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

Name of Center: YMCA Early Learning Center **Enrollment:** 42 **License ID No. (Reapplications)** 22554

Street: 669 S Hackett RD **City:** Waterloo Iowa **Zip** 50701 **County:** Black Hawk

Mailing Address: 669 S Hackett RD, Waterloo, IA, 50701

Director's Name: Bekah Sanders & Brandon Bennett **Phone Number:** 319-233-3531

On-Site Supervisor(s): Bekah Sanders & Brandon Bennett **E-Mail:** bstevens@blackhawkymca.org

Date(s) of Visit: 04-05-2024

X **Licensing Visit** X **Unannounced Visit** **Off Year Visit** X **Administrative Change**

LICENSING VISITS

New Application X **Re-Application** **NA**

Signed Application (470-0722) Received X **Yes** **No** **NA** **Date Signed:** 03-05-2024

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

Date Inspected: 04-10-2023

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 School-Age

Get-Well Evening Care Special Needs

SCHEDULE: X Year-round School-Year Summer Only

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

LICENSE CAPACITY	Infants	2 Years	Preschool	School-Age	Capacity
General	25	16	47		88
Summer					0

QRS Rating: N/A

RECOMMENDATION FOR LICENSE:	
X	**FULL** license from 05-01-2024 to 05-01-2026
	PROVISIONAL license from
	DENIAL of initial application
	SUSPENSION of license
	REVOCATION of license

Licensing Consultant: Becky Frost **Date:** 04-09-2024

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

N/A

II. IDENTIFY THE AREAS OBSERVED ON THE VISIT:

On 04/05/24 I made an unannounced licensing visit to YMCA Early Learning Center in Waterloo. I met with Bekah Sanders, a director of the ELC and Director of Youth Development for the YMCA. Ms. Sanders has a BA in social work and Spanish. She has been employed by the YMCA since September 2020 and became a co-director in January 2022. She has previous experience at a childcare center. Ms. Sanders and Brandon Bennett are co-directors for the YMCA. Mr. Bennett is a director for the YMCA SAC program and the Executive Director of Program. Mr. Bennett started with the YMCA on 10/05/22. He has previous experience in childcare, including as an assistant director, in Minnesota. He has not finished his education yet but has completed four years of classes in early childhood studies and secondary education. Mr. Bennett is primarily in charge of the school age programs and Ms. Sanders primarily oversees the early learning center and Montessori program. Joe Espinosa is the youth development coordinator.

Norman Johnson is the chief executive director. There are twenty-four staff members employed by the YMCA ELC and Montessori program. The ELC program started a partnership with Tri-County Head Start beginning in January 2016. The program director for Head Start is Angela Barth and the family worker from Head Start is Grace Parsley.

The center is in the Black Hawk County YMCA. The program operates Monday through Friday from 7:00 am until 5:00 pm. It serves children who are six weeks old through preschool-age. There is also a Montessori at the Y program that started in the YMCA in the fall of 2023. The Montessori hours are Monday through Friday 9:00 am until 1:00 pm. There are currently 35 children enrolled in the ELC and seven children enrolled in the Montessori program.

The program operates out of four rooms: Infants (six weeks through about 12 months old), pre-toddlers (12 months until two-years-old), two and three-year-old room, a preschool (four and five-years-old) and a Montessori room. An inspection of each room was completed. Windows provide natural lighting in most of the rooms. Artificial lighting is used in the two and three-year-old room. 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. There is an area for circle time in each of the rooms, except the infant room.

The centers observed on the day of the licensing visit include library, Lego/blocks, table toys, games, puzzles, transportation, art, dramatic play, tablets, writing, math, science/discovery, Play-Doh, sensory table and music. 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 were easily accessible to the children. I observed several electric cords that children would have access to in the rooms. Electrical cords must be secured or hidden behind shelves or other objects so that children do not have access to them.

The center primarily uses the Creative Curriculum to develop lesson plans. They also use a variety of resources to come up with craft ideas and activities. The GOLD assessments are completed on all the Head Start children. The YMCA Early Learning Center conducts assessments on all children at least three times annually. The first is assessment is done within the first 45 days of the new school year or the child's first day of attendance. The second assessment is done midyear and the third assessment is done at the end of the school year. The infants, pre-toddlers, toddlers and preschool children all

receive the ASQ and ASQ-SE assessments. The preschool children also receive the Brigance assessment and Communication checklist.

The program implements PBIS training in the classrooms. PBIS is terrific and teaches staff members to deal with difficult behaviors in a positive manner. Second Step is used for social/emotional learning. Sarah Camann is the lead teacher in the preschool room. She has a BS in middle childhood through early adolescence education and a minor in special education.

Parent-teacher conferences occur twice each year, in the fall and spring.

The program participates in the Child and Adult Care Food Program (CACFP). Julie Barth is the cook/kitchen manager. The center provides the children with breakfast, lunch and an afternoon snack. The YMCA prepares breakfast lunch and snack on site. Ms. Barth states she uses a two to three week cycle of menus. Currently the menus only show what is served for breakfast and lunch. You must document what is served for snack each day. The older children are served family style and younger children are served their food.

Parents provide the formula, baby food and cereal for the infants who are not involved in Head Start. If children are enrolled in Head Start, the center provided the formula, baby food and cereal. Bottles are washed in the infant room using the three-step method which includes sanitizing the bottles.

There are two refrigerators in the infant room. There is a full-size refrigerator in the storage closet and thermometers were present. There is a smaller refrigerator in the room and a thermometer was present.

The kitchen is a small area, but it was recently updated and looks nice. Dishes are washed and sanitized using the three-step method or put through the dishwasher. There is a refrigerator and thermometers were present. There is a pantry across from the kitchen. Food items were stored according to NHSPS guidelines in the kitchen and pantry. There are two refrigerators in the pantry and thermometers were present.

I reviewed documentation of monthly fire and tornado drills. I reviewed documentation of monthly playground inspections. A radon test was completed in April 2022 and is good for two years. The results were within EPA guidelines. The center has radon kits and plan to do radon testing this weekend. The fuel burning inspection was completed and no concerns were noted. A carbon monoxide detector was on site and is in the preschool room near the entrance. Outlets were covered. The fire marshal inspection occurred on 04/10/23. Fire inspections are good for three years.

There is a phone in the infant and preschool rooms and emergency numbers were posted. Emergency fire and tornado procedures and evacuation diagrams were posted by all the main program doors and outdoor exits in the center, except for near the entrance of the pre-toddler room. Please post the evacuation diagram here. A daily schedule was posted for each room. Lesson plans were available for review in each room.

The pre-toddlers, toddlers, three, four and five-year-old rooms have use of two bathrooms. Each bathroom has one toilet and a sink and handwashing procedures were posted in both locations. There is a birdbath sink outside of the bathrooms and procedures were posted.

There is a changing table in the pre-toddler room and the two and three-year-old room. Diaper changing procedures must be posted in the two and three-year-old room. The diaper mat in the pre-toddler room is torn and must be removed as it cannot be properly disinfected with tears. I observed a diaper change in the pre-toddler room and proper procedures are followed. However, staff members are using hand sanitizer on the children after diaper changes and they must have their hands washed with soap and water.

In the infant room there are two sinks and one diaper changing table. Handwashing procedures were posted but diaper changing procedures were not. Please post the diaper changing procedures. I observed a diaper change and proper procedures were followed. The staff member held the child while spraying the soap and water on the changing table. This must not occur. After the diaper change, wash the child's hands and then place them on the floor before cleaning and disinfecting the table.

Diapers and wipes are provided by the YMCA for the Head Start children. Feeding and changing schedules for the children were posted in the infant room. Daily sheets are maintained on the ProCare app in the infant and pre-toddler rooms. A reminder that the child's mood must always be documented. You must document the child's mood daily for all children under the age of two-years-old as a requirement under licensing standards.

Bleach is used to sanitize the food tables and disinfect the changing tables.

The parent information is located inside the entrance of the childcare area for the older children. 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.

You must also have a parent board near the infant room and Montessori program because these parents may not enter the part of the childcare program where the parent board is located.

The program has a large fenced in playground space for the children. Rubber tiles are used for surface cushioning. There is a larger piece of climbing equipment with slides, a climbing wall and other activities. There is also a smaller piece of climbing equipment with a slide. There is a teeter totter, riding toys, spinning toys, rocking toys and a playhouse. There are benches so the children can rest. There is also a large grassy area. There is a smaller grassy fenced in area with smaller equipment. If the infant children come outside, they use this area. There is a tarp for shade and a large tree for shade.

The indoor playground area has mats for fall surfacing. There is a piece of climbing equipment that has a bridge, a tunnel and a slide. There are also several centers in the area, such as dramatic play, library, blocks, art, and sensory items. There are also riding toys.

Staff and children files were reviewed at the time of the licensing visit. I reviewed eight 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. One file did not provide the name of an emergency doctor or dentist. There was not a pattern of disregard so this will not be cited. One file did not provide an emergency contact outside of the parents. This is required. There was one outdated physical. These will not be cited because there has not been a pattern of disregard.

I reviewed four staff files. There was one outdated Iowa background check (SING) and three of the staff members had fingerprint checks from an outside source making them invalid. They must be completed through the HHS mandated system through DCI. One staff member did not have fingerprint results in the file. Two staff members had outdated universal precautions training and one staff member did not have documentation of on-going training certificates.

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 have fun and creative activities for the children to help teach them learn. Staff members provide clear and easy to understand directions to the children. Staff members are enthusiastic and provide the children with praise. Staff members provided great reminders for the children to cover their coughs and to wash their hands. Staff members sang with the children while they washed their hands. They had conversations with the children about sharing. Staff members provide the children with choices and were actively engaged in activities with the children. Staff members used play to teach the children about colors and counting. Positive redirection was used when necessary. The children enjoyed their time at the center.

III. IDENTIFY THE OBSERVED STRENGTHS OF THE CENTER:

Ms. Sanders states their staff members love the children.

Ms. Sanders states the children are learning in their program.

Ms. Sanders states their number one priority is children and staff safety.

Ms. Sanders states they are now making their meals on site and she is happy with the change. The children are eating better.

Ms. Sanders states they have a goal to work toward an IQ4K level.

The YMCA partners with Tri-County Head Start and it has changed and improved the entire dynamic of the center. The staff members are receiving more training and staff members are required to work toward obtaining their CDA's. This has allowed staff members to see their own opportunity for growth and they see this now as a profession, rather than just a job.

The childcare program is in a secured area of the YMCA. The infant room and Montessori program are outside of this space but have locked doors for security.

The program accepts Child Care Assistance through DHS, Promise Jobs Funding is available while parents are at work or school and parents can apply for a YMCA Scholarship to help pay for childcare.

The YMCA offers the children swim days, and they have regularly scheduled swim time at the pool in the YMCA.

The childcare has use of the gym, an indoor playground area and an outdoor playground area.

The program works with Central Rivers AEA to identify and assist children with special needs.

Full time employees receive benefits through the YMCA.

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

109.6(6)c: Center repeats Iowa record checks at a minimum of every two years or when aware of additional child abuse or criminal history that occurs.
One staff member had an outdated Iowa Background check (SING).

109.7(2): Center directors and all staff have the required contact hours of training.
Number not in compliance: 1
One staff member did not have documentation of on-going training in her file.

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: 4
Three of the staff members had fingerprint checks from an outside source making them invalid. They must be completed through the HHS mandated system through DCI. One staff member did not have fingerprint results in the file. I have informed the YMCA on multiple occasions that their fingerprint checks are not valid for DHH. This must be corrected immediately and all future staff members must have fingerprints through DCI. Continuing to use the wrong fingerprint process can result in a provisional license.

109.10(8): Children's hand washing: Center shall ensure staff assist children in personal hygiene. For each infant or child with a disability, a separate cloth for washing and one for rinsing may be used in place of running water. Children's hands shall be washed:Immediately before eating or participating in food service activity.After using the restroom or being diapered.After handling animals.
In the Pre-Toddler room staff members are using hand sanitizer on the children after diaper changes and they must have their hands washed with soap and water.

109.11(3)a: Center shall ensure that: Facility and premises are sanitary, safe, and hazard free. Adequate indoor and outdoor space is provided. The outdoor area shall include safe play equipment and area of shade. Sufficient space provided for dining. Sufficient lighting shall be provided. Sufficient ventilation. Sufficient heating. sufficient cooling. Sufficient bathroom and diapering facilities. Equipment, including kitchen appliances, are maintained so as not to result in burns, shock, or injury to children. Sanitation and safety procedures for the center are developed and implemented to reduce risk or injury or harm to children and reduce transmission of disease.
I observed several electric cords that children would have access to in the rooms. Electrical cords must be secured or hidden behind shelves or other objects so that children do not have access to them. The mat on the changing table in the Pre-Toddler room is torn and must be removed.

109.15(2): Center shall follow minimum CACFP menu patterns for meals and snacks.Menus planned one week in advance, made available to parents, and kept on file with substitutions noted.Avoid foods with high incident rate of causing choking.
Currently the menus only show what is served for breakfast and lunch. You must document what is served for snack each day.

V. SPECIAL NOTES/RECOMMENDATIONS:

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

An administrative change is being made to increase the capacity. The YMCA started a new program entitled "Montessori at the Y" this past fall. This is in a new room.
The capacity for each room is as follows:
Infants: 14 children
Pre-Toddler: 11 children
Toddlers: 16 children
Preschool: 24 children

Montessori: 23 children
New Capacity Total: 88 children

An administrative change is being made to change Bekah Stevens name to Bekah Sanders.

An administrative change is being made to change the hours to 7:00 am until 5:00 pm.

*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.