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

Name of Center: YSS-Gilbert Intermediate Kids Club **Enrollment:** 50 **License ID No. (Reapplications)** 44976

Street: 103 Mathews DR **City:** Gilbert Iowa **Zip** 50105 **County:** Story

Mailing Address: 420 Kellogg AVE, Ames, IA, 50010

Director's Name: Jennifer Schmit **Phone Number:** 515-290-1716

On-Site Supervisor(s): Grace Nelson **E-Mail:** NSchroer@yss.org

Date(s) of Visit: 07-19-2023

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

LICENSING VISITS

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

Signed Application (470-0722) Received X **Yes** **No** **NA** **Date Signed:** 06-02-2022

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

Date Inspected: 01-20-2021

Comments : Fire marshal inspections are due at least every three years.

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 Preschool-Age X School-Age

Get-Well 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				80	80
Summer					0

QRS Rating: N/A

RECOMMENDATION FOR LICENSE:	
X	**FULL** license from 07-01-2022 to 07-01-2024
	PROVISIONAL license from
	DENIAL of initial application
	SUSPENSION of license
	REVOCATION of license

Licensing Consultant: Maggie Gibson, SW4 **Date:** 08-18-2023

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

N/A.

II. IDENTIFY THE AREAS OBSERVED ON THE VISIT:

An announced visit was completed on 7/19/23. Several staff and two on-site supervisors were present through the visit.

Youth and Shelter Services-Gilbert Intermediate Kids Club began to be licensed by DHS in 2015; previously having been governed by the Dept of Education until law changes. This program operates from the Gilbert Intermediate School; in a classroom that can accommodate up to 26 children, in grades 3-6. During the summer, the program provides care from 6:30 AM until 6:00 PM, Monday through Friday. During the school year; the program provides after school care from 3:00 PM to 6:00 PM. On non-school days during the school year--the program also provides all-day care (6:30 AM to 6:00 PM)

All areas of the program were observed. These areas observed consisted of classroom observations and activities, nutritional practices, health and safety practices, playground observation, field trip and transportation practices, and administrative review.

Nichole Schroer is the Program Coordinator for all the Kids Club sites. Jennifer Schmit is the director for this program, as well as the other YSS programs in the area. Jennifer has a Bachelor of Science degree in Child, Adult and Family Services, as well as several years experience in the child care field. Jennifer meets qualifications to be the director. Grace Nelson is the on-site supervisor for this site. Grace has a Bachelor's degree in Child, Adult, and Family Services. Grace meets qualifications for this position.

During the school year they only offer after school care from 3-6:00 pm. On non-school days and during the summer they offer all day care from 6:30 am-6:00 pm. They primarily use a room that had been a home economics classroom. This room has enough square footage for 26 children. They also use the classroom directly across the hall, and they can use the gym which is right next to their classrooms. The program can also use the cafeteria.

Observation of Rooms:
This program works in cooperation with Gilbert Intermediate School; that provides access to the building, specifically one classroom, restrooms, and a gymnasium adjacent to the program's classroom. This room was previously used by the school for Home Economics, so it contains cupboards, stoves, microwaves, counter tops and refrigerators. The program utilizes some of the counter/cupboard and refrigerator space for staff and snacks. The staff was observed to be interactive and responsive to the children in the room, who were observed starting at the end of a lunch period, and into a transition into the gymnasium. The room contains tables/chairs and had present age/developmentally appropriate activities. The room was orderly with staff that maintained a positive and nurturing structure.

Nutrition Practices:
The program provides two snacks daily during the summer and an afternoon snack during the school year. The children bring lunches during the summer program. The snacks provided are compliant with CACFP guidelines.

Health and Safety:
The program has a set protocol for medication management. Including staff certified to pass medications, locked containers

for medications and a checklist sheet to keep track of medications for children requiring them. There are at least two backpacks filled with first aide supplies and emergency contact information for the children. Staff have a designated cell phone to use in emergencies.

Emergency plans are posted and drill check sheets indicated that drills were completed monthly. The heating and cooling in this program space is operated and maintained by the Gilbert Intermediate School.

Spaces occupied by this program, daily schedule/snack schedule were posted conspicuously. Licensing consultant information did need updated.

Playground:
The playground is owned/maintained by the school district, located adjacent to gym and classroom where the program operates.

Transportation:
The program contracts a school bus and school bus driver from the school for their transportation needs.

Administrative records:
The program had mandatory reporter, license, emergency plans, non-smoking signage, daily schedule and snack menu conspicuously posted. Licensing consultant information did need updated.

This program stores staff records with the human resources department and were later emailed to licensing consultant. Child files are located on site and were reviewed the day of the visit. Nine Child files were reviewed; 3 missing dental name/contact information; 2 missing doctor name/contact information.

YSS-Kids club operates at Gilbert School and several other community schools. The program has a working policy in place.

III. IDENTIFY THE OBSERVED STRENGTHS OF THE CENTER:

• Comment on unique strengths that exceed minimum standards.
• Identify accreditations established or pursuing.
• Consider asking the center, “What have you accomplished since the last visit” or “What are you proud of” or “What are you working on to improve practice.”

This center enjoys support of the school district and is able to operate utilizing a classroom and other areas of the school (gym, restrooms)

The center has long-standing staff who were observed to be working well together, to maintain structure in the room for the children, and provide positive/nurturing interactions.

There are several staff working at this program that have medication management certifications and additional medical training to accommodate special medical conditions (requiring daily medications).

The parents are very supportive and appreciative of the program.

There are staff pictures and profiles outside of the classroom.

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

109.10(3)c: For ongoing, long term medications, authorization shall be obtained for a period not to exceed the duration of prescription.

V. SPECIAL NOTES/RECOMMENDATIONS:

The on-site supervisor will work with human resources, staff and families to ensure complete information is maintained in children's and staff's files such as medical/dental information; physical forms or health statements; completed/repeated criminal and background checks.

Staff at this program were consistently observed to be responsive to the children's needs and working together to keep the

daily schedule and structure in the room in tact to provide safe/interesting activities for the participants.

*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.