensing Period: 02/01/2026 to 02/01/2028

Fire Inspection:

Date Inspected: 09/17/2024

Comments: Compliance on 10/10/24

Report Visit Type:

- [ ] PTO
- [X] Licensing Visit
- [ ] Drop In
- [ ] Administrative Change

License Type:

- [X] Full
- [ ] Provisional

Quality initiative:

- [ ] Accrediation

Program Duration:

- [ ] Year-Round
- [X] School Year
- [ ] Summer Only

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HOURS:	*Year-round*	*School-Year*	*Summer Only*
Sunday			
Monday		6:30 AM to 6:00 PM	
Tuesday		6:30 AM to 6:00 PM	
Wednesday		6:30 AM to 6:00 PM	
Thursday		6:30 AM to 6:00 PM	
Friday		6:30 AM to 6:00 PM	
Saturday			

Program Population Served:

- [ ] Infant(0-<24 Months)
- [ ] Toddler
- [ ] PreSchool
- [X] School Age
- [ ] All Ages

LICENSE CAPACITY	Infants	2 Years	Preschool	School-Aged	Capacity
General	0	0	12	80	92
Summer					0

1. Basic Overview

On 01/13/26 I made an unannounced licensing visit to Y's Kids at Lincoln Elementary in Waterloo. I met with Lisa Collins, the on-site supervisor. Ms. Collins has worked with the program since August 2022. Sherry Davenport is the director. She has worked with YWCA since 2021 and was previously an on-site supervisor in one of the latchkey programs. Abby Adams is the assistant childcare director. She has a BA in elementary education with a minor in social/emotional learning. She previously worked in one of the latchkey programs. The program has two employees present during the morning hours and two employees present during the afternoon hours of operation.

The program is in Lincoln Elementary. They operate out of the cafeteria and gym areas. The before and after school program operates Monday through Friday from 6:30-8:20 am and 3:30-6:00 pm. The program serves children who are in kindergarten through fifth grade. There are currently 16 children enrolled.

The gym is an open space that allows for free play and organized activities. Artificial lighting is used. The program also uses the library/media room when they cannot be in the gym. They eat snack in the cafeteria. The centers observed include art, dramatic play, Legos, games, table toys, and magnets. Centers are stored in a storage closet in the gym.

I visited the program during the morning hours. They were 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 cafeteria. The girl's bathroom has five toilets and the boy's bathroom has two toilets and three urinals. There is a birdbath sink outside of the bathrooms. Handwashing procedures were posted. There are additional bathrooms located in the school.

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The program uses a cell phone and emergency numbers were posted in the storage area. The emergency numbers are also kept in a staff binder that is always with the staff. Emergency numbers for the children were available in the first aid kit. Emergency fire and tornado procedures and evacuation diagrams were posted by one of the program doors in the gym. The evacuation diagram must be posted near all three exits in the gym.

A daily schedule was posted on the parent board.

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. A carbon monoxide detector was present in the gym. Outlets were protected. The fire marshal inspection occurred on 09/17/24.

The children are offered breakfast through the school once they are released from the Y's Kids program. The YWCA does not provide breakfast. Y's Kids offers an afternoon snack. The snack is provided by the school. A snack menu was posted. Disposable products are used so dishwashing is not necessary. The school places the snack in a refrigerator that is in the kitchen and a thermometer was present. Food items were stored according to NHSPS guidelines.

The center uses Sani-T to sanitize the food tables.

The parent information is located on a portable bulletin board. The mandatory reporter, childcare consultant and the handbook availability were posted on the parent board. The license was conspicuously posted on the parent board.

The program uses the elementary school's playground. The area is fenced in. They use woodchips for surface cushioning. There are multiple pieces of climbing equipment located in the play area. Some of the items available include slides, balance beam, teeter totter, a tunnel, monkey bars, and stepping stones. There are swings. There is a concreate area with basketball hoops and a grassy area. Benches are available and trees provide shade.

The children's files were reviewed at the time of the licensing visit. I reviewed six children files. They were in great condition.

On 09/25/25 I reviewed one staff file at the YWCA of Black Hawk County site. The staff member had outdated universal precautions training, mandatory reporter training and an outdated physical. The staff member, L.C., did not have any on-going training hours. She must complete eight hours every year.

2. Identify Observed Strengths of the program

Ms. Collins and Laurie Batchelder have worked together at this site since the fall of 2022. They are consistent staff members during the morning and afternoon hours of operation. Ms. Collins and Ms. Batchhelder clearly have a good relationship with the children. They set clear boundaries and provide easy to understand directions. The children were playing a group game while I was present.

Ms. Collins states they love the children.

Ms. Batchelder states the program teaches the children how to get along with one another. They learn how to compete in a friendly manner.

The program provides a valuable resource to parents who require before and after school care. Parents do not have to worry about transportation for childcare.

The program had easy to read child enrollment forms.

The program serves a diverse population of children.

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Y's Kids is a time for the children to unwind, relax, be creative, and enjoy the company of friends in a safe and friendly environment with positive caring adult role models.

3. Identify the aspects that fall below the standard

109(1)c-Staff Training
The staff member had outdated universal precautions training, mandatory reporter training and an outdated physical. The staff member, L.C., did not have any on-going training hours. She must complete eight hours every year.

4. Any corrective action plans, provisional license, and safety plans-steps to get into compliance

N/A

5. Special Notes/Recommendations

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

An administrative change is being made to name Sherry Davenport as the director. She became the director in April 2025. The change was reported to Barb Sederburg in April 2025.

You must post the evacuation diagrams near all the exits in the gym.

Staff members must complete their on-going training hours every year. They must keep their mandated trainings updated.

Date: 01/26/2026

HHS Licensing Consultant: Becky Frost

Non-compliance with any of the mandated regulatory requirements listed above may lead to the cancellation or revocation of your Child Care License. Please take steps necessary to completely address each of the violations noted above.

Child Care Resource and Referral is an excellent resource for providers to access training options and support in your area. You can reach Child Care Resource and Referral at **https://iowaccrr.org**.