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

Name of Center: Y's Kids at Highland **Enrollment:** 31 **License ID No. (Reapplications)** 46510

Street: 812 Idaho ST **City:** Waterloo Iowa **Zip** 50703 **County:** Black Hawk

Mailing Address: 425 Lafayette ST, Waterloo, IA, 50703

Director's Name: Mindy Sternhagen **Phone Number:** 319-234-7589

On-Site Supervisor(s): Schantellee Jackson **E-Mail:** ywcakids@ywcabhc.org

Date(s) of Visit:

Licensing Visit **Unannounced Visit** **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 **State** X **Local** **NA** **Is Fire Inspection Approved?** X **Yes** **No** **NA**

Date Inspected: 08-03-2020

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*	*Summary Only*

LICENSE CAPACITY	Infants	2 Years	Preschool	School-Age	Capacity
General	0	0	10	32	42
Summer					0

QRS Rating: N/A

RECOMMENDATION FOR LICENSE:	
X	**FULL** license from 12-01-2021 to 12-01-2023
	PROVISIONAL license from
	DENIAL of initial application
	SUSPENSION of license
	REVOCATION of license

Licensing Consultant: Becky Frost **Date:** 08-21-2023

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

N/A

II. IDENTIFY THE AREAS OBSERVED ON THE VISIT:

On 11/16/22 I made an unannounced off year licensing visit to Y's Kids at Highland Elementary in Waterloo. I met with Schantellee Jackson, the on-site supervisor for the program. She has been employed with the YWCA since 2010. Rachel Scott and Mindy Sternhagen are the co-directors for the program. Their office is in the YWCA building in Waterloo. Ms. Scott has been with the center since 2000 and has previous childcare experience. Ms. Scott has a BA in biology and philosophy. Ms. Sternhagen has been with the program since 2002. She has a BA in Elementary Education and her CDA. Typically, two staff members are present during the morning hours and three staff members are present during the afternoon hours.

The program is in Highland Elementary. They operate out of the cafeteria area. The program is also able to use the gym. The before and after school program operates Monday through Friday from 6:30-8:30 am and 3:35-6:00 pm. The program serves children who are in preschool through fifth grade. There are currently 31 children enrolled.

The cafeteria is an open space that allow for free play and organized activities. Natural lighting is available in the cafeteria. Centers are stored in cabinets in the cafeteria and in an office area near the gym. The centers I observed include games, magnets, table toys, crafts, art, Legos and transportation.

I visited the program during the afternoon 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 entrance of the cafeteria. The girl's bathroom has five toilets two birdbath sinks and the boy's bathroom has two toilets, three urinals and two birdbath sinks. Handwashing procedures were posted in both locations. There are additional bathrooms located in the school.

The program has a cell phone they use, and emergency numbers were programmed in the phone and there is also a poster on the parent board. Emergency numbers for the children were available. Emergency fire and tornado procedures and evacuation diagrams were posted by the main program doors and outdoor exits in the cafeteria and 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 November 2021 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 was on site in the office used for storage. Outlets were protected. The fire marshal inspection occurred on 08/30/20.

The children are offered breakfast through the school once they are released from the program. The YWCA offers an afternoon snack. Snack is provided by the school for the program. Snack menus were posted and were available for review. Disposable products are used so dishwashing is not necessary. Snacks are eaten in the cafeteria. There is a refrigerator in the storage office for the YWCA program. A thermometer was present. The school places snack in a refrigerator in the school kitchen.

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

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

The program uses the elementary school's playground. Woodchips are used for surface cushioning. There are multiple pieces of climbing equipment located in the play area. Some of the items available include slides, tunnels, bars, rings, a climbing wall, and steppingstones, a see saw, and a balance beam. They also had spinning toys. There is a large grassy area for the children and a concrete area for the children. Shade is provided by trees.

There is a gym available when the children cannot go outside.

Staff members were observed to have great interaction with the children. The staff members were actively playing games with the children. As parents arrived to pick up the children the staff members greeted them. Staff members maintained positive conversation with the children. They were patient and seemed to have a good routine. The children seemed to enjoy and feel comfortable in the program.

III. IDENTIFY THE OBSERVED STRENGTHS OF THE CENTER:

Ms. Jackson states they are working together as a team.

Ms. Jackson states they have a good time with all the children.

Ms. Jackson has several years of experience with the YWCA.

The program meets a need for parents who require care for their children before and after school.

Ms. Scott states the staff focus on building relationships with the children.

The program serves a diverse population. They serve children with different ethnic backgrounds, abilities, economic status and social abilities.

The YWCA continues to offer before and after school care in multiple schools in the community. This allows children to stay on site at the school and parents do not have to worry about transportation.

Ms. Scott states they have raised the starting wage for their employees to $15.00 per hour.

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

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 name Schantellee Jackson as the on-site supervisor.

In January 2023 an administrative change is being made to name Rhonda McCulloch-Lewis as the new co-director. Mindy Sternhagen will no longer be in this role. Rachel Scott will remain the other co-director. Ms. McCulloch-Lewis started with the program as an on-site supervisor in June 2022 and became the co-director in December 2022. She has a BA in social work, an AA in early childhood education and previous experience as both a teacher in director in childcare.

On 08/16/23 an administrative change is being made to name Mindy Sternhagen as the director for the program. Rachel Scott is no longer with the program. This change will be in effect for YWCA of Black Hawk County as well as the Y's Kids programs at Hansen, Kittrell, Lowell, Highland, Kingsley, North Cedar, Cedar Falls Lincoln, Cunningham, Lou Henry, Hudson, Irving and Lincoln Waterloo. Rhonda McCulloch-Lewis, the co-director has also left the program. Ms. Sternhagen was previously a co-director for the program.

*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.