Health and Human Services

Iowa Department of Health And Human Services

CHILD CARE CENTER ANNUAL EVALUATION

Name of Center: West Liberty BASP

Provider No.: 30688

Address: 806 N Miller ST, West Liberty, IA, 52776

County: Muscatine

Director's Name: Cynthia Murguia

On-Site Supervisor: N/A

Phone Number: 3193301834

E-Mail: wliabasp@gmail.com

HHS Visit Date: 05/21/2026

Licensing Period: 03/01/2026 to 03/01/2028

Fire Inspection:

Date Inspected: 11/26/2024

Comments: Does Comply.

Report Visit Type:

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

License Type:

- [X] Full
- [ ] Provisional

Quality initiative:

- [ ] Accrediation

Program Duration:

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

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HOURS:	*Year-round*	*School-Year*	*Summer Only*
Sunday			
Monday	6:30 AM to 6:00 PM		
Tuesday	6:30 AM to 6:00 PM		
Wednesday	6:30 AM to 6:00 PM		
Thursday	6:30 AM to 6:00 PM		
Friday	6:30 AM to 6:00 PM		
Saturday			

Program Population Served:

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

LICENSE CAPACITY	Infants	2 Years	Preschool	School-Aged	Capacity
General			24	77	101
Summer					0

1. Basic Overview

This worker arrived at West Liberty BASP - 30688 on 5/21/2026 for their annual visit. The center is located inside of West Liberty Elementary School. They utilize the cafeteria and gym. The center's fire inspection was completed on 11/26/2024. The center is open year around from 6:30am to 6:00pm. The center provides care for preschool-school aged children. There are currently 41 children enrolled.

Cynthia Gamon is the director. She started in 2022.

This worker observed all programming space in the center and outdoor area to ensure that the environment was safe, sanitary and hazard free. The center was safe, sanitary and hazard free. The center staff provided careful supervision during the visit. The center was in ratio during the visit. The center ensures that medication is stored and documented appropriately, handwashing procedures are followed, staff know how to use the cleaning, sanitizing and disinfecting procedures were followed.

The center is not on the Child and Adult Care Food Program; however, the school district is. Children are able to eat breakfast during the school year and breakfast and lunch during the summer. The center provides afternoon snack. The center ensures that each child is served a full, nutritionally balanced meal/snack as defined by CACFP guidelines. Staff provided careful supervision at the table during snacks and meals. Sanitary and safe methods in food preparation, serving, and storage sufficient to prevent transmission of disease, infestation, and spoilage were followed. Menus were posted.

The center's curriculum is teacher created. The center offers walking field trips or utilizes the school bus for transportation. A few field trip examples include the pool, museums, flower farm, library, Discovery Center and parks.

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All required postings were displayed on the date visit. Child files were in full compliance.

2. Identify Observed Strengths of the program

-Cynthia has been with the center since 2022.
-The center utilizes an app called Band. They also talk with the parents in person, via phone and text.

3. Identify the aspects that fall below the standard

109.7(2): Center directors and all staff have the required contact hours of training.
-Staff must ensure that they have ongoing professional development hours. Training can be found by visiting: https://iowaccrr.org/training/

109.10(13)a: The center shall have written emergency plans and diagrams for responding to fire, tornado, flood, and plans responding to intoxicated parents and lost or abducted children. Emergency plans shall include written procedures including plans for: Evacuation to safely leave the facility. Relocation to a common, safe location after evacuation. Shelter in place to take immediate shelter when the current location is unsafe to leave due to the emergency issue. Lock down to protect children and providers from an external situation. Communication and reunification with parents or other adults responsible for the children, which includes emergency telephone numbers. Continuity of operations. To address the individual children, including those with functional or access needs.
-The center must review and update their emergency preparedness plans. The director is strongly encouraged to visit this website: https://iowaccrr.org/training/ep/ and work with CCR&R and CCNC to ensure compliance.

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.
-Fire and tornado drills were not completed in 2026. Fire and tornado drills must be documented at least once a month. https://iowaccrr.org/resources/files/BGP/170%20EmergencyDrill_204.pdf

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

N/A

5. Special Notes/Recommendations

Based upon the annual visit, it is recommended that this center remain in full licensing status. If citations are issued please ensure that they are corrected as soon as possible. It is important that the director and all staff review the updated Iowa Code 109 Iowa Administrative Code and Comm. 204: Comm. 204, Child Care Centers and Preschools Licensing Standards and Procedures

This worker encourages all centers to work with Child Care Resource and Referral Consultant Child Care Resource & Referral - Iowa CCR&R and their Child Care Nurse Consultant Healthy Child Care Iowa | Health & Human Services. Care Resource & Referral Consultants assists centers through training/professional development, licensing/regulatory support, developing policies/procedures and achieving best practice standards (Iowa Quality for Kids (IQ4K®). Child Care Nurse Consultants assists centers through on-site consultation, training, technical assistance, information and referrals and care planning for children with special health needs.

Date: 05/31/2026

HHS Licensing Consultant: Heidi Brown

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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**.