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

Name of Center: Paton-Churdan Early Learning Center **Enrollment:** 41 **License ID No. (Reapplications)** 45818

Street: 606 Adrian ST **City:** Churdan Iowa **Zip** 50050 **County:** Greene

Mailing Address: PO Box 125, Churdan, IA, 50050

Director's Name: Whitney Minnehan **Phone Number:** 515-389-3129

On-Site Supervisor(s): Ann Forkner **E-Mail:** pcelc@wccta.net

Date(s) of Visit: 08-14-2025

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:** 08-14-2025

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

Date Inspected: 02-03-2023

Comments : State Fire Marshal inspections are due every three years. The center will be due for another inspection in 2/2026.

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 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	16	18	18	18	70
Summer					0

QRS Rating: N/A

RECOMMENDATION FOR LICENSE:	
X	**FULL** license from 09-01-2025 to 09-01-2027
	PROVISIONAL license from
	DENIAL of initial application
	SUSPENSION of license
	REVOCATION of license

Licensing Consultant: Nate Knepper **Date:** 08-18-2025

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

N/A.

II. IDENTIFY THE AREAS OBSERVED ON THE VISIT:

A licensing inspection was completed on 8/14/25. The director was present throughout the visit.

All areas of the program were observed. These areas observed consisted of classroom observations and activities, ratios, nutritional practices, health and safety practices, playground observation, field trip and transportation practices, and administrative review.

Paton-Churdan Early Learning Center is a center that was given permission to open on 8/17/15. The center is located right next door to the Paton-Churdan Elementary School. The center serves children ages six weeks in age to roughly 12 years in age using the Frog Street Curriculum. There are three classrooms. A forth classroom in the building is used strictly by the school.

The center is overseen by a Board. The director of the center as of 10/2024 is Whitney Minnehan. Whitney has a BA degree and an AA degree and past experience working in child care, including this center. Ann Forkner is the on-site supervisor. Ann has a BA degree as well as past experience working in child care.

During the visit, children were observed sitting at the child-size table and chairs in the infant classroom eating lunch. One child was sitting on the floor playing. In the 18 month - three year old classroom, staff and children were sitting on the floor and staff were facilitating a large group activity for the children. The school-age children had just returned from the town park towards the end of the inspection. Children stated they were wearing sunscreen. Children also gave specific answers as to where they go for monthly fire and tornado drills.

III. IDENTIFY THE OBSERVED STRENGTHS OF THE CENTER:

Enrollment remains steady.

The center has good community partnerships which includes but is not limited to the school and town's library.

The center again looked clean and rooms are spacious. Carpets are shampooed at least two times a year.

There is wheel chair accessible entrance.

There is a good mix between tenured and new staff. The director believes she has built a good staff who work well with each other.

The director is organized and has a lot of experience working in child care.

The center works regularly with CCR&R and their nurse consultant.

The center uses an online app, Playground, for daily sheets.

The Board is involved and supportive.

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

109.9(1)a: All files contain: Copy of a department criminal history record check form or any other permission form approved by Department of Public Safety for conducting an Iowa or national criminal history record check. Copy of a request for child abuse information form, when applicable. Copies of results of Iowa record checks conducted through the SING for review by the department upon request. Copies of national criminal history check results. Any department issued documents sent to the center related to a record check, regardless of findings.
Two newer staff have not yet been fingerprinted. THIS IS SCHEDULED FOR NEXT WEEK.

109.9(2)i: 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, Chiropractor, PA, or ARNP, and contains health history; present health status including allergies, medications, and acute/chronic conditions; and recommendations for continued care if necessary.
Two children did not have current physicals in their files. THIS IS A REPEAT ISSUE FROM LAST YEAR.

109.10(13)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.
Monthly fire and tornado drills were not conducted Oct '24 - Dec '24. All other monthly drills were documented. THIS IS A REPEAT FROM LAST YEAR.

109.11(4)b: Record of monthly inspections of outdoor recreation area and equipment shall be kept.
This documentation form was missing on the day of the inspection.

109.12(1): Program structure that uses developmentally appropriate practices and written program of activities planned to the developmental needs of children served. Program complements but does not duplicate school curriculum. Schedule of program is posted in a place visible to parents.
The full-day schedule was not posted in the school-age classroom on the day of the inspection. The full- day, AM, and PM schedules (once school starts) need to be posted.

V. SPECIAL NOTES/RECOMMENDATIONS:

The center last tested for radon in classrooms 3/18/21 - 3/26/21. Radon levels at that time were below the 4.0 cutoff. Because levels were below 4.0, the center can move to testing for radon at least every five years now. So long as radon levels remain below 4.0, they can remain on a five year plan. If at the next testing, levels in any classroom come back 4.0 or higher, the center will have to have a mitigation plan, retest, and at least temporarily move back to testing every two years. THE NEXT RADON INSPECTION WILL BE DUE IN 3/2026.

The annual furnace inspection was last inspected 9/21/24 so it is again coming due soon.

The center will contract with the school district and take a bus for transportation needs that are not within walking distance.

IQ4K and I-Power were again discussed at the visit. Staff will need to upload their training certificates into I - Power.

The monthly playground documentation form was emailed to the center on 8/18/25.

A new, full, two-year license is recommended. The director mailed in the renewal application with payment on 8/14/25.

*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.