Health and Human Services

Iowa Department of Health And Human Services

CHILD CARE CENTER ANNUAL EVALUATION

Name of Center: Burlington Area YMCA-Sunnyside Site

Provider No.: 21191

Address: 2040 Sunnyside Ave, Burlington, IA, 52601

County: Des Moines

Director's Name: Lindsey Koopmans

On-Site Supervisor: Piper Cole

Phone Number: 3197536734

E-Mail: lindsey@burlingtony.org

HHS Visit Date: 10/10/2025

Licensing Period: 11/01/2024 to 11/01/2026

Fire Inspection:

Date Inspected: 04/30/2025

Comments: conducted by Mark Crooks, Burlington Fire Department

Report Visit Type:

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

License Type:

- [X] Full
- [ ] Provisional

Quality initiative:

- [ ] Accrediation

Program Duration:

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

CHILD CARE CENTER ANNUAL EVALUATION

HOURS:	*Year-round*	*School-Year*	*Summer Only*
Sunday			
Monday		6:30 AM to 8:45 AM	
Tuesday		6:30 AM to 8:45 AM	
Wednesday		6:30 AM to 8:45 AM	
Thursday		6:30 AM to 8:45 AM	
Friday		6:30 AM to 8:45 AM	
Saturday			

Program Population Served:

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

LICENSE CAPACITY	Infants	2 Years	Preschool	School-Aged	Capacity
General				70	70
Summer					0

1. Basic Overview

Burlington Area YMCA Sunnyside Site is held in the Sunnyside Elementary School in a residential area of Burlington. This program provides care to school age children in the gymnasium before school only. After school the YMCA bus picks up the children and staff and buses them to the Y daily. Child care services are offered Monday-Friday from 6:30 a.m.-8:45 a.m. Approximately 10-15 children are served on a daily basis at this site.

The director for this program is Lindsey Koopmans. She began this position in 2019. She holds a BSN. Ms. Koopmans directs all school age programs in Burlington for the YMCA as well as the childcare program at the Y. The on-site supervisor Piper Cole is new at this site (2024). She meets the required 75 points to hold this position. She holds an AA in Finance. I made an unannounced licensing visit to the program on 10/10/25. Annabelle Myers is the other staff at this site. The Director and I later discussed schedules and activities, ratios, nutritional practices, health and safety practices, playground observation, field trip and transportation practices, and administrative review. Phone and email consultation and collaboration by phone and email have occurred frequently with Director Koopmans. This took place prior to and after the visit. Enrollment for this program is 30 children.

The program serves school age children only. The program space had an age appropriate curriculum posted. Lesson plans were appropriate which included: active and quiet times, large-group activities, small group activities and time to play alone or with others, indoor and outdoor play, and time for children to select their own activities and teacher directed activities. A wide variety of toys, educational games, puzzles, and books should be available to the children to utilize. The environment was clean and safe. The program space has educational materials available that were age appropriate.

Nutrition Practices:

CHILD CARE CENTER ANNUAL EVALUATION

The center chooses not to participate in the CACFP Program. Food preparation and storage procedures were consistent with NHSPS. The centers had thermometers in all refrigerators and freezers. The center offers breakfast. The center has a two week menu rotation. Each child should be served a nutritionally balanced meal and snack as defined by CACFP guidelines. Children should wash hands before eating breakfast. The school serves breakfast and sanitizes tables.

Health and Safety:

Medications are stored in original containers with physician/pharmacist directions and label intact. Medications are inaccessible to public and the center is able to provide documentation of medication given. First aid supplies recommended by the IDPH were available in the centers first aid kits. We discussed that any child with allergies must have an allergy action plan on file. All plans should be signed and dated by a physician. No safety hazards were observed.

Tornado and Fire Drills were practiced and documented once a month as required.

The Director has worked with staff in the past regarding ratio and safe and active supervision including children assigned to staff.

Emergency medications and emergency contact information as well as a first aid kit will be taken into other parts of the building (gymnasium) if the children utilize other areas of the school.

Each child has at least 75 square feet of useable floor space during gross motor activity in the gym. Each child has at least 35 square feet of useable floor space in the cafeteria. Capacity is not an issue at this program since the area utilized can hold many more children.

Playground:

The center playground includes the school playground: spinners, jungle gym, basketball court, climbing structures, slides, teeter totter, and a grassy field. Surfacing is provided by mulch. Trees provide the shade. It is not typical that the children use the outdoor play area since this is a morning program only. If the outdoor are is utilized the program will conduct an outdoor play area inspection. The child care weather watch will be utilized if outdoor play is questionable due to varying weather conditions. Emergency medications and emergency contact information as well as a first aid kit will be taken outdoors.

Field Trips and Transportation:

Field trips and transportation are no longer offered since the program is now morning hours only.

Administrative Records:

The following posting were available on the date of my visit: Mandatory Reporter, Handbook Availability, Consultant Contact, License, Emergency Procedures for fire and tornado, and no smoking signs. The program has a handbook containing required policies.

Children and staff files are reviewed annually. Staff have current physicals, CPR and First Aid training, Universal Precautions training, Mandatory Reporter training, Iowa Criminal Background checks and fingerprints. Both staff are current on PD hours, due annually. All policies and procedures were reviewed.

All child files included pick up authorizations, emergency contacts, and school age health statements. Allergy action plan requirements are met for any child with allergies.

The program has a site specific emergency preparedness plan. Staff should be trained on the plan annually. Staff signed and dated acknowledgement of training on the plan annually.

2. Identify Observed Strengths of the program

CHILD CARE CENTER ANNUAL EVALUATION

The center director and on-site supervisor have developed a working relationship with Child Care Resource and Referral.

Both have an understanding of HHS rules/regulations.

3. Identify the aspects that fall below the standard

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

N/A

5. Special Notes/Recommendations

It is recommended this program remain in Full Licensing Status. It is important to note, all HHS licensing standards and procedures must be maintained during the renewal period. It is the program's responsibility to do so. Consultation services are available and accessible throughout the year.

This site may access CCNC Nancy Granaman for health and safety consultation or trainings. She and the Director have a good working relationship. 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.

HHS encourages you to contact Child Care Resource and Referral. Please visit the following website to find out more. They offer centers assistance with meeting the HHS regulations, IQ4K, infant/toddler concerns, room arrangement and environment, developmental concerns, Best Practice information, CDA assistance, or any questions or concerns you may have. http://www.iowaccrr.org/who_we_are/region_5/ Tabitha Copeland (CCR&R) has met with the program in the past. She and the Director have a good working relationship.

Date: 10/28/2025

HHS Licensing Consultant: Jill Seibert

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**.