Health and Human Services

Iowa Department of Health And Human Services

CHILD CARE CENTER ANNUAL EVALUATION

Name of Center: YSS Boone Kids Club

Provider No.: 16993

Address: 1805 Hancock Dr, Boone, IA, 50036

County: Boone

Director's Name: Katie Highland

On-Site Supervisor: Jacob Staats

Phone Number: 5154514335

E-Mail: khighland@yss.org

HHS Visit Date: 03/17/2026

Licensing Period: 04/01/2025 to 04/01/2027

Fire Inspection:

Date Inspected: 08/14/2023

Comments: Boone Fire Marshal. For licensing, inspections are due at least every three years. The center will be due for another inspection in 8/2026.

Report Visit Type:

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

License Type:

- [X] Full
- [ ] Provisional

Quality initiative:

- [X] Accrediation — Comments: CARF

Program Duration:

- [X] Year-Round
- [ ] 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	0	77	77
Summer					0

1. Basic Overview

An off-year inspection was conducted on 3/17/26. The Boone County Manager, Tory McKay, and the new on-site supervisor, Jacob Staats, were both present for this inspection.

All areas of the program were observed. These areas observed consisted of classroom observations and activities, ratios, nutritional practices, health and safety practices, playground observation, field trip and transportation practices, and administrative review.

YSS Kids Club - Boone is located in the newer Ledges Elementary school building in Boone, IA. The center primarily uses the second cafeteria, but they also have access to the outdoor playground area. The center serves children in K - 6th grade who attend this school, other elementary schools, or the middle school. Children can attend in the mornings from 6:30am - 8:00am and/or the afternoons from 3:15pm - 6:00pm. During the summer months and no school days, the program is in operation from 6:30am -6:00pm. The center uses their own learning curriculum with children as well as the Positive Actions Prevention Curriculum. There are a total of 58 children currently enrolled at this program.

The center is overseen by a Board. The director of this program and the other YSS programs as of 11/2024 is Katie Highland. Katie has a Bachelor's degree and has past experience working in child care and YSS programs. The on-site supervisor at this location is now Jacob Staats. The Boone County Manager of YSS programs is Tory McKay.

NUTRITION: The center serves children an AM snack and a PM snack. During the summer months and no school days throughout the year, children are required to provide their own lunches. The center will store lunches as needed. No issues were noted with any food storage. Milk should be one percent or skim cows milk.

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TRANSPORTATION/FIELD TRIPS: The center contracts with the school district for bus transportation for any field trip that is not within walking distance. The center will also bring in presenters from time to time. Currently, field trips are only being taken during the summer months.

PLAYGROUND: The playground area is large and consists of climbing structures, grassy area, and blacktop area. The center uses the school playground. Monthly playground inspections are being conducted.

During the inspection, all children in the cafeteria and engaged in free-choice play at the different learning stations made available to them. Most children were doing large motor activities with the music/activity displayed on the smart board. Some children were observed playing with dramatic play toys. Children questioned showed this consultant where they go for monthly fire and tornado drills. Toys, tables, and other equipment are being cleaned and sanitized daily.

2. Identify Observed Strengths of the program

This center and other YSS before and after school programs are accredited by CARF.

The center is located in a newer school building.

School custodial staff clean the center space on a daily basis. The center has a good working relationship with the school.

All directors and on-site supervisors of the YSS programs meet weekly for staff meetings. On-site supervisors also have monthly staff meetings with their employees

All YSS programs essentially operate the same way (same handbooks, policies, etc.) The director at this center is also the director at the YSS program in Ogden, Madrid, and Boone United that are licensed by this consultant as well as other YSS programs that this consultant does not license.

All YSS programs have a Kids Club County Manager.

The center offers a sliding fee scale to families.

The center has good community partnerships with other businesses.

The program space was clean and has good lighting throughout.

The director and on-site supervisor believe the YSS centers have really good relationships with the children and parents they serve. Communication is stressed. The director believes her staff are also well equipped in addressing behavioral management.

Enrollment has increased over the past year. The center meets a need in the community.

3. Identify the aspects that fall below the standard

109.7(2): Center directors and all staff have the required contact hours of training.
Two staff did not get the minimum six hours of professional development training required in 2025.

109.13(1 and 2): Center shall serve each child a full, nutritionally balanced meal as defined by CACFP guidelines. Staff shall provide supervision at table during snacks and meals. Children at center two hours or longer shall be offered food of not less than two hours and no more than three hours apart unless child is asleep. Menus shall be made available to parents and kept on file with substitutions noted. Avoid foods with high incident rate of causing choking.
Milk served to children should be one percent or skim cows milk.

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

N/A.

5. Special Notes/Recommendations

The center only serves school-age children in a school so they are exempt from environmental testing.

It was noted that one newer staff member is still within their first 90 days of employment for needing certain certifications completed.

I-Power was again discussed at the visit. Again, as like last year, it appears staff have I - Power profiles and uploading some of their trainings, although all training needs uploaded (first-aid/CPR and Mandatory Reporter will most likely have to always be manually uploaded to profiles).

It is recommended that the director have access to staff record checks and physicals as they are ultimately responsible for programs and all things licensing.

As it pertains to difficult child behaviors, the County Manager and On-Site Supervisor stated they communicate with their staff in regards to frequent communication and teamwork with each other. In addition, they talk to staff about knowing "hot buttons". The program space has a "calm down corner" where children can take breaks if needed. The center has also incorporated a "Feelings" chart for children. There are parent meetings for children who have behaviors that are ongoing.

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Date: 03/17/2026

HHS Licensing Consultant: Nate Knepper

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**.