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

Name of Center: Cedar Valley Kids Childcare Center **Enrollment:** 46 **License ID No. (Reapplications)** 52083

Street: 3210 E 4th Street **City:** Waterloo Iowa **Zip** 50703 **County:** Black Hawk

Mailing Address: 3210 E 4th Street , Waterloo, IA, 50703

Director's Name: Michelle Even **Phone Number:** 319-226-2266

On-Site Supervisor(s): Michelle Even **E-Mail:** cedarvalleykidscc@gmail.com

Date(s) of Visit: 06-30-2025

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:** 04-11-2025

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

Date Inspected: 05-30-2025

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: 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	24	18	44	30	116
Summer					0

QRS Rating: N/A

RECOMMENDATION FOR LICENSE:	
X	**FULL** license from 06-01-2025 to 06-01-2027
	PROVISIONAL license from
	DENIAL of initial application
	SUSPENSION of license
	REVOCATION of license

Licensing Consultant: Becky Frost **Date:** 08-04-2025

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

N/A

II. IDENTIFY THE AREAS OBSERVED ON THE VISIT:

On 06/30/25 I made an unannounced licensing visit to Cedar Valley Kids Childcare Center in Waterloo. Michelle Even is the director but she was not present on the day of my visit. Ms. Even started on 05/30/23. Ms. Even has a BA in early childhood. She had her own childcare home for six years and previously worked in a center for two years. She was previously a clinic supervisor for Unity Point. I met with Amanda Robinson, who is in charge when Ms. Even is not present. Ms. Robinson has an AA in early childhood education and she has been employed by the center since February 2022. She has previous experience working in childcare centers. There are 27 staff members employed by the center, including Ms. Even.

Cedar Valley Kids Childcare Center is in a free-standing building owned by Unity Point Hospital. The program is part of Unity Point Hospital. They were given permission to open without a license on 02/06/23 and moved into their new childcare center on 06/09/25. The program operates from 6:45 am until 6:00 pm Monday through Friday and serves infants through school-age children. There are currently 46 children enrolled. The program currently is not serving school-age children, but we have left it open in case they decide to.

The program operates out of the following rooms: infant room (birth -12 months), one-year-old room, two-year-old room, three-year-old room and four and five-year-old room. Two additional rooms are currently not being used but may be used for school-age children in the future. There is also a lactation room for nursing mothers. Windows provide natural lighting in the classrooms. 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.

The centers observed on the day of the licensing visit include library, Lego/blocks, table toys, games, puzzles, transportation, art, Play-Doh, math, sensory table, music, woodworking, dramatic play, writing, science/discovery, and magnets. 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 are easily accessible to the children.

The center currently uses a variety of resources to develop lesson plans but they are going to switch to using the Creative Curriculum. The center will complete the Ages and Stages Questionnaire (ASQ) assessment tool to evaluate and track each child's individual development once they start using the Creative Curriculum. Each teacher develops their own lesson plans. Activities are based on center-wide themes. Lesson plans were available for review in each room. The program is using Positive Behavioral Interventions and Support (PBIS) for children's behavioral needs. They also use "Flip It" which stands for Feelings, Limits, Inquiries and Prompts. This provides supportive steps to help children learn about feelings, gain self-control and reduce challenging behaviors. Parent teacher conferences will occur twice each year.

The program is using the Playground app for daily sheets for the children under the age of two-years-old and to communicate with all parents. The Playground app does not have a space to document the child's mood. This must occur daily for children under the age of two. I discussed adding this under the "observation" tab.

There was a phone in each classroom and emergency numbers with the center's address and phone number were posted. Emergency fire and tornado procedures and evacuation diagrams were posted by all the main program doors and outdoor exits in the center. A daily schedule was posted in all rooms.

Cribs are used to nap in the infant room and then children transition to cots. Cots are stored appropriately.

I reviewed documentation of monthly fire and tornado drills. You should practice the fire and tornado drills on separate dates. I reviewed documentation of monthly playground inspections. The radon test was completed in November 2023 at the previous site. Please conduct a radon test in each classroom at the new site. Radon testing is good for five years. The previous results were within the EPA guidelines. The new center has a new HVAC system that was inspected in June 2025 and no concerns were noted. A carbon monoxide detector was on site in several rooms. Outlets were protected. The fire marshal inspection occurred on 005/30/25.

The program does not participate in the Child and Adult Care Food Program (CACFP) but follows the guidelines. The program serves breakfast, lunch and an afternoon snack. Breakfast and snacks are prepared by the center and lunch is catered by Allen Hospital and delivered to the center. The program uses a three-week rotation of menus for breakfast and snacks. Family style is not used. Allergies were posted in the kitchen and the classrooms.

The kitchen was observed to be clean and organized. There is an industrial dishwasher. Food items were stored according to NHSPS guidelines in the pantry. There is an industrial refrigerator and freezer in the kitchen and thermometers were present.

In the infant room the parents provide the formula. The center provides baby food, cereal and snacks. Feeding and changing schedules were posted in the infant room. The bottles are washed in the room using the dishwasher.

There is a half wall in the infant room that was intended for separating the area where parents bring in children and remove them from car seats from the cribs. I do have concerns that the wall may be a supervision barrier and that there would be more program space without the wall.

There are multiple bathrooms, sinks, and changing tables in the center. Handwashing and diaper change procedures were posted in most locations. Post handwashing procedures near the sinks in the three-year-old classroom. I observed or discussed diaper changes with the staff members. Proper procedures are being followed.

Over the counter medications and sunscreens were labeled with the children's names. Please be aware that children's medications must be labeled even if they are stored in individual tubs for children.

Bleach is used to sanitize the food tables and disinfect the changing tables. In the two-year-old room I talked with the staff members about storing the bleach higher so it is out of the reach of children.

The parent information is located inside the entrance. 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. Community resources are available in the entrance for parents.

There are three fenced in playground areas. These areas are still being developed. All the areas are natural and do not have climbing equipment. In the infant room there is a playhouse, music center and a mirror. There is a shade shelter with a picnic table. A shed has riding toys.

The area for two and three-year-old children has a built in hill with turf and two slides. There is a stage area. They are adding a sandbox. There is a shade shelter with a picnic table. There is a shed for riding toys. They are going to add two stationary pieces for the children to climb on.

The area for the older children has a shade shelter with a picnic table for the children to rest. They are going to add a basketball hoop and a four-square game. There is a stage area.

The older children are currently using the patio area. It is covered to provide shade. There are riding toys, balls, dramatic pay equipment and a basketball hoop. There is a bench for the children to rest.

Trees have been planted outside of the fence to provide shade.

Staff and children's files were reviewed at the time of the licensing visit. I reviewed ten children files. They were in great condition.

I reviewed three staff files and they were in great condition. However, one staff member's physical had an "X" through the TB Screening section saying that was no longer necessary. The TB screening is mandated; it is TB testing that is no longer

required unless a doctor requires it after screening the employee.

I reviewed policy and procedures, staff and parent handbooks. The necessary written emergency procedures and policies were present. In the staff handbook the professional development policy needs to be updated. The policy talks about full time and part time employees. HHS no longer looks at how many hours a week someone works. All employees are required to have the same training. All employees must complete 10 hours of training in the first year (covered by Essentials unless they come from another center and have already taken this training) and all employees must complete 6 hours of training each year thereafter. Directors and on-site supervisors must complete 8 hours thereafter. Also, HHS does not require some of the training to occur in a group setting. It can be completed all online if that is what they prefer. In the parent handbook it appears you have taken the transportation piece out of your field trip policy. A transportation policy is mandated and I saw it in the older version of your policy.

Emergency Preparedness Plans have been completed.

Staff members have a terrific relationship with one another and that carries over to the care of the children. I observed staff members talk with the children about using their words to solve problems and about taking turns. They provided the children with good handwashing reminders and several of them sang with the children as they washed their hands. Staff members provide the children with a good routine and use play to teach the children colors and numbers. Staff members offered the children choices. They were patient and nurturing with children. Staff members were on the floor with the children. They were actively engaged in play and encouraged the children to use their imaginations. Staff members provided the children with praise. They appeared to enjoy their time at the center.

III. IDENTIFY THE OBSERVED STRENGTHS OF THE CENTER:

The childcare moved into a newly constructed building on 06/09/25. The building was specifically made for childcare, which is nice.

The program is in a secure building with cameras in the classrooms and hallway.

Each classroom has a smart speaker to play music for the children.

Ms. Even has organized staff and children's files and an organized licensing binder.

I mentioned this last year also, but Ms. Even has brought the center up to compliance with licensing standards since she started in May 2023. She has provided the center with much needed stability in administration.

The center has a Facebook page and a website.

Staff members had terrific interaction with the children.

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

N/A

V. SPECIAL NOTES/RECOMMENDATIONS:

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

The center has a total capacity of 116 children.
Infants-12 children
Ones-12 children
Twos-18 children
Threes-20 children
Fours & Fives-24 children
Room #1-15 children
Room #-15 children

Rooms #1 and #2 were planned for school age children but there are currently no school age children enrolled so they may

use the room for mixed ages.

*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.