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

**Name of Center:** BCSS ABC Program **Enrollment:** 50 **License ID No. (Reapplications)** 45154

**Street:** 311 16th Ave **City:** Gilbertville Iowa **Zip** 50634 **County:** Black Hawk

**Mailing Address:** PO Box 106, Gilbertville, IA, 50634

**Director's Name:** Tera Weber **Phone Number:** 319-296-1089

**On-Site Supervisor(s):** Heidi Ludolph **E-Mail:** tweber@boscocatholic.org

**Date(s) of Visit:** 03-20-2024

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

**LICENSING VISITS**

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

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

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

**Date Inspected:** 03-14-2022

**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 X 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 | 15 | 40 | 55 |
| Summer | | | | | 0 |

**QRS Rating:** N/A

| RECOMMENDATION FOR LICENSE: | |
|---|---|
| X | **FULL** license from 04-01-2023 to 04-01-2025 |
| | **PROVISIONAL** license from |
| | **DENIAL** of initial application |
| | **SUSPENSION** of license |
| | **REVOCATION** of license |

**Licensing Consultant:** Becky Frost **Date:** 03-25-2024

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

N/A

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

On 03/20/24 I made an unannounced off year licensing visit to BCSS ABC Program in Raymond. I met briefly with Tera Weber the director. Ms. Weber started with the program as the director in May 2022. She has a BA in elementary education. I also met with Heidi Ludolph, the on-site supervisor for the program. Ms. Ludolph started with the program in August 2019 and became the on-site supervisor in August 2020. Patty Steils, Julie Frost and Katey Schmit are the assistants in the room. They also have two volunteers. Shelby Douglas is the principal for the Bosco Catholic School System. Ms. Douglas started with at the school in July 2018.

BCSS ABC Program operates inside the St. Mary Center and in a classroom in Immaculate Conception School. The program previously operated under the Department of Education and is now licensed under the Department of Human Services. The program serves children who are in preschool through fifth grade. The program operates Monday through Friday from 2:15-6:00 pm. The program only operates during the school year. There are currently 50 children enrolled.

The program operates out of the cafeteria area in St. Mary Center and a classroom in the school. They also have use of the gym and playground. Windows provide natural lighting. The centers observed include arts and crafts, library, dramatic play, games, table toys, transportation, blocks, woodworking, Legos, math, science, playdough and puzzles. Materials were in good condition. The materials are located at child level, so they were easily accessible to the children.

The preschool children are bussed in from St. Joseph School in Raymond. A staff member rides the bus over with the children. The program was in ratio the day of the visit.

There are bathrooms in St. Mary Center. The girl's bathroom has five toilets and three sinks and the boy's bathroom has three urinals, two toilets and three sinks. Procedures were posted. There are also bathrooms down the hall from the classroom. The girl's bathroom has four toilets and two sinks and the boy's bathroom has two urinals, two toilets and two sinks. Procedures were posted. There is a sink in the classroom and handwashing procedures are posted.

There was a phone in the cafeteria and classroom and emergency numbers with the program's address and phone number were posted in both locations. Emergency fire and tornado procedures and evacuation diagrams were posted by the main program door in the classroom and near all three exits in the cafeteria, and both exits out of the gym. A daily schedule was posted.

I reviewed documentation of monthly fire and tornado drills. I reviewed documentation of monthly playground inspections. A radon test was completed in February 2024 and must be repeated in two years. Results were within EPA guidelines. The annual fuel burning inspection was completed and no concerns were noted. A carbon monoxide detector is in the cafeteria, the classroom and the gym. Outlets were protected. The fire marshal inspection occurred on 03/14/22.

The program is not on the Child and Adult Care Food Program (CACFP) but follows the guidelines. The program provides the snacks. Children eat snack in the cafeteria. They use a combination of disposable products and glasses. Glasses are sanitized in the school kitchen's industrial dishwasher by cafeteria staff members. Snacks were stored according to NHSPS

guidelines. There program has a refrigerator in the concession stand area and a thermometer was present. Place a thermometer in the freezer. The snack menu was available for review. They use the same snack menu each month.

The center uses Facili Pro Peroxide Multi Surface Cleaner and Disinfectant to sanitize the food tables. The product is provided by the school. It does require a portable water rinse on food surfaces. The program is cleaning and sanitizing the tables appropriately.

The parent information is located on a bulletin board inside an entrance in the school hallway. The mandatory reporter, childcare consultant and the handbook availability were posted. The license was conspicuously hung. A no-smoking sign must be posted at the entrance.

The program uses the school playground area. This is a large open space. There is a concrete area with basketball hoops. There are swings in one area with woodchips for the fall surfacing and in another area, there is a large piece of climbing equipment with slides, rings and several other activities. There are teeter totters, monkey bars and a climbing wall. Woodchips are used for fall surfacing. There is a large grassy area with soccer nets. Staff members take balls outside for the children. Trees provide shade and there are benches for the children to rest.

Staff members were amazing. They have great teamwork and communication with one another. They have a great routine for the children. Staff members were outside with the children both before and after snack. They are spread out on the playground area to provide clear supervision. They were actively engaged in activities with the children on the playground. Staff members were patient and nurturing with a couple of upset children. They used positive redirection when necessary. They entertained the children while they waited in line by playing games. It was obvious that staff members supported one another and helped each other when necessary. The children appeared to enjoy their time at the center.

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

Ms. Weber states the staff members all work well together and they are doing a great job.

Ms. Weber states the program received the grant through DHHS. She hopes to use it to get some playground equipment that is more suitable for the playground children.

Ms. Weber states the preschool children can ride the bus from Raymond to Gilbertville to attend the after school program.

Ms. Ludolph states the staff members have great teamwork and they have a great group of staff members.

Ms. Ludolph states they have awesome community support and have a couple of volunteers who do a great job.

Ms. Ludolph states they serve great families.

Ms. Ludolph states each staff member brings their own strengths to the program and find different ways to entertain the children.

The program is in a secured building and there are cameras at the entrance.

The program provides a valuable service to families who work and do not want their children home alone after school.

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

N/A

**V. SPECIAL NOTES/RECOMMENDATIONS:**

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

An administrative change is being made to increase the capacity to 55 children. It is currently 50 children.

*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.