Health and Human Services

Iowa Department of Health And Human Services

CHILD CARE CENTER ANNUAL EVALUATION

Name of Center: Garnavillo Community Day Care

Provider No.: 19202

Address: 205 W Watson St, Garnavillo, IA, 52049

County: Clayton

Director's Name: Kaitlyn Ziegenfuss

On-Site Supervisor: Amanda Draper, Samantha Johnson & Ashley Corlett

Phone Number: 5639649333

E-Mail: garnavillo.daycare205@gmail.com

HHS Visit Date: 02/11/2026

Licensing Period: 03/01/2025 to 03/01/2027

Fire Inspection:

Date Inspected: 02/19/2024

Comments: Compliance on 03/20/24

Report Visit Type:

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

License Type:

- [X] Full
- [ ] Provisional

Quality initiative:

Quality Rating: 1

- [ ] Accrediation

Program Duration:

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

Health and Human Services

Iowa Department of Health And Human Services

CHILD CARE CENTER ANNUAL EVALUATION

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

Program Population Served:

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

LICENSE CAPACITY	Infants	2 Years	Preschool	School-Aged	Capacity
General	16	12	16	30	74
Summer					0

1. Basic Overview

On 02/11/26 I made an unannounced off year licensing visit to Garnavillo Community Day Care. I met with Kaitlyn Ziegenfuss, the director. She started with the center in July 2024 and became the director in January 2025 after completing several hours of training. Amanda Draper is an on-site supervisor. She was previously a director for the program. Ms. Draper has been with the program since August 2015. Ms. Draper has an AA in education and early childhood. She completed a 20-hour Child Care Administration course in October 2018. Samantha Johnson is an on-site supervisor. Ms. Johnson has been with the program since August 2017. Ashley Corlett is an on-site supervisor and she has been with the program since June 2021. The program employs 18 staff members.

Garnavillo Community Daycare operates out of a free-standing building. The program operates Monday through Friday 6:00 am until 6:00 pm. They care for infants through school-aged children. They offer a three-year-old preschool program on Monday, Tuesday and Thursday from 8:00-11:00 am. The preschool children can stay until noon if they want lunch. There are currently 84 children enrolled.

The center operates out of five rooms: infant room, one-year-old room (12-18 months), toddler (18 months through two-years-old) room, preschool room and two school aged rooms. An inspection of each room was completed. Windows provide natural lighting. The rooms are decorated with the children's art projects. The children's birthdays were posted. There is an area for circle time.

The centers observed on the day of the licensing visit include library, Lego/blocks, table toys, games, puzzles, transportation, computer, art, dramatic play, writing, math, science/discovery, sensory table and music. Centers were arranged in a manner that allowed easy movement between activities, but it also allowed for clear supervision by staff

members. Materials were in good condition. The materials are located at child level, so they are easily accessible to the children.

The classrooms use a variety of resources to develop lesson plans. The length of the themes depends on the topic. Lesson plans were available for review in all the rooms. Daily schedules are posted for each room.

Daily sheets are maintained in each room using the ProCare app.

Cribs are used to nap in the infant and one-year-old room. The one-year-old room also uses cots to transition the older children in the room. The toddler and preschool rooms use cots to nap.

There was a phone with emergency numbers with the center's address and phone number in the classrooms and office. Emergency fire and tornado procedures and evacuation diagrams were posted by the main program doors and the outdoor exits in each classroom and the gym.

I reviewed documentation of monthly fire and tornado drills. I reviewed documentation of monthly playground inspections. The program has newly constructed rooms and a kitchen that were built on a subgrade. The older portion of the building is in a trailer off the ground. A radon test is not necessary.

The program did not have documentation of an annual fuel burning inspection. Ms. Ziegenfuss states the last documentation was from two years ago. They made an appointment to have the fuel burning inspection completed at the end of the month.

A carbon monoxide detector is located on the ceiling of each new program room as part of the fire alarm system. Outlets were protected. The fire marshal inspection occurred on 02/19/24, with compliance on 03/20/24.

The center does not participate in the Child and Adult Care Food Program (CACFP) but does follow the guidelines. The center is in the process of hiring a kitchen worker. The children are served breakfast, lunch and a morning and afternoon snack. Lunch is prepared by Clayton Ridge Middle School Tuesday through Friday. The school has a four day a week school schedule so children must bring lunch from home on Mondays. A staff member picks the food up from the school and brings it back to the center. Parents can provide cold lunches anytime. The center prepares breakfast and the morning and afternoon snack for the children. They center uses a four-week rotation of menus for breakfast and snacks. The school provides the center with a new menu each month. Menus were posted. Families are charged a fee for meals and snacks. For children who bring their lunch from home the lunches are being reviewed and supplemented if they do not meet the CACFP guidelines. The food is dished out on trays for the children.

Parents provide the formula, cereal and jar food for the infants. Staff members are washing and sanitizing the bottles in the classroom.

I observed the kitchen. It was observed to be clean and organized. There are two sinks, including a handwashing sink. There is an industrial dishwasher. There are two refrigerators and thermometers were present. Food items were stored according to NHSPS guidelines.

There is a refrigerator in each room and thermometers were present. Food items were stored according to NHSPS guidelines in each of the classrooms.

The center uses bleach and water to sanitize the food tables and disinfect the changing tables. Bottles were clearly labeled. I discussed diaper changes with the staff members in each room and proper procedures are being followed.

There is a handwashing sink and a food prep sink in the infant room and one-year-old room. There is a handwashing sink in each of the other classrooms. The classrooms for infant children through preschool children each have a changing table. Handwashing and diaper changing procedures were posted in all locations.

There is a bathroom shared by the preschool children and toddlers that has three toilets. There is a bathroom in the hallway with one toilet and one sink and procedures were posted. There is a bathroom in the school-age room and in the area near the smaller school-age space that has one toilet and one sink. Handwashing procedures were posted in all locations.

CHILD CARE CENTER ANNUAL EVALUATION

The center has a fenced-in play area directly outside of the center. The playground has wood chips for surface cushioning. The climbing equipment is developmentally appropriate and has slides for the children. There are also a sandbox and a swing. The play area has a large shelter over the sandbox area to provide shade. When children are unable to go outside the preschool has use of a large gym.

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

2. Identify Observed Strengths of the program

Ms. Draper, Ms. Johnson and Ms. Corlett have all been with the center for several years. This provides great stability for the program and the families. Staff members were actively engaged in activities with the children. They were observed on the floor playing with the children. They held children on their laps and introduced them to activities. They encouraged them to use their imaginations. In one room a staff member was assisting children with a Valentine art project. Staff members maintained positive conversation with the children and allowed them to share stories. They were nurturing and attentive. They were enthusiastic and made the classrooms a fun learning environment. The children appeared to enjoy their time at the center.

Ms. Ziegenfuss states they have been hiring really good staff members who are reliable and have experience.

Ms. Ziegenfuss states the center has a good board that is open to ideas and trying new things. They are supportive.

Ms. Ziegenfuss states the center has two staff members using the TEACH program and one staff member has applied for the WAGES program and is on a waitlist.

Ms. Ziegenfuss states the center has an IQ4K level of one that expires on 08/30/26. She plans to renew IQ4K for a level 2.

Ms. Ziegenfuss has been at the center for two years. She has been doing a terrific job. The center had a great visit.

The program is in a secure building and there are cameras in the classrooms and hallway.

The hallways are decorated with the children’s art work and pictures of the children.

There are pictures of the staff members in the entrance.

The center tries to be flexible with staff members. If they have children who attend they receive a fifty percent discount.

The program uses ProCare software and has found it very helpful. They use the app for billing and as a communication tool with the parents.

3. Identify the aspects that fall below the standard

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.
The program did not have documentation of an annual fuel burning inspection. Ms. Ziegenfuss states the last documentation was from two years ago. They made an appointment to have the fuel burning inspection completed at the end of the month.

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

N/A

5. Special Notes/Recommendations

Health and Human Services

Iowa Department of Health And Human Services

CHILD CARE CENTER ANNUAL EVALUATION

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.

Provide me the annual fuel burning inspection once it is completed.

Date: 02/17/2026

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**.