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

Name of Center: Y's Kids at Kittrell **Enrollment:** 61 **License ID No. (Reapplications)** 46512

Street: 1304 Oregon ST **City:** Waterloo Iowa **Zip** 50702 **County:** Black Hawk

Mailing Address: 425 Lafayette ST, Waterloo, IA, 50703

Director's Name: Mindy Sternhagen **Phone Number:** 319-610-5908

On-Site Supervisor(s): Sierra Martin **E-Mail:** ywcakids@ywcabhc.org

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: 08-30-2021

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: Infants (0-23 mo.) 2 Years X Preschool-Age X School-Age

Get-Well Evening Care Special Needs

SCHEDULE: Year-round X School-Year Summer Only

HOURS:	*Year-round*	*School-Year*	*Summer Only*

LICENSE CAPACITY	Infants	2 Years	Preschool	School-Age	Capacity
General	0	0	19	117	136
Summer					0

QRS Rating: N/A

RECOMMENDATION FOR LICENSE:	
X	**FULL** license from 11-01-2021 to 11-01-2023
	PROVISIONAL license from
	DENIAL of initial application
	SUSPENSION of license
	REVOCATION of license

Licensing Consultant: Becky Frost **Date:** 08-21-2023

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

N/A

II. IDENTIFY THE AREAS OBSERVED ON THE VISIT:

On 10/07/22 I made an unannounced off year licensing visit to Y's Kids at Kittrell Elementary in Waterloo. I met with Rachel Scott, a co-director for the program. Mindy Sternhagen is the other co-director for the program. Ms. Scott has been with the center since 2000 and has previous child care experience. Ms. Scott has a BA in biology and philosophy. Ms. Sternhagen has been with the program since 2002. She has a BA in Elementary Education and her CDA. Sierra Martin is the on-site supervisor for the program, but she was not present the day of my visit. The program typically has four employees during the morning hours and six employees during the afternoon program.

The program is in Kittrell Elementary. The program serves preschool and school-aged children. The before and after school program operates Monday through Friday from 6:30-8:30 am (the preschool children are released at 8:40 am) and 3:35-6:00 pm (the preschool children arrive at 3:15 pm). There are currently 61 children enrolled. This program has a waiting list.

The program operates out of two spaces across from each other within the school. An inspection of each room was completed. Windows provide natural light. The centers observed include art, library, games, table toys, and puzzles. Centers are stored in cabinets and put out on tables when it is time for centers. Materials were in good condition.

The number of children at the program at any one time is changing constantly because of children arriving and leaving. I visited the program during the morning hours of operation. The program was in ratio.

The children use the bathroom near their program area. The girl's bathroom has four toilets and the boy's bathroom has two toilets and two urinals. There are two birdbath sinks outside of the bathrooms. Handwashing procedures were posted. There are additional bathrooms in the school if necessary.

The program has a cell phone they use for parents to contact them so they can be allowed in the building and in case of emergencies. Emergency numbers were posted. Emergency fire and tornado procedures and evacuation diagrams were posted by the main program doors and outdoor exits. The children also use the gym. You must place the evacuation diagrams near both exits out of the gym. This was cited in last year's report also. A daily schedule was not posted.

I reviewed documentation of monthly fire and tornado drills. Fire drills were not practiced in August or December 2021 and January, April or May 2022. Tornado drills were not practiced in August 2021 or January and May 2022. You must practice both a fire and tornado drill every month and document them.

I reviewed documentation of monthly playground inspections. Playground inspections were not completed from January through May 2022. These must be completed every month.

A radon test was completed in October 2021 and must be repeated in two years. Results were within EPA guidelines. The elementary school is geothermal but utilizes a gas water heater. The annual fuel burning inspection was completed and no concerns were noted. A carbon monoxide detector is on site under the counter in the program space. Outlets were

protected. The fire marshal inspection occurred on 08/30/21.

The children are offered breakfast through the school. Staff members walk children to the cafeteria where they are then supervised by school staff members. The YWCA offers an afternoon snack. Snack is provided by the school. Snack menus were posted. The program is not on the Child and Adult Care Food Program (CACFP) but follows the guidelines. Disposable products are used so dishwashing is not necessary. Snacks are eaten in the school cafeteria. Snacks are stored in the milk cooler in the kitchen. A thermometer was present. The preschool children are not served a snack because they eat in school prior to being released to the program.

The program uses either Sani-T or Purell Professional Surface Disinfectant to sanitize the food tables. They use bleach to sanitize toys.

The program uses the elementary school's playground. There is a fenced in playground for the kindergarten through fifth grade children and a fenced in area for the preschool children. Woodchips are used in both areas for surface cushioning. The area for the older children has climbing equipment with slides and other activities, a climbing wall, stepping stones, bars, a see saw, and there is a concrete area with a basketball hoop. The area for the preschool children has a smaller piece of climbing equipment with slides, a balance beam, a stationary bus, monkey bars, and general store playhouse.

The parent information is located on a bulletin board inside the area where the children meet. The mandatory reporter, child care consultant and the handbook availability were posted. The license is conspicuously posted. A no-smoking sign was posted at the entrance.

Staff members had good interaction with the children. Staff members moved around the space and maintained positive conversation with the children. They encouraged the children to use their imaginations. Positive redirection was used when necessary. Staff members encouraged positive behaviors by providing praise to the children. Ms. Scott played the Heads Up game with the children prior to them being released for the day. The children had a terrific time playing and were enthusiastic in trying to beat their former record. The children appeared to enjoy themselves and felt comfortable in the program.

III. IDENTIFY THE OBSERVED STRENGTHS OF THE CENTER:

Ms. Scott states there is a need at this school for before and after school care and they have a waiting list. They serve several blue-collar families. The program meets a need for parents who require care for their children before and after school.

Staff members state the children get along well with one another.

Ms. Scott states the staff focus on building relationships with the children.

The program serves a diverse population. They serve children with different ethnic backgrounds, abilities, economic status and social abilities.

The YWCA continues to offer before and after school care in multiple schools in the community. This allows children to stay on site at the school and parents do not have to worry about transportation.

Ms. Scott states they have raised the starting wage for their employees to $15.00 per hour.

Ms. Scott and Ms. Sternhagen are dedicated to the programs and families they serve. They both help care for children every morning and afternoon.

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

109.10(15)b: Emergency instructions, phone numbers, and diagrams for fire, tornado, and flood shall be visibly posted and documented at least once a month for fire and tornado. Records shall be maintained for current and previous year.

109.11(3)d: Record of monthly inspections of outdoor recreation area and equipment shall be kept.

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 Sierra Martin as an on-site supervisor.

In January 2023 an administrative change is being made to name Rhonda McCulloch-Lewis as the new co-director. Mindy Sternhagen will no longer be in this role. Rachel Scott will remain the other co-director. Ms. McCulloch-Lewis started with the program as an on-site supervisor in June 2022 and became the co-director in December 2022. She has a BA in social work, an AA in early childhood education and previous experience as both a teacher in director in childcare.

On 08/16/23 an administrative change is being made to name Mindy Sternhagen as the director for the program. Rachel Scott is no longer with the program. This change will be in effect for YWCA of Black Hawk County as well as the Y's Kids programs at Hansen, Kittrell, Lowell, Highland, Kingsley, North Cedar, Cedar Falls Lincoln, Cunningham, Lou Henry, Hudson, Irving and Lincoln Waterloo. Rhonda McCulloch, the co-director has also left the program.

*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.