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

Name of Center: It Takes A Village Childcare, LLC **Enrollment:** 56 **License ID No. (Reapplications)** 50667

Street: 3631 West 9th Street **City:** Waterloo Iowa **Zip** 50702 **County:** Black Hawk

Mailing Address: 600 Park Lane, Waterloo, IA, 50702

Director's Name: Tracy Newton **Phone Number:** 319-229-2930

On-Site Supervisor(s): Eva Molina, Vivian Mabry & Alivia See **E-Mail:** t.newton@fvrc.com

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: 07-02-2020

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

X Get-Well X 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	28	18	58	0	104
Summer					0

QRS Rating: N/A

RECOMMENDATION FOR LICENSE:	
X	**FULL** license from 08-01-2021 to 08-01-2023
	PROVISIONAL license from
	DENIAL of initial application
	SUSPENSION of license
	REVOCATION of license

Licensing Consultant: Becky Frost **Date:** 03-08-2023

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

N/A

II. IDENTIFY THE AREAS OBSERVED ON THE VISIT:

On 07/08/22 I made an unannounced off year licensing visit to It Takes A Village Childcare in Waterloo. I met with Tracy Newton, the director. Ms. Newton started with the program in October 2020. She has an AA in general education and an early childhood education certificate. Kara Miner is the on-site supervisor. She started with the program in May 2020. She has a BA in early childhood/special education. Vivian Mabry is the assistant director/on-site supervisor for the program. Ms. Mabry started with the program in March 2020 and has an AA in early childhood development. She has been employed in the child care field for over 30 years. Eva Molina is also an on-site supervisor. The program employs 27 staff members.

Friendship Village, a retirement community, built a child care center on their campus. They were given permission to open on 07/15/19. The program can operate 24 hours a day, seven days a week and serves infants through children five-years-old. They are currently only operating 5:30 am until 7:30 pm and every other weekend because of a shortage of staff members. There are currently 56 children enrolled. The center has the capacity to care for 101 children in the child care center and 3 children in the get-well center.

Friendship Village partially made the decision to build a child care facility to assist employees they hire at Friendship Village with child care for all three shifts. The program is also open to the community. Lisa Gates is the President and CEO of Friendship Village and Sherry Turner is the Director of Compliance and Education.

The program operates out of five rooms: infants (Purple room), one-year-olds (Teal room), two-year-olds (Blue room), three-year-olds (Green room) and four and five-year-olds (Red room). There is also a room that is currently used for large motor activities and to store resources that may eventually be used for school-aged children in the future. There is also a get-well center. 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, shapes, colors and numbers. All rooms were within ratio during my visit.

The centers observed on the day of the licensing visit include library, Lego/blocks, table toys, games, puzzles, transportation, art, dramatic play, writing, 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 center uses the Creative Curriculum and a variety of other resources to develop lesson plans. Activities are based on themes. The program is using the Ages and Stages Questionnaire (ASQ) as an assessment tool. The program has parent/teacher conferences when the child starts, each spring and before the child transitions to the next room. The center sends a monthly newsletter home to the parents to keep them updated on center activities. Lesson plans were available in each of the rooms except for the Teal room. They just lost their lead teacher and new staff are being trained to prepare lesson plans.

There was a phone with emergency numbers in each classroom. Emergency fire and tornado procedures and evacuation diagrams were posted by all the main program doors and outdoor exits. A daily schedule was posted in each room.

Cots and cribs are used to nap.

I reviewed documentation of monthly fire and tornado drills. The program did not have documentation of fire and tornado drills for multiple months. I was informed they performed them but they were not documented. If drills are not documented I cannot give you credit for doing them. There were only three fir drills and three tornado drills documented in 2021 and multiple months have not been documented in 2022. This is a serious offense. Fire and tornado drills must both occur monthly and you must document when they occur with time and date. Failure to do so during the next licensing visit may result in a provisional license.

I reviewed documentation of monthly playground inspections. A radon test was completed in June 2020. Results were within EPA guidelines at that time. The program is performing new radon tests this weekend because they are closing the center. The fuel burning inspection was last completed in March 2021and no concerns were noted at the time. A fuel burning inspection is due currently. A carbon monoxide detector was on site in the hallway near the kitchen. Outlets were protected. The fire marshal inspection occurred on 07/02/20.

The program uses R-T-U Quaternary Sanitizer to sanitize the food tables. They use an 80% topical solution of alcohol antiseptic or Purell Professional Surface Disinfectant to disinfect the changing tables.

I observed and discussed diaper changes in the infant room and procedures are followed. There are bathrooms inside the classrooms for the children two-years-old and older.

In the one-year-old room the staff members are not keeping medication authorization forms for over-the-counter medications, such as diaper cream but not all the forms were signed by the parent. Parents must sign a medication form and a staff member must document the day and an accurate time each time the medication is used on the child.

The program does not participate in the Child and Adult Care Food Program (CACFP) but follows the guidelines. The center provides the children with breakfast, lunch, supper and a morning, afternoon and night time snack. Breakfast, lunch and supper are prepared by a Friendship Village chef and delivered to the center. Friendship Village provides the snacks, but the center prepares them. Menus are prepared by Friendship Village, who has a nutritionist on site. A new menu is prepared each week. Menus were posted. In the Blue room there were some vanilla wafers that were not stored according to NHSPS guidelines. Once a food item is opened it must be stored in a sealed plastic, metal or glass container and should be dated. There was not a pattern of disregard so this will not be cited. Menus and allergies were posted in each room and the kitchen. Family style is only used in the Red room.

Parents provide all formula, baby food and cereal for the infants. Bottles are washed in the room using the three-step method.

There is a refrigerator in each room and thermometers were present. There are also three sinks in each room specifically for washing dishes. The three-step method is used. The infant room and the one-year-old room have the three sinks and a dishwasher. Silverware and cups are washed in the classrooms and the other dishes are sent to Friendship Village to be washed.

The kitchen was observed to be clean and organized. There is an industrial refrigerator and freezer and thermometers were present.

The program has a fenced in outdoor play area behind the center. The area is mostly a natural play area. They have slides built into a small hill, a music center, art, center and sensory tables. They have rubber fall surfacing on the area where there are objects with a fall height greater than 18 inches. They have a concrete path through the area. They have tarps for shade and have also planted trees.

The parent information is located on a bulletin board inside the entrance. The mandatory reporter, child care consultant and the handbook availability were posted. The license was conspicuously hung. A no-smoking sign was posted at the entrance.

The closet door in the Teal room is broken and must be repaired. If it cannot be repaired immediately the door should be removed so children do not get entrapped in the area.

Staff members were observed to have terrific interaction with the children. Staff members were on the floor engaged in activities in all the rooms. Staff members maintained positive conversations with the children and provided them with praise. Positive redirection was used when necessary. Staff members assisted children with handwashing. They introduced activities to the children and used play as an opportunity to teach the children about colors and counting. Staff members encouraged the children to use their imaginations. The children seemed to enjoy and feel comfortable in the program.

III. IDENTIFY THE OBSERVED STRENGTHS OF THE CENTER:

The program has a secured entrance and there are security cameras in the hallways and classrooms.

Friendship Village residents visit the child care program to interact with the children. The children also visiting the residents at Friendship Village. The children and seniors do activities together and they are building lasting connections. The residents and the children gain purpose with more physical, mental and emotional involvement.

Ms. Newton states they have consistent staff members so they know the children and their families. Ms. Newton states it is their goal to work more on lesson planning.

Ms. Newton states they have a nice facility in a building built specifically for child care. Their meals are made by chefs at Friendship Village.

Ms. Newton states they program uses ProCare for billing and to keep children and staff files up to date.

The center can provide child care 24 hours a day, seven days a week. They are currently not doing so because of a staff shortage.

The center has a get-well center with a licensed nurse available to care for three children.

They have a great facility that was specifically designed for child care. They have a great location being near the hospital and Friendship Village. They are under the Friendship Village that allows the center to use their maintenance staff for repairs. Friendship Village also orders all their food and supplies and they have Human Resources to help with staff matters.

The center has a goal to build the child care program with more children and staff members in the future.

The hallways are decorated with pictures of the children and the Friendship Village residents. There are pictures of staff members in the entrance.

The base pay for the program is $11 and staff members receive benefits (medical, dental, optical and life insurance) and holiday pay. They also have a 401K after their first year.

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

109.10(15)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.

109.11(3)a: Center shall ensure that: Facility and premises are sanitary, safe, and hazard free. Adequate indoor and outdoor space is provided. The outdoor area shall include safe play equipment and area of shade. Sufficient space provided for dining. Sufficient lighting shall be provided. Sufficient ventilation. Sufficient heating. sufficient cooling. Sufficient bathroom and diapering facilities. Equipment, including kitchen appliances, are maintained so as not to result in burns, shock, or injury to children. Sanitation and safety procedures for the center are developed and implemented to reduce risk or injury or harm to children and reduce transmission of disease.

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 in February 2023 to remove Kara Miner and add Alivia See as an on-site supervisor. Ms. See has been with the program since November 2021 and has an AA in Liberal Arts.

*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.