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

Name of Center: Creative Kids Company **Enrollment:** 48 **License ID No. (Reapplications)** 52176

Street: 203 Cottage ST **City:** Shellsburg Iowa **Zip** 52332 **County:** Benton

Mailing Address: 203 Cottage ST, Shellsburg, IA, 52332

Director's Name: Kelsey Fish & Meredith Zuspann **Phone Number:** 319-893-4540

On-Site Supervisor(s): Haley Skemp **E-Mail:** creative.kids.shellsburg@gmail.com

Date(s) of Visit:

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

LICENSING VISITS

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

Signed Application (470-0722) Received X **Yes** **No** **NA** **Date Signed:** 05-09-2023

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

Date Inspected: 02-27-2023

Comments :

LICENSE TYPE: X **Child Care** **Preschool (ages 3-5 meets three hours or less per day)**

Financial Type: X Profit 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	0	0	0	75	75
Summer					0

QRS Rating: N/A

RECOMMENDATION FOR LICENSE:	
X	**FULL** license from 06-01-2023 to 06-01-2024
	PROVISIONAL license from
	DENIAL of initial application
	SUSPENSION of license
	REVOCATION of license

Licensing Consultant: Becky Frost **Date:** 01-04-2024

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

N/A

II. IDENTIFY THE AREAS OBSERVED ON THE VISIT:

On 02/21/23 I made an unannounced off year licensing visit to Creative Kids Company in Shellsburg. Meredith Zuspann and Kelsey Fish are the new owners of the program. They took over ownership on 05/27/23 and started caring for children on 06/01/23. Ms. Fish is the director and Ms. Zuspann is the on-site supervisor. Ms. Fish has a BA in elementary education and a MA in educational leadership. She has an expired administrator's license. She was an elementary teacher for ten years and is now an induction coach for Grant Wood AEA. Ms. Zuspann has a Ba in education for K-8 and a MA in teaching and reading. She has been employed as an elementary teacher since August 2009. There are typically two staff members present during the morning hours of operation and four or more staff members present after school.

The program is in Shellsburg Elementary School. The program started in 2015 under the previous ownership. The center is a for profit program that operates year-around, Monday through Friday from 6:00 am until 6:00 pm during no school days. During school the program operates from 6:00-7:30 am and 3:30-6:00 pm. The program also operates all day during no-school days, weather closures and the summer. It serves preschool and school-aged children. There are currently 48 children enrolled.

The program primarily operates out of the school cafeteria. This is an open space that allows for free play and organized activities. Natural lighting is used. They also use the outside playground area and gym. The centers observed include arts and crafts, library, blocks/Legos, games, table toys, puzzles, math, dramatic play/dolls, transportation and magnets. Centers are stored in cabinets inside the cafeteria.

The children use two bathrooms in the cafeteria. The girl's bathroom has three toilets and the boy's bathroom has one toilet and two urinals. There are three sinks outside of the bathrooms. Handwashing procedures were posted. There are additional bathrooms located in the school.

The program has use of staff cell phones and emergency numbers were posted. Emergency fire and tornado procedures and evacuation diagrams were posted by the main program door and outside exits in the cafeteria. A daily schedule was posted.

During the summer months of operation, the program runs a curriculum with themes and activities. They also participate in field trips during the summer months.

During my visit in February 2023, I reviewed documentation of monthly fire and tornado drills. I reviewed documentation of monthly playground inspections. A radon test was completed in February 2023 and must be repeated in two years. The current results have not been received but previous tests were within EPA guidelines. A fuel burning inspection was completed and no concerns were noted. A carbon monoxide detector is present and located on the west wall in the cafeteria. Outlets were protected. The fire marshal inspection occurred on 02/27/23.

The program is not on the Child and Adult Care Food Program (CACFP) but follow the guidelines. During the school year the program provides an afternoon snack. When there is no school during the school year the program provides a morning and afternoon snack and the children `bring a lunch from home. During the summer months the program provides a

morning and afternoon snack, and the school provides a meal program that provides breakfast and lunch for the children. Menus were available for review. The program has use of a refrigerator in the school kitchen and a thermometer was present. Disposable products are used for snacks. Food items on hand were stored according to NHSPS guidelines.

The school playground uses woodchips for fall surfacing. There is also a concrete area for the children. There are two pieces of climbing equipment that has slides and other activities. There are rings, monkey bars, steppingstones, a balance beam and a climbing wall. There are swings. Benches and picnic tables are available for the children to rest.

In the gym, the school allows them to use their materials.

The parent information is in the entrance of the cafeteria. The mandatory reporter, childcare consultant and the handbook availability were posted. The license was conspicuously posted. A no-smoking sign was posted at the entrance.

III. IDENTIFY THE OBSERVED STRENGTHS OF THE CENTER:

N/A

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

V. SPECIAL NOTES/RECOMMENDATIONS:

An administrative change is being made because the program came under new ownership at the end of May 2023. Meredith Zuspann and Kelsey Fish are the new owners.

In January 2024 an administrative change is being made to name Kelsey Fish and Meredith Zuspann as co-directors. It should be noted that Kelsey Fish will remain the director for Kindertrack purposes because only one director can be listed in the KT system. Haley Kemp is being named as the new on-site supervisor.

*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.