Iowa Department of Health And Human Services

CHILD CARE CENTER ANNUAL EVALUATION

Name of Center: Crayons 2 Pencils Early Learning Center
Provider No.: 27088

Address: 800 Colonial CIR, Norwalk, IA, 50211

County: Warren

Director's Name: Jill Larsen
On-Site Supervisor: Cindy Gavin

Phone Number: 5152855322
E-Mail: crayons2pencils@yahoo.com

HHS Visit Date: 09/24/2026

Licensing Period: 09/01/2026 to 09/01/2028

Fire Inspection:

Date Inspected: 10/11/2023

Comments: 11/15/23 compliance date

Report Visit Type:

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

License Type:

- [X] Full
- [ ] Provisional

Quality initiative:

Quality Rating: 2

- [X] Accrediation — Comments: IQ4K - Level 2

Program Duration:

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

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HOURS:	*Year-round*	*School-Year*	*Summer Only*
Sunday			
Monday	7:00 AM to 5:30 PM		
Tuesday	7:00 AM to 5:30 PM		
Wednesday	7:00 AM to 5:30 PM		
Thursday	7:00 AM to 5:30 PM		
Friday	7:00 AM to 5:30 PM		
Saturday			

Program Population Served:

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

LICENSE CAPACITY	Infants	2 Years	Preschool	School-Aged	Capacity
General	50	30	106	0	186
Summer					0

1. Basic Overview

Crayons 2 Pencils Early Learning Center opened in September 2016. It is located in a single standing building. The center has a secured entrance. The center has a security system. There are cameras in the cameras as well as outside the facility. The center provides child care services to children ages infancy through preschool age. Jill Larsen and Cindy Gavin are co-owners and directors. Jill had a registered, in home daycare home for ten years prior to opening up this center. Cindy was a teacher and she also had a registered in home child care daycare prior to opening up this center.

An unannounced visit was completed today. Current enrollment is 154. Cindy and Jill assisted with today's visit. All areas subject to HHS licensing rules were reviewed. Mandatory postings are in place at the center's entrance. Schedules are posted in each classroom. Current lesson plans are posted in classrooms. The center created their learning curriculum, Playful Paths, which is for the children ages one through PreK. Some of the lesson plan themes were Camping, Farm, Red Fire Truck, Pumpkins, Apples and Fall. Children's artwork is displayed in hallways and classrooms. Classrooms are well furnished with clearly defined learning centers and toys. Each classroom has a white board that is used for helping teach, with art and to play music.

The center has eleven classrooms. The Yellow Room and Orange Room serve infants. The Violet Room, Navy Room and Blue Room have one year old children. The Pink Room, Green Room and Red Room are classrooms for two year olds. The Purple Room and Teal Room are for three year olds. The Navy Room is a 3/4's class. The Silver Room is a 4/5's classroom. All classrooms were at or above ratio requirements. Children were observed on the playground and in their classrooms. Staffs' interactions with the children were observed to be positive throughout the visit.

The center has a full kitchen. The center serves breakfast, lunch and afternoon snack. Menus are made weekly. Menus were

reviewed and are compliant with CACFP regulations. Breakfast, lunch and afternoon snack is served. Menus are made weekly.

The center has three playground areas. There is a playground for infants to one year old children, for 2's and for 3's to 5's. Surfacing material for playground structures is sand and pea gravel. There are concrete areas and concrete trails and grass areas also. There is an outdoor classroom. The playgrounds have many outdoor play materials for children's use. The center completes monthly playground checks.

The center owns a bus for transportation.

2. Identify Observed Strengths of the program

Jill and Cindy have many years of experience in the child care field. The center is participating in the IQ4K program. Classrooms are well furnished with age appropriate supplies and furnishings. The center has a secured entrance. There are security camera in all the classrooms and playgrounds. The directors developed Playful Paths, a learning curriculum that contains social/emotional and educational information for daily and weekly planning. This is available and used for children ages one through PreK.

3. Identify the aspects that fall below the standard

109.10(1): Medications: The center shall have written procedures for dispensing, storage, and authorization, and recording of all prescription and non-prescription medications.Staff must be over 18 to administer medication.All medications shall be stored in original containers with physician or pharmacist directions. Labels should be intact and stored so they are inaccessible to children and public. Nonprescription medications shall be labeled with the child’s name.For every day an authorization for medication is in effect and child is in attendance, there shall be a notation of administration including the name of medicine, date, time, dosage, given or applied, and the initials of the person administering the medication or the reason the medication was not given.For ongoing, long term medications, authorization shall be obtained for a period not to exceed the duration of prescription.Staff shall not provide medications to a child if pre-service/orientation training for medication management has not been completed.
There were two children with epi pens at the center. The medication forms needed to be updated.

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

NA

5. Special Notes/Recommendations

The center has a full license.

*Note: If you are the Child Care Center Director and you feel something is unclear or unjustly cited, please contact me (phone 515-362-7823; email melinda.larson@hhs.iowa.org) so that we may discuss the issue. If necessary, I can make a notation in your record. You may also send a letter that will be included in your licensing file noting any disagreement you may have with this report. If you have the need for any additional information discussed during my visit, please contact me and I will forward the information to you. Thank you.

*Note: If you are a member of the general public, there may be additional information contained in the public file. You may contact the HHS Licensing Consultant to inquire.

Date: 09/28/2026

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HHS Licensing Consultant: Melinda Larson, Child Care Licensing Consultant

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**.