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

Name of Center: Y's Kids at Lincoln Elementary **Enrollment:** 25 **License ID No. (Reapplications)** 46507

Street: 302 Cedar Bend 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): Lisa Collins **E-Mail:** ywcakids@ywcabhc.org mindy@ywcabhc.org

Date(s) of Visit: 01-14-2025

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

Date Inspected: 10-21-2022

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 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	12	80	92
Summer					0

QRS Rating: N/A

RECOMMENDATION FOR LICENSE:	
X	**FULL** license from 02-01-2024 to 02-01-2026
	PROVISIONAL license from
	DENIAL of initial application
	SUSPENSION of license
	REVOCATION of license

Licensing Consultant: Becky Frost **Date:** 01-20-2025

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

N/A

II. IDENTIFY THE AREAS OBSERVED ON THE VISIT:

On 01/14/25 I made an unannounced off year licensing visit to Y's Kids at Lincoln Elementary in Waterloo. I met with Lisa Collins, the on-site supervisor. Ms. Collins has worked with the program for two years. Mindy Sternhagen is the interim director for the program. Ms. Sternhagen has been with the program since 2002. She has a BA in Elementary Education and her CDA. There are two staff members present during the morning program and afternoon program.

The program is in Lincoln Elementary. They operate out of the cafeteria and gym areas. The before and after school program operates Monday through Friday from 6:30-8:20 am and 3:30-6:00 pm. The program serves children who are in kindergarten through fifth grade. There are currently 25 children enrolled.

The gym is an open space that allow for free play and organized activities. Artificial lighting is used. The program also uses the library/media room when they cannot be in the gym. They eat snack in the cafeteria. The centers observed include art, dramatic play, Legos, games, table toys, and magnets. Centers are stored in a storage closet in the gym.

I visited the program during the morning 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 cafeteria. The girl's bathroom has five toilets and the boy's bathroom has two toilets and three urinals. There is a birdbath sink outside of the bathrooms. Handwashing procedures were posted. There are additional bathrooms located in the school.

The program uses a cell phone and emergency numbers were posted in the storage area. The posting should be updated as it has old information for administration. The emergency numbers are also kept in a staff binder that is always with the staff. Emergency numbers for the children were available in the first aid kit. Emergency fire and tornado procedures and evacuation diagrams were posted by one of the program doors in the gym. The evacuation diagram must be posted near all three exits in the gym.

A daily schedule was posted on the parent board. The program only has an afternoon daily schedule. You must also have a morning daily schedule.

I reviewed documentation of monthly fire and tornado drills. For the 2024-2025 school year there was no fire drills in November or December. There were no tornado drills in December. For the 2023-2024 school year there were no morning fire drills in January, March, April, or May 2024 and no afternoon drills in March through May 2024.

I reviewed documentation of monthly playground inspections. There was no documentation for December 2024. There was not a pattern of disregard so this will not be cited.

Radon testing, a fuel burning inspection and a carbon monoxide detector are not necessary because the program is exempt from environmental assessments as a before and after school-age program located in a public-school building. A carbon

monoxide detector was present in the gym. Outlets were protected. The fire marshal inspection occurred on 10/21/22.

The children are offered breakfast through the school once they are released from the YWCA program. The YWCA does not provide breakfast. The YWCA offers an afternoon snack. The snack is provided by the school. A snack menu was posted. Disposable products are used so dishwashing is not necessary. The school places the snack in a refrigerator that is in the kitchen and a thermometer was present. Food items were stored according to NHSPS guidelines.

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

The parent board was not out when I arrived from my visit. Ms. Collins did put the parent board out when I arrived. It was obvious the board had never been out as the children made several comments asking what it was and why it was out. The parent information is located on a portable bulletin board. The mandatory reporter, childcare consultant and the handbook availability were posted on the parent board. The license was conspicuously posted on the parent board.

The program uses the elementary school's playground. The area is fenced in. They use woodchips for surface cushioning. There are multiple pieces of climbing equipment located in the play area. Some of the items available include slides, balance beam, teeter totter, a tunnel, monkey bars, and stepping stones. There are swings. There is a concreate area with basketball hoops and a grassy area. Benches are available and trees provide shade.

Staff members were actively engaged with the children in the gym. The children were engaged in free play and then played a group game of kick ball. Staff members oversaw the game and enforced rules. They spoke with the children about being nice to one another and not being so competitive during the game. Several children gave hugs to staff members and one child was sitting on Ms. Batchelder's lap almost the entire time I was there. Ms. Collins gave each child a high five as they walked out the gym door to go to school. The children appeared to enjoy their time at the program.

III. IDENTIFY THE OBSERVED STRENGTHS OF THE CENTER:

Ms. Collins states it is a great program for children to come early or stay after school because it keeps them active.

Ms. Collins and Laurie Batchelder, the assistant for the program, state the program teaches children how to interact and play with other children.

Ms. Batchelder states a program like this with group games will help the children later in life who participate in sports. They try to teach them good sportsmanship.

Ms. Collins this program teaches the children how to come together as a team.

Ms. Collins and Ms. Batchelder state they love the children. Ms. Batchelder states she has been at this site for three years and it is nice watching the children grow up. They are good children.

Ms. Collins and Ms. Batchelder state they have good relationships and communication with the parents.

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

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.

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

109.4(3)a: Postings are required for:The certificate of license.Notice of exposure to communicable disease.Notice of decision to deny, suspend, or revoke center license or reduce to provisional status.All postings shall be conspicuously placed at main entrance of center.
The parent board is not being placed out. This must be placed out for parents every morning and afternoon.

109.4(4): Requirements and procedures for mandatory reporting of suspected child abuse shall be posted where they can be read by staff and parents.
The parent board is not being placed out. This must be placed out for parents every morning and afternoon.

109.4(5): Child Care Centers and Preschool Licensing Standards and Procedures shall be available in the center and a notice stating a copy is available for review. Contact information of the child care consultant shall be included in the notice.

The parent board is not being placed out. This must be placed out for parents every morning and afternoon.

109.10(15)b: Emergency instructions, phone numbers, and diagrams for fire, tornado, and flood shall be visibly posted and documented at least once a month for fire and tornado. Records shall be maintained for current and previous year.
For the 2024-2025 school year there was no fire drills in November or December. There were no tornado drills in December. For the 2023-2024 school year there were no morning fire drills in January, March, April, or May 2024 and no afternoon drills in March through May 2024. Emergency fire and tornado procedures and evacuation diagrams were posted by one of the program doors in the gym. The evacuation diagram must be posted near all three exits in the gym.

109.12(1): Program structure that uses developmentally appropriate practices and written program of activities planned to the developmental needs of children served.Program complements but does not duplicate school curriculum.Schedule of program is posted in a place visible to parents.
The program must develop and post a morning daily schedule.

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 Lisa Collins as the on-site supervisor.

*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.