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

Name of Center: Stepping Stones Early Learning Center Inc **Enrollment:** 210 **License ID No. (Reapplications)** 23962

Street: 300 Panther DR **City:** Knoxville Iowa **Zip** 50138 **County:** Marion

Mailing Address: 300 Panther DR, Knoxville, IA, 50138

Director's Name: Keri Garrison **Phone Number:** 641-828-7837

On-Site Supervisor(s): **E-Mail:** kgarrison@knoxvillesteppingstones.com

Date(s) of Visit: 11-04-2022

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:** 10-31-2022

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

Date Inspected: 08-09-2021

Comments : 8/18/21 -compliance date

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 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	60	36	121	108	325
Summer					0

QRS Rating: 4

RECOMMENDATION FOR LICENSE:	
X	**FULL** license from 12-01-2022 to 12-01-2024
	PROVISIONAL license from
	DENIAL of initial application
	SUSPENSION of license
	REVOCATION of license

Licensing Consultant: Melinda Larson, Child Care Licensing Consultant **Date:** 12-16-2022

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

II. IDENTIFY THE AREAS OBSERVED ON THE VISIT:

Stepping Stones Early Learning Center has been in operation since August 2006. The center provides child care services for infants through preschool age. The building has a secured entrance. The licenses for this center and Stepping Stones Kids Klub, which serves school age children, has been combined into one license. The school age children have program areas in West Elementary School and this school building is located right beside the Stepping Stones Early Learning Center. Keri Garrison is the program director. She began in this role in August 2014. Previously, Keri was the On Site Supervisor and oversaw the school age program for nineteen years. Keri has a Bachelor's degree in Physical Education.

An unannounced visit was completed on today's date. All areas subject to DHS licensing rules were reviewed. Mandatory postings are in place at the entrance. Class schedules and lesson plans are in place by classroom doors. Each classroom has age appropriate supplies and furnishings in place. Classrooms that serve children ages two and up have labeled interest centers within the classrooms.

Keri was present and she assisted with the visit. The center has ten classrooms in the main center. Nine classrooms were in operation today. Kids Klub was also in operation today. All rooms were at or above ratio requirements. Children were observed during individual, child directed play and also resting. For Kids Klub, the art room, library and gym were used for programming. The cafeteria is used for meals and snacks. The center has rolling carts to bring their toys and supplies to the rooms. Children were observed playing large motor games in the gym. Children were playing games and doing art projects. Staff were engaged and available to assist and support the children in their individual and group activities. Staffs' interactions appeared to be positive throughout the visit.

The center has a full kitchen and full time cook. The center participates in CACFP. The center serves breakfast, morning snack, lunch and afternoon snack. Menus are on a six week rotation.

The center has a fenced playground. Rubber tile is used for surfacing material. There are a few climbing structures. Kids Klub uses the school's playground also. The center completes monthly playground checks.

III. IDENTIFY THE OBSERVED STRENGTHS OF THE CENTER:

Keri has been in a leadership with this center for many years. This center participates in the QRS Program and has earned a four star rating. The classrooms are well furnished with age appropriate toys and learning materials. The center has security monitor cameras placed in the classrooms and playground areas.

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

109.9(1)b: All files contain:A signed copy of DHS criminal history record check or any other permission form approved by the Department of public Safety for conducting an Iowa or national criminal history check. A copy of Request for Child Abuse Information.Copies of the results of Iowa records checks conducted.Copies of national criminal history check results.Any Department-issued documents sent to the center related to records check.
Some new staff didn't have state and federal checks completed within required time frame.

109.9(1)d: All files contain a pre-employment physical exam report completed within six months prior to hire and at least every three years. Physical exams shall be documented on form 470-5152, Child Care Provider Physical Examination Report.
A new staff didn't have a current physical.

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.
Drills weren't completed in October 2022.

V. SPECIAL NOTES/RECOMMENDATIONS:

*Note: If you are the Child Care Center Director and you feel something is unclear or unjustly cited, please contact me (phone (515-362-7823 mlarson@dhs.state.ia.us) so that we may discuss the issue. If necessary, I can make a notation in your record. You may also send a letter that will be included in your licensing file noting any disagreement you may have with this report. If you have the need for any additional information discussed during my visit, please contact me and I will forward the information to you. Thank you.

*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.

*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.

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