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

Name of Center: Trojan 6 to 6 Extended Care Program **Enrollment:** 69 **License ID No. (Reapplications)** 50270

Street: 207 3rd St SW **City:** State Center Iowa **Zip** 50247 **County:** Marshall

Mailing Address: PO Box 370, State Center, IA, 50247

Director's Name: Josh Russell **Phone Number:** 641-483-2671

On-Site Supervisor(s): Lori Shaffar **E-Mail:** jrussell@wmcsd.org

Date(s) of Visit: 12-16-2024

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

LICENSING VISITS

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

Signed Application (470-0722) Received X **Yes** **No** **NA** **Date Signed:** 12-02-2024

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

Date Inspected: 01-05-2022

Comments : Fire inspections are due at least every three years.

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: X Year-round School-Year Summer Only

HOURS:	*Year-round*	*School-Year*	*Summary Only*

LICENSE CAPACITY	Infants	2 Years	Preschool	School-Age	Capacity
General			31	59	90
Summer					0

QRS Rating: N/A

RECOMMENDATION FOR LICENSE:	
X	**FULL** license from 12-01-2024 to 12-01-2026
	PROVISIONAL license from
	DENIAL of initial application
	SUSPENSION of license
	REVOCATION of license

Licensing Consultant: Maggie Gibson, SWIV **Date:** 01-16-2025

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

N/A.

II. IDENTIFY THE AREAS OBSERVED ON THE VISIT:

An unannounced full licensing visit was completed 12-16-24. Lori Shaffer was present through the visit.

The program is located in the elementary school in State Center and provides before and after school care to the children who attend this school, as well as wrap around care to preschool age children. The program added three year old preschool starting in the fall of 2022. The center is open year round and provides care even when school is not in session. When school is in session, morning hours are from 6:00 am to 8:00 am and after school care is from 3:30 pm to 6:00 pm. Full day care is from 6:00 am to 6:00 pm.

Joshua Russell is the Director, starting in this position in the summer of 2021. Joshua is the principal at the Elementary school and has both a Bachelor's degree and a Master's degree in Education. Joshua was a principal at an elementary school for 6 years prior to becoming the principal at this elementary school. Joshua meets qualifications to be the Director. Lori Shaffar is the On-Site Supervisor, starting in this position in the summer of 2021. Lori has a one year diploma in child care and has 22 prior years of experience in a childcare setting. Lori meets qualifications to be the On-Site Supervisor.

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

Room observations/Activities: The cafeteria is the main programming room and this room has a capacity of 90. The center primarily uses the cafeteria, wrap around room, music room and the gym. The program has wrap around care for preschool age children when they are not in preschool. The school offers preschool in two sessions for both the 3 year old and 4 year old children; 8:00 am to 11:15 am and 12:15 pm to 3:25 pm. The children attending either session can receive wrap around care for full day programming. The rooms were observed to be organized and offer a variety of activities/toys. The staff were observed in ratio, and to maintain a good structure. The children were napping when this visit took place; and school-age children were in school.

Nutrition Practices: There is a school lunchroom available, however the children bring their own lunches. This program does provide two snacks during full days.

Playground: The playground is maintained by the school; Playground checks were completed as required.

Health and safety: Fire/tornado plans were posted; drills were documented as having been completed monthly as required. There were handwashing posters in the classroom and the school maintains the restrooms. Medications, when necessary are store secured and administered by the school nurse or other staff.

Transportation/Field trips: when there are field trips-use of a school bus and driver are available.

Administrative review: Information for mandatory reporter, handbook accessibility, consultant contact, license, fire/tornado

plans, and non-smoking signs were conspicuously posted. Two staff files and three child files were reviewed and contained all the necessary information. This program has an established policy.

III. IDENTIFY THE OBSERVED STRENGTHS OF THE CENTER:

Staff working in this program; also are employed by the school, so there are familiar people for the children.

The program has a secure entrance.

The school and most of the center staff continued to be PBIS trained.

The director and on-site supervisor work well together and are very organized.

There is strong communication between the staff and the families, as well as between the staff and the school personnel.

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

There were not aspects of operation identified that fall below standards reviewed.

V. SPECIAL NOTES/RECOMMENDATIONS:

The program has completed the emergency preparedness plan and disaster kit; this plan is being reviewed and is part of staff basic training, then yearly.

Discussion took place regarding the application from the program for an exception to policy regarding the occasion combination of 3 year old children with school-age children. An exception to policy was sought and granted for the program as it pertains to age groups of children.

"You identify you operate in a school setting which presents challenges with space. You report you serve 3 year olds through school aged children. In the space you have available, you attempt to separate preschool children and school aged children as a rule but before and after school as well as non school days, this is not as easy. However, you continue to separate into smaller groups when in one large room such as the gym or the cafeteria. You report you always maintain the required staff ratio according to the age group. " --Exception to policy granted until 1/25/26.

*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.