

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

**Name of Center:** St John Noah's Ark Preschool & Daycare **Enrollment:** 71 **License ID No. (Reapplications)** 6956

**Street:** 301 N 13th St **City:** Clarinda **Iowa Zip** 51632 **County:** Page

**Mailing Address:** 301 N 13th St, Clarinda, IA, 51632

**Director's Name:** Melinda Norton **Phone Number:** 712-542-3708

**On-Site Supervisor(s):** Gail Armstrong **E-Mail:** stjoh.noahsark@gmail.com

**Date(s) of Visit:** 01-19-2017

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

**Date Inspected:** 12-31-2014

**Comments :**

**LICENSE TYPE:** X **Child Care** **Preschool (ages 3-5 meets three hours or less per day)**

**Financial Type:** Profit X Non-Profit NA

**Accreditation:** 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:	<i>Year-round</i>		<i>School-Year</i>	<i>Summer Only</i>	
LICENSE CAPACITY	Infants	2 Years	Preschool	School-Age	Capacity
General	8	10	36	26	80
Summer					0

**QRS Rating:** N/A

<b>RECOMMENDATION FOR LICENSE:</b>	
X	<b>FULL</b> license from 12-01-2015 to 02-01-2018
	<b>PROVISIONAL</b> license from
	<b>DENIAL</b> of initial application
	<b>SUSPENSION</b> of license
	<b>REVOCATION</b> of license

Licensing Consultant: Kathy DeGeorge-Evans

Date: 01-30-2017

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

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

An unannounced off year licensing visit was made to St. John Noah's Ark on 1-19-2017. The program offers child care services to children infant age to school age 6:30 am to 6:00 pm and a preschool program. The program is located in the St. John Lutheran Church in Clarinda Iowa. The center is a two story brick building. The main floor serves as the child care center, the second floor is the preschool and the basement area has the dining area and an indoor play area. Melinda Norton is the director. Melinda began working at the center on 11-1-2016. She has her Master's Degree in School Counseling K-12. She also teaches psychology at the college. She would like to take early childhood college courses. Gail Armstrong is the on-site supervisor, she prepares the staff schedule.

I met with Melinda during my off year licensing visit. There are seventy one children enrolled.

### Observation of rooms:

Infant room - There were six children and two staff present. Both staff started working at the center in 9-2016. The daily sheets looked good. Oxivir TB is used for disinfecting the diaper changing table. Bleach/water for sanitizing is used for the high chairs and toys.

One year old room - there were four children and one staff present. The children were taking a nap. The daily sheets looked good. Oxivir TB is used for disinfecting the diaper changing table.

Two year old room - The children were eating lunch and then having nap time. There were nine children and two staff. Oxivir TB is used for disinfecting the diaper changing table. Bleach/water for sanitizing is used for the table and toys. There were some plastic bags that were accessible to children, please remove these as they are a health and safety hazard.

Three and four year old room - There were ten children and two staff present. The children were eating lunch and then having nap time. There were some plastic bags that were accessible to children, please remove these as they are a health and safety hazard.

Five year old room - There were eight children and two staff present. The children were putting puzzles together. Please review the bleach/water mixing instructions with staff as staff reported that they use the bleach/water until it runs out, they are not mixing it fresh each day.

The cots are stacked with the blankets, and pillows all on the cot that is on top. The sleeping surfaces of one child's rest equipment should not come in contact with the sleeping surfaces of another child's rest equipment during storage. Please create a new storage plan for cots, blankets, and pillows so that the sleeping surfaces of one child's rest equipment doesn't come in contact with the sleeping surfaces on another child's rest equipment.

The teachers in each program room prepare the lesson plans/activities. Some lesson plans are more detailed and organized than others. Please review the lesson plans and provide training to staff on what should be included in the lesson plan and how to implement them.

The program rooms looked nice, they have fun equipment and toys. The center has fun children's art work displayed.

Preschool rooms - One preschool room had eight children and two staff and the other room had nine children with two staff. The children were playing in the activity centers. Jessica prepares the lesson plans and activities. She has been working in the preschool for two years. They use Creative Curriculum and a religious curriculum called Voyages, Jessica said she is looking into using a new curriculum called Essential Preschool Curriculum. Jessica includes a letter each week in the curriculum. Please make your lesson plans/activities more detailed. The preschool rooms look very nice and have a fun variety of age and developmentally appropriate equipment. Parent teacher conferences are held twice a year, progress and goals are discussed. The children provide the snack for the preschool program. Family activities are provided throughout the year and they have a Christmas and Spring program.

All of the staff were very friendly and helpful. Staff interactions with the children was very good, staff were positive, encouraging and nurturing.

#### Nutrition:

The center is on the federal food program. Breakfast (cereal), morning snack, lunch and an afternoon snack are served each day. The meals are prepared on site in the church kitchen. Sandy is the cook, she has been employed at the center for two weeks. The menus are posted on a weekly basis. The meals are served downstairs. The parents provide the daily snack for the preschool program. A list of nutritious food options is given to the parents. The church has a nice large kitchen. Proper food storage was observed. Make sure the refrigerator and freezers have thermometers. Melinda reported that the portable sinks are no longer being used.

#### Health and safety:

Melinda is getting the monthly fire and tornado drills back on track, one monthly fire drill was missing and a couple monthly tornado drills were missing. Melinda will complete radon testing in each program room prior to June 2017. Please email me the date of the center's annual fuel burning inspection, it was reported that all of the appliances are electric except for the furnace. Melinda reported that medication management procedures are followed when children are prescribed medication and the medication log is used. Oxivir TB is used for disinfecting for the diaper changing tables. They are using bleach/water for sanitizing. Please review the bleach/water mixing instructions with all staff as there was confusion and one program room reported that the bleach/water isn't mixed every day. Please mix the bleach/water according to the specific bottle of bleach you are using, if it doesn't have the directions for sanitizing you can go to the web site. The bleach must be EPA approved. Also, make sure the bleach/water, Oxivir TB and any other product is kept out of the reach of the children. The bleach/water was accessible to the children in some rooms. There were some plastic bags that were accessible to children, please remove these as they are a health and safety hazard. Melinda will need to do her emergency preparedness plan. She said she has been getting help on a variety of things from the Child Care Resource and Referral worker, Jenny Moon.

#### Playground:

Melinda stated they would be re-evaluating the outdoor playground and possibly removing a piece of equipment. They may look at moving a piece of indoor playground equipment to the outdoor playground. Please make sure you complete the monthly playground safety checks.

#### Transportation:

No transportation is provided by the center. Walking field trips are taken throughout the year.

#### Administrative records:

The center has all of the required postings; mandatory reporting of child abuse, no smoking, consultant posting and emergency information.

The center participates in the Quality Rating System (QRS) and they are a level III.

Melinda maintains children and staff files. There are twenty staff employed at the center. No files were read during my off year licensing visit.

The center has hired many new staff in the last year.

Melinda has monthly staff meetings.

The staff are working on completing their Essentials training.

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

Melinda Norton is the new director. She has been working very hard to learn the DHS rules and the daily operations of the

child care center. She is very positive, organized and committed to the program. Monthly staff meetings are held and Melinda meets with staff on a daily basis.

The center has a few fundraising events throughout the year, and the center has received grants for supplies and equipment. Staff were very positive and had good interactions with the children, they were having fun and involved in programming with the children.

New in 2016/2017:

The center has received grant money for equipment and supplies for the program rooms. They are getting new swivel outlet covers for the program rooms and lock boxes for medications.

The preschool is going to look at using a new curriculum called Essentials.

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

109.11(3)a(1) Center and premises are sanitary, safe, and hazard free. There were some plastic bags that were accessible to children, please remove these as they are a health and safety hazard. Make sure the bleach/water, Oxivir TB and any other product is kept out of the reach of the children. The bleach/water was accessible to the children in some rooms.

109.11(7)c All centers - annual inspection prior to heating season of all fuel-burning appliances to reduce risk of carbon monoxide poisoning. Please email me the date of the centers annual fuel burning inspection, it was reported that all of the appliances are electric except for the furnace.

109.11(3)a(10) Sanitation and safety procedures are in place to reduce the risk of harm to children and the transmission of disease. Please review the bleach/water mixing instructions with all staff as there was confusion and one program room reported that the bleach/water isn't mixed every day. Please mix the bleach/water according to the specific bottle of bleach you are using, if it doesn't have the directions for sanitizing you can go to the web site. The bleach must be EPA approved. Also, make sure the bleach/water, Oxivir TB and any other product is kept out of the reach of the children. The bleach/water was accessible to the children in some rooms.

The cots are stacked with the blankets, and pillows all on the cot that is on top. The sleeping surfaces of one child's rest equipment should not come in contact with the sleeping surfaces of another child's rest equipment during storage. Please create a new storage plan for cots, blankets, and pillows so that the sleeping surfaces of one child's rest equipment doesn't come in contact with the sleeping surfaces on another child's rest equipment.

109.12(1) Program structure that uses developmentally appropriate practices and written program of activities planned to the developmental needs of children served. Please review the curriculum, lesson plans/activities, I think the center could be doing a better job with their lesson plans, they should be more detailed and show a better over all picture of what the children did during the day. I would recommend that you do some research regarding lesson planning and if you could find some training that would be beneficial.

\*Note: If you are the Child Care Center Director and you feel something is unclear or unjustly cited, please contact me (712)328-4877; or [kdegeor@dhs.state.ia.us](mailto:kdegeor@dhs.state.ia.us) 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 DHS Licensing Consultant to inquire.

Please send me an email by February 13, 2017 and let me know how the items listed above have been corrected.

#### **V. SPECIAL NOTES/RECOMMENDATIONS:**

A full license is recommended for 12-1-2015 to 2-1-2018.

Administrative Change - Change in Licensing date 12-1-2015 to 2-1-2018.

Please send me an email by February 13, 2017 and let me know how the items listed under the aspects of operation that fall below the standards reviewed have been corrected.

\*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.