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

Name of Center: Y's Kids at Kittrell **Enrollment:** 56 **License ID No. (Reapplications)** 46512

Street: 1304 Oregon ST **City:** Waterloo Iowa **Zip** 50702 **County:** Black Hawk

Mailing Address: 425 Lafayette ST, Waterloo, IA, 50703

Director's Name: Sherie Roberts **Phone Number:** 319-610-5908

On-Site Supervisor(s): Briseide Segura **E-Mail:** ywcakids@ywcabhc.org sroberts@ywcabhc.org

Date(s) of Visit: 10-24-2023

X **Licensing Visit** X **Unannounced Visit** **Off Year Visit** X **Administrative Change**

LICENSING VISITS

New Application X **Re-Application** **NA**

Signed Application (470-0722) Received **Yes** X **No** **NA** **Date Signed:**

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

Date Inspected: 08-30-2021

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: Infants (0-23 mo.) 2 Years X Preschool-Age X School-Age

Get-Well Evening Care Special Needs

SCHEDULE: Year-round X School-Year Summer Only

HOURS:	*Year-round*	*School-Year*	*Summer Only*

LICENSE CAPACITY	Infants	2 Years	Preschool	School-Age	Capacity
General	0	0	19	117	136
Summer					0

QRS Rating: N/A

RECOMMENDATION FOR LICENSE:	
X	**FULL** license from 11-01-2023 to 11-01-2025
	PROVISIONAL license from
	DENIAL of initial application
	SUSPENSION of license
	REVOCATION of license

Licensing Consultant: Becky Frost **Date:** 10-30-2023

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

N/A

II. IDENTIFY THE AREAS OBSERVED ON THE VISIT:

On 10/24/23 I made an unannounced licensing visit to Y's Kids at Kittrell Elementary in Waterloo. I met with Briseide Segura, an on-site supervisor for the program. I also met with Mindy Sternhagen, the interim director for the program. Ms. Sternhagen has been with the program since 2002. She has a BA in Elementary Education and her CDA. Sherie Roberts was recently hired as the new director of the Y's Kids programs and her start date was 10/23/23. Ms. Sternhagen is training her. Ms. Roberts has a BA in public relations and a MA in history. Ms. Roberts worked in the Waterloo Community School District for 4.5 years as a paraeducator, family support worker and behavior focus coach. She was the executive director of two non-profit organizations. The program typically has four to six employees during the morning hours and five employees during the afternoon program.

The program is in Kittrell Elementary. The program serves preschool and school-aged children. The before and after school program operates Monday through Friday from 6:30-8:30 am (the preschool children are released at 8:40 am) and 3:35-6:00 pm (the preschool children arrive at 3:15 pm). There are currently 56 children enrolled.

The program operates out of the cafeteria but can also use the gym. An inspection of both spaces was completed. Windows provide natural light in the cafeteria. Artificial lighting used in the gym. The centers observed include art, library, games, table toys, and puzzles. Centers are stored in shelves and put out on tables when it is time for centers. Materials were in good condition.

The number of children at the program at any one time is changing constantly because of children arriving and leaving. I visited the program during the morning hours of operation. The program was in ratio.

The children use the bathroom near the cafeteria. The girl's bathroom has five toilets and the boy's bathroom has two toilets and three urinals. There are two birdbath sinks outside of the bathrooms. Handwashing procedures were posted. There are additional bathrooms in the school if necessary.

The program uses cell phone for communication. Emergency numbers were in the staff binder but should also be posted. Emergency fire and tornado procedures and evacuation diagrams were not posted by all the main program doors and outdoor exits. You need the evacuation diagrams near all three exits out of the cafeteria. The children also use the gym. You must place the evacuation diagrams near both exits out of the gym. This was cited in last year's report also. A daily schedule was not posted.

I reviewed documentation of monthly fire and tornado drills. A fire and tornado drill were not practiced in May 2023. You must practice both a fire and tornado drill every month and document them.

I reviewed documentation of monthly playground inspections. The inspections were completed for the 2022-2023 school year. There was no documentation for this school year. Playground inspections must be completed monthly.

A radon test was completed in October 2021 and must be repeated in two years. Results were within EPA guidelines. A

new radon test is due right now. The elementary school is geothermal but utilizes a gas water heater. The annual fuel burning inspection was not available to review. Please get this from the school each year and have it available to review for licensing visits. A carbon monoxide detector is on site under the counter in the former program space in the middle of the school. Outlets were protected. The fire marshal inspection occurred on 08/30/21.

The children are offered breakfast through the school. The YWCA offers an afternoon snack. Snack is provided by the school. Snack menus were posted. The program is not on the Child and Adult Care Food Program (CACFP) but follows the guidelines. Disposable products are used so dishwashing is not necessary. Snacks are eaten in the school cafeteria. Snacks are stored in the milk cooler in the kitchen. A thermometer was present. The preschool children are not served a snack because they eat in school prior to being released to the program.

The program uses either Sani-T or Purell Professional Surface Disinfectant to sanitize the food tables. They use bleach to sanitize toys.

The program uses the elementary school's playground. There is a fenced in playground for the kindergarten through fifth grade children and a fenced in area for the preschool children. Woodchips are used in both areas for surface cushioning. The area for the older children has climbing equipment with slides and other activities, a climbing wall, steppingstones, bars, a see saw, and there is a concrete area with a basketball hoop. The area for the preschool children has a smaller piece of climbing equipment with slides, a balance beam, a stationary bus, monkey bars, and general store playhouse.

The parent information is located on a bulletin board inside the area where the children meet. The mandatory reporter, childcare consultant and the handbook availability were posted. The license is conspicuously posted. A no-smoking sign was posted at the entrance.

The children files were reviewed at the time of the licensing visit. I reviewed twelve children files. There were two outdated preschool physicals. Files must contain emergency contact information for the doctor and dentist of each child. The doctor and dentist's name, phone number and complete street address must be provided. One file did not provide any dental emergency contact. There was not a pattern of disregard so this will not be cited.

On 10/24/23 I reviewed one staff file at the YWCA of Black Hawk County site. The staff member was in October 2022 and did not have documentation for first, aid, CPR, universal precautions, mandatory reporter or Essentials trainings in her file. This must be corrected immediately.

Staff members were observed to have great teamwork. Staff members were spread out in the program space to provide careful supervision. They were actively engaged in games and activities with the children. In the cafeteria they were playing games and drawing with the children. In the gym they were playing basketball with the children. Staff members greeted the children and parents as they arrived. They were nurturing to children who were upset when their parent left. They used positive redirection when necessary. They encouraged children to use their imaginations and offered the children choices. The children appeared to enjoy their time in the program.

III. IDENTIFY THE OBSERVED STRENGTHS OF THE CENTER:

Ms. Segura states they have great staff communication.

Ms. Segura states they serve children who have sensory issues and staff members rotate or "tag team" with the children to make sure the children's needs are met but also to make sure they are doing everything they can to help the children.

Ms. Segura states children have ups and downs and staff members are great at cheering them up and keeping them distracted so they don not feel like they have a long day ahead of them.

Staff members keep the children entertained. They can use the gym every day for gross motor activities.

The program serves a diverse population. They serve children with different ethnic backgrounds, abilities, economic status and social abilities.

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

109.7(1): All staff(within first 3 months of employment)Two hours of approved training FOR the mandatory reporting of child abuse.At least one hour of training regarding universal precautions and infectious disease control.Certification in American Red Cross, American Heart Association, American Safety and Health institute or MEDIC First Aid infant, child,

and adult cardiopulmonary resuscitation (CPR) OR equivalent certification approved by the department. A valid certificate indicating the date of training and expiration date shall be maintained.Certification in infant, child, and adult first aid that uses a nationally recognized curriculum or is received from a nationally recognized training organization including the American Red Cross,American Heart Association, American Safety and Health Institute or MEDIC First Aid or an equivalent certification approved by the department.A valid certificate indicating the date of training and expiration date shall be maintained.Minimum health and safety trainings, approved by the Department. If significant changes occur to content, the Department may require the training be renewed.
The staff member was in October 2022 and did not have documentation for first, aid, CPR, universal precautions, mandatory reporter or Essentials trainings in her file. This must be corrected immediately.

109.10(1)a: 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, PA, Chiropractor or ARNP, and contains health history; present health status including allergies, medications, and acute/chronic conditions; and recommendations for continued care if necessary.
Number not in compliance: 2
There were two outdated preschool physicals.

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.
Emergency fire and tornado procedures and evacuation diagrams were not posted by all the main program doors and outdoor exits. You need the evacuation diagrams near all three exits out of the cafeteria. The children also use the gym. You must place the evacuation diagrams near both exits out of the gym. This was cited in last year's report also.

109.11(3)d: Record of monthly inspections of outdoor recreation area and equipment shall be kept.
I reviewed documentation of monthly playground inspections. The inspections were completed for the 2022-2023 school year. There was no documentation for this school year. Playground inspections must be completed monthly.

109.11(7)c: All centers: Annual inspection prior to heating season of all fuel-burning appliances to reduce risk of carbon monoxide poisoning and shall install one carbon monoxide detector on each floor that conforms to UL Standard 2034.
The elementary school is geothermal but utilizes a gas water heater. The annual fuel burning inspection was not available to review. Please get this from the school each year and have it available to review for licensing visits.

V. SPECIAL NOTES/RECOMMENDATIONS:

A full license is issued. All DHS licensing standards and procedures must be maintained during the renewal period.

An administrative change is being made to name Sherie Roberts as the new director of the program. She started with the program in October 2023. An administrative change is also being made to name Briseide Segura as the new on-site supervisor.

Please review the licensing report and make the corrections immediately.

*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.