Health and Human Services

Iowa Department of Health And Human Services

CHILD CARE CENTER ANNUAL EVALUATION

Name of Center: Lakin Foundation Child Development Center-Kids Pl

Provider No.: 6893

Address: 103 Central ST STE 100, Glenwood, IA, 51534

County: Mills

Director's Name: Nicole Kooiker and Clyde Sheard

On-Site Supervisor: Alisa Foyt

Phone Number: 7125275264

E-Mail: kidsplace@glenwoodschools.org

HHS Visit Date: 07/10/2026

Licensing Period: 08/01/2025 to 08/01/2027

Fire Inspection:

Date Inspected: 10/30/2024

Comments: On 8/13/25, a fire inspection was completed by a private company and a state inspector. Both signed off on the inspection. I have a copy provided to the center, but I have not received the approved inspection from the state inspector. I have requested a copy from the state inspector.

Report Visit Type:

- [ ] PTO
- [ ] Licensing Visit
- [X] 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	6:00 AM to 6:00 PM		
Tuesday	6:00 AM to 6:00 PM		
Wednesday	6:00 AM to 6:00 PM		
Thursday	6:00 AM to 6:00 PM		
Friday	6:00 AM to 6:00 PM		
Saturday			

Program Population Served:

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

LICENSE CAPACITY	Infants	2 Years	Preschool	School-Aged	Capacity
General	50	25	58	67	200
Summer					0

1. Basic Overview

An unannounced licensing visit was made on 7/10/26. Lakin Foundation Child Development Center - Kids Place operates under the Glenwood School District and is located on the campus of the Glenwood Resource Center in a four-story brick building. Child care services are provided to children infant age to school age, Monday through Friday, 6:00 AM to 6:00 PM. During the summer a full day program is provided for school age children. One hundred children are enrolled in the program. Fifty-eight children were present during my visit. Clyde Sheard became the director in May 2026. He has worked in a child care setting since 2011. The center was remodeled over the summer of 2025. The center was relocated to Glenwood Northeast Elementary School during this time and returned to the building in August 2025. At a later date, I met with Clyde and Superintendent Nicole Kooiker. The name of the center changed to Lakin Foundation Child Development Center – Kids Place upon completion of the renovations. I met with Alisa Foyt, the on-site supervisor, during my licensing visit.

Observation of rooms:
The infant room, one year old room, and two-year-old room are on the main floor. The three-year-old room, four-year-old room, and school age room are on the second floor. There is an elevator. The rooms looked nice and had a fun variety of age and developmentally appropriate toys and equipment. The rooms were in ratio. During the summer the school age program takes a variety of field trips including swimming once a week, going to the zoo, movie theater, fire station, police station, bowling, slides in Omaha at Gene Leahy mall, etc. They take a school bus. They also take walks in the area and go to the pickleball courts. The daily sheets for the infant rooms looked good; they are on the Procare child care app. The staff were nurturing and attentive to the needs of the children. Not all of the rooms had lesson plans or daily schedules. The lesson plans that were posted were not complete. Lead teachers create the lesson plans. Clyde should review the lesson plans for all of the programming rooms. I will make a referral to Child Care Resource and Referral to review lesson planning with Clyde

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and/or staff. The children were having fun in their rooms playing with toys, playing games, doing art projects, and napping in the rooms as I walked through the center. In the infant room, one staff member did not know the proper procedures for diapering. In another room, the diapering procedures were not posted so staff could see them. Staff did not wash a child's hands after diapering. Not all staff knew the correct dwell time for sanitizing and disinfecting. I suggested posting the dwell times in each room. I will make a referral to the Child Care Nurse Consultant to schedule a diapering class. Emergency numbers were not posted in every room. All of the rooms had first aid kits and/or emergency backpacks to take with them when they leave the room; however, not all of the kits have emergency contacts for the children in the kits. Emergency contact information must be kept in the emergency kits/first aid kits that go along with the children when they leave the room. There is a large empty room that is used for gross motor skills. It is also used for a variety of other things such as reading books and for children who don't nap.

Nutrition:
The center participates in the federal food program (CACFP). During the school year breakfast, lunch, and afternoon snack are provided. Lunch is brought in for all ages. Breakfast and afternoon snack are provided by the center. During the summer, the one- and two-year-olds eat at the center using the free lunch program. The meals are brought in. The children three years old and up are bused to the middle school for the free lunch program. Breakfast and afternoon snack are provided by the center. The school district provides the meals that are delivered. During the summer, the program participates in the free lunch program. Monthly menus are posted.

Health and safety:
Fire and tornado drills were not practiced and documented. It was reported they completed the drills, but they have not been documented. Seven radon tests were completed in August 2023 and all test results were in the acceptable range. Radon test scores need to be under a 4.0 pCi/L. The center's building was previously owned by the Glenwood Resource Center and the center began its lease around May 2025 but didn't open until August 2025. Prior to this, Glenwood Resource Center was responsible for the radon testing. Please make sure every room the children occupy has a radon test. The center has all electrical appliances so a fuel burning inspection is not required. Bleach water is used for sanitizing and Purell is used for disinfecting. Bleach water needs to be mixed daily. You must follow the mixing instructions on the specific bottle of bleach for sanitizing and disinfecting as different bottles are mixed at different strengths. Please make sure to follow the correct sanitizing and disinfecting procedures and use the three-step bottle process: 1. Soap and water for cleaning, 2. Water for rinsing, 3. Your EPA and child care approved product for sanitizing and disinfecting. Nicole said they would start using Purell and no longer use bleach water. Medication management procedures are followed when children are prescribed medication. The center wants to get all lead teachers medication administration certified. I will make a referral to the Child Care Nurse Consultant to assist with this. One child has an EpiPen. Staff said they take the EpiPen with them in the emergency bag when they leave the building. Sanitizing and disinfecting procedures need to be reviewed and staff need training.

Playground:
There are three outdoor playground areas for the different age groups of children. The school age playground has a large climbing structure with slides, monkey bars, basketball hoop, and a grassy area for games. Wood chips are used for fall surfacing. The three- and four-year-old playground has a climbing structure, slides, and a picnic table. Rubber pellets are used for fall surfacing. The two-year-old playground has a small climbing toy with a slide. Rubber chips are used for fall surfacing. I showed Alisa some of the things to look for when doing inspections. One of the small toys with the slide that was in the two-year-old area was too close to the edge of the playground. If a child had fallen, it was possible they could have hit their head. I pointed this out to Alisa and informed Clyde when I met with him. The playground areas are fenced. Make sure you have the monthly playground inspections. Clyde said they are being done but are not documented. Make sure the playground has the required fall surfacing and there is enough area from the climbing toys to the edge of the playground.

Transportation:
The center doesn't provide daily transportation services. The Glenwood Schools provide school bus transportation for the school age children before and after school. A school bus is hired for transportation for field trips. Walking field trips are taken on campus. A variety of field trips are taken. The school bus provides transportation to the summer lunch program at the middle school.

Administrative records:
Ten children's files were reviewed. Five children's files had only the parents listed as emergency contacts. At least one other person besides the parents needs to be listed. Two did not have a dentist listed, one did not have a doctor listed, and

two did not have their immunization records. I would suggest getting phone numbers for the people who are allowed to pick up the children in the event a parent fails to pick up a child and you need to reach someone to pick up the child. Five staff files were reviewed. Two staff files had a hit on an FBI background record check but didn't have transgression evaluations. If a record check states an applicant or staff has a conviction, you will need to follow the record check directions and complete the transgression evaluation process. I provided Nicole with information on how to complete this process. New employees must have the fingerprints completed and sent in before they begin employment; however, you do not need to wait for the results before they start. If a record check comes back with a conviction, you must complete the record check process. You must complete the SING background record check before an employee starts. Three staff did not have their CPR/first aid completed; however, they are new employees and have 90 days to become certified. A class is being offered on 8/21/26. The center has all of their emergency procedures. I talked with Clyde and Nicole about updating their behavioral management policy. Clyde maintains daily contact with staff. I strongly encourage Clyde to read Comm 204 (Child Care Centers and Preschools Licensing Standards and Procedures) to become more knowledgeable about the licensing guidelines.

2. Identify Observed Strengths of the program

Staff were positive and attentive to the needs of the children. The center is a wonderful resource for the community. Nicole and Clyde identified their strengths as having a growing enrollment, they have a knowledgeable director, it is unique, and it is in a good location. The Glenwood Resource Center is being developed into housing and the center will be a great resource for the area.

3. Identify the aspects that fall below the standard

109.6(4)d: Center repeats national criminal history checks at a minimum of every four years or when aware of additional history that occurs. Two staff files had a hit on an FBI background record check but didn't have transgression evaluations. If a record check states an applicant or staff has a conviction, you will need to follow the record check directions and complete the transgression evaluation process.

109.9(2)a-c: All files contain sufficient information to allow the center to contact the parent or emergency contact at any time child is in center's care as well as who can pick up the child as authorized by the parent. Five children's files had only the parents listed as emergency contacts. At least one other person besides the parents needs to be listed. Two did not have a dentist listed, one did not have a doctor listed, and two did not have their immunization records.

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. Emergency phone numbers were not posted in every room. Fire and tornado drills have not been practiced and documented.

109.11(4)b: Record of monthly inspections of outdoor recreation area and equipment shall be kept. Monthly playground inspections have not been completed and documented.

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. Not all rooms had lesson plans. Some of the lesson plans were not complete.

109.12(4)b: Each infant and toddler shall be diapered in a sanitary manner as frequently as needed at a central diapering area. Diapering, sanitation, and hand-washing procedures shall be posted and implemented in every diapering area. There shall be at least one changing table for every 15 infants. In the infant room, one staff member did not know the proper procedures for diapering. In another room, the diapering procedures were not posted so staff could see them. Staff did not wash a child's hands after diapering. Not all staff knew the correct dwell time for sanitizing and disinfecting.

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

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5. Special Notes/Recommendations

A full license is recommended for 8/1/25 to 8/1/27.

A fire inspection was completed on 8/13/25 and was signed off by a private company and a state inspector; however, the state inspector has not provided me with a copy of the approved fire inspection.

Targeted Assessment Behavior Management
I discussed with Clyde and Nicole their oversight of behavior management related to helping childcare staff: 1. Understand expectations, 2. Managing frustrations, 3. Monitor performance. The center has brought in AEA for training for staff. Staff who work for the school and also the center have PBIS training. Staff will talk to Clyde if a child is demonstrating behaviors. Either the child will go to Clyde's office or Clyde will go to the room to give staff a break. Clyde models how to deal with behavioral issues. There are cameras in every room.

I made a referral to Child Care Resource and Referral to assist with lesson planning. I also made a referral for the behavioral specialist.

I made a referral to the Child Care Nurse Consultant to offer a diapering class, reviewing sanitizing and disinfecting procedures, and assist with getting additional staff medication administration certified.

Date: 07/23/2026

HHS Licensing Consultant: Tausha Bottorff

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**.