



<b>RECOMMENDATION FOR LICENSE:</b>	
X	<b>FULL</b> license from 04-01-2019 to 04-01-2021
	<b>PROVISIONAL</b> license from
	<b>DENIAL</b> of initial application
	<b>SUSPENSION</b> of license
	<b>REVOCACTION</b> of license

Licensing Consultant: Becky Frost

Date: 04-02-2020

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

N/A

**II. IDENTIFY THE AREAS OBSERVED ON THE VISIT:**

On 03/16/20 I made an unannounced off year licensing visit to Spring Ahead Learning Center in Lime Springs. I met with Jodie Hubka, the director of the program. Ms. Hubka became the director in May 2017. Ms. Hubka has an early childhood diploma, an AA in liberal arts and two years of business administration. She is a NAEYC member. The center employs five staff members.

The program is located in a free standing building. The program opened on 02/04/13. The center serves infants through school-aged children and operates Monday through Friday from 5:00 am until 6:00 pm. They offer a three-year-old preschool program that operates Monday, Wednesday and Friday from 8:00 am until 3:00 pm. Ms. Hubka is the preschool teacher. There are currently 37 children enrolled in the center. The center has a Quality Rating System (QRS) level of 4 which expires on 10/31/20.

The center operates out of the following classrooms, Cuddles (infants, birth until 18 months), Tumblers (18 months-two-year-olds), Explorers (two and three-year-olds) Caterpillars/Butterflies/Spring Ahead (preschool and school-aged children). An inspection of each room was completed.

Windows provide natural lighting. The rooms in use 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. The children’s birthdays were posted. There is an area for circle time.

The centers observed on the day of the licensing visit include library, Lego/blocks, table toys, games, puzzles, transportation, play dough, art, dramatic play, writing, math, science/discovery, woodworking, 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 program uses a variety of resources to create lesson plans. Activities are developed around weekly themes. A lesson plan was available for review in the rooms that were in use.

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

I reviewed documentation of monthly fire and tornado drills. I reviewed documentation of monthly playground inspections. A radon test was completed in March 2019 and is good for two years. Results were within EPA guidelines. The fuel burning inspection was completed and no concerns were noted. A carbon monoxide detector was on site and is located in the Explorers room. Outlets were protected. The fire marshal inspection occurred on 10/23/18, with compliance on 11/28/18.

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 program is using the Brightwheel App. This does not have a spot to document the child's disposition. This is required so please make sure staff members know this must be documented under "notes". The program takes pictures of the children engaged in activities for the activities requirement.

The program does participate in the Child and Adult Care Food Program (CACFP). The program provides breakfast, lunch and an afternoon snack. Ms. Hubka is currently the cook. A new menu is made each month. Menus and allergies were posted.

I observed the kitchen to be clean and organized. There is a dishwasher and also two small sinks available in the kitchen to wash dishes. There is an industrial refrigerator and an upright freezer and thermometers were present. Food items were stored according to NHSPS guidelines.

In the infant room the center provides one type of formula and if parents choose not to use it they can bring their own. The center provides baby food and cereal. Bottles are washed in the room using the three step method. There is a refrigerator in the infant room and a thermometer was present.

The center uses bleach and water to sanitize the food tables and disinfect the changing tables. Bleach bottles are clearly labeled.

Please be aware that children cannot walk out into the hallway to grab something from their cubbies. If a child needs to enter the hallway the staff member must stand in the doorway to supervise.

### **III. IDENTIFY THE OBSERVED STRENGTHS OF THE CENTER:**

Ms. Hubka states she has a good core group of staff members that work well together and have good knowledge of the licensing standards and rules of the center. They bounce ideas off of one another.

The program has a Quality Rating System (QRS) level of 4 that expires on 10/31/20.

There are pictures of the staff members in the entrance.

Ms. Hubka states they offer a full day three-year-old preschool program.

The program is very flexible with the parents and their schedules.

They provide annual conferences for all children enrolled in daycare and bi-annual conferences for children enrolled in the preschool program.

#### **INTERACTIONS:**

I observed staff members to have positive and nurturing interactions with the children. They interacted with the children at their level and they offered the children choices. Staff members were actively playing with the children and child friendly music was playing in each room.

#### **WORKFORCE STABILITY:**

Ms. Hubka states to find new staff members by advertising in the paper, but do not see success with this method. They typically find staff members by advertising on Facebook and word of mouth.

To keep staff members she tries to let the staff members know they are appreciated. They pay fairly well for a child care and if their children attend the center they pay half price. Full time staff members receive seven days of paid leave each year.

#### **WORKFORCE SKILL DEVELOPMENT:**

Staff members realize the greatness of working in child care when they receive hugs from the children and when families show or express their thankfulness. She also shares emails of appreciation with the staff members.

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

N/A

## **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.

\*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.