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

Name of Center: A to Z Learning Center & Day Care-Donald **Enrollment:** 74 **License ID No. (Reapplications)** 21731

Street: 307 E Donald St **City:** Waterloo Iowa **Zip** 50703 **County:** Black Hawk

Mailing Address: 307 E Donald St, Waterloo, IA, 50703

Director's Name: Chris York **Phone Number:** 319-232-4325

On-Site Supervisor(s): Jessica Moffett **E-Mail:** atoz307donald@gmail.com, atoz4828@gmail.com

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

Date Inspected: 11-02-2021

Comments :

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: X Infants (0-23 mo.) X 2 Years X 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	11	16	40	12	79
Summer					0

QRS Rating: 4

RECOMMENDATION FOR LICENSE:	
X	**FULL** license from 07-01-2021 to 07-01-2023
	PROVISIONAL license from
	DENIAL of initial application
	SUSPENSION of license
	REVOCATION of license

Licensing Consultant: Becky Frost **Date:** 11-15-2022

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

N/A

II. IDENTIFY THE AREAS OBSERVED ON THE VISIT:

On 06/03/22 I made an unannounced off year licensing visit to A to Z Learning Center and Day Care-Donald Street in Waterloo. I met with Meggan Kopsa, the on-site supervisor. Ms. Kopsa has an AA in a non-child care related field. Ms. Kopsa has been with the center since October 2020. She previously worked at the center from 2002 through 2017 as an on-site supervisor. Ms. Kopsa's last day with the program was 06/15/22. Jessica Moffett will be the new on-site supervisor once she submits her request through I-Power and she is approved. She previously worked at a different A to Z site. There are fourteen staff members employed by the center and three additional staff members on call in case they are needed.

A to Z Corporation operates four child care centers in the Waterloo-Cedar Falls area. Chris York is the director of the centers. She has been involved with child care for over thirty years and she has been the director of A to Z Learning Center and Day Care since it opened in 1991.

A to Z on Donald Street operates out of a free-standing building. The center operates Monday through Friday from 5:30 am until 6:00 pm. It serves children who are six weeks old through twelve-years-old. A to Z on Donald Street also houses the state voluntary four-year-old preschool program through the Waterloo Community School during the school year. Donita Schmitz is the teacher for the preschool. The preschool program operates Monday through Friday from 8:00 am until 10:00 am. There are currently 74 children enrolled at the center.

The program operates out of the following classrooms: Bear Cubs (6 weeks-12 months), Alligators (12-24 months), Monkeys (younger two-years-olds), Doodle Bugs (three-year-olds), Dinosaurs (three and four-year-olds), Jungle Friends (four-year-olds), Sea Creatures (four and five-year-olds), and Clowns (school-aged children). An inspection of each room was completed. Windows provide natural lighting and artificial lighting is also used. The rooms are decorated with pictures of the children, the children's art projects, and posters to assist the children with the learning process, such as the alphabet, shapes, colors and numbers. The children's birthdays were posted. There is an area for circle time in the rooms.

The centers observed on the day of the licensing visit include library, Lego/blocks, table toys, games, puzzles, transportation, woodworking, art, dramatic play, writing, math, science/discovery, sensory table 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.

A variety of resources are used to create lesson plans. Activities are developed around weekly themes. The themes are the same for the entire center. Lesson plans were available for review. Activity calendars were also posted in every room.

The program provides parents with a monthly newsletter to keep them informed on the themes and activities and to remind them of important dates.

There was a phone with emergency numbers in the classrooms. Emergency fire and tornado procedures and evacuation diagrams were posted by the main program doors and outdoor exits. A daily schedule was posted in each of the rooms.

The center works with Central Rivers AEA to provide the children with hearing and vision screenings. They also routinely work with Child Care Resource and Referral. The center has a Quality Rating System (QRS) level of 4 that expires on 03/31/24. The preschool program participates in the Iowa QPPS program.

The program participates in the Child and Adult Care Food Program (CACFP). The center provides the children with breakfast, lunch and a morning and afternoon snack. The center has a rotation of four menus. Dishes are returned to the kitchen to be washed using the three-step method. Menus were posted. There are two refrigerators and a chest freezer in the kitchen and thermometers were present. There were crackers in the kitchen that were not stored according to NHSPS guidelines. Once a food item is opened it must be stored in a sealed plastic, metal or glass container and must be dated. There was not a pattern of disregard so this will not be cited.

In the infant room the center provides formula, baby food and cereal. They are washing bottles in the room but they are not sanitizing the bottles. Bottles and all dishes must be sanitized. You can send the bottles and dishes back to the kitchen to be washed and sanitized or you must start using the three-step method in the infant room. There is a refrigerator in the infant room and a thermometer was present.

The program uses bleach to sanitize the food tables and disinfect the changing tables.

I reviewed documentation of monthly fire and tornado drills. I reviewed documentation of monthly playground inspections. A radon test was completed in June 2020. The results were within EPA guidelines. A new radon test is due now. The annual fuel burning inspection was completed and no concerns were noted. A carbon monoxide detector was on site and is located on all three levels. There is one in the Doodle Bug room on the ceiling, the Sea Creature room on the wall and the Bear Cub room on the wall. Outlets were protected. The fire marshal inspection occurred on 11/02/21.

In the Alligator room they were out of ratio when I walked in the room. There were five children with one staff member. The infant room can never be out of ratio. I observed a diaper change in the infant room. The staff member left the gloves on throughout the process. Gloves are considered soiled and must be removed prior to touching the new diaper or dressing the child. The staff member did not wash the child's hands at the completion of the diaper change and I had to remind her to wash her own hands. The staff member has only been cleaning the changing table with soap and water and has not been disinfecting the table. I recommend training all staff members on the correct way to diaper children and clean and disinfect the changing tables. In this room there was a loose sheet in one crib. Cribs must have tight fitting sheets. There was not a pattern of disregard so this will not be cited. There was an aerosol can of air freshener. Aerosol cans cannot be used while children are present. This should be removed from the room.

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

Staff members were observed to interact with the children at their level. They were on the floor playing with the children indoors and while out on the playground they were moving around the space to interact with the children. They offered the children choices. Positive redirection was used when necessary. Staff members encouraged the children to use their imaginations. The children seemed to enjoy and feel comfortable in the program.

III. IDENTIFY THE OBSERVED STRENGTHS OF THE CENTER:

The program has a Quality Rating System (QRS) level of 4 that expires on 03/31/24.

The center partners with the Waterloo School District to house the voluntary four-year-old preschool program and participates in the Iowa QPPS program.

The program has two vans and provides transportation to school-aged children to Highland, Lincoln, Cunningham and Carter schools.

Ms. Kopsa states the staff members do a good job of interacting with the children and providing them with fun activities. The staff members enjoy being with the children.

Ms. Kopsa states staff members are good about completing trainings.

Ms. Kopsa states they have a good group of staff members who show up for work and pull their weight. They are good team players. They know there are staffing issues and they are willing to help where they are needed.

Ms. Kopsa states they have happy families and the children have been behaving and getting along with one another.

Ms. Kopsa states they provide an active and fun summer for their school-age children that includes several field trips.

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

109.8(2): Ratio maintained in center as required by age.

109.12(5)b: Infants diapered in a sanitary manner as needed in central diapering area.One changing table for every 15 infants/toddlers needing diaper changes.Diapering, sanitation, and handwashing procedures posted and implemented in central diapering area.
Additional concerns: I observed a diaper change in the infant room. The staff member left the gloves on throughout the process. Gloves are considered soiled and must be removed prior to touching the new diaper or dressing the child. The staff member did not wash the child's hands at the completion of the diaper change and I had to remind her to wash her hands. The staff member has only been cleaning the changing table with soap and water and has not been disinfecting the table. I recommend training all staff.

109.15(5)c: Sanitary methods are used for dishwashing sufficient to prevent transmission of disease.
Additional concerns: In the infant room they are washing bottles in the room but they are not sanitizing the bottles. Bottles and all dishes must be sanitized. You can send the bottles and dishes back to the kitchen to be washed and sanitized or you must start using the three-step method in the infant room.

V. SPECIAL NOTES/RECOMMENDATIONS:

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

An administrative change is being made to name Jessica Moffett as the on-site supervisor. She started in this role in June 2022.

*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.