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

Name of Center: Sunrise Child Care Inc **Enrollment:** 75 **License ID No. (Reapplications)** 24847

Street: 525 13th Street Ste 202 **City:** Wellman Iowa **Zip** 52356 **County:** Washington

Mailing Address: PO Box 393, Wellman, IA, 52356

Director's Name: Melissa Kaufman **Phone Number:** 319-646-2890

On-Site Supervisor(s): Juna Gingrich /Glenda McIntire **E-Mail:** sunrisedirector@netins.net

Date(s) of Visit: 03-08-2024

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

LICENSING VISITS

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

Signed Application (470-0722) Received X **Yes** **No** **NA** **Date Signed:** 05-20-2022

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

Date Inspected: 01-12-2022

Comments : due every 3 years, completed by State Fire Marshall Amy Fratzke

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 X Other NA

Program Serves: X Infants (0-23 mo.) X 2 Years X Preschool-Age X School-Age

Get-Well Evening Care X Special Needs

SCHEDULE: X Year-round School-Year Summer Only

HOURS:	*Year-round*	*School-Year*	*Summer Only*
Sunday			
Monday	5:30 AM to 6:00 PM		
Tuesday	5:30 AM to 6:00 PM		
Wednesday	5:30 AM to 6:00 PM		
Thursday	5:30 AM to 6:00 PM		
Friday	5:30 AM to 6:00 PM		
Saturday			

LICENSE CAPACITY	Infants	2 Years	Preschool	School-Age	Capacity
General	19	12	17	32	80
Summer					0

QRS Rating: N/A

RECOMMENDATION FOR LICENSE:	
X	**FULL** license from 08-01-2024 to 08-01-2026
	PROVISIONAL license from
	DENIAL of initial application
	SUSPENSION of license
	REVOCATION of license

Licensing Consultant: Jill Seibert **Date:** 04-04-2024

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

II. IDENTIFY THE AREAS OBSERVED ON THE VISIT:

Sunrise Child Care occupies a main floor wing specifically constructed for child care at a newly constructed community center in Wellman. The program shares space with the local YMCA and community center. The daycare wing is free from intrusion by constituents of the community center for purposes other than child care. The center is owned and operated by Sunrise Child Care, Inc., a nonprofit, community corporation. The center entered into a cooperative agreement with the city of Wellman and Mid-Prairie Community School District to share space and resources. One room used by the school in years past is now utilized by the daycare. The center offers traditional childcare and before and after school care.

The director is Melissa Kaufman. She began as the Director in July 2014. Prior to coming to Sunrise Ms. Kaufman was the lead teacher of another preschool for 3 years. Ms. Kaufman possesses an Associate of Arts Office Administration degree she earned from Kirkwood Community College - Iowa City, IA and a CDA . The center has been licensed since 1990. Since Ms. Kaufman has taken this position the main Center has improved in numerous ways.

Juna Gingrich is the On Site Supervisor at the center. Ms. Gingrich has 18 years childcare experience and also works at the BASP site. Glenda McInitre has also been appointed as OSS and has served in these positions for 5 years.

On 3/8/2024 I made an unannounced licensing visit to Sunrise Child Care Inc. and met with On site supervisors Juna Gingrich, Glenda McIntire and Director Melissa Kaufman. At the time of the visit, staff were actively engaged in providing the child care program to the children. All program areas were observed during the visit. The center also has several "on call managers" to serve as designated person in charge if the OSS and or Director are not able to be present.

The visit consisted of classroom observations and activities, ratios, nutritional practices, health and safety practices, playground observation, field trip and transportation practices, and administrative review.

Center Nutrition Practices Observed:

Meals are served family style in the classrooms and posted menus indicate that minimum nutritional requirements are met. The kitchen contains new equipment, sufficient storage for center food, and sufficient dish washing capacity to accommodate a center of this size. The center participates in CACFP. Menus are posted and meet guidelines. They are also posted on the center website. Food storage was adequate. No outdated food items were present and no food was stored on the floor. If a third snack is served at the end of the day it must be listed on the menu and meet CACFP guidelines.

The center administration team manage the kitchen and nutrition for the center. It was observed to be clean on the visit.

Center Health and Safety:

The center administers prescription and non-prescription medication in accordance with licensing regulations, physician

directions, and parental consent. Center compliance regarding staff and child hand washing, storage and maintenance of a first aid kit, emergency plans and drills for fire and tornado, environmental testing and the maintenance of any necessary detection equipment, and general regulations regarding safety and sanitation policies and procedures were reviewed. Tornado and fire drills are conducted monthly and documented. November, December, January and February drills were missed. These resumed in March. A lead based paint assessment is not required for buildings constructed after 1971.

If staff are supervising children with special health needs or allergies they should be trained on the child's allergy action plan or health care plan. Plans are hanging in the rooms where the child receives care so staff can reference them in the event of an emergency. All plans are signed and dated by a parent and a physician.

Ratio was met. Positioning of staff so that staff can see all children under their care at all times is practiced. Capacity is followed for each room. The Director has discussed supervision requirements with staff indicating staff must know the names and number of children assigned to their care. I discussed this again this year with the administration team noting the importance of face to name supervision. The center and supervisor shall ensure that staff knows names and number of children assigned. Staff shall provide careful supervision. Administration understands practices must be in place and implemented daily.

Center Playground:

The center has a fenced and naturally shaded outdoor play area immediately behind the center. The Childcare Outdoor Weather Watch is consulted when outdoor play is questionable due to varying weather conditions. Playground inspections are conducted monthly. Each child has at least 75 square feet of space when outdoors. Stakes holding down the border in the outdoor play area are tamped down so that they are level and not potential tripping hazards. Areas of the fence that are loose or gates that are settling are monitored so that gaps between 3.5-9 inches are not potential entrapment hazards. A first aid kit is taken outdoors along with emergency medication.

Center Transportation Arrangements/Field Trips:

The center has a van. If field trips are taken in the future children will have field trip authorizations signed. Emergency contacts and a first aid kit will be taken on each trip. The center will be purchasing a new van this year. They currently are not providing transportation. The van must have inspections conducted annually. Administration indicated an updated inspection would be performed prior to use of the van.

Center Administrative Records:

Child misbehavior is addressed by redirection, and positive reinforcement of appropriate behavior. The center is in compliance with regulations regarding required notices and postings and required written policies provided to parents in the form of a parent handbook. Staff and child records were examined during this inspection. Staff and child records are mostly complete and well organized. They are reviewed annually. Child files include updated physicals and immunization, emergency contacts, dental and medical information and pick up authorizations updated annually. Staff files contain professional development hours, CPR/First Aid training, UP and MR training, an approved physical, SING checks and fingerprint results. One staff was behind on fingerprints. However, this is not a pattern of disregard.

The center has a specific Emergency Preparedness plan for this building. It is reviewed annually with staff and they sign and date acknowledgement of such. Staff signed the plan within the past year.

The center is consistently utilizing curriculum expectations, organizational tools, documentation in classrooms and for administrative duties and cleanliness. Mother Goose Time curriculum is utilized to help get the children ready for school. The center posts curriculum/activities for the month at their website.

III. IDENTIFY THE OBSERVED STRENGTHS OF THE CENTER:

Edge cushion for the windows
Resurfaced floors in all rooms
Rocks along playground surface for edging
The center has an excellent board who is aware of the daily functioning of the center. They are well informed and supportive of administration and the program as a whole. Sunrise operates with a Board of Directors which meets monthly to discuss finances and other center interests. The Board consists of community people, business members, parents and the Director who acts as a liaison between staff and parents and the Board.

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

1. 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. Tornado and fire drills had not been documented since November. Drills resumed in March so this has been corrected.

V. SPECIAL NOTES/RECOMMENDATIONS:

Child Care Nurse Consultant Abbie Dierksen conducted hand washing and visited classrooms 2 years ago. CCNC Dierksen and the program had a good working relationship. The center has a new CCNC Toni Krana.

The center also consults with IDPH Danielle Pettit-Majewski.

Based upon this review, it is recommended that this center remain in Full licensing status. The center is directed to correct the item listed in Section IV. The director gave me a verbal commitment that the noted rule violations would be promptly corrected. It is important to note, all DHS licensing standards and procedures must be maintained during the renewal period.

HHS encourages you to contact your local nurse consultant. Child Care Nurse Consultants work with child care and early education businesses. Businesses may call or send questions to a child care nurse consultant about health and safety policies, health programs, health of personnel, and specific child health or safety issues. Toni Krana is the Child Care Nurse Consultant for the program. The center director has a relationship with Iowa Department of Public Health Child Care Nurse Consultant and has also utilized these services. The center phoned CCNC Krana once in 2023 but she has never been in the program. It is recommended the program reach out to CCNC Krana and invite her to conduct a Health and Safety assessment.

HHS encourages you to contact Child Care Resource and Referral. They offer centers assistance with meeting the DHS regulations, QRS, infant/toddler concerns, room arrangement and environment, developmental concerns, Best Practice information, CDA assistance, or any questions or concerns you may have. Please visit the following website to find out who your consultant is: http://www.iowaccrr.org/who_we_are/region_5/ Tabitha Copeland is the child care consultant for this program. They understand they may access these services at any time. The consultant set several dates to visit the center this past year, but all were appointments were cancelled by the center due to illnesses, lack of staff, etc..... It is recommended the program invited Consultant Copeland to visit. She attempted contact with the program 10 times in 2023.

*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.