Health and Human Services

Iowa Department of Health And Human Services

CHILD CARE CENTER ANNUAL EVALUATION

Name of Center: SPARKS Boone

Provider No.: 53280

Address: 608 Carroll St, Boone, IA, 50036

County: Boone

Director's Name: Owen Ballard

On-Site Supervisor: LaTausha Cotner

Phone Number: 5152741501

E-Mail: oballard@campfireiowa.org

HHS Visit Date: 10/23/2026

Licensing Period: 12/01/2026 to 12/01/2028

Fire Inspection:

Date Inspected: 07/30/2026

Comments: Boone Fire Marshal. For licensing, these inspections are due at least every three years. The City of Boone typically do these inspections more frequently.

Report Visit Type:

- [ ] PTO
- [X] Licensing Visit
- [ ] Drop In
- [ ] Administrative Change

License Type:

- [X] Full
- [ ] Provisional

Quality initiative:

- [ ] Accrediation

Program Duration:

- [ ] Year-Round
- [X] School Year
- [ ] Summer Only

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HOURS:	*Year-round*	*School-Year*	*Summer Only*
Sunday			
Monday		6:30 AM to 6:00 PM	
Tuesday		6:30 AM to 6:00 PM	
Wednesday		6:30 AM to 6:00 PM	
Thursday		6:30 AM to 6:00 PM	
Friday		6:30 AM to 6:00 PM	
Saturday			

Program Population Served:

- [ ] Infant(0-<24 Months)
- [ ] Toddler
- [ ] PreSchool
- [X] School Age
- [ ] All Ages

LICENSE CAPACITY	Infants	2 Years	Preschool	School-Aged	Capacity
General				50	50
Summer					0

1. Basic Overview

A licensing inspection was conducted on 10/23/26. The on-site supervisor was present throughout this inspection.

All areas of the program were observed. These areas observed consisted of classroom observations and activities, ratios, nutritional practices, health and safety practices, playground observation, field trip and transportation practices, and administrative review.

Sparks - Boone is a school-age child care program that was given permission to open under HHS supervision on 8/24/26. The center serves school-age children within the Boone community. The center is only in operation during the school year. During the summer months and no school days, the center is under ACA supervision. The center utilizes their own learning curriculum based off of other learning curriculums. The center is located in a multi purpose/business building and they use three classrooms. The home room has a capacity of 36 children. The gym has a capacity of 126 children. The indoor play room has a capacity of 23 children. However, the center caps total child enrollment at 50 children. Total child enrollment on the day of the inspection was five children.

The director of this program is Owen Ballard. Owen has a Master's degree and a Bachelor's degree. Owen is the director over multiple Sparks programs and Adventure Daycamp programs. The on-site supervisor at this program is LaTausha Cotner. Latausha has a Master's degree as well as a Bachelor's degree and she also has past experience working in child care.

NUTRITION: The program serves children a PM snack daily. The snack menu is posted for a month. All food items met CACFP requirements. Children eat at the cafeteria-style tables/chairs. All food storage was sufficient.

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TRANSPORTATION/FIELD TRIPS: The program is a pick-up/drop-off site at the bus stop for children. The center also has a van on site that they primarily use for transportation/field trips, although they also have access to a school bus if needed. A No Smoking sign is needed on the van. Parents sign authorization for field trips annually when updating their child's paperwork. For all field trips, a first-aid kit and children's emergency contacts are taken along.

PLAYGROUND: The center utilizes the large open grassy area directly across the street from the main building. The building and trees provide some shade.

During the inspection, children were observed arriving from school, washing their hands, and then sitting down for snack. There was another staff member supervising children while they washed their hands and this staff person also assisted children with getting settled for snack. Toys, tables, and other equipment are being cleaned and sanitized daily.

For more challenging child behaviors, the program regularly takes training and/or has discussions on behavioral management. Being proactive and reactive are discussed. Staff are taught to know when they may need a break and to communicate with each other. Teamwork is stressed. Expectations with children and families are regularly reviewed. The use of behavioral plans are utilized as needed.

2. Identify Observed Strengths of the program

This is a new program within the community.

The director and on-site supervisor have past experience working in child care. The director is also the director over several other Sparks programs and Adventure Daycamp programs.

The center utilizes the Playground app for documentation and further communication with parents.

The director and on-site supervisor appear to be organized.

The program was clean and had good lighting throughout.

3. Identify the aspects that fall below the standard

109.4(2): Postings are required for: The certificate of license. Notice of exposure to communicable disease. Notice of decision to deny, suspend, or revoke center license or reduce to provisional status. Mandatory reporting requirements. Notice of availability of the handbook. Name and contact information of the HHS licensing consultant. Program activities and menus. All postings shall be conspicuously placed at the main entrance of the center.
------This consultant's posting was missing on the day of the inspection.

109.9(2)d: All files contain sufficient information and authorization to allow the center to secure emergency medical and dental services at any time child is in center’s care.
Two children did not have full doctor and/or dentist information in their files. All children need to have a doctor and a dentist listed. The name, address, and phone number of each should be included.

109.10(7): First aid kit: The center shall ensure that a clearly labeled first aid kit that is sufficient to address minor injury or trauma is available and accessible to staff at all times when children are: In the center. In the outdoor play area. On field trips (away from the center).
The first-aid kit did not appear to have all necessary items.

109.10(9): Smoking and use of tobacco products shall be prohibited in the center and every vehicle used to transport children. Prohibited in outdoor play area during hours of operation.
A No Smoking sign was missing in the center van.

109.10(13)a: The center shall have written emergency plans and diagrams for responding to fire, tornado, flood, and plans responding to intoxicated parents and lost or abducted children. Emergency plans shall include written procedures including plans for: Evacuation to safely leave the facility. Relocation to a common, safe location after evacuation. Shelter in place to take immediate shelter when the current location is unsafe to leave due to the emergency issue. Lock down to protect

children and providers from an external situation. Communication and reunification with parents or other adults responsible for the children, which includes emergency telephone numbers. Continuity of operations to address the individual children, including those with functional or access needs.
----------A written emergency plan and an emergency kit were not available on the day of the inspection.

4. Any corrective action plans, provisional license, and safety plans-steps to get into compliance

The below standards at this year's inspection should be corrected as soon as possible and prior to next year's inspection.

5. Special Notes/Recommendations

Radon testing is due one year from the center's opening date. Radon testing in all three classrooms should be conducted no later than 8/24/27. It is recommended this be done over the Thanksgiving or winter break. So long as radon levels remain below 4.0, the center can remain on a five year plan thereafter. If at the next testing, levels in any classroom come back 4.0 or higher, the center will have to have a mitigation plan, retest, and at least temporarily move back to testing every two years.

The annual HVAC inspection will be needed for review annually moving forward.

This consultant emailed the center his contact information, a first-aid checklist, a sample Emergency Preparedness written plan, and a form of items that could be put in the emergency preparedness kit. It is recommended that this kit be stored in a suitcase on wheels for easier transport if ever needed.

The specific cereal or options that could be served should be listed on the food menu.

All staff appear to have I - Power profiles. Staff should continue to upload their training certificates.

It was noted that one child immunization needed to be transferred over to a State of Iowa approved form.

A new, full, two-year license is recommended.

Date: 10/27/2026

HHS Licensing Consultant: Nate Knepper

Non-compliance with any of the mandated regulatory requirements listed above may lead to the cancellation or revocation of your Child Care License. Please take steps necessary to completely address each of the violations noted above.

Child Care Resource and Referral is an excellent resource for providers to access training options and support in your area. You can reach Child Care Resource and Referral at **https://iowaccrr.org**.