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

Name of Center: St John School **Enrollment:** 50 **License ID No. (Reapplications)** 19198

Street: 314 3rd St NE **City:** Independence Iowa **Zip** 50644 **County:** Buchanan

Mailing Address: 314 3rd St NE, Independence, IA, 50644

Director's Name: Jim Gieryng **Phone Number:** 319-334-7173

On-Site Supervisor(s): Jim Gieryng **E-Mail:** gieryngj@sjs.pvt.k12.ia.us

Date(s) of Visit: 04-23-2024, 04-10-2024

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

LICENSING VISITS

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

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

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

Date Inspected: 03-19-2024

Comments : Compliance on 04/02/24

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*	*Summer Only*

LICENSE CAPACITY	Infants	2 Years	Preschool	School-Age	Capacity
General			23	25	48
Summer					0

QRS Rating: N/A

RECOMMENDATION FOR LICENSE:	
X	**FULL** license from 05-01-2024 to 05-01-2026
	PROVISIONAL license from
	DENIAL of initial application
	SUSPENSION of license
	REVOCATION of license

Licensing Consultant: Becky Frost **Date:** 04-23-2024

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

N/A

II. IDENTIFY THE AREAS OBSERVED ON THE VISIT:

On 04/10/24 and 04/23/24 I made an unannounced licensing visit to St. John School in Independence. Jim Gieryng is the principal of the school and the current director. Mr. Gieryng is retiring at the end of this school year. Dewey Hupke will be the new principal next year. Kenedy Armell is working toward being the new director. She is returning to school using the TEACH program. Ms. Armell started with the program in November 2022. Chenandoah Beason is in training to be the on-site supervisor. She started in August 2023 and is with the children in the afternoon. Linda Hosch is the lead teacher of the three-year-old preschool. Rita Williamson is the former director and Ms. Hosch's assistant. Ms. Williamson has a BA in elementary education and started back with the program in January 2020. She was an on-site supervisor for the program during the 2017-2018 school year. She also has previous experience as an in-home childcare provider. The program employs eight staff members and two subs.

The program is in St. John Catholic School. The three-year-old preschool class meets Monday through Thursday from 8:00 -11:00 am. The program also offers a childcare program that operates from 7:00 am until 6:00 pm. The program is only open during the schoolyear. The childcare program cares for three-year-old through school-aged children. There are currently 50 children enrolled. The four-year-old preschool program became exempt from DHS licensing in February 2019. It is part of the voluntary statewide preschool program and is regulated under the Department of Education.

The program operates out of two classrooms. An inspection of each room was completed. Artificial lighting is used. The rooms are decorated with posters to assist the children with the learning process, such as the alphabet, colors, shapes, and numbers. The children's birthdays were posted. There is an area for circle time in the preschool room.

The centers observed on the day of the licensing visit include library, Legos/blocks, table toys, listening, games, puzzles, transportation, art, sensory table, dramatic play, writing, math, science, puppets, Play-Doh, 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.

There is a bathroom in the preschool room that has four toilets and two sinks. Handwashing procedures were not posted. This has been corrected. There are two sinks in the childcare room and handwashing procedures were posted. Cots are used to nap.

The preschool and childcare class use a variety of resources to develop lesson plans. Lesson plans are developed around weekly themes. Lesson plans was available for review. There is a smart board in each room to help with educational activities. The childcare room had a binder of daily activities for the week.

There was a phone with emergency numbers and the program's address and phone number in the childcare room. The program's address and phone number must be added to the posting in the preschool room. Emergency fire and tornado procedures and evacuation diagrams were posted by most of the main program doors and outdoor exits in the rooms. Post the evacuation diagram in the childcare room near the door that connects to the preschool room. This has been corrected. A

daily schedule was posted in both rooms.

I reviewed documentation of monthly fire and tornado drills. I reviewed documentation of monthly playground inspections. A radon test was completed in March 2024 and is good for 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 boiler room. Outlets were protected. The fire marshal inspection occurred on 03/19/24, with compliance on 04/02/24.

The school-age children are released from childcare to eat breakfast in the cafeteria. The preschool program has a morning snack that is provided by parents. The childcare children receive breakfast, a morning snack, lunch and an afternoon snack. The children in childcare have a choice of purchasing breakfast and lunch through the school. The children can bring a cold lunch. Preschool children eat everything in the childcare room. Lunch trays are returned to the cafeteria to be washed. The preschool is documenting the morning snack. Breakfast, lunch and snack menus were posted for the childcare program. If the school-age latchkey children want a snack they bring it from home.

There is a refrigerator in each room and thermometers were present. There were crackers and vanilla wafers that were not stored according to NHSPS guidelines. Once a food item is opened it must be stored in a sealed plastic, metal or glass container and be dated.

The center uses Clorox Hydrogen Peroxide Disinfecting Cleaner to sanitize the food tables. They wash the tables with soap and water first and follow the sanitizer with a portable water rinse.

The parent information is posted in each room. 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.

Staff and children files were reviewed at the time of the licensing visit. I reviewed fourteen 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 in the preschool room did not provide any dental emergency contact information. This will not be cited as there was not a pattern of disregard. There was one outdated physical, two missing physicals and one physical was not signed or dated by a medical professional. There was one missing immunization certificate.

I reviewed three staff files. One staff member did not have documentation of a physical. I was informed that the staff received the physical but did not take the mandated physical form so they are waiting for her to return the correct form. Ms. Armell may use her transcript with a grade to count toward her on-going training hours moving forward.

I reviewed policy and procedures, staff and parent handbooks. Most of the necessary written emergency procedures and policies were present. The program did not have a complete Access policy and did not have a written universal precautions policy. Samples were provided to them. The program needs a written discharge policy that outlines under what circumstances you will discharge a child from the program. yYou must develop a more specific professional development policy. New staff members must complete first aid, CPR, universal precautions, mandatory reporter, and Essentials training within 90 days of hire. Staff members must complete six hours of training each year thereafter and directors and on-site supervisors must complete eight hours of training each year thereafter. Emergency Preparedness Plans have been completed.

I made a second unannounced visit to the program on 04/23/24 to visit the afternoon program. It came to my attention during my first visit that the afternoon program is frequently out of ratio for periods of time. I met with Jim Gieryng, the director and principal. The school-age children begin arriving to the program at 3:00 pm. When I arrived, there were fifteen children with one staff member. One of the children was three years old. This placed the room out of ratio. The second staff member arrived at 3:10 pm to put the program in ratio. With the new rules, three-year-old children are not supposed to be cared for in the same space as school-age children. Children three through five-years-old can be combined with a ratio of 1:12 and children four-years-old and older can be determined by the age of the majority of the children. If there are mostly four-year-olds you must maintain a 1:12 ratio. If there are mostly school-age children (Kindergarten and above) then you can use the ratio of 1:15. In order to combine children who are three-year's old and older you must request an exception to policy from Des Moines.

I spoke with Mr. Gieryng about the ratio concerns. He states some days there are madness and missing staff members and comes down to the assist in the program as soon as he can. I explained the program cannot routinely be out of ratio. They need to send teacher's children to their parent's classroom or they need to send children home.

I observed the children in the gym. There was one staff member with thirteen children in the gym. A second staff member arrived at the gym around 3:30 pm. The lone staff member was on their phone instead of supervising the children. This is not allowed. Staff members are required to provide careful supervision and they are expected to be actively engaged in activities rather than just standing on the side.

Staff members were amazing with the children in the childcare and preschool classrooms. The staff members were actively engaged in activities with the children. They offered choices and encouraged children to use their imaginations. Staff members were patient and used positive redirection when necessary. They talked with the children about using their words to express their feelings. They complimented the children for having good teamwork. They had good reminders for children to wash their hands. Staff members were nurturing. They comforted upset children. They were observed dancing and singing with the children. The children appeared to have fun in the program.

III. IDENTIFY THE OBSERVED STRENGTHS OF THE CENTER:

Ms. Armell is taking classes and working toward being the director. She is dedicated to learning and enforcing the licensing standards. She asked great questions while I was present.

Ms. Armell is using the TEACH program to take her classes.

Ms. Armell states the staff members are using the Brightwheel app right now to learn how to use it and next year they will use it with parents.

Ms. Hosch states they have good parents who are trustworthy.

Ms. Hosch states she is trying to incorporate more science into the curriculum.

Ms. Hosch states they received a new laminate floor under their eating tables last summer and they are going to get new carpet this summer.

Ms. Hosch states Fontana visits their preschool class and they have a parent who is a chef at the University of Iowa is also going to visit the program. She hopes to bring in more presenters next year.

The program incorporates Christian teachings and prayers into their day.

The program has a website for families and the community. The three-year-old preschool program has a private social media page for enrolled families.

St. John school operates under an active board of directors and is part of the Archdiocese of Dubuque.

Ms. Hosch states they change the activities in the centers based upon the themes. They try to work with the childcare program to coordinate together for themes, ideas, and crafts.

The preschool program has seventh grade friends visit every other Wednesday. They typically do organized games are crafts with the preschool children.

The programs can use the playground and the gym for large motor activities.

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

109.4(2)b: Written policies on:
Enrollment and discharge.
The program needs a written discharge policy that outlines under what circumstances you will discharge a child from the program.

109.4(2)e: Written plan for ongoing staff development that complies with 441 IAC 109.7.
You must develop a more specific professional development policy. New staff members must complete first aid, CPR, universal precautions, mandatory reporter, and Essentials training within 90 days of hire. Staff members must complete six hours of training each year thereafter and directors and on-site supervisors must complete eight hours of training each year thereafter.

109.4(2)h: Develop a policy to ensure that people do not have unauthorized access to children at the center. Include:Criteria for allowing people on the property when children are present.How people will be supervised or monitored.How responsibility will be delegated to staff.How the policy will be shared with parents.
The program did not have an Access Policy. A sample has been provided.

109.8(2): Ratio maintained in center as required by age.
I made a second unannounced visit to the program on 04/23/24 to visit the afternoon program. It came to my attention during my first visit that the afternoon program is frequently out of ratio for periods of time. I met with Jim Gieryng, the director and principal. The school-age children begin arriving to the program at 3:00 pm. When I arrived, there were fifteen children with one staff member. One of the children was three years old. This placed the room out of ratio. The second staff member arrived at 3:10 pm to put the program in ratio. With the new rules, three-year-old children are not supposed to be cared for in the same space as school-age children. Children three through five-years-old can be combined with a ratio of 1:12 and children four-years-old and older can be determined by the age of the majority of the children. If there are mostly four-year-olds you must maintain a 1:12 ratio. If there are mostly school-age children (Kindergarten and above) then you can use the ratio of 1:15. In order to combine children who are three-year's old and older you must request an exception to policy from Des Moines.

109.10(1)a: Preschool (for children five years and younger not enrolled in school): Physical exam report submitted within 30 days of admission, was obtained no more than 12 months prior to admission, is signed by a licensed MD, DO, PA, Chiropractor or ARNP, and contains health history; present health status including allergies, medications, and acute/chronic conditions; and recommendations for continued care if necessary.
Number not in compliance: 3
here was one outdated physical, two missing physicals and one physical was not signed or dated by a medical professional. There was one missing immunization certificate.

109.10(5): Infectious disease control: Centers shall establish policies and procedures related to infection disease control and use of universal precautions with handling of bodily fluid. Soiled diapers shall be stored in containers separate from other waste.
The program did not have a written universal precautions policy. A sample has been provided.

109.10(16)a: The center and supervisor shall ensure that staff knows names and number of children assigned. Staff shall provide careful supervision.
I observed the children in the gym. There was one staff member with thirteen children in the gym. A second staff member arrived at the gym around 3:30 pm. The lone staff member was on their phone instead of supervising the children. This is not allowed. Staff members are required to provide careful supervision and they are expected to be actively engaged in activities rather than just standing on the side.

109.15(5): Food preparation and storage procedures are consistent with NHSPS.
There were crackers and vanilla wafers that were not stored according to NHSPS guidelines. Once a food item is opened it must be stored in a sealed plastic, metal or glass container and be dated.

V. SPECIAL NOTES/RECOMMENDATIONS:

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

A reminder that Ms. Armell should contact me to apply for the director position prior to the start of the 2024-2025 school year.

*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.