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

Name of Center: VGM Child Care Center **Enrollment:** 32 **License ID No. (Reapplications)** 52352

Street: 1111 Van Miller Wy **City:** Waterloo Iowa **Zip** 50701 **County:** Black Hawk

Mailing Address: 1026 E Seerley BLVD, Cedar Falls, IA, 50613

Director's Name: Jay Mattson **Phone Number:** 319-824-4214

On-Site Supervisor(s): Sara Koester **E-Mail:** admined@cuccc.org

Date(s) of Visit: 02-22-2024

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

LICENSING VISITS

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

Signed Application (470-0722) Received X **Yes** **No** **NA** **Date Signed:** 10-24-2023

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

Date Inspected: 10-11-2023

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 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	36	21	42	0	99
Summer					0

QRS Rating: N/A

RECOMMENDATION FOR LICENSE:	
X	**FULL** license from 03-01-2024 to 02-28-2026
	PROVISIONAL license from
	DENIAL of initial application
	SUSPENSION of license
	REVOCATION of license

Licensing Consultant: Becky Frost **Date:** 02-29-2024

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

N/A

II. IDENTIFY THE AREAS OBSERVED ON THE VISIT:

On 02/22/24 I made an unannounced licensing visit to VGM Child Care Center in Waterloo. I met with Sara Koester, the on-site supervisor for the program. Ms. Koester was previously a teacher and assistant director at Community United Child Care Center at Valley Park. She had been the assistant director since 2015. She has been the on-site supervisor at VGM Child Care Center since it opened in November 2023. Ms. Koester completed three years of an elementary education degree. Lauren Figge is in charge when Ms. Koester is not available. Ms. Figge was also previously employed by CUCCC-Valley Park and has been with VGM Child Care Center since it opened. Jay Mattson is the executive director of Community United Child Care Centers (CUCCC). The non-profit corporation operates three childcare centers in the Waterloo-Cedar Falls area. CUCCC was formed on 07/01/93 and all the sites are handicap accessible. There are fifteen staff members employed by this center.

The program is in The VGM Group Building in Waterloo. They were given permission to open without a license was given on 11/06/23. The program operates 7:00 am until 5:00 pm Monday through Friday and serves infants through preschool-age children. Parents must be employed by VGM to use the childcare center. There are currently 32 children enrolled. The program has the capacity to care for 99 children.

The center operates out of the following rooms: infants (Caterpillar Canopy), toddlers (Butterfly Park), two-year-old room (Frog Pond), three-year-old room (Owl Cove) and four and five-year-old room (Tiger Den). Currently they are housing the three through five-year-old children in the Tiger Den room and the Owl Cove room is not being used. There is also a gross motor room (Busy Bee Bungalow) for the children to use. An inspection of each room was completed. Windows provide natural lighting in three of the program rooms. Artificial lighting is used in the infant and toddler rooms. Some of the rooms are decorated with pictures of the children. All the room are decorated with the children's art projects, and posters to assist the children with the learning process, such as the alphabet, shapes, colors and numbers. The children's birthdays were posted. There is an area for circle time in the rooms. Rooms were in ratio during the visit.

The centers observed on the day of the licensing visit include library, Lego/blocks, table toys, games, puzzles, transportation, art, dramatic play, writing, math, magnets, 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 were easily accessible to the children.

In one of the rooms the staff members had their personal purses on a lower cubby that the children would be able to reach. Personal items must be kept out of the reach of children. This was corrected.

In the toddler, two-year-old and three to five-year-old rooms there were electrical cords for radios and laptops within reach of children. All electrical cords must be secured so that children do not have access to them.

The center uses the Creative Curriculum to develop lesson plans. Staff members also use a variety of other resources to come up with learning activities for the children. GOLD assessments are completed on all the children. Brigance screening assessments are completed on children. The preschool room used Handwriting Without Tears. DECA assessments ae

completed for social and emotional health. Activities are typically developed around weekly themes, but themes may last longer depending on the subject and the children's interest level. Lesson plans are developed by the lead teachers. A monthly newsletter is provided to parents to remind them of important dates and inform them of current themes in each room. Lesson plans were available for review in each room.

Daily sheets are maintained for children under the age of two.

There was a phone with emergency numbers with the program's address and phone number in each of the classrooms. Post the emergency numbers in the gross motor room near the phone. Emergency fire and tornado procedures and evacuation diagrams were posted by most of the main program doors and outdoor exits throughout the center. Post the evacuation diagram near the second door in the Tiger Den room and by all three doors in the gross motor room. A daily schedule was posted in each room.

I reviewed documentation of monthly fire and tornado drills. I reviewed documentation of monthly playground inspections. A radon test is going to be completed in September 2024. The building is completely electric so a fuel burning inspection and carbon monoxide detector are not necessary. Outlets were protected. The fire marshal inspection occurred on 10/11/23.

The program plans to participate in the Child and Adult Care Food Program (CACFP) once they receive their license. They are taking the trainings and are following the CACFP guidelines. The center provides the children with breakfast, lunch and a morning and afternoon snack. The program uses a four-week rotation of menus. The children eat in their classrooms. Staff members serve the children their meals.

The program provides one brand of formula, cereal and baby food for the infants. If the parents want a different brand, they must provide it. Bottles are washed in the infant room using the three-step method. There is a refrigerator and a freezer in the infant room and thermometers were present.

The kitchen offers a lot of space and was observed to be clean and organized. The center uses an industrial dishwasher to wash dishes and there are also additional sinks to use the three-step method. There is a handwashing sink in the kitchen. Allergies are posted in the kitchen as well as in the rooms. There is a refrigerator, an upright freezer, and a chest freezer in the kitchen and thermometers were present. Food items were stored according to NHSPS guideline.

The center uses bleach and water to sanitize food tables and disinfect changing tables. I observed or discussed diaper changes in the classrooms. In the infant room the staff member did not wash the child's hands following the diaper change. In the toddler room the staff member left the gloves on throughout the entire procedure. Gloves are considered soiled and must be removed prior to putting the new diaper on and dressing the child. Additionally, the staff member wiped the bleach off the table immediately. The disinfectant must stay on the table for the dwell time indicated on the product bottle, which is two minutes.

Cots are used to nap in the infant and toddler rooms. Cots are used to nap in the rooms for the older children. In the Frog Pond room, I spoke with the staff member about storing the children's blankets so they do not touch one another. Parents are brining large blankets and these take up more space than a smaller blanket.

There are several bathrooms throughout the center. In the infant room there are two changing tables and two handwashing sinks. There is also a double-bowl sink in the room for food prep. In the toddler room there is a bathroom with one toilet and one sink and two changing tables. Ther is also a handwashing sink in the room. In the two-year-old room there is a bathroom with two toilets, one sink and one changing table. There is an additional handwashing sink in the room. In the three-year-old room there is a bathroom with two toilets and one sink and there is an additional handwashing sink in the classroom. In the four and five-year-old room there are two bathrooms and each has one toilet and one sink. There is an additional handwashing sink in the room. Handwashing and diaper changing procedures were posted in all locations.

There are two fenced in playgrounds for the children. Turf is used for fall surfacing in both locations. There is also a grassy area in both locations. There is a smaller area for the younger children that has a small piece of climbing equipment with slides. There are swings and a dramatic play table. Trees provide shade.

There is a larger area for the older children. There is a piece of climbing equipment with slides, a bridge and a climbing wall. There are sensory tables and a concrete path for riding toys. There is a shade structure in this area.

The gross motor room is available for children also.

The parent information is located on bulletin boards inside the entrance. The mandatory reporter, childcare consultant and the handbook availability were posted. The letter giving permission to open was conspicuously hung. A no-smoking sign was posted at the entrance.

Staff and children files were reviewed at the time of the licensing visit. I reviewed eight children files. Files must contain

emergency contact information for the doctor and dentist of each child. The doctor and dentist's name, phone number and complete street address must be provided. One file did not provide any phone numbers for emergency contacts. There was not a pattern of disregard so these will not be cited. There was one outdated physical. Again, there was not a pattern of disregard so this will not be cited. Five children did not have immunization certificates.

I reviewed three staff files. They were in great condition. One of the staff members came from one of the CUCCC sites and she did not have any training hours from last year. She must maintain 6 hours of on-going training every year.

I reviewed policy and procedures, staff and parent handbooks. The necessary written emergency procedures and policies were present. Emergency Preparedness Plans have been completed.

Staff members were observed to have great interaction with the children during my visit. Staff members were actively engaged with the children. They sat on the floor and introduced new activities to the children while encouraging them to use their imaginations. Play was used to teach children about colors and counting. Staff members were nurturing. They had children on their laps as they read to them. They were flexible with their schedules and patient. Positive redirection was used when necessary. Staff members counted children during transitions. Staff members provided the children with praise. They practiced good handwashing. In the infant room, staff members worked on tummy time and rolling over. All the staff members displayed good teamwork. The children appeared to enjoy their time at the program.

III. IDENTIFY THE OBSERVED STRENGTHS OF THE CENTER:

Ms. Koester states the lower enrollment helps staff members and it is especially helpful for new staff members who are learning the rules.

Ms. Koester states they staff members are doing well. They are getting things organized in their rooms and getting them arranged how they want. Rooms are nicely decorated.

Ms. Koester states the parents love having childcare in their building. It provides ease for drop-off and pick-up. This also allows parents to come and go as they want. They can come to the center to give their children medication when needed.

Conferences are provided to parents in the spring and fall.

The program is in a secured building. There are cameras in the rooms and the hallway.

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

109.9(3): Signed and dated Iowa immunization certificates are on file for each child enrolled.
Number missing: 5
Five files did not have immunization certificates.

109.12(5)b: Infants diapered in a sanitary manner as needed in central diapering area.One changing table for every 15 infants/toddlers needing diaper changes.Diapering, sanitation, and handwashing procedures posted and implemented in central diapering area.
Additional concerns: I observed or discussed diaper changes in the classrooms. In the infant room the staff member did not wash the child's hands following the diaper change. In the toddler room the staff member left the gloves on throughout the entire procedure. Gloves are considered soiled and must be removed prior to putting the new diaper on and dressing the child. Additionally, the staff member wiped the bleach off the table immediately. The disinfectant must stay on the table for the dwell time indicated on the product bottle.

V. SPECIAL NOTES/RECOMMENDATIONS:

A full license is issued. All DHS licensing standards and procedures must be maintained during the renewal period.

*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.