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

Name of Center: Lilypad Learning Center-AS at The Hangar **Enrollment:** 34 **License ID No. (Reapplications)** 51695

Street: 302 Campus DR **City:** Huxley Iowa **Zip** 50124 **County:** Story

Mailing Address: PO Box 41, Huxley, IA, 50124

Director's Name: Sara Hillebrand/Kelli Friauf **Phone Number:** 515-597-5436

On-Site Supervisor(s): N/A **E-Mail:** lilypadlearning@gmail.com

Date(s) of Visit: 04-02-2025

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

LICENSING VISITS

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

Signed Application (470-0722) Received X **Yes** **No** **NA** **Date Signed:** 04-01-2024

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

Date Inspected: 01-24-2025

Comments : Fire Inspections are due at least every three years. Completed by Seth Jones/IA Dept of Inspections, Appeals and Licensing (DIAL)

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				60	60
Summer					0

QRS Rating: N/A

RECOMMENDATION FOR LICENSE:	
X	**FULL** license from 04-01-2024 to 04-01-2026
	PROVISIONAL license from
	DENIAL of initial application
	SUSPENSION of license
	REVOCATION of license

Licensing Consultant: Maggie Gibson, SWIV **Date:** 04-07-2025

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

N/A.

II. IDENTIFY THE AREAS OBSERVED ON THE VISIT:

An unannounced off year licensing visit was completed 4-2-25. The co director Kelli Friauf was present during the visit.

This center was given permission to open on 1/10/22. Sara Hillebrand is the owner/director of this center, as well as two other LilyPad Centers in Huxley and a center in Ames. Sara has her degree in Special Ed and taught in the school system for three years prior to opening her centers. Each of her centers have an assistant director who meets the 100 point qualifications to be a director, and Kelly Friauf.is the assistant/co-director at this center. Kelli has a Bachelor's degree in Education and experience in a child care setting. Both meet qualifications for the position.

All areas of the program were observed. These areas observed consisted of classroom observations and activities, nutritional practices, health and safety practices, playground observation, field trip and transportation practices, and administrative review.

This center is a school age center only, providing care to children between 2nd grade through 5th grade, up to age 12. At this time, the center provides care to children after school, during school breaks and during the summer. The center hours are from 6 am to 6 pm. Children who are in need of before school care use the Main Street location. The center will evaluate yearly if they are going to add before school care, if the numbers warrant this.

Room observations/activities: The building was renovated for the center. There is a large open room with couches, lockers and centers for activities. This large room has a capacity for 50 children. There are three smaller rooms connected to the large room, these rooms are a lounge room, a craft room and a game room. The lounge room and craft room each have a capacity for 4 children. The game room has a capacity for 7 children. There are large windows to see into the rooms. There is a hallway that has two bathrooms, each bathroom has two toilets and two sinks. Also in the hallway is the kitchen area and snack area. This site has available a large indoor gym area, which has a basketball court and sections for baseball, golf and other sporting activities that the children can use. The center has green space next to the building for outdoor play space which will eventually be fenced in. The total capacity for the center is at 60 and cannot go over 60 unless more toilets are added. The gym space is not added for capacity at this time. The center does not have specific curriculum; offering an opportunity to complete home work from school, or recreation with staff supervision and participation. The center offers a variety of activities and staff were in ratio; all involved with supervising or leading activities. The children were content.

Nutritional Practices: The center provides snacks and the children bring in their own lunch when attending a full day.

Healthy/Safety: Medication is securely stored when needed. Handwashing posters were present. First aids kits are available. There were some emergency evacuation diagrams missing and the co-director indicated they would be rehung. Drills were completed as required.

Administrative review: Fliers for mandatory reporting; handbook, consultant contact, license, and no-smoking signs were posted. Three staff files were reviewed; with one having had a physical after employment (this is required within six month prior to hire and the every three years). Five child files were reviewed and contained all required information.

III. IDENTIFY THE OBSERVED STRENGTHS OF THE CENTER:

The directors have many years of experience in the childcare field.

The building is designed specifically for school age care and was renovated with school age needs in mind.

Staff were observed to work well together maintaining a perimeter that would allow good supervision of the children.

The center has received positive feedback from the children and parents.

The building has a secure entrance.

The program uses walkie-talkies for staff to communicate between the rooms and areas.

The program adopted a tag system for the children to use to help indicate which room the child wants to be in and for staff to keep track of the children.

The program has developed a strong structure and the children know what to expect.

There is strong communication between the staff and families and between staff and management.

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

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: 1

Physicals are required within six months PRIOR to hire and then every three years after.

V. SPECIAL NOTES/RECOMMENDATIONS:

The center has developed a preparedness plan and a disaster kit; there is an emergency plan for off site evacuation if this would be necessary, which is reviewed upon hire and then annually with staff.

Radon testing is due every two years. The center last completed radon testing in February of 2023 and the rooms tested below the 4.0 cutoff.

This center was clean. Staff were engaged with the children; and the children were content. The co-director is very organized and was also engaged with the children's activities while also offering staff assistance.

*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.