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

Name of Center: Y's Kids at Highland **Enrollment:** 21 **License ID No. (Reapplications)** 46510

Street: 812 Idaho ST **City:** Waterloo Iowa **Zip** 50703 **County:** Black Hawk

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

Director's Name: Mindy Sternhagen & Sherie Roberts **Phone Number:** 319-234-7589

On-Site Supervisor(s): Schantellee Jackson **E-Mail:** ywcakids@ywcabhc.org sroberts@ywcabhc.org

Date(s) of Visit: 11-15-2023

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 **Yes** X **No** **NA** **Date Signed:**

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

Date Inspected: 09-08-2022

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	10	32	42
Summer					0

QRS Rating: N/A

RECOMMENDATION FOR LICENSE:	
X	**FULL** license from 12-01-2023 to 12-01-2025
	PROVISIONAL license from
	DENIAL of initial application
	SUSPENSION of license
	REVOCATION of license

Licensing Consultant: Becky Frost **Date:** 11-29-2023

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

N/A

II. IDENTIFY THE AREAS OBSERVED ON THE VISIT:

On 11/15/23 I made an unannounced licensing visit to Y's Kids at Highland Elementary in Waterloo. I met with Schantellee Jackson, the on-site supervisor for the program. She has been employed with the YWCA since 2010. Mindy Sternhagen is the interim director for the program. Ms. Sternhagen has been with the program since 2002. She has a BA in Elementary Education and her CDA. Sherie Roberts was recently hired as the new director of the Y's Kids programs and her start date was 10/23/23. Ms. Sternhagen is training her. Ms. Roberts has a BA in public relations and a MA in history. Ms. Roberts worked in the Waterloo Community School District for 4.5 years as a paraeducator, family support worker and behavior focus coach. She was the executive director of two non-profit organizations. Typically, two staff members are present during the morning hours and two staff members are present during the afternoon hours.

The program is in Highland Elementary. They operate out of the cafeteria area. The program is also able to use the gym. The before and after school program operates Monday through Friday from 6:30-8:30 am and 3:35-6:00 pm. The program serves children who are in preschool through fifth grade. There are currently 21 children enrolled.

The cafeteria is an open space that allow for free play and organized activities. Natural lighting is available in the cafeteria. Centers are stored in cabinets in the cafeteria and in an office area near the gym. The centers I observed include games, magnets, table toys, crafts, art, Legos and transportation.

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

The children use two bathrooms in the entrance of the cafeteria. The girl's bathroom has five toilets two birdbath sinks and the boy's bathroom has two toilets, three urinals and two birdbath sinks. Handwashing procedures were posted in both locations. There are additional bathrooms located in the school.

The program has a cell phone they use, and emergency numbers were programmed in the phone and there is also a poster in the staff binder. Emergency numbers for the children were available. Emergency fire and tornado procedures and evacuation diagrams were posted by the main program doors and outdoor exits in the cafeteria. The evacuation diagram was posted by two exits in the gym but should also be posted near the office space. A daily schedule was posted on the front of the staff binder.

I reviewed documentation of monthly fire and tornado drills. I reviewed documentation of monthly playground inspections. A radon test was completed in November 2021 and is only good for two years. Results were within EPA guidelines, but you must repeat the radon test right now. The annual fuel burning inspection was completed and no concerns were noted. A carbon monoxide detector was on site in the office used for storage. Outlets were protected. The fire marshal inspection occurred on 09/08/22.

The YWCA offers an afternoon snack. Snack is provided by the school for the program. Snack menus were posted and were available for review. Disposable products are used so dishwashing is not necessary. Snacks are eaten in the cafeteria.

There is a refrigerator in the storage office for the YWCA program. A thermometer was present. The school places the snack in a refrigerator in the school kitchen. The children are offered breakfast through the school once they are released from the program.

The center uses Sani-T to sanitize the food tables.

The parent information is located on a bulletin board inside the cafeteria. The mandatory reporter, childcare consultant and the handbook availability were posted. The license was conspicuously posted. A no-smoking sign was posted at the entrance.

The program uses the elementary school's playground. Woodchips are used for surface cushioning. There are multiple pieces of climbing equipment located in the play area. Some of the items available include slides, tunnels, bars, rings, a climbing wall, and steppingstones, a see saw, and a balance beam. They also had spinning toys. There is a large grassy area for the children and a concrete area for the children. Shade is provided by trees.

There is a gym available when the children cannot go outside.

The children files were reviewed at the time of the licensing visit. I reviewed six children files. Two files did not have information with next of kin with emergency phone numbers. There was one outdated preschool physical. There was not a pattern of disregard so this will not be cited.

On 10/24/23 I reviewed one staff file at the YWCA of Black Hawk County site. The staff member did not have a physical on file.

When I arrived at the program there was only one child left, with two staff members. Ms. Jackson was playing games with her. She allowed the child to choose which games she wanted to play and maintained positive conversation with the child. The child appeared to enjoy her time at the program.

Ms. Perkins, the second staff member at the program states she would like to see on-site supervisors receive more training to address children with special needs or behaviors. Ms. Perkins states that before Ms. Jackson returned to work, they would have random staff members all the time at the center. They act like they are babysitting instead of educating the children while having fun.

While I was present the janitor was cleaning the area. He was blaring music on a speaker while a child was still present. It was distracting and made it difficult for the child and staff member to talk. This should not be occurring.

III. IDENTIFY THE OBSERVED STRENGTHS OF THE CENTER:

Ms. Jackson states they are working together as a team.

Ms. Jackson states they have a good time with all the children.

Ms. Jackson has several years of experience with the YWCA.

The program meets a need for parents who require care for their children before and after school.

Staff members keep the children entertained. They can use the gym for gross motor activities.

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

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

N/A

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 name Sherie Roberts as the new director of the program. She started with the

program in October 2023.

*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.