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

Name of Center: Boyer Valley Campus Care-Dow City **Enrollment:** 12 **License ID No. (Reapplications)** 42916

Street: 212 S School ST **City:** Dow City Iowa **Zip** 51528 **County:** Crawford

Mailing Address: 1102 Iowa AVE, Dunlap, IA, 51529

Director's Name: Chase Mefford **Phone Number:** 712-674-3826

On-Site Supervisor(s): **E-Mail:** cmefferd@boyer-valley.k12.ia.us

Date(s) of Visit: 07-14-2020

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: 12-13-2018

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 X 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	4	10	10	11	35
Summer					0

QRS Rating: 4

RECOMMENDATION FOR LICENSE:	
X	**FULL** license from 08-01-2019 to 08-01-2021
	PROVISIONAL license from
	DENIAL of initial application
	SUSPENSION of license
	REVOCATION of license

Licensing Consultant: Kathy DeGeorge-Evans **Date:** 07-17-2020

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 Boyer Valley Schools Campus Care - Dow City on 7-14-2020. The new director, Chase Mefford was on vacation on the day of my visit. Chase became the director in February 2019. The center is located in the Boyer Valley Community School. The program provides child care to children who are six weeks to school age. The hours of operation are 6:00 am to 6:00 pm Monday through Friday. Full day child care is offered to infant age children to preschool and before and after school programming.
Chase is also the director of Campus Care in Dunlap. There are twelve children enrolled in the program.

Observation of room:
Infant area - There was one child and one staff present.
The daily sheets looked good.
The staff did an excellent job meeting the needs of the child.

The area for the older children has eleven children and two staff.
The program room looked nice and there was a fun variety of age and developmentally appropriate toys and equipment.
the staff had good interactions with the children.
The center is using the daily schedule as the lesson plan. You will need to develop lesson plans/activities. I am recommending that you post your weekly lesson plans in the program room. You need to review and train the staff on the curriculum, lesson plans/activity development.
The children were observed on a walk and playing in the center.

Nutrition:
The program provides breakfast, lunch and snacks. The school provides the lunch. During the summer the parents rotate providing the food for lunch for all of the children. The center prepares the food that is provided by the parents. Please review and make sure that the food the parents are providing complies with the CACFP food guidelines. Make sure you have weekly menus posted.
You need a thermometer in the refrigerator.

Health and safety:
Radon testing was done in January 2019 with a test result of 2.8 pCi/L. Radon testing is required every two years.
If your center has fuel burning appliances you will need an annual fuel burning inspection - boiler inspection.
I didn't see the monthly fire/tornado drills. Let me know if you are practicing and documenting them.
The center follows medication management procedures, and they have a medication log.
Make sure staff know the emergency policies and procedures. Staff must be trained on all emergency policies and procedures and they need to know where the policies and procedures are located.

Playground:
The center uses the school playground.
I didn't see the monthly playground inspections. Let me know if you are completing them.

Transportation:
The center doesn't provide transportation services.

Administrative records:
Make sure your child and staff files are in compliance.
Chase meets with staff at both sites (Dow City and Dunlap) on a regular basis.
The center has a Facebook page.
The center participates in the Quality Rating System and are a level IV.
Make sure the center has a responsible person in charge that know the DHS rules when the director is gone.

III. IDENTIFY THE OBSERVED STRENGTHS OF THE CENTER:

Chase Mefford became the director of both sites, Dunlap and Dow City in February 2019.
She maintains ongoing contact with staff.
Chase is working very hard to learn the DHS rules and daily operations of running a child care center.
Chase is willing to accept help and will gladly work with the Child Care Resource and Referral worker, and the child care nurse consultant.

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

109.12(1): Program structure that uses developmentally appropriate practices and written program of activities planned to the developmental needs of children served.Program complements but does not duplicate school curriculum.Schedule of program is posted in a place visible to parents.
The center is using the daily schedule as the lesson plan. You will need to develop lesson plans/activities. I am recommending that you post your weekly lesson plans in the program room. You need to review and train the staff on the curriculum, lesson plans/activity development.

V. SPECIAL NOTES/RECOMMENDATIONS:

A full license is recommended for Boyer Valley Campus Care Dow City for 8-1-2019 to 8-1-2021.
Off year licensing visit 7-14-2020.

I am recommending that you read the DHS Licensing Standards and Procedures Handbook.

A referral has been made to Child Care Resource and Referral for consultation and training regarding curriculum and lesson/activity planning, CACFP guidelines - to make sure the food that the parents are providing for lunch meets the guidelines.

*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.