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

Name of Center: St Paul's Lutheran Before & After School Care **Enrollment:** 56 **License ID No. (Reapplications)** 46496

Street: 301 1st ST NW **City:** Waverly Iowa **Zip** 50677 **County:** Bremer

Mailing Address: 301 1st ST NW, Waverly, IA, 50677

Director's Name: Katie Idler **Phone Number:** 319-352-1481

On-Site Supervisor(s): Lisa Ciavarelli & Kyleigh Lindner **E-Mail:** school@stpaulswaverly.org katie.idler@stpaulswaverly.org

Date(s) of Visit:

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

LICENSING VISITS

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

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

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

Date Inspected: 03-14-2024

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: 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	0	0	20	40	60
Summer					0

QRS Rating: N/A

RECOMMENDATION FOR LICENSE:	
X	**FULL** license from 04-01-2024 to 04-01-2026
	PROVISIONAL license from
	DENIAL of initial application
	SUSPENSION of license
	REVOCATION of license

Licensing Consultant: Becky Frost **Date:** 02-25-2025

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

N/A

II. IDENTIFY THE AREAS OBSERVED ON THE VISIT:

On 03/07/24 I made an unannounced licensing visit to St. Paul's Lutheran Before and After School Care Program in Waverly. I met with Katie Idler, the director. Ms. Idler has a BA in music education and music therapy and is a teacher at St. Paul's Lutheran School. She has been with the program since August 2018 and became a director of the childcare program in May 2020. She took the 2021-2022 year off as the director but returned the following year. Lisa Ciavarelli is the on-site supervisor. The program employs five staff members and has Wartburg College volunteers. There are two staff members present in the morning and four staff members in the afternoon.

The program operates out of St. Paul's Lutheran School/St. Paul's Lutheran Church. The church and school are connected. The program serves preschool and school-aged children. The program operates Monday, Tuesday, Thursday and Friday from 7:00-8:15 am and 3:10-5:30 pm. The program typically only operates on Wednesday during the morning hours because there are church programs in the afternoon. The program only operates during the school year. There are currently 56 children enrolled.

The program operates out of the multi-purpose room in the new addition of St. Paul's Lutheran Church. Windows provide natural lighting. The program has use of the gym. The centers observed include arts and crafts, library, dramatic play, games, table toys, Legos/blocks, transportation and puzzles. Materials were in good condition. Materials are in a closet in the multi-purpose room. The staff members get items out for the children. There is a projector in the multi-purpose room that is sometimes used to show children movies.

I visited the program during the morning hours.

The children have use of bathrooms located down the hallway from the multi-purpose room. There is a family restroom that has one toilet and one sink. The girl's bathroom has five toilets and three sinks and the boy's bathroom has three urinals, two toilets and two sinks. Handwashing procedures were posted in all locations. There is a sink in the multi-purpose room and handwashing procedures were posted. There are bathrooms outside of the gym the children use. The boy's bathroom has one toilet, one urinal and one sink. The girl's bathroom has two toilets and two sinks. Handwashing procedures were posted in the girl's bathroom but must be posted in the boy's bathroom.

There was a phone in the program room and emergency phone numbers with the program's address and phone number were posted. Emergency fire and tornado procedures and evacuation diagrams were posted by the program doors in the multi-purpose room and gym. A daily schedule was posted.

I reviewed documentation of monthly fire and tornado drills. The program had not been practicing drills in the morning but started after my visit. I reviewed documentation of monthly playground inspections. A radon test was completed in March 2024 and must be repeated in two years. Results were within EPA guidelines. The annual fuel burning inspection was completed and no concerns were noted. A carbon monoxide detector was present in the multi-purpose room on the north wall. Outlets were protected. The fire marshal inspection occurred on 03/14/24.

The program is not on the Child and Adult Care Food Program (CACFP) but follows the guidelines. There is a refrigerator in the storage room in the multi-purpose room. A thermometer was present. An afternoon snack is provided to the children by the program and food items were stored according to NHSPS guidelines. Snack menus were available for review. The children eat in the room. The program is proving pre-packaged snacks.

The program uses bleach to sanitize the food tables prior to snack and proper procedures are being followed. The program uses H2 Orange to sanitize tables after snack.

The program has a parent board inside the multi-purpose 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.

The program uses the school's outside play area. Poured-in-place rubber is used for fall surfacing. There is a piece of climbing equipment with slides and other activities. There is a tire swing and traditional swings. There is a teeter totter, monkey bars, a sandbox, art center, a climbing wall and balance beam. There are benches for the children to rest. There are trees for shade and a pergola shade shelter.

Staff and children files were reviewed at the time of the licensing visit. I reviewed ten 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. The program has gone electronic and the new forms do not have a space to document the doctor or dentist emergency contact information. This must be corrected. Additionally, the new forms do not have a space for parents to give the program permission to secure emergency care. There were five missing physicals or parental health statements and one outdated physical. Preschool children must have physicals from a doctor and children in kindergarten and above can have parents sign a health statement.

I reviewed two staff files. One staff member has been employed longer than 90 days and has not completed Essentials training and one staff member did not have documentation of on-going professional development training. If she has not taken any she will need to complete 12 hours this year.

I reviewed policy and procedures, staff and parent handbooks. The necessary written emergency procedures and policies were not present initially but this has been corrected and will not be cited. Emergency Preparedness Plans have been completed. They should be updated to provide the correct director information and you must identify an evacuation site out of town. Many programs partner with another childcare center or a church.

Staff members greeted parents and children as they arrived for the day. They were actively engaged in activities with the children and offered them choices. Staff members maintained positive conversation with the children and asked them about how their night was. Staff members moved around the space and brought new centers out of the storage closet when the children asked them to. They had good teamwork. The children appeared to enjoy themselves at the program.

III. IDENTIFY THE OBSERVED STRENGTHS OF THE CENTER:

Ms. Idler states the program's biggest strength is their dedicated and caring staff. They have consistent staff every day in their program. That consistency is beneficial for the children in their care.

Ms. Idler states their space and their association with the school/church are strengths. They are fortunate to have a nice area with a great outdoor space as well as support from the school and church staff.

Ms. Idler states the staff know the families of their students and have good relationships with the families they serve.

They have students from Wartburg College who volunteer at the program.

Ms. Idler is a great director. She is aware of the licensing standards and asks questions when she is unsure. She has a great relationship with the workers in the program.

The program is in a secured building and there is a camera in the program room.

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

109.7(1): All staff(within first 3 months of employment)Two hours of approved training FOR the mandatory reporting of child abuse.At least one hour of training regarding universal precautions and infectious disease control.Certification in American Red Cross, American Heart Association, American Safety and Health institute or MEDIC First Aid infant, child,

and adult cardiopulmonary resuscitation (CPR) OR equivalent certification approved by the department. A valid certificate indicating the date of training and expiration date shall be maintained.Certification in infant, child, and adult first aid that uses a nationally recognized curriculum or is received from a nationally recognized training organization including the American Red Cross,American Heart Association, American Safety and Health Institute or MEDIC First Aid or an equivalent certification approved by the department.A valid certificate indicating the date of training and expiration date shall be maintained.Minimum health and safety trainings, approved by the Department. If significant changes occur to content, the Department may require the training be renewed.

109.7(2): Center directors and all staff have the required contact hours of training.
Number not in compliance: 1

109.9(2)a: All files contain sufficient information to allow the center to contact the parent or emergency contact at any time child is in center's care.
Number not in compliance: 10
Information lacking: The new forms do not have a space for parents to give the program permission to secure emergency care. This is mandated.

109.9(2)b: All files contain sufficient information and authorization to allow the center to secure emergency medical and dental services at any time child is in center's care.
Number not in compliance for medical: 10
Number not in compliance for dental: 10
Information lacking: 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. The program has gone electronic and the new forms do not have a space to document the doctor or dentist emergency contact information. This must be corrected.

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: 6

V. SPECIAL NOTES/RECOMMENDATIONS:

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

An administrative change is being made on 02/25/25 to name Kyleigh Lindner as an additional on-site supervisor. She has her para educator certificate. She has worked at St. Paul's since 01/30/25. She has previous childcare experience.

*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.