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

Name of Center: St Paul's Lutheran Before & After School Care **Enrollment:** 50 **License ID No. (Reapplications)** 46496

Street: 301 1st St NW **City:** Waverly Iowa **Zip** 50677 **County:** Bremer

Mailing Address: 301 1st St NW, Waverly, IA, 50677

Director's Name: Katie Idler **Phone Number:** 319-352-1484

On-Site Supervisor(s): Lisa Ciavarelli, Reba Kingley & Anika Perry **E-Mail:** matt.rewerts@stpaulswaverly.org

Date(s) of Visit:

Licensing Visit **Unannounced Visit** **Off Year Visit** X **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: 01-05-2021

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*	*Summer Only*

LICENSE CAPACITY	Infants	2 Years	Preschool	School-Age	Capacity
General	0	0	20	40	60
Summer					0

QRS Rating: N/A

RECOMMENDATION FOR LICENSE:	
X	**FULL** license from 04-01-2022 to 04-01-2024
	PROVISIONAL license from
	DENIAL of initial application
	SUSPENSION of license
	REVOCATION of license

Licensing Consultant: Becky Frost **Date:** 01-12-2023

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

N/A

II. IDENTIFY THE AREAS OBSERVED ON THE VISIT:

On 03/10/22 I made an unannounced licensing visit to St. Paul's Lutheran Before and After School Care Program in Waverly. I met with Matt Rewerts, the director. Mr. Rewerts has a BA in education and is a teacher at St. Paul's Lutheran School. He became a director of the child care program in the fall of 2021. He is only the director for one year. Lisa Ciavarelli and Reba Kingley are the on-site supervisors. Ms. Kingley is present during the morning hours and Ms. Ciavarelli is present during the afternoon hours. The program employs twelve staff members. There are two staff members present in the morning and five or six staff members in the afternoon.

The program operates out of St. Paul's Lutheran School/St. Paul's Lutheran Church. The church and school are connected. The program serves preschool and school-aged children. The program operates Monday, Tuesday, Thursday and Friday from 7:00-8:15 am and 3:10-6:00 pm. The program typically only operates on Wednesday during the morning hours. The program only operates during the school year. There are currently 50 children enrolled.

The program operates out of the multi-purpose room in the new addition of St. Paul's Lutheran Church. Windows provide natural lighting. The program has use of the gym. The centers observed include art, library, dramatic play, games, table toys, Legos, transportation and puzzles. Materials were in good condition. Materials are in a closet in the multi-purpose room. The staff members get items out for the children. There is a projector in the multi-purpose room that is used to show children movies in the afternoon while the children eat snack and play.

I visited the program during the afternoon hours.

The children have use of bathrooms located down the hallway from the multi-purpose room. There is a family restroom that has one toilet and one sink. The girl's bathroom has five toilets and three sinks and the boy's bathroom has three urinals, two toilets and two sinks. Handwashing procedures were posted in all locations. There is a sink in the multi-purpose room and handwashing procedures were posted. There are bathrooms outside of the gym the children use. The boy's bathroom has one toilet, one urinal and one sink. The girl's bathroom has two toilets and two sinks. Handwashing procedures were posted in both locations.

There was a phone in the program room and emergency phone numbers were posted. Emergency fire and tornado procedures and evacuation diagrams were posted by the program doors in the room and gym. A daily schedule was posted.

I reviewed documentation of monthly fire and tornado drills. I reviewed documentation of monthly playground inspections. A radon test was completed in March 2020 and must be repeated in two years. A new radon test is due now. Results were previously within EPA guidelines. The annual fuel burning inspection was completed and no concerns were noted. A carbon monoxide detector was present in the multi-purpose room and the gym. Outlets were protected. The fire marshal inspection occurred on 01/05/21.

The program has a parent board inside the multi-purpose room. 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 not on the Child and Adult Care Food Program (CACFP) but follows the guidelines. There is a refrigerator in the storage room in the multi-purpose room. A thermometer was not present during my visit. Mr. Rewerts stated he was aware of this and a thermometer has been ordered. An afternoon snack is provided to the children by the program and food items were stored according to NHSPS guidelines. Snack menus were not available for review. The program must have snack menus available for review so that I can ensure CACFP guidelines are followed. The children eat in the room. The program is proving pre-packaged snacks.

The program uses bleach to sanitize the food tables and proper procedures are being followed.

Staff and children files were reviewed at the time of the licensing visit. I reviewed ten children files. One file did not have the paperwork that provided the program with emergency contacts, doctor and dental emergency contact information or permission to secure emergency care. There was not a pattern of disregard so this will not be cited. There were two outdated preschool physicals. Two files did not provide information on who has permission to pick the children up from the program.

I reviewed three staff files. One staff member did not have a signed employee statement. Two files had outdated first aid and CPR training. One file did not have documentation of first aid and CPR. Two files did not have documentation of universal precautions or mandatory reporter training. One staff member did not have a physical and one staff member had an outdated physical that was also on an invalid form. Staff physicals must be on the mandated DHS form.

I reviewed policy and procedures, staff and parent handbooks. The necessary written emergency procedures and policies were present. Emergency Preparedness Plans have been completed.

Staff members were observed to have terrific interaction with the children. Staff members were engaged in activities with the children. Staff members maintained positive conversations with the children and provided them with praise. Positive redirection was used when necessary. The children seemed to enjoy and feel comfortable in the program.

III. IDENTIFY THE OBSERVED STRENGTHS OF THE CENTER:

Terrific relationships have been formed within program. Staff members have built strong relationships with the families and children and the children have built strong relationships with one another.

The children enjoy being at the program.

The program has a strong working relationship with the church.

Mr. Rewerts states they have great staff members. They have a lot of experience and longevity. They are committed and spend their own money on activities for the children.

Mr. Rewerts states the program is a “well oiled machine”. He states the employees take initiative and come up with new ideas.

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

109.6(1): Centers with multiple sites have a qualified director or on-site supervisor at all sites. Information on the director’s qualifications is submitted to consultant prior to employment and is sufficient to make a determination. Center director meets qualifications or is “qualifiable” with a plan established to meet qualifications.

109.7(1): All staff(within first 3 months of employment)Two hours of approved training FOR the mandatory reporting of child abuse.At least one hour of training regarding universal precautions and infectious disease control.Certification in American Red Cross, American Heart Association, American Safety and Health institute or MEDIC First Aid infant, child, and adult cardiopulmonary resuscitation (CPR) OR equivalent certification approved by the department. A valid certificate indicating the date of training and expiration date shall be maintained.Certification in infant, child, and adult first aid that uses a nationally recognized curriculum or is received from a nationally recognized training organization including the American Red Cross,American Heart Association, American Safety and Health Institute or MEDIC First Aid or an equivalent certification approved by the department.A valid certificate indicating the date of training and expiration date shall be maintained.Minimum health and safety trainings, approved by the Department. If significant changes occur to content, the Department may require the training be renewed.

109.9(1)d: All files contain a pre-employment physical exam report completed within six months prior to hire and at least every three years. Physical exams shall be documented on form 470-5152, Child Care Provider Physical Examination Report.
Number not in compliance: 2

109.9(1)e: All files contain documentation to indicate that ongoing staff training requirements are met, including current certifications in first aid/CPR and mandatory child abuse training.
Number not in compliance: 3

109.9(2)d: All files contain parent authorization of the persons to whom the child may be released.
Number not in compliance: 2

109.10(1)a: Preschool (for children five years and younger not enrolled in school): Physical exam report submitted within 30 days of admission, was obtained no more than 12 months prior to admission, is signed by a licensed MD, DO, PA, or ARNP, and contains health history; present health status including allergies, medications, and acute/chronic conditions; and recommendations for continued care if necessary.
Number not in compliance: 2

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.

V. SPECIAL NOTES/RECOMMENDATIONS:

A full license is issued. All DHS licensing standards and procedures must be maintained during the renewal period.

An administrative change is being made to name Matt Rewerts as the new director. He started in the fall of 2021, but I was just notified. He is only the director for this school year.

An administrative change is being made to name Katie Idler as the director of the program. She has been in this role since the fall of 2022 and was previously the director for the program before taking last year off. Anika Perry is being named as an on-site supervisor. She is in school and will have a BA in elementary education after student teaching, which she is currently doing. She has four years of experience working in a childcare center.

*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.