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

Name of Center: CVCS Early Childhood Program **Enrollment:** 149 **License ID No. (Reapplications)** 22502

Street: 3225 W 9th St **City:** Waterloo Iowa **Zip** 50701 **County:** Black Hawk

Mailing Address: 3225 W 9th St , Waterloo, IA, 50701

Director's Name: Carley Epling **Phone Number:** 319-236-6131

On-Site Supervisor(s): Cherith Osterling & Chelsea Smith **E-Mail:** cepling@cvcatholic.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 **State** X **Local** **NA** **Is Fire Inspection Approved?** X **Yes** **No** **NA**

Date Inspected: 05-06-2024

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: X Infants (0-23 mo.) X 2 Years X Preschool-Age 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	57	41	93	0	191
Summer					0

QRS Rating: N/A

RECOMMENDATION FOR LICENSE:	
X	**FULL** license from 03-01-2023 to 03-01-2025
	PROVISIONAL license from
	DENIAL of initial application
	SUSPENSION of license
	REVOCATION of license

Licensing Consultant: Becky Frost **Date:** 08-24-2024

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

N/A

II. IDENTIFY THE AREAS OBSERVED ON THE VISIT:

On 02/15/24 I made an unannounced off year visit to Blessed Sacrament Early Childhood Center in Waterloo. I met with Carley Epling, the director of the program. Ms. Epling has a BA in elementary education and fifteen years of experience in a previous childcare center. She started with the program in May 2019 and became the director in October 2019. Ms. Epling completed the National Administrator Credential (NAC) training. Cherith Osterling is an on-site supervisor for the program and works with child registration and files. She started with the program in December 2019. She worked at a previous childcare center for nine years. Chelsea Smith became an on-site supervisor in August 2023. She works on the business items and takes care of staff files. The program employs 56 staff members. This is a program that had been operating under the Department of Education and became licensed under the Department of Human Services in March 2015.

The program operates out of the former Blessed Sacrament School. The building is now the Blessed Sacrament Early Childhood Center. It is open Monday through Friday from 6:30 am until 6:00 pm and serves children infants through school-aged children. There are three licensed three-year-old preschool classes that meet Monday through Thursday from 8:15-11:15 am.

This actual site has 149 children enrolled currently. However, the children from St. Edward Early Childhood Center in Waterloo come to this site during the summer and during no school days and inclement weather days.

Typically, the program operates out of the following rooms: infants (birth until approximately 12 months), Caterpillars room (young toddlers 12-18 months), Butterflies room (older toddlers 18-24 months), Ladybugs room (two- and three-year-old), Fireflies room (two and three-years-old), three three-year-old preschool/childcare rooms, a four-year-old before and after preschool childcare room and a large school-age room. The program also uses a space in the cafeteria and the music and movement classroom for school-age children during the summer months.

However, there have been some recent changes to where children are being cared for because of problems with the water lines and hear in one entire hallway of the center. The fire marshal has approved three temporary make-shift rooms in the cafeteria of the center for some of the children. The cafeteria is large and can adequately accommodate three rooms. The other children have shifted to rooms that have already been licensed. The center does not have a timeline as to when or even if the repairs will be made. There is a possibility that some children may be moved to Blessed Maria Assunta Pallotta Middle School this summer. The school age children that are typically bussed over the Blessed Sacrament location are being cared for at the licensed St. Edward Early Childhood Center location. A

An inspection of each room was completed. Windows provide natural lighting. The rooms are decorated with the children's art projects, and posters to assist the children with the learning process, such as the alphabet, numbers and colors. The children's birthdays were posted. There is an area for circle time in some of the rooms.

The centers observed on the day of the licensing visit include library, blocks/Legos, table toys, games, puzzles, transportation, art, dramatic play, listening, writing, woodworking, 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 were easily accessible to the children.

The three-year-old preschool classes use Creative Curriculum to develop lesson plans. Jolly Phonics is also used. They complete assessments and have quarterly goals they must meet. The childcare classrooms primarily use the Active Learners curriculum to develop lesson plans. They also utilize other resources. Lesson plans were available for review in most rooms. The Fireflies room and Butterflies room did not have a current lesson plan. There was not a pattern of disregard so this will not be cited.

There was a phone in all the classrooms and emergency numbers were posted. Staff members communicate with two-way radios. Emergency fire and tornado procedures and evacuation diagrams were posted by all the main program doors and outdoor exits throughout the center. A daily schedule was posted in each room.

I reviewed the documentation of fire and tornado drills. I reviewed documentation of monthly playground inspections. A radon test was completed in July 2022 and must be repeated every 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 infant room near the cribs and downstairs in the window of the Fireflies room. Outlets were protected. The fire marshal inspection occurred on 10/23/23.

The program has a cook from Cedar Valley Catholic School who prepares meals on site. The school is on the Child and Adult Care Food Program (CACFP). The program provides lunch and a morning and afternoon snack. A new menu is prepared each month.

Children also have the option of bringing meals from home. For children who are not yet school-aged (Kindergarten and older) and who bring lunch from home, staff members review what is brought for the children and supplement as necessary so that the CACFP guidelines are met.

In the infant room, parents provide formula, baby food and cereal. Bottles are washed in the room using the three-step method.

The kitchen was observed to be clean and organized. Dishes are put through an industrial dishwasher. Thermometers were present in the industrial refrigerator and freezer on site in the kitchen and in the refrigerator in the dining area. Several of the rooms also have refrigerators and thermometers were present in each of them, except for the freezer in the Caterpillar room needs a thermometer. The food items were stored according to NHSPS guidelines in the kitchen and rooms. All the children are eating in their classrooms.

There are bathrooms located in each hallway of the program. They are currently only using the bathrooms in one of the hallways. In the hallway where the preschool rooms are located the girls' bathroom three toilets, two sinks and a changing table. Handwashing and diaper changing procedures were posted. The boy's bathroom has two urinals, two toilets, two sinks and a changing table. Handwashing procedures were posted but diaper changing procedures must be posted.

There is a bathroom in the Caterpillar room with one toilet and one sink and procedures were posted. There is a bathroom in the temporary infant room that has two toilets, two sinks and two diaper changing tables. Diaper changing procedures were posted. The program is unable to use the toilets or sinks, but they have brought in a portable sink for this area. They are maintaining the sink in a sanitary manner. They were getting a new one the day of my visit. There are sinks in all the rooms on the main level and handwashing procedures were posted. The rooms for the younger children have diaper changing tables. Diaper changing procedures were posted.

On the lower level they have set up an area with three diaper changing tables for the children and procedures were posted.

The program is using Hillyard QT3 Sanitizer to sanitize their food tables and disinfect the changing tables. I discussed and observed diaper changing procedures with staff members. Proper procedures are being followed.

Medication authorization forms are completed through the Brightwheel app. Ms. Epling can go back to review information.

The program is using the Brightwheel app for daily sheets for the children under age two. The app is used to communicate with all parents.

Cribs are used to nap in the infant room. Children begin using cots to nap when they turn one-year-old room. Cots and bedding were stored appropriately.

There are four separate playground areas. The area on the south side of the building has turf for fall surfacing. There is a tree for shade. There are slides and pushing toys. This area is fenced in.

There are two fenced in playground areas on the west side of the building. The larger area for the older children uses rubber mulch for fall surfacing. There is a piece of climbing equipment with slides and stationary climbing pieces. There is a grassy area and a concrete area. There are riding toys, playhouses, a sensory table, balance beam, tunnel and a basketball hoop. There are picnic table and benches for the children to rest.

The second fenced in area on the west side of the building is a grassy area for infants and toddlers.

There was a school-aged playground on the north side of the building but it has been torn out. What happens with this area will depend on the plans for future care of the school-aged children.

The parent information is located on a bulletin board inside the entrance. 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. There are parent resources in the entrance.

In the Fireflies room there are electrical cords and charging cords that hang down within reach of children in the quiet corner. Children cannot have access to these cords.

In two of the three-year-old preschool classrooms there were teacher personal items within reach of the children. These items must be stored out of reach of children.

Staff members were observed to have great teamwork. They have had to be flexible with all the changes that have occurred due to uncontrolled circumstances with the building. They have made the best of the situation and turned their makeshift rooms into nicely decorated classrooms for the children. Staff members were actively engaged with the children in activities. They introduced new activities to the children and encouraged them to use their imagination. Staff members were reading to the children and singing and dancing. Staff members provided the children with praise. They spoke with the children about sharing. They counted the children during transitions. In the infant room staff members worked on tummy time and on rolling over. They had great knowledge of the children's routines and developmental needs. All the staff members were nurturing. The children appeared to enjoy themselves in the program.

III. IDENTIFY THE OBSERVED STRENGTHS OF THE CENTER:

The program has a Quality Rating System (QRS) level of 4 which expires on 02/28/24.

The program is in a secured building and there are cameras in each room. The cameras can record. The program doors are locked.

Ms. Epling states they came together as a team to support the changes within the building. They have remained committed to the children and families throughout the changes.

Staff Compensation: Goal: Increase staff salaries to ensure competitive compensation. Measure: Conduct a salary survey, compare with industry standards, and implement salary adjustments accordingly.

Facility Enhancement: Goal: Renovate and open an additional room dedicated to toddlers. Measure: Complete construction and set up toddler room by fall 2024, ensuring compliance with licensing requirements.

Infrastructure Improvement: Goal: Bring the building up to par by addressing any maintenance issues or required upgrades. Measure: Conduct a building assessment, create a prioritized action plan, and complete necessary improvements by fall 2024.

Playground Upgrade: Goal: Redesign the school-age playground to accommodate four-year-olds as well. Measure: Collaborate with a playground design expert, implement the redesign, and have it ready for use by summer 2024.

Staff Expansion: Goal: Hire five new part-time staff members to provide additional support to the childcare center. Measure: Advertise positions, conduct interviews, and have new staff in place by spring 2024.

Curriculum Implementation: Goal: Continue implementing Golds and Iowa Early Learning standards for lesson planning across all age groups. Measure: Regularly assess lesson plans and observe classroom activities to ensure alignment with established standards.

Training and Support: Goal: Enhance the support system for teachers by providing ongoing training and assistance. Measure: Conduct regular training sessions, monitor teacher performance, and ensure that the training staff person is

effectively supporting the teaching team.

Technology Integration: Goal: Expand the use of technology in communication and documentation. Measure: Ensure that all lesson plans are consistently uploaded on Brightwheel and continue utilizing portfolios for two and three-year-olds.

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

V. SPECIAL NOTES/RECOMMENDATIONS:

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

An administrative change is being made to remove Taylor Tisue as an on-site supervisor and add Chelsea Smith as a new on-site supervisor.

An administrative change is being made for several reasons. The name of the program has changed to CVCS Early Childhood Program. The center has moved to a new location in Blessed Maria Assunta Pallotta Middle School at 3225 W. 9th Street in Waterloo. The hours are 6:30 am until 5:30 pm. The program cares for infants through preschool-aged children. The new capacity is 191 children and is broken out as follows:
Nursery-Room 125-25 children
Toddlers-Room 129-32 children with no cribs OR 28 children with cribs
2's-Room 124-21 children
2's-Room 126-20 children
3's-Room 122-21 children
3's-Room 123-21 children
4's-Room 151-29 children
4's Room 103 (in Columbus)-22 children
They start at the new location on 08/26/24.

*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.