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

**Name of Center:** New Sharon Child Care and Preschool **Enrollment:** 43 **License ID No. (Reapplications)** 23890

**Street:** 2163 135th Street **City:** New Sharon Iowa **Zip** 50207 **County:** Mahaska

**Mailing Address:** PO Box 452, New Sharon, IA, 50207

**Director's Name:** Regina Salsman **Phone Number:** 641-637-2295

**On-Site Supervisor(s):** Cindy Northcutt **E-Mail:** nsccp@nmwarhawks.org

**Date(s) of Visit:** 06-12-2020

X **Licensing Visit** X **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:** 06-11-2020

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

**Date Inspected:** 07-18-2017

**Comments :** performed by the State Fire Marshall- due every 3 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 X Other NA

**Program Serves:** X Infants (0-23 mo.) X 2 Years X Preschool-Age School-Age

Get-Well Evening Care X 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 | 12 | 18 | 57 | | 87 |
| Summer | | | | | 0 |

**QRS Rating:** N/A

| RECOMMENDATION FOR LICENSE: | |
|---|---|
| X | **FULL** license from 08-01-2020 to 08-01-2022 |
| | **PROVISIONAL** license from |
| | **DENIAL** of initial application |
| | **SUSPENSION** of license |
| | **REVOCATION** of license |

**Licensing Consultant:** Jill Seibert **Date:** 06-26-2020

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

**II. IDENTIFY THE AREAS OBSERVED ON THE VISIT:**

New Sharon Child Care and Preschool is located in a newly constructed building specifically designed for child care on the campus of North Mahaska Community Schools. The building itself is owned and maintained by North Mahaska Community School District. The center is owned and operated by New Sharon Community Child Care Center, Inc., a not for profit community corporation. The center provides full day child care for children ages infant through school age. The new center Director is Regina Salsman. Ms. Salsman possesses a CDA as well as an AA. She comes to the center with years of 1 year of experience in a licensed childcare center and ten years providing in home childcare. The on-site supervisor of the center is Cindy Northcutt. She has been in this center since 1991 serving in all rooms. A second onsite supervisor has also been designated to cover shift when the Director or OSS are not present. Melissa Waite has an AA and 5 years of experience in licensed child care centers. She is qualified to serve as OSS if the Director or Cindy are not present. She has experience as an unlicensed in home child care provider in Arizona and as a paraprofessional at a school in Arizona full time for 3 years. Ms. Waite served as director for this program in 2018 and 2019.

On 6/12/2020, I made an unannounced licensing visit to New Sharon Child Care and preschool and met with Director Regina Salsman, On Site Supervisor Cindy Northcutt and staff members. At the time of the visit, staff were actively engaged in providing the child care program to the children. All program areas were observed at that time.

The visit consisted of classroom and building area review and observations of activities, ratios, nutritional practices, health and safety practices, playground observation, field trip and transportation practices, and administrative review. However, the main focus/topic of this year's visit was to discuss health and safety practices as it pertains to the Coronavirus pandemic. Frequent consultation and collaboration by phone and email are had throughout the past few months.

The center utilizes Creative Curriculum in all classrooms.

The center has 9 full time employees all over 18 years old. Staff under 18 years must be accompanied by adult staff at all times when supervising children.

The Center has changed the drop off and pick up procedures due to changing health concerns related to COVID 19. Parents/guardians are not allowed to come into the building where the children are located (classrooms, etc..). The program has a waiting area where families are able to call staff/Director announcing arrival. A staff member goes to the waiting area and does a health check with a temperature taken. The staff records the temperatures and takes the child to the appropriate classroom. Signs on doors to the outside with center phone number is provided if anyone needs assistance. The same procedure is used for picking up children.

Food Safety and Nutrition: The center is utilizing CACFP. Menus are posted. Menus should be specific and substitutions noted. The kitchen area was observed during the visit. The refrigerator was clean and contained thermometers in freezing and cooling compartments. Food was stored according to CACFP regulations.

Health and Safety: The Center received a grant for diapers/wipes. The Director indicated they have provided some of this

to families who need assistance with diapers and wipes. We will continue to help our community by providing food and supplies to those in need.

Cleaners were kept out of the reach of children. Staff were actively supervising the children and ratio was met and maintained throughout the visit.

Radon testing, fire and tornado drills, outdoor play area inspections were observed and all were compliant. The building was constructed after 1960 so lead based paint assessments are not required. The center is all electric. However, each floor of the facility must add an UL approved carbon monoxide detector.

All staff are CPR/First Aid certified. All staff does SIDS training and active supervision for infants and toddlers.

Outdoor Play Area: The outdoor play area consists of a large space behind the building. It contains poured rubber surfacing and commercial play equipment. No safety hazards were observed in this area. A retaining wall is leaning, but will be fixed this year. Monthly inspections were conducted per my observation of documentation. No safety hazards were observed in this area. Monthly inspections were conducted per my observation of documentation.

We discussed each child should have at least 75 square feet of space when engaged in gross motor activity.

Transportation/Field Trips: Walking field trips are taken around the school campus when an extra staff is available. The center owns a 12 passenger van and do provide some off site transportation – typically only in the summer. The van inspection was present in the binder and was completed in April. Three staff members can drive the van Melissa, Chelsie and the Director and are insured to do so. The van has the necessary child restraints in the vehicle and are all up to code.

Administrative: Child and staff files are reviewed annually including:

Staff: FBI Fingerprint results, SING check results, Universal Precautions Training, Mandatory Reporter training, CPR/First Aid training and emergency preparedness training.

Child: Annual physicals, annual updates on field trip permission slips, pick up authorization and emergency contacts, allergy action plans and immunizations.

All mandatory postings were present. Administration is aware of requirements for posting of communicable diseases. Parents are provided with a monthly newsletter and calendar to stay informed about the Centers activities each month.

**III. IDENTIFY THE OBSERVED STRENGTHS OF THE CENTER:**

New leadership has quickly tackled center deficiencies and was proactive ensuring the center was mostly compliant or working towards full compliance prior to the DHS visit.

The new Director has frequently accessed IDPH and CCR&R when she assumed this role.

The program provides a needed service to the community.

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

1. 109.6(6)d: Center repeats national criminal history checks at a minimum of every four years or when aware of additional history that occurs. The director sent me this in an email later that day. "I called the Mahaska County Sheriff and they are not doing fingerprints yet. However, I called the Poweshiek Sheriff office and they are doing them! I have requested additional cards from DCI and she said they would go out today. Once these cards are received I will get all fingerprints done -so again within the next week or so, we should have these all caught up as well."

2. 109.10(15)c: Center shall develop procedures for annual staff and volunteer training on emergency plans. we discussed this during the visit. The director sent me this in an email later that day. "Emergency Control Plan - I found the document on my computer, have printed it and placed in a binder. I have also drafted an employee acknowledgement form for their signatures. I have both of these attached. I am working individually with each employee over the next week to complete some of my QRS forms and will include this in those meetings. So within the next week all employees will have knowledge of our plan and I will have documentation that this was provided."

3. 109.9(2)g: Any child with allergies, a written emergency plan. Copy shall accompany child if they leave the premises. We discussed this. The director sent me this in an email later that day. " I searched the web and found the attached Allergy

action Plan -will this one work? If so, I will get this sent out to the two families that need it." On 6/13 she emailed the following, "Allergy Action Plan sheets to the two families with allergies." CORRECTED as of 6/26/20

It is duly noted that the Director admitted deficiencies in these areas and quickly accessed solutions to make corrections.

**V. SPECIAL NOTES/RECOMMENDATIONS:**

We discussed lids for food waste containers and appropriate spacing during nap time. Later in the day the Director emailed me stating, "I will be replacing the trash can without lids. They are located in the School Kids room which during the regular school year is not a room we utilize - the school uses this room for 4 year old preschool. But since we are operating out of it this summer - I will get this taken care of next week. I also spoke more with Mackenzie to ensure that during rest time the kids need to be spaced at least 6 feet apart - she said she understands that now.

I have also ordered new trash cans with lids, rearranged the school aged room and added a rug for 6 ft spacing during nap time."

The Director should continue to meet with CCNC to review health and safety policies and issues to ensure a system is in place to assist with compliance. She shall contact CCR&R Consultant Karen Lauer regarding other issues (training/ curriculum) and will ask both service providers to meet with her twice this year to assist with continued compliance throughout the year.

*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.