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

Name of Center: TLC Preschool **Enrollment:** 23 **License ID No. (Reapplications)** 25168

Street: 1002 E 13th St **City:** Vinton Iowa **Zip** 52349 **County:** Benton

Mailing Address: 1002 E 13th St, Vinton, IA, 52349

Director's Name: Gail Gerber **Phone Number:** 319-472-5571

On-Site Supervisor(s): Teresa Scheel **E-Mail:** tlcpreschoolvinton@yahoo.com

Date(s) of Visit: 09-12-2024

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:** 08-30-2024

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

Date Inspected: 11-19-2021

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 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			19		19
Summer					0

QRS Rating: N/A

RECOMMENDATION FOR LICENSE:	
X	**FULL** license from 10-01-2024 to 10-01-2026
	PROVISIONAL license from
	DENIAL of initial application
	SUSPENSION of license
	REVOCATION of license

Licensing Consultant: Becky Frost **Date:** 09-19-2024

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

N/A

II. IDENTIFY THE AREAS OBSERVED ON THE VISIT:

On 09/12/24 I made an unannounced licensing visit to TLC Preschool in Vinton. I met with Gail Gerber, the director and lead teacher for the four-year-old preschool class. Ms. Gerber has a BA in elementary education and a MA in elementary education. She has also taken early childhood education courses. Ms. Gerber has been the director since 2000. She has fifty years of experience in teaching. Teresa Scheel is the on-site supervisor and the lead teacher for the three-year-old preschool class. Ms. Scheel started in August 2006. Betty Cayton is the assistant in the three-year-old room. Jessica Kimm is the assistant in the four-year-old room.

TLC Preschool is located inside Trinity Lutheran Church. The program operates under a board of directors that includes five members from Trinity Lutheran Church congregation and a parent member from the threes and four's classes. The program serves children ages three through five years old. The program offers a four-year-old preschool class on Monday, Wednesday and Friday from 8:30-11:30 am. It offers a three-year-old preschool class on Tuesday and Thursday from 9:00-11:30 am. There are currently 23 children enrolled.

The preschool primarily operates out of one classroom but also have use of a small room across the hall from the primary room for one on one work or small group activities, such as writing in journals. Windows provide natural lighting. The primary room is decorated with the children's art projects, and posters to assist the children with the learning process, such as the alphabet, colors and shapes. There is an area for circle time.

The centers observed on the day of the licensing visit include library, Lego/blocks, table toys, games, puzzles, transportation, art, Play-Doh, dramatic play, writing, math, science/discovery, sensory, and music. Centers were arranged in a manner that allowed easy movement between activities, but it also allowed for clear supervision by staff members. Materials were in good condition. The materials are located at child level so they were easily accessible to the children.

There is a sink located in the classroom and handwashing procedures were posted. There is a bathroom in the classroom with one toilet. The program also has use of a bathroom down the hall from them with two toilets and two sinks. Handwashing procedures were posted. There are additional bathrooms located in the church.

There is a phone in the classroom. You must post emergency numbers that include the center's address and phone number and the poison control number. Emergency fire and tornado procedures and diagrams were posted by the main program and outdoor exits. A daily schedule was posted and a lesson plan was available for review.

The preschool uses the Creative Curriculum and a variety of resources to develop lesson plans. They also incorporate Bible stories in lessons. The pastor visits the children each Wednesday to tell a Bible story. The preschool offers a Christian environment. Constant repetition and review are used to teach material. Weekly newsletters are provided to the four-year-old parents and monthly newsletters are provided to the three-year-old parents. Ms. Gerber includes activities to do as a family, for example take a nature walk. They provide parent and teacher conferences in November and March for both classes. Twice each month the four-year-old class makes the snack as part of an activity that coincides with their theme. They call this TLC Chefs. At Thanksgiving time both classes prepare a feast.

I reviewed documentation of monthly fire and tornado drills for the four-year-old class. The three-year-old drills were not on site. You must keep the drills on site and have them available for licensing visits. I reviewed playground inspections. A radon test was completed in September 2024 and must be repeated in two years. Results were within EPA guidelines. The annual fuel burning inspection was completed and no concerns were noted. A carbon monoxide detector was on site and is in the small classroom across from the primary room. Outlets were protected. The fire marshal inspection occurred on 11/19/21.

The program does not participate in the Child and Adult Care Food Program (CACFP) but does follow the guidelines. The parents provide the snack for the children and snacks are documented on a calendar. The program provides creditable snack options for the parents in their handbook. Snacks are stored according to NHSPS guidelines. No dishwashing is required, as disposable products are used. There is a refrigerator on site and a thermometer was present. The children eat snack in their classroom.

The center uses Clorox Disinfecting Wipes to sanitize the food tables.

There is a fenced in playground. There are two separate areas for fall surfacing and woodchips are used. In one area there is two pieces of climbing equipment with slides and other activities. In the second area there are swings. There is a grassy area for children. There is a caterpillar tunnel, dramatic play equipment, sensory tables and a basketball hoop. Tress provide shade.

The parent information is located on a bulletin board inside the entrance of the church. 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.

Staff and children files were reviewed at the time of the licensing visit. I reviewed eight children files. Files must contain emergency contact information for the doctor and dentist of each child. The doctor and dentist's name, phone number and complete street address must be provided. Three files did not provide any dental emergency contact information and two files did not provide any doctor emergency contact information. The program does not have a form that gives the program permission to secure emergency care in case of an accident or illness. Ms. Gerber was going to correct this and get it to parents to sign. Preschool had only been in session one week and they have 30 days to collect this information.

I reviewed four staff files. Three staff members had outdated first-aid and CPR training. Ms. Gerber has planned for staff members to complete the first aid and CPR training online and then someone is coming to the center to test them out at the end of September or early October. One staff member did not have documentation of mandatory reporter training. One staff member has been employed for one year and has not completed first-aid, CPR, mandatory reporter, universal precautions or Essentials training. She also did not have a physical on file. This staff member must complete all these mandated trainings by October 15, 2024, and email me the documentation. If she does not complete the trainings she will have to be removed from the schedule. She will also have to complete an additional six hours of ongoing training hours this school year. One staff member did not have a SING background check or fingerprints. Two staff members have outdated fingerprints. The SING background check and fingerprints must be brought up to licensing standards ASAP.

I reviewed policy and procedures and the parent handbook. The staff handbook was not available. Ms. Gerber is in the process of updating the staff handbook. I did send her samples and Ms. Bonefas from CCR&R is going to assist her. The necessary written emergency procedures and policies were present in the parent handbook. Make sure in the staff handbook you have the detailed HHS requirements for professional development. You must also have information on staff orientation regarding the program's policies and licensing standards. The program also needs a universal precautions policy. A sample was emailed to Ms. Gerber.

Staff members were observed to be terrific with the children. Preschool had just started the previous week so the teachers were teaching and reminding the children about the routines and rules. They were teaching the children songs and prayers. They were patient and provided the children with praise. They encouraged the children to try things on their own but helped when necessary. They provided the children with clear and easy to understand directions. They had great reminders for washing hands. They counted the children when they left the room to use the bathroom. All the children were included in circle time. Positive redirection was used when necessary. Staff members sat with the children during snack to model good habits. They maintained positive conversation with the children.

III. IDENTIFY THE OBSERVED STRENGTHS OF THE CENTER:

Ms. Gerber is a terrific director and is completely dedicated to maintaining the preschool program.

Ms. Gerber has worked with Rachael Bonefas from Child Care Resource and Referral (CCR&R) in the past and is going to

be working with her again.

The preschool program is a ministry of the church.

The church and community are supportive of the preschool program and the church congregation has helped financially support the program and they hold fundraisers.

The preschool program offers scholarships to families with a need.

TLC staff hosts an orientation, family meet and greet before school.

The four-year-old class make their own snack twice each month. The snack coincides with the theme.

The program is in a secured building.

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

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.
Three staff members had outdated first-aid and CPR training. Ms. Gerber has planned for staff members to complete the first aid and CPR training online and then someone is coming to the center to test them out at the end of September or early October. One staff member did not have documentation of mandatory reporter training. One staff member has been employed for one year and has not completed first-aid, CPR, mandatory reporter, universal precautions or Essentials training. This staff member must complete all these mandated trainings by October 15, 2024, and email me the documentation. If she does not complete the trainings she will have to be removed from the schedule. She will also have to complete an additional six hours of ongoing training hours this school year.

109.9(1)b: All files contain:A signed copy of DHS criminal history record check or any other permission form approved by the Department of public Safety for conducting an Iowa or national criminal history check. A copy of Request for Child Abuse Information.Copies of the results of Iowa records checks conducted.Copies of national criminal history check results.Any Department-issued documents sent to the center related to records check.
Number not in compliance: 3
One staff member did not have a SING background check or fingerprints. Two staff members have outdated fingerprints. The SING background check and fingerprints must be brought up to licensing standards ASAP.

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
One staff member did not have a physical on file.

V. SPECIAL NOTES/RECOMMENDATIONS:

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

A referral has been made to Rachael Bonefas from CCR&R to continue working with Ms. Gerber.

*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.