Health and Human Services

Iowa Department of Health And Human Services

CHILD CARE CENTER ANNUAL EVALUATION

Name of Center: Community United Child Care Centers-Westridge

Provider No.: 22648

Address: 3610 Ansborough Ave, Waterloo, IA, 50701

County: Black Hawk

Director's Name: Jay Mattson

On-Site Supervisor: Amy Junkins

Phone Number: 3192345920

E-Mail: admined@cuccc.org

HHS Visit Date: 10/09/2026

Licensing Period: 11/01/2025 to 11/01/2027

Fire Inspection:

Date Inspected: 12/08/2025

Comments:

Report Visit Type:

- [ ] PTO
- [X] Licensing Visit
- [ ] Drop In
- [ ] Administrative Change

License Type:

- [X] Full
- [ ] Provisional

Quality initiative:

- [X] Accrediation — Comments: NAEYC accredited. Expires 10/01/31.

Program Duration:

- [X] Year-Round
- [ ] School Year
- [ ] Summer Only

Health and Human Services

Iowa Department of Health And Human Services

CHILD CARE CENTER ANNUAL EVALUATION

HOURS:	*Year-round*	*School-Year*	*Summer Only*
Sunday			
Monday	6:00 AM to 6:00 PM		
Tuesday	6:00 AM to 6:00 PM		
Wednesday	6:00 AM to 6:00 PM		
Thursday	6:00 AM to 6:00 PM		
Friday	6:00 AM to 6:00 PM		
Saturday			

Program Population Served:

- [X] Infant(0-<24 Months)
- [X] Toddler
- [X] PreSchool
- [X] School Age
- [ ] All Ages

LICENSE CAPACITY	Infants	2 Years	Preschool	School-Aged	Capacity
General	94	48	96	32	270
Summer					0

1. Basic Overview

On 10/09/26 I made an unannounced off year licensing visit to CUCCC-Westridge in Waterloo. I met with Amy Junkins, the on-site supervisor/program director. Ms. Junkins has an AAS in early childhood education and has been the on-site supervisor since July 2012. Nikki Pfalzgraf is the assistant program director and she is in charge when Ms. Junkins is not available. 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 50 staff members employed by this center.

This center was the first CUCCC site established. It opened on 07/01/93. The program is in a free-standing building. There was an addition to the building that the program began using in June 2016. The program operates Monday through Friday from 6:00 am until 6:00 pm. It serves infants through school aged children. There are currently 141 children enrolled. The program has the capacity to serve 270 children. CUCCC-Westridge is nationally accredited by the National Association for the Education of Young Children (NAEYC). This expires 10/01/31.

CUCCC is a member of GROW Cedar Valley. Cedar Valley's Promise, Cedar Valley Nonprofit Association, Early Childhood Committee, NAEYC and Iowa Association for the Education of Young Children (Iowa AEYC).

The center operates out of the following rooms: two infant rooms (Turtle and Jelly Fish), two toddler rooms (Starfish and Lobster), two two-year-old rooms (Seal and Dolphins), two three-year-old rooms (Walrus and Whales), two four and five-year-old rooms (Sting Ray and Shark), and a school-aged room (Octopus). An inspection of each room was completed. Windows provide natural lighting. The rooms are decorated with pictures of the children and their families, the children's art projects, and posters to assist the children with the learning process, such as the alphabet, shapes, colors and numbers.

CHILD CARE CENTER ANNUAL EVALUATION

The children's birthdays were posted. There is an area for circle time in each room. 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, computers, art, dramatic play, puppets, Play-Doh, writing, math, science/discovery, 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 are easily accessible to the children.

The center uses the Creative Curriculum to develop lesson plans. 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. Staff members are incorporating STEM activities in their classrooms and/or they put a STEM activity in their monthly newsletter to the parents for them to do with their children at home.

The program conducts Brigance Developmental Screens the month of their birthday if they are new and then 45 days after they start. GOLD assessments are conducted twice each year on all children. DECA assessments are completed on children ages three through five-years-old.

There was a phone with emergency numbers in each of the classrooms, including the center's address and phone number. Emergency fire and tornado procedures and evacuation diagrams were posted by the main program doors and outdoor exits throughout the center. A daily schedule was posted in each room.

I reviewed documentation of monthly fire and tornado drills. I reviewed documentation of monthly playground inspections. The radon test was completed in September 2024 and is good for five years. The results were within EPA guidelines. The 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 12/08/25.

The program participates in the Child and Adult Care Food Program (CACFP). The center provides the children with breakfast, lunch and a morning and afternoon snack. Shayla Parson is the cook. The program uses a four-week rotation of menus. The children eat in their classrooms. Family style is currently not being used.

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 prepared and washed in the infant room using the three-step method. There is a refrigerator in each infant room and thermometers were present.

The kitchen 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 industrial refrigerator and freezer, an upright freezer, and a chest freezer in the kitchen and thermometers were present. Please try to keep thermometers in an area where they can be easily monitored. Food items were stored according to NHSPS guidelines.

The center uses bleach and water to sanitize food tables and disinfect changing tables. I observed or discussed diaper changes in the classrooms. Proper procedures are being followed in all rooms.

There are several bathrooms throughout the center. Each toddler room has a bathroom space where there are two diaper changing tables, a sink and a toilet. Handwashing and diaper changing procedures were posted. There are two diaper changing tables and two handwashing sinks in each of the infant rooms and procedures were posted. The two-year-old classrooms share a bathroom with two toilets and one sink and handwashing procedures were posted. There is a changing table in each of the two-year-old rooms and diaper changing procedures were posted. The three-year-old classrooms share a bathroom with two toilets and one sink and handwashing procedures were posted. The four and five-year-old rooms share a bathroom space with three toilets and one sink and procedures were posted. The school aged room has two bathrooms located in the classroom. Each bathroom has one toilet and one sink and handwashing procedures were posted. The classrooms for age two through school age each have a handwashing sink in the classroom and procedures were posted.

Daily sheets are maintained for the infants and in each of the other rooms.

CHILD CARE CENTER ANNUAL EVALUATION

Cribs are used to nap in the infant rooms and cots and cribs are available in the toddler rooms. Cots are used for naps for the older children.

The outdoor play area is divided into several separate fenced areas for children of different ages. There is a large grassy fenced-in area outside of these divided areas for use by children two-years-old and older. There is a playhouse in this area and trees are used for shade. There is also a large area that has concrete. There are basketball hoops and a sensory table and children use chalk.

Rubber tiles are used for surface cushioning in five of the playground areas. These areas also have some grassy space. Shade is provided by trees in some of the playground areas and other areas have tarps. There is a tarp between the play areas for the three-year-old children and the preschool children. There is a storage bin in each of the areas with additional play items.

The infant area is located directly outside of the infant rooms. It has grass and rubber tiles. There are a couple pieces of dramatic play equipment.

The toddler area has a small piece of climbing equipment with a slide. There are pushing toys and other activities.

The two-year-old area has a piece of climbing equipment with slides. There is a stationary dinosaur for the children to climb on. There is a sensory table and dramatic play equipment.

The three year-old area has a piece of climbing equipment with slides. There is a picnic table.

The preschool area has a large piece of climbing equipment with slides and other activities. There is a bench in the area.

The school age area has a large piece of equipment with slides, climbing walls, monkey bars and rings.

There is a large grassy area on the west side of the center. They use this area for water play.

The program also has the motor room available for when they are unable to go outside. The motor room has a padded surface cushioning under a balance beam. There are sensory items on the wall.

The parent information is located on bulletin boards inside the entrance. There is also parent boards located in each classroom. 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.

2. Identify Observed Strengths of the program

The center continues to have a great administrative team with several years of experience in childcare. The leadership of the program is committed to providing a safe environment for the children. Staff members had terrific interaction with the children in each room. They made the learning environment fun and inviting. Staff members are enthusiastic and it came across in how they taught and interacted with the children. They interacted with the children at their level and offered them choices. They were flexible but maintained a routine for the children. Staff members had great teamwork. They each have jobs and roles within the classrooms and know what to expect from one another. Staff members provided easy to understand and clear directions for the children. They provided the children with praise and a calm environment and used positive redirection when necessary. Staff members change out centers routinely so that children do not get bored. Staff members modeled good manners for the children. They included children in activities and encouraged them to use their imaginations. They provided the children with good handwashing reminders and assisted them as necessary. Children appeared to enjoy their time at the program.

Ms. Junkins states that she and Ms. Pfalzgraf make a great team. She states this is great for both of them and for their staff members. Staff members know they can go to either one of them with questions.

Ms. Junkins states they are only as strong as their weakest link and they need to build and teach based on the weakest link.

Ms. Junkins states she is at the center more often because she is no longer helping at the CUCCC-VGM site as much. She

likes being available to her staff members.

Ms. Junkins states they had several staff members return to work at the center after initially leaving for new jobs. This shows them what type of program they build and their strength as a center.

Ms. Junkins states they encourage all their staff members to do what they need and to take care of themselves. They do not want to hold staff members back.

Ms. Junkins states she is the only staff member on the WAGES program.

The center is NAEYC accredited and this expires on 10/01/31. The center received The Courier Best of the Best Recognition for the best childcare center in 2020 and 2024.

During the summer months, the center has “Water Days” and “Bike Days” for children two and older and the one-year-old children enjoy Water Days.

The center has a terrific summer school aged program. They keep children busy with field trips.

Center vans are used for transportation.

Ms. Junkins states the children aged three through five take a field trip to the pumpkin farm in the fall and various places in the spring.

The program is in a secure building and there are cameras in each room, the hallways and on the playgrounds.

The program offers parent and teacher conferences in the fall and the spring.

Rooms are decorated with several arts/crafts made by the children, which makes the rooms very inviting and child friendly. Centers in each of the rooms are clearly labeled and have pictures to assist the children.

The center provides transportation to Kingsley Elementary School and they are a bus stop for Loe Henry Elementary.

I observed terrific communication between the staff members in the various rooms.

3. Identify the aspects that fall below the standard

There are no violations.

4. Any corrective action plans, provisional license, and safety plans-steps to get into compliance

N/A

5. Special Notes/Recommendations

A full license is issued for the remainder of the licensing period. All HHS licensing standards and procedures must be maintained during the renewal period.

Targeted Assessment: Behavior Management:
I discussed with Ms. Junkins her oversight of behavior management related to helping childcare staff: 1) Understand expectations, 2) managing frustrations, 3) monitor performance. Ms. Junkins states their staff members know they are not alone in dealing with difficult behaviors or difficult situations. They know they can call down to the administrative team at any time and they will be supported. She states there are times the staff member needs a break and there are times the children need a break from the room. Ms. Junkins states they try to figure out what they can do as a team to address the situation and they find resources that may be out of the norm. They discuss strategies and possibly have the child move to another room.

CHILD CARE CENTER ANNUAL EVALUATION

Ms. Junkins states if she can tell a staff member is frustrated before they ask for help, she will step in and tell them to take a walk and take a breath. She states when she interviews new staff members, she asks them what they do to stay calm and collective.

To monitor the situation, Ms. Junkins states she and Ms. Pfalzgraf check in on the staff members and their rooms regularly. She states she walks the hallways frequently and she can hear if children or the staff members get angry or raise their voices. She states staff members are also good at coming to the administrative team for help. Ms. Junkins states they can also watch the cameras. She states she keeps an extra staff member in the office area to make sure staff members are given breaks.

Date: 10/15/2026

HHS Licensing Consultant: Becky Frost

Non-compliance with any of the mandated regulatory requirements listed above may lead to the cancellation or revocation of your Child Care License. Please take steps necessary to completely address each of the violations noted above.

Child Care Resource and Referral is an excellent resource for providers to access training options and support in your area. You can reach Child Care Resource and Referral at **https://iowaccrr.org**.