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

Name of Center: Lake Mills Community Preschool & Daycare **Enrollment:** 130 **License ID No. (Reapplications)** 22427

Street: 711 Hwy 69 N **City:** Lake Mills Iowa **Zip** 50450 **County:** Winnebago

Mailing Address: 711 Highway 69 N, Lake Mills, IA, 50450

Director's Name: Ashley Brackey **Phone Number:** 641-592-1318

On-Site Supervisor(s): **E-Mail:** lmdaycare@wctatel.net

Date(s) of Visit: 06-30-2025

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

LICENSING VISITS

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

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

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

Date Inspected: 06-12-2023

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: X 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	19	46	62	150
Summer					0

QRS Rating: N/A

RECOMMENDATION FOR LICENSE:	
X	**FULL** license from 08-01-2025 to 08-01-2027
	PROVISIONAL license from
	DENIAL of initial application
	SUSPENSION of license
	REVOCATION of license

Licensing Consultant: Raymond Salsbury **Date:** 07-23-2025

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

II. IDENTIFY THE AREAS OBSERVED ON THE VISIT:

An unannounced visit was made to the Lake Mills Community Preschool and Daycare center on 06-30-25 where I met with the center director Ashley Brackey. Ashley has been the director of this program since April of 2015 and is well qualified for the position based on her experience and on-going training. The program is located in a building that was previously used as a manufacturing facility that has been remodeled to create classrooms. The center is operated as a nonprofit entity overseen by a board of directors. The center provides daycare and preschool programming to infants through school age children. There are approximately 130 children enrolled in the center served by 27 staff. All areas of the center subject to licensing standards were reviewed during the visit.

The general layout and design of the program, and classrooms remain the same as observed in prior reports. The infants are divided into two classrooms with one for younger non-mobile infants, and one for older mobile infants. The infant rooms and a two year classroom are located in classrooms at the front of the building. There are two preschool rooms located off a large open central area. The large central area makes use of mobile divider panels and shelving to create a space for school age children. The remainder of the open central area is used as indoor play space when weather conditions do not allow for outdoor play. The indoor play space is further divided with a smaller area for the infants and toddlers defined by a half wall. Each room was observed to be clean with only minor maintenance issues that did not rise to the level of being a safety concern. Each room has a secondary exit providing direct access to the outdoors. All exits were observed to be clear of obstruction and while some were more difficult to open than others none required excessive force. Evacuation cribs are used for children needing mobility assistance and these were also clear of obstruction. Each room has windows along the exterior walls that provide natural light, a view of the outdoors, and ventilation. Each classroom has restroom facilities located just off the programming space so that the children do not need to leave the room. It is noted that the restrooms used by the school age children are located on the opposite side of the large open area from the area where the classroom space is established and staff did escort and supervise children as needed. Changing stations are present in classrooms for the infants and two year olds, and are also available in a passthrough area for the 3 and 4 year old preschool classrooms. The required diapering and handwashing procedures postings were present by all changing stations, and sinks used for handwashing. Each room is divided in to activity centers through the use of furniture and play structures which are arranged so as not to create any blind areas.

Each room was observed to have a good variety of toys and materials that were in good repair and generally appropriate to the ages of the children present. There were a few toys identified as potential choking hazards in the infant room and these were immediately removed once identified. As a reminder items and toys with parts that can easily break off that are less than 1 1/4 inches in diameter and 2 1/4 inches in length are considered choking hazards and need to be removed from rooms with children under 3 years of age. Each classroom had a copy of the daily schedule and planned curriculum posted. Good interactions were observed on the day of the visit though the center was largely engaged in napping where staff were sitting next to children rubbing their backs to help soothe them. The school age classroom did not nap and children from that room were taken to the local swimming pool. Additional staff did accompany those children, and a first aid kit with emergency contact information for each child was taken as well. While there were no behavioral issues observed on the day of the visit the center does use a proactive positive intervention approach to encourage children to make good behavior choices. Ratio was maintained in each classroom as

required by age with at least two teachers present in each room.

Good health and safety practices were generally observed on the day of the visit but some practices do need to be reviewed. I was not able to observe a diaper change but as noted the required procedures posting was present and staff have been observed to follow those procedures in prior visits. Good cleaning practices were observed with staff using bleach water and a 3 step process to sanitize tables, and waiting for children to be out of the immediate area before cleaning. Chemical cleaners, medications, and other items that could pose a safety risk to children were stored in areas where they were not readily accessible to children. Good hand washing practices were observed for both children and staff. First aid kits were present and taken as a whole the center did have items necessary to address most common first aid needs. Safe Sleep requirements were followed for infants under 1 year of age. Bedding was present for all cribs, cots, and mats. Sufficient illumination was present in classrooms with children that were napping such that staff were able to observe and determine if a child is in distress or need of assistance. One issue that was observed in the infant room was that a mobile fence, and low shelves were being used to divide the programming space, sleeping space, and feeding areas. The staff were using a system of moving one end of the mobile barrier(s) but during the visit were observed to step over the barrier rather than move it. It was reviewed that this cannot occur as it creates a significant risk of staff tripping and dropping a child, dropping an item on a child, or falling on a child. If the center continues to use a divider system then openings, or gates that can be easily opened will need to be used to allow staff access.

The center has two outdoor playground areas with one for toddlers and the other for preschool/school age children, and a commercial climbing structure in the "gym" area of the school age space. Both outdoor playgrounds are fully enclosed and separated from each other by tall chain link fencing which was in good repair. Both were observed to have a variety of commercial grade equipment and play surfaces. All equipment was observed to be in good repair. Rubber mulch is used for fall surfacing and a good depth of material was present. Shade is provided by the building, climbing structures, and constructed shade structures. As noted the center also has an indoor gym area with a climbing structure present which was also observed to be in good repair. Foam tiles are used for fall surfacing beneath this structure.

The center does have a fully functioning kitchen and meals are prepared on-site. A copy of the planned menu was present and did identify a good variety of nutritious meal options. In addition to the kitchen area several refrigeration/freezer units are maintained in a storage area, and in classrooms. Good food storage practices were observed for both dry pantry and refrigerated items. Meals are served in the classrooms and the teachers do provide supervision at the tables. The staff do use measured scoops and containers to ensure each child is provided a full serving.

In reviewing administrative records all required notices were posted in an area that was readily accessible and visible to parents and visitors. The center is using the Procare electronic file management and communication system which helps to maintain both staff and child files. The program also has a self-audit system present to identify what information was needed for files and the self-audit was found to be accurate when compared to files that were randomly selected for review. The self audit for child files identified 13 children that needed an updated physical as the current physical had expired earlier in the month. The self-audit for staff files which again identified documentation that had or was due to expire that month showed 10 files needed to renew background check, 14 that needed at least one updated element of required training. The application is also used to track infant daily sheets and while the system does have the capability to track all required information not all staff were doing so on a regular basis with not documenting Disposition, and Activities. It was reviewed that the system does have the ability to attach photos which can be used as a visual depiction of these required elements. Inspection logs and certificates were current and available for all required elements except fuel burning appliances. It has been previously identified that the heating/cooling contractor who maintains the
systems donates his services so does not provide any billing for services and only sends a bill if materials are needed. Ashley stated that the center has tried to have the contactor could sign and date just a general statement but have been largely unsuccessful in this as well. If the contractor will not provide documentation then the center should maintain documentation of its own regarding dates of service and any concerns identified or work completed.

III. IDENTIFY THE OBSERVED STRENGTHS OF THE CENTER:

Ashley stated that the center has been very stable over the past year in terms of day to day operation, child enrollment, and staffing. This stability has allowed the children and staff to become familiar with the operation of the program, and to develop strong relationships. Ashley did state that the center did acquire a new van to replace an older one.

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

109.9(3): Daily written records are maintained for each child under two years of age and include:The time periods in which the child has slept.The amount of food consumed and the times at which the child has eaten.The time of and any irregularities in the child’s elimination patterns.The general disposition of the child.A general summary of the activities in which the child participated.
-- Documentation of daily Disposition, and Activities was not being maintained as required.

109.11(2)b: Program space must meet the following conditions:Room must be arranged so as not to obstruct the direct observation of children by staff.Individual covered mats, bed, or cots and appropriate bedding will be provided for all children who nap.Equipment and materials are maintained in a sanitary manner.Sufficient spacing must be maintained.The center will have sufficient toilet articles for each child for hand washing.
-- Staff were observed to be stepping over mobile barrier units which cannot be allowed. Either openings or gates need to be installed to allow staff access to areas separated by barriers. Toys and items that would be identified as choking hazards need to be removed from classrooms serving children under 3 years of age.

109.11(8)c: All centers: Annual inspection prior to heating season of all fuel-burning appliances to reduce risk of carbon monoxide poisoning and shall install one carbon monoxide detector on each floor that conforms to UL Standard 2034.
-- Documentation of annual inspection of fuel burning appliances was not available on the day of the visit.

V. SPECIAL NOTES/RECOMMENDATIONS:

A full license is recommended at this time. Please provide a written response to the licensing consultant identifying a plan of action to correct and maintain those aspects cited as not meeting licensing standards and identifying an anticipated date of compliance. At least one visit will be made to the center during the next year.

*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.