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

Name of Center: Janesville CSD Latchkey **Enrollment:** 64 **License ID No. (Reapplications)** 45414

Street: 505 Barrick RD **City:** Janesville Iowa **Zip** 50647 **County:** Bremer

Mailing Address: PO Box 478, Janesville, IA, 50647

Director's Name: Judy Eastman **Phone Number:** 319-987-2581

On-Site Supervisor(s): Sarah Tenborg & Fischer Deike **E-Mail:** Judy.Eastman@janesvilleschools.net

Date(s) of Visit: 04-17-2024

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

LICENSING VISITS

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

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

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

Date Inspected: 10-11-2023

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*	*Summary Only*

LICENSE CAPACITY	Infants	2 Years	Preschool	School-Age	Capacity
General	0	0	33	100	133
Summer					0

QRS Rating: N/A

RECOMMENDATION FOR LICENSE:	
X	**FULL** license from 05-01-2023 to 05-01-2025
	PROVISIONAL license from
	DENIAL of initial application
	SUSPENSION of license
	REVOCATION of license

Licensing Consultant: Becky Frost **Date:** 04-22-2024

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

N/A

II. IDENTIFY THE AREAS OBSERVED ON THE VISIT:

On 04/17/24 I made an unannounced off year licensing visit to Janesville CSD Latchkey in Janesville. I met with Judy Eastman, the director. Ms. Eastman started as the director on 07/01/23. Ms. Eastman has an AA in an unrelated field. She was a paraeducator for elementary children for three years and she has her substitute license. Sarah Tenborg is the morning on-site supervisor. She has been a paraeducator in the preschool classroom for four years. She started with the latchkey program in August 2019. Fischer Deike is the on-site supervisor in the afternoon. He started with the latchkey program in August 2020. He has previous childcare experience and he has two years completed to get a BA in elementary education. This is a program that had been operating under the Department of Education and transitioned to be licensed under the Department of Human Services in May 2015. B.J. Meaney is the superintendent of the school. The program employs six staff members, not including Ms. Eastman.

The latchkey program is in Janesville School. The program operates Monday through Friday. The program serves preschool and school-aged children. The morning program operates from 6:45 am until 8:05 am and the afternoon program is from 3:05-5:30 pm. On Wednesday afternoons there is an early out, so the program operates 2:00-5:30 pm. There are currently 64 children enrolled. The program only operates while school is in session.

The program operates out of room 129 to care for the preschool children. The gym is primarily used for the school-aged children. Room 114 is the primary overflow school-age childcare room, but they also use room 112 as a second overflow room. An inspection of each room was completed.

The centers observed include library, blocks, Legos, transportation, music, magnets, Play-Doh, table toys, games, art, dramatic play and puzzles. Materials were in good condition. The materials are in the classrooms in cabinets and in a closet in the gym. They are located at child level, so they were easily accessible to the children.

I visited the program during the morning hours of operation. The program was in ratio.

There was a phone with emergency numbers and the program's address and phone number posted in each of the rooms. Emergency fire and tornado procedures and evacuation diagrams were posted by all the main program doors in the program. A daily schedule was posted on the parent board.

The program is not on the Child and Adult Care Food Program (CACFP) guidelines for their snacks. They are required to follow the CACFP guidelines. Snacks are provided by the latchkey program in the afternoon. Snacks are served in the cafeteria in shifts. Snack calendars are maintained and posted on the parent board. The program is not currently following CACFP guidelines. They are only serving one creditable snack. You are required to serve two creditable snacks. Disposable products are used so dishwashing is not necessary. The program uses a refrigerator in the staff lounge. There was a thermometer in the refrigerated area, but you must also place one in the freezer. Food items were stored according to NHSPS guidelines. Children are released to the school if they want to eat breakfast.

The program uses either bleach and water to sanitize the food tables and toys.

The program uses bathrooms in the hallway near the overflow latchkey rooms. The girls' bathroom has two sinks, and four toilets and the boys' bathroom has two sinks, three toilets and three urinals. Handwashing procedures were posted.

The program also uses bathrooms across the hall from the gym. The girls' bathroom has three sinks and three toilets. The boys' bathroom has three sinks, one toilet and four urinals. Handwashing procedures were posted in both bathrooms.

There is also a bathroom in the preschool childcare room that has one toilet and one sink and procedures were posted.

I reviewed documentation of monthly fire and tornado drills for the preschool children and the school-aged children. I reviewed documentation of monthly playground inspections. A radon test was completed in April 2024 and must be repeated in two years. Results were within EPA guidelines. An annual fuel burning inspection is not necessary because when the school had construction, they changed over to a system that does not use gas. A carbon monoxide detector is not necessary because there are no gas burning appliances. The fire marshal inspection occurred on 10/11/23.

The parent information is located on a bulletin board in the latchkey entrance, which is on the back side of the building. The mandatory reporter, childcare consultant and the handbook availability were posted. The license was conspicuously hung. A no-smoking sign was posted at the entrance.

The program has use of the school playground. This is a large fenced in area. Woodchips are used for surface cushioning. There are two pieces of climbing equipment with slides, a tunnel and a bridge. There are also swings, two tire swings, rings, a sandbox, and a balance beam for the children. There is a grassy area and a concrete area with basketball hoops. Trees provide shade.

Staff members were observed in the preschool and school age areas. The preschool children join the school age children in the gym at 7:30 am. Staff members were moving around the gym area to provide adequate supervision. They were actively engaged in activities and pulled items out of the closet for the children to enjoy when the children requested them. They maintained positive conversation with the children and used positive redirection when necessary. Staff members were patient. Before being released to school the preschool children sit in a circle and the school age children sit in a circle and they play group games. The children appeared to enjoy themselves in the program.

III. IDENTIFY THE OBSERVED STRENGTHS OF THE CENTER:

Ms. Eastman states the children love coming to the program. The program was cancelled due to weather one day and the children were upset.

Ms. Eastman states they serve great children.

Ms. Eastman states they have great staff members.

Ms. Eastman states they have implemented Brightwheel. The parents love it and it has made communication easier.

Ms. Eastman is organized and has done a great job of taking over the director duties from the program.

The program meets a need for parents who require care for their children before and after school.

The program has the full cooperation of the school.

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

109.15(2): Center shall follow minimum CACFP menu patterns for meals and snacks.Menus planned one week in advance, made available to parents, and kept on file with substitutions noted.Avoid foods with high incident rate of causing choking. The program is not on the Child and Adult Care Food Program (CACFP) guidelines for their snacks. They are required to follow the CACFP guidelines. The program is not currently following CACFP guidelines. They are only serving one creditable snack. You are required to serve two creditable snacks.

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.