Health and Human Services

Iowa Department of Health And Human Services

CHILD CARE CENTER ANNUAL EVALUATION

Name of Center: YSS-Gilbert Intermediate Kids Club

Provider No.: 44976

Address: 103 Mathews DR, Gilbert, IA, 50105

County: Story

Director's Name: Katie Highland

On-Site Supervisor: Joseclyn Spray

Phone Number: 5152333141

E-Mail: khighland@yss.org

HHS Visit Date: 09/15/2026

Licensing Period: 07/01/2026 to 07/01/2028

Fire Inspection:

Date Inspected: 02/15/2024

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

Report Visit Type:

- [ ] PTO
- [X] Licensing Visit
- [ ] Drop In
- [ ] Administrative Change

License Type:

- [X] Full
- [ ] Provisional

Quality initiative:

- [ ] Accrediation

Program Duration:

- [X] Year-Round
- [ ] School Year
- [ ] Summer Only

Health and Human Services

Iowa Department of Health And Human Services

CHILD CARE CENTER ANNUAL EVALUATION

HOURS:	*Year-round*	*School-Year*	*Summer Only*
Sunday			
Monday	6:30 AM to 6:00 PM		
Tuesday	6:30 AM to 6:00 PM		
Wednesday	6:30 AM to 6:00 PM		
Thursday	6:30 AM to 6:00 PM		
Friday	6:30 AM to 6:00 PM		
Saturday			

Program Population Served:

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

LICENSE CAPACITY	Infants	2 Years	Preschool	School-Aged	Capacity
General				80	80
Summer					0

1. Basic Overview

An unannounced annual visit was completed 9/15/26. Co Director Julianna and site supervisor Joscelyn were working at the time of this 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. 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)

Katie Highland is the kids club director for all kids clubs sites. Katie has a Bachelor's degree in child and family services and several years of child care and programing experience. She meets all the qualifications as director. Each site also had an on-site supervisor.

Observation of Rooms/Activities: This program meets in the Gilbert Intermediate School, with use of several classrooms, the east gym and restrooms. There is a secured entry. The staff and children were outdoors when this visit occurred. The children were content. Kids club runs year round, hours change in the summer and school year. The program often has field trips during the summer programming.

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.

CHILD CARE CENTER ANNUAL EVALUATION

Health and Safety:
The program has a set protocol for medication management that includes having staff that are certified medication passers; the medications are in locked backpack packs. 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.

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.

2. Identify Observed Strengths of the program

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

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.

This program adapts between the school year and summer programming offering care year-round.

3. Identify the aspects that fall below the standard

There were not aspects identified to fall below standard.

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

N/A.

5. Special Notes/Recommendations

A new 2 year license is recommended.

This program is exempt from the requirement for a carbon monoxide detector being located in an active school building.

The HVAC is inspected and maintained by the school district. The school district provided Radon testing, completed 1-23-24 through 1-25-24, with all results below the 4.0L safety levels. Retesting was recommended in five years.

Date: 09/22/2026

HHS Licensing Consultant: Maggie Gibson, SWIV

CHILD CARE CENTER ANNUAL EVALUATION

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**.