# Iowa Department of Health And Human Services

## CHILD CARE CENTER ANNUAL EVALUATION

Name of Center: Pekin Child Care Center

Provider No.: 23277

Address: 1062 Birch Ave, Packwood, IA, 52580

County: Jefferson

Director's Name: Jared Lawrence

On-Site Supervisor: Teresa Hixson and Julie Clubb

Phone Number: 3196955127

E-Mail: jared.lawrence@pekincsd.org

HHS Visit Date: 02/23/2026

Licensing Period: 05/01/2025 to 05/01/2027

**Fire Inspection:**

Date Inspected: 11/13/2023

Comments: completed by State Fire Marshall Amy Fratzke, due every 3 years

**Report Visit Type:**

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

**License Type:**

- [X] Full
- [ ] Provisional

**Quality initiative:**

- [ ] Accrediation

**Program Duration:**

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

Health and Human Services

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

**Program Population Served:**

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

| LICENSE CAPACITY | Infants | 2 Years | Preschool | School-Aged | Capacity |
|---|---|---|---|---|---|
| General | 36 | 10 | 40 | 50 | 136 |
| Summer | | | | | 0 |

**1. Basic Overview**

Pekin Child Care Center has been in operation since 1992. They provide traditional child care, before and after school care, and preschool for approximately 150 children each year. The building is a single story sole occupancy next to an elementary/junior high/high school located in rural Packwood. A modular building was added to the property which now houses infants only. Director Jared Lawrence was appointed Director in May 2026. He has an BA Sociology/Criminology and several years experience in human services and the school system. Teresa Hixson is onsite supervisor and has been employed at the center since 2014. She promoted to OSS in July 2026. Julie Clubb is the other OSS. She's been employed at the center since 2008 as a teacher and was promoted to OSS in 2024. Cheryl Deutschle qualifies as OSS , but works summers only.

The program serves infant- school age children. The center offers 3 classes of the Statewide Voluntary Preschool Program.

Approx. 30 infant/toddlers, 50 daycare, 40 preschooler, and 40 before/after school age enrolled at the center each year.

Center Nutrition:

The center kitchen was clean the day of the visit. Food was stored appropriately. Open food was in sealed containers. No expired food was noted. No food was stored on the floor. Thermometers are present in the freezer and refrigerator. Center menus indicate CACFP requirements are not being met. The Director is learning CACFP requirements. However, food is provided by the school. Some school food requirements differ from CACFP requirements for childcare. Information has been provided on this topic in years past by Malia Love (CCR&R). Consultant Love provided information again this year

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on foods meeting guidelines.

Center Health and Safety:

A new building was added in 2018 serving infants ages 0-1. This building is set up to accommodate infants and may change year to year based on center needs. As children are dozing off or showing signs of sleepiness they should be moved to cribs. HHS encourages the center to observe sleep ques and place children in cribs. All staff have had Safe Sleep training and requirements have been covered for the past several years by HHS, IDPH and CCR&R.

Medications have pharmacy labels intact and are kept out of the reach of children. All children with diagnosed allergies have allergy action plans signed by a physician.

First aid kits are present and contain items to administer basic First Aid. All kits observed were labeled.

Radon testing is conducted in winter months when the ground is frozen. It is due every five years. The center has conducted testing within the past 5 years with a reading below 4 pci/L.. The center does not contain fuel burning appliances. If they are added a fuel burning appliance inspection is required annually. The center contains carbon monoxide detectors. Ventilation and lighting is adequate.

Tornado and fire drills are documented on a monthly basis.. Allergy action plans are in the rooms or in mobile packs following the child where staff can reference them in an emergency.

The center modified rooms so that mixing of ages follows rule.

Center Outdoor Play Area:

A small playhouse is present in the preschool age play area. Staff sit right beside the playhouse in the doorway when children are playing inside the house. First aid kits are taken outdoors, as well as emergency medications and contacts. A grassy open area is also fenced.

Playground inspections are performed and documented monthly. Staff utilize the Child Care Weather Watch to determine if outdoor play is suitable in varying weather conditions. If weather conditions meet standards children should be outdoors playing. The area CCNC can provide more information on this topic or any other health or safety outdoor issue..

Center Field Trips:

The center goes to Richland library for field trips for school age kids. The school provides the transportation on a school bus. All students attending have signed field trip authorizations. Emergency contacts and medication as well as a First Aid kits are taken on each trip. Field trip ratios are followed. Classes sometimes go on walks around school campus, which is not considered a true field tip. Community members come to the center for presentations as well.

Center Administration:

All required postings are present including Mandatory Reporter information, HHS Center License, HHS Center Consultant Contact information and No Smoking signage. The center has a tracking system for staff and child files.

Staff and child files are reviewed annually. Administration keeps detailed staff and child tracking sheets.

Administration worked with parents to secure updated child physicals. Immunization certificates will be reviewed by IDPH. Child files should have signed field trip authorizations, pick up authorizations, emergency contacts and dental and medical information.

Fingerprints (due every four years) and SING checks (every 2) were reviewed. Professional Development training (Essentials), CPR/1st Aid, Mandatory Reporter training, staff physicals, fingerprints and SING checks are tracked and monitored. They are currently up to date.

Staff have been trained on the Emergency Preparedness Plan. They have signed and dated acknowledgement of such. Any

new staff must also be trained on the plan.

**2. Identify Observed Strengths of the program**

Four staff from the program are participating in the WAGES program.

Iowa IQPPS rates the facility.

Five members on a parent advisory board meet 4 times a year and help govern the center.

The center provides vision screening services to the children in cooperation with the local Lions Club.

The center provides hearing screening services to the children in cooperation with the local AEA.

The center has an Emergency Preparedness Kit.

**3. Identify the aspects that fall below the standard**

109.6(2): Director or on-site supervisor on-site during the hours of operation or a minimum of six hours of center's hours of operation.Information on on-site supervisor's qualifications is submitted to the consultant prior to employment and is sufficient to make a determination.On-site supervisor meets qualifications or is "qualifiable" with a plan established to meet qualifications.Another responsible adult is clearly designated as the interim on-site supervisor if the on-site supervisor is temporarily absent from the center.

109.7(1): All staff (within first three months of employment):Iowa's training for the mandatory reporting of child abuse.At least one hour of training regarding universal precautions.Certification in First Aid infant, child, and adult cardiopulmonary resuscitation (CPR) or equivalent certification approved by the Department. A valid certificate indicating the date of training and expiration date shall be maintained.Certification in infant, child, and adult first aid that uses a nationally recognized curriculum or is received from a nationally recognized training organization including the American Red Cross, American Heart Association, American Safety and Health Institute, or MEDIC First Aid or an equivalent certification approved by the Department. A valid certificate indicating the date of training and expiration date shall be maintained.Minimum health and safety trainings, (Essentials) approved by the Department. If significant changes occur to content, the Department may require the training be renewed.

109.8(2): Ratio maintained in center as required:Brief absence of staff person permitted for 5 or less minutes when another staff person is presentAt least one staff is present in every room where children are resting.If ratio reduced to one staff per room during nap time, does not exceed one hour and ratio in center is still maintained.Ratio in infant rooms is always maintained.When more than eight children are present on the licensed premises, at least two staff members shall be present.For a period of two hours or less at the beginning and end of the center's hours of operation, one staff member may care for eight or fewer children, provided no more than four of the children are under two years of age and there are no more than eight children in the center.Ratio exceeded for school-age children when school classes unexpectedly start late, are dismissed early, or cancelled. For no more than four hours, care is limited to children already in the program and licensed capacity is not exceeded.

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

The center has worked with CCNCs and CCR&R Consultant on a plan to address each individual violation the past 6 months.

1. 109.6(2): Director or on-site supervisor on-site during the hours of operation or a minimum of six hours of center's hours of operation. Information on on-site supervisor's qualifications is submitted to the consultant prior to employment and is sufficient to make a determination. On-site supervisor meets qualifications or is "qualifiable" with a plan established to meet qualifications. Another responsible adult is clearly designated as the interim on-site supervisor if the on-site supervisor is temporarily absent from the center. The Director is present daily from 6:30- 4 p.m. An adult is always present throughout

the day.

2. 109.7(1): All staff (within first three months of employment):Iowa's training for the mandatory reporting of child abuse.At least one hour of training regarding universal precautions. Certification in First Aid infant, child, and adult cardiopulmonary resuscitation (CPR) or equivalent certification approved by the Department. A valid certificate indicating the date of training and expiration date shall be maintained.Certification in infant, child, and adult first aid that uses a nationally recognized curriculum or is received from a nationally recognized training organization including the American Red Cross, American Heart Association, American Safety and Health Institute, or MEDIC First Aid or an equivalent certification approved by the Department. A valid certificate indicating the date of training and expiration date shall be maintained.Minimum health and safety trainings, (Essentials) approved by the Department. If significant changes occur to content, the Department may require the training be renewed. All staff have all requirements.

3. 109.8(2): Ratio maintained in center as required: Brief absence of staff person permitted for 5 or less minutes when another staff person is present. At least one staff is present in every room where children are resting. If ratio reduced to one staff per room during nap time, does not exceed one hour and ratio in center is still maintained. Ratio in infant rooms is always maintained. When more than eight children are present on the licensed premises, at least two staff members shall be present. For a period of two hours or less at the beginning and end of the center's hours of operation, one staff member may care for eight or fewer children, provided no more than four of the children are under two years of age and there are no more than eight children in the center. Ratio exceeded for school-age children when school classes unexpectedly start late, are dismissed early, or cancelled. For no more than four hours, care is limited to children already in the program and licensed capacity is not exceeded. Another room is now accessible which aides in ensuring mixing of ages of chidlren does not continue. Ratio is now consistently met and contained per Director Jared Lawrence. This has also been confirmed through unannounced visits from CCNC Mandi Lauderman and CCR&R Consultant Malia Love.

**5. Special Notes/Recommendations**

*** This is an administrative change. Based upon this review, it is recommended that this center regain full licensing status. The center is directed to correct the items listed in Section IV. The director gave me a verbal commitment that the noted rule violations have been corrected. Both the CCNC and CCR&R Consultants verify the center has been in ratio each time they've performed unannounced visits the past six months. He developed and implemented a plan to ensure the violations above were corrected on a long-term basis.

The center may reach out to CCR&R Consultant Malia Love or Iowa Department of Public Health Child Care Nurse Consultant at any time for consultation.

Child Care Resource & Referral offer centers assistance with meeting the HHS regulations, IQ4K, infant/toddler concerns, room arrangement and environment, developmental concerns, Best Practice information, CDA assistance, or any questions or concerns you may have. Consultant Love has provided extensive services to this program the past several years. Consultant Love also many times after the visit in 2025 attempting to assist the program to move to full licensure.

She provided the following the past six months:

In an unannounced visit made in February 2026 several Safe Sleep violations were observed. Infants were not present during the HHS visit, however, this issue should be addressed on a long term basis. Staff should look for sleep cues then place infants in a crib or on a cot to fall asleep. This has since been addressed by the former and new Director.

3/30/2026-Email: Provided support and resources around staff and getting CPR/First Aid completed.

4/07/2026-On site: Did a book reading with classrooms, while there discussed the director transition with the current director and got the contact information for the new director Jared Lawrence to follow up with him and introduce myself.

4/24/2026- Email: Offered guidance and support around SING checks and the difference between HHS and the DOE checks.

6/02/2026-Email: The new director Jared reached out asking for clarification on what school age meant. I followed up with the definition taken from Comm 204

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6/09/2026-On site: I met with the new director and we went over questions about staff files, child files, training, the plan for the school year and updates being made in classrooms. We discussed OSS requirements and i-Power. While there we walked through each of the classrooms. I followed up the visit with emails attaching staff, child file forms, HHS licensing notebook and center director resources.

6/26/2026-Email: Provided the director with copies of the IELS posters

6/30/2026-Email: Provided resources and information for potential grant and funding options for getting materials for their new toddler classroom.

7/17/2026- On site: I met with the program director Jared and we discussed staff and child files. He let me know about the upcoming CPR/First Aid training scheduled for staff as well as the PD plan for getting all staff updated on training requirements. We also discussed the transitions they were making with ages since the preschool will no longer be housed in the child care center. We also went over updating policies and plans for meals in the fall.

Child Care Nurse Consultants work with child care and early education businesses. Businesses may call or send questions to a child care nurse consultant about health and safety policies, health programs, health of personnel, and specific child health or safety issues.

Mandi made a visit on 3/10/26. She stated, "I made a surprise visit to Pekin this morning. I visited each of the rooms including the infant room. Ratio and supervision met regulation standards. Safe sleep was being followed in the infant room, and I didn't identify any areas of concern at the time of my visit. Staff in the larger room were maintaining their small groups; they were each involved with some small group activities. They were completing crafts and staff was actively engaged with the children."

On 4/29/26. She stated, "I visited Pekin last Wednesday, April 29 in the late afternoon. I visited each room. Ration and supervision were maintained. No concerns were identified during my visit."

She visited on 5/28/26 to meet with the new director. She discussed staffing/ratios, director stating he was looking into enrolling in the food program vs working with the school, gave a folder with numerous resources, encouraged provider to reach out to Cambridge Little Achievers director, sent 2026 immunization requirements to director and helped him connect with Amy Hayes to provide CPR.

HHS recommends centers utilize IDPH and CCR&R services. The center is already actively involved with both Child Care Resource & Referral and Child Care Nurse Consultant Malia Love and with the Iowa Department of Public Health Mandi Lauderman working on IQ4K.

It was recommended the child care have access to the preschool room to partially alleviate ratio issues or the program add another building. This has occurred.

CCR&R and IDPH agree to perform drop in visits the next three months to observe ratio.

Date: 08/25/2026

HHS Licensing Consultant: Jill Seibert

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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**.