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

Name of Center: Little Stars Child Care Center **Enrollment:** 42 **License ID No. (Reapplications)** 51440

Street: 2250 W Ridgeway AVE **City:** Waterloo Iowa **Zip** 50702 **County:** Black Hawk

Mailing Address: 2250 W Ridgeway AVE, Waterloo, IA, 50702

Director's Name: Jillian Green **Phone Number:** 319-883-6747

On-Site Supervisor(s): Rhonda LLoyd **E-Mail:** directorlsccc22@gmail.com presidentlsccc@gmail.com

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: 01-25-2023

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	26	22	12	10	70
Summer					0

QRS Rating: N/A

RECOMMENDATION FOR LICENSE:	
X	**FULL** license from 05-17-2023 to 06-01-2024
	PROVISIONAL license from
	DENIAL of initial application
	SUSPENSION of license
	REVOCATION of license

Licensing Consultant: Becky Frost **Date:** 01-22-2024

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

A provisional license was issued after my first visit on 08/01/22. I made a second visit to the program on 08/22/22 and went over all the areas where there were violations and the program has made several corrections. Throughout this past year the program routinely worked with Child Care Resource and Referral (CCR&R. CCR&R and staff members worked hard to continue to improve. There was a large period of time when the center did not have a qualified director, which was corrected when Kelsey Brunson took the position in February 2023.

The center has come a long ways since they opened and they are being placed on a full license.

II. IDENTIFY THE AREAS OBSERVED ON THE VISIT:

On 05/17/23 I made an unannounced off year licensing visit to Little Stars Childcare Center in Waterloo. I met with Kelsey Brunson, the director, and Jillian Green, the on-site supervisor. Ms. Brunson started with the center in February 2023 as the new director. She has a BA in child, adult and family services. She has several years of previous experience in a childcare program and has also worked in the school system as a paraeducator and behavioral specialist. Ms. Green started with the program in January 2023. She has a diploma in child day care management. Ms. Green has her CDA credential. She previously worked for a childcare center for over twenty years. I also met with Ibrahim Shehata, the childcare board president. The program employs thirteen staff members.

The center is in a newly built free-standing building. They were given permission to open on 06/06/22. The program operates 7:00 am until 5:00 pm Monday through Friday and serves infants through school-age children. There are currently 42 children enrolled.

The program is in a secured building. There is a doorbell for visitors to ring in order to gain entrance. The doorbell only rings into the office area. When no one is in the office there is no way for visitors to gain entrance. This should be corrected.

The program operates out of four rooms: infants (Constellation), toddlers/age one (Nebula), two and three-year-olds (Super Nova) and four, five and school-age (Galaxy). An inspection of each room was completed. Windows provide natural lighting. The rooms are decorated with the children's art projects, and posters to assist the children with the learning process, such as the alphabet, shapes, colors and numbers. All rooms were within ratio during my visit.

The centers observed on the day of the licensing visit include library, Lego/blocks, table toys, games, puzzles, transportation, art, dramatic play, writing, playdough, math, science/discovery, magnets and music. Centers were arranged in a manner that allowed easy movement between activities, but it also allowed for clear supervision by staff members. Child Care Resource and Referral (CCR&R) has assisted the program in room arrangement. Materials were in good condition. The materials are located at child level, so they were easily accessible to the children.

Each classroom has a bathroom and there are additional bathrooms in the hallway. The infant room, toddler room and four and five-year-old rooms have one toilet and one sink. The two and three-year-old room has two toilets and one sink. There is a changing table in each of the bathrooms and a second changing table in the classrooms for infants and toddlers. Handwashing procedures were posted in all locations. You must post diaper changing procedures near the tables in the Nebula room and Super Nova rooms. There are also sinks inside each of the classrooms and procedures were posted.

The program uses a variety of resources to develop lesson plans. Lesson plans were not available for review in the Nebula room or the Super Nova room. The staff members were new as leads in these two rooms and had not had the opportunity to prepare them yet. The staff member in the Super Nova room shared a lot of great ideas for her lesson plans and spoke with Ms. Brunson about some teaching tools she would like for her room. The center has several resources in the staff room to assist with ideas for lesson plans.

The center uses the ProCare app to complete daily sheets for the children under the age of two-years-old. The child's mood is a required field to document for children under two, so this must be completed daily in the app. All the rooms use ProCare to communicate with parents.

There is a phone in the office. Post emergency numbers with the center's address and phone number near the phone. The program rooms use walkie talkies to communicate with each other within the center. Emergency fire and tornado procedures and evacuation diagrams were posted by most of the main program doors and outdoor exits. Please post the evacuation diagram near the outdoor exit in the Super Nova room. A daily schedule was posted in each room.

The program has been working with the Child and Adult Care Food Program (CACFP) for a few weeks. Once staff members complete the mandated CACFP training they will come for their review. Once the review is completed, they will participate in the CACFP. The program serves breakfast, lunch and an afternoon snack. The staff members serve the children their food. A new menu is prepared each week. Menus were available for review. The rooms that wash their own dishes in the room are using the three-step method. There is a refrigerator in each of the program rooms and thermometers were present.

In the infant room the parents provide the formula and baby food for the children. The center provides cereal. Once the center is on CACFP they will provide one brand of formula, baby food and cereal. Parents can provide their own if they want a different brand. Staff members are washing bottles in the classroom using the three-step method.

I observed the kitchen to be clean and organized. There are three industrial sinks and a dishwasher available for dishes. There is one refrigerator in the kitchen and a refrigerator and upright freezer in the pantry. Thermometers were present. Most food items were stored according to NHSPS guidelines. There were two cereals and a package of graham crackers that were not stored appropriately. Once a food item is opened, it must be stored in a sealed plastic, metal or glass container and be dated.

The program uses Pursue Disinfectant Cleaner to sanitize food tables and disinfect diaper changing tables. It has a 60 second dwell time for sanitizing and a ten-minute dwell time to disinfect. I would recommend using a different disinfectant because ten minutes is a long time between diaper changes. Amway Home Multi-Purpose Cleaner is used as a cleaner in place of soap and water.

I discussed or observed diaper changes in the infant and toddler rooms. In the toddler room the staff member was leaving the gloves on through the entire process. Gloves are considered soiled and must be removed prior to putting on the new diaper and dressing the child. There was not a pattern of disregard so this will not be cited.

There were several beaded pacifiers being used in the infant room. These are not allowed as they are considered a choking hazard and a choking hazard due to the length of the string.

I reviewed documentation of monthly fire and tornado drills. There was not any documentation for fire or tornado drills in February or March 2023. Ms. Brunson and Ms. Green states they practiced the drills but must have forgotten to document the drills. Make sure you document them every month. Fire drills and tornado drills should be practiced on separate dates.

A radon test was completed in August 2022, but the results were over 4.0 pCiL in two rooms. The spoke with a radon expert and they are going to re-do radon testing in three rooms. If the results remain over 4.0 pCiL they will talk with a radon specialist.

The program did not have documentation available for a fuel burning inspection. The furnace and all fuel burning appliances must be inspected each year and you must have documentation. A carbon monoxide detector is located on the ceiling of each room. Outlets were protected. The fire marshal inspection occurred on 01/25/23.

The center is in the process of developing their playground. They will have two separate fenced in areas. They worked with closely with CCR&R and multiple experts to make sure equipment was developmentally appropriate.

They currently use a large grassy area to the north of the building for outside time. They are taking items for the children to play with outside with them. They also take a first-aid kit and a whistle. There is no equipment in this area.

The parent information is located on a bulletin board 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.

Staff and children files were reviewed at the time of the licensing visit. I reviewed twelve children files. Files must contain emergency contact information for the doctor and dentist of each child. The doctor and dentist's name, phone number and complete street address must be provided. Seven files did not provide adequate emergency dentist contact information and one file did not provide adequate doctor emergency contact information. There were three missing physicals and two outdated physicals. Two files did not provide information for emergency contact information for next of kin. Parents must provide at least one name outside of themselves as an emergency contact. One file did not have information on who has permission to pick the child up from the center.

I reviewed five staff files. Two staff members had "hits" on their Iowa background checks (SING). These individuals must complete an evaluation and receive permission to work in childcare from Des Moines. I provided the directions for doing this to Ms. Brunson. There was not fingerprint results for one staff member. This must be completed immediately. One staff member must complete first-aid and CPR training. They just recently passed being employed by the center for 90 days. Two staff members did not have physicals.

I reviewed policy and procedures, staff and parent handbooks. The necessary written emergency procedures and policies were present. Emergency preparedness plans have been completed.

Staff members were observed to have great interaction with the children. They were on the floor interacting with the children and introducing new activities to them. There was child friendly music playing in most rooms. Staff members were nurturing and attentive. Staff members encouraged the children to use their imaginations. They provided the children with praise. Staff members seem committed to the program and asked me great questions while I am present. They also work frequently with CCR&R. Staff members were patient and had great teamwork. The children seemed to enjoy and feel comfortable in the program.

III. IDENTIFY THE OBSERVED STRENGTHS OF THE CENTER:

The center is in the process of developing their playground. They will have two separate areas. They worked with closely with CCR&R and multiple experts to make sure equipment was developmentally appropriate. The children will enjoy the new area once it is completed.

The center routinely works with CCR&R to not only meet licensing standards, but to also utilize best practice in the center. They have assisted with room arrangements.

There are cameras in each of the rooms that can record and the center has a secured building.

Ms. Brunson states they have a good team of staff members. They step-up to help each other frequently.

Ms. Brunson and Ms. Green state they work hard to show the staff members they are appreciated. They bring in items to increase the staff spirits. There are a couple staff members, Madison and Amanda, who are good at speaking up when they think things should be done different. These two staff members have their CDA's.

Mr. Shehata states the center has improved a lot. They added breaks for the staff members and improved their communication. They are going to work with staff members to develop lesson plans. This will improve the flow when children transition to the next room.

Mr. Shehata states they use the ProCare app to connect with parents. This has improved the communication with parents.

Mr. Shehata states having Ms. Brunson, Ms. Green, Madison, Amanda and Jory as staff members is a strength for the program.

Ms. Shehata states they have monthly staff meetings and talk about best practice and setting goals for the center.

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

109.9(1)b: All files contain:A signed copy of DHS criminal history record check or any other permission form approved by the Department of public Safety for conducting an Iowa or national criminal history check. A copy of Request for Child Abuse Information.Copies of the results of Iowa records checks conducted.Copies of national criminal history check results.Any Department-issued documents sent to the center related to records check.

Number not in compliance: 2

109.9(1)d: All files contain a pre-employment physical exam report completed within six months prior to hire and at least every three years. Physical exams shall be documented on form 470-5152, Child Care Provider Physical Examination Report.
Number not in compliance: 2

109.9(2)b: 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.
Number not in compliance for medical: 1
Number not in compliance for dental: 7
Information lacking: Files must contain emergency contact information for the doctor and dentist of each child. The doctor and dentist's name, phone number and complete street address must be provided. Seven files did not provide adequate emergency dentist contact information and one file did not provide adequate doctor emergency contact information. Two files did not provide information for emergency contact information for next of kin. Parents must provide at least one name outside of themselves as an emergency

109.10(1)a: Preschool (for children five years and younger not enrolled in school): Physical exam report submitted within 30 days of admission, was obtained no more than 12 months prior to admission, is signed by a licensed MD, DO, PA, Chiropractor or ARNP, and contains health history; present health status including allergies, medications, and acute/chronic conditions; and recommendations for continued care if necessary.
Number not in compliance: 5

109.11(7)c: All centers: Annual inspection prior to heating season of all fuel-burning appliances to reduce risk of carbon monoxide poisoning and shall install one carbon monoxide detector on each floor that conforms to UL Standard 2034.

V. SPECIAL NOTES/RECOMMENDATIONS:

The program was previously on a provisional license. They are being moved to a full license based on the corrections they have made over the course of the last year. They continue to work with Child Care Resource and Referral (CCR&R) frequently.

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

In September 2023, an administrative change is being made to change the roles of Jillian Green and Kelsey Brunson. Jillian Green, who was formally the on-site supervisor, is now the director. Kelsey Brunson, who was formally the director, is now the on-site supervisor.

In January 2024 an administrative change is being made to add Rhonda Lloyd as the new on-site supervisor. Kelsey Brunson is no longer an OSS.

*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.