Health and Human Services

Iowa Department of Health And Human Services

CHILD CARE CENTER ANNUAL EVALUATION

Name of Center: CVCS Early Childhood Program

Provider No.: 22502

Address: 3225 W 9th St , Waterloo, IA, 50701

County: Black Hawk

Director's Name: Trebion Smith

On-Site Supervisor: Cherith Osterling

Phone Number: 3192366131

E-Mail: tsmith@cvcatholic.org

HHS Visit Date: 02/25/2026

Licensing Period: 03/01/2025 to 03/01/2027

Fire Inspection:

Date Inspected: 08/12/2024

Comments:

Report Visit Type:

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

License Type:

- [X] Full
- [ ] Provisional

Quality initiative:

- [ ] Accrediation

Program Duration:

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

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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			90	20	110
Summer					0

1. Basic Overview

On 02/25/26 I made an unannounced off year licensing visit to CVCS Early Childhood Program in Waterloo. I met with Trebion Smith, the director of the program. She started in October 2025. She has a BS in child development and previous experience in child care as a director. Cherith Osterling is an on-site supervisor for the program. She started with the program in December 2019. She worked at a previous childcare center for nine years. The program employs 18 staff members. This is a program that had been operated under the Department of Education and became licensed under the Department of Human Services in March 2015.

The program operates out of Blessed Maria Assunta Pallotta Middle School (BMAP). They moved to this location in August 2024. It is open Monday through Friday from 6:30 am until 5:30 pm and serves three-year-old children through school-aged children. There are two licensed three-year-old preschool classes and childcare for all preschool children and school-aged children.

The program operates out of the following rooms: two three-year-old preschool/childcare rooms, two four-year-old before and after preschool childcare rooms and a school-age classroom room that is used as an overflow room.

An inspection of each room was completed. Windows provide natural lighting in most rooms. One of the four-year-old classrooms has artificial 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, numbers and colors. The children's birthdays were posted. The rooms were also decorated with pictures of the children and their families. There is an area for circle time.

The centers observed on the day of the licensing visit include library, blocks/Legos, table toys, games, puzzles, transportation, art, dramatic play, listening, writing, woodworking, math, science/discovery, 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 are easily accessible to the children. Secure the phone cord in Ms. Smith's room and the television cords in Fehima's classroom.

There were purses on the counter in both three-year-old classrooms. All personal items must be stored out of the reach of children.

The three-year-old preschool classes use a variety of resources to develop lesson plans. They complete assessments and have quarterly goals they must meet. The childcare classrooms also use a variety of resources to develop lesson plans. Lesson plans were available for review in all rooms. They are using red and green choices in the classrooms. A daily schedule was posted in each room.

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There was a phone in all classrooms and emergency numbers with the program's address and phone number were posted. Emergency fire and tornado procedures and evacuation diagrams were posted by all the main program doors and outdoor exits in most rooms. Place the evacuation diagram near the exit in Ms. Schrader's room.

I reviewed the documentation of fire and tornado drills. Practice the fire and tornado drills on separate dates. I reviewed documentation of monthly playground inspections.

The radon test was completed in November 2025. Results were within EPA guidelines. Testing must occur every five years.

The program is completely geothermal so fuel burning inspections are not required. A carbon monoxide detector is not necessary because it is geothermal. The fire marshal inspection occurred on 08/12/24.

The program gets lunch and snacks from the Cedar Valley Catholic School. There are a kitchen and cafeteria on site. The school is on the Child and Adult Care Food Program (CACFP). The program provides lunch and a morning and afternoon snack. A new menu is prepared each month.

There is a refrigerator in each of the three-year-old classrooms. A thermometer was present in Chelsea Smith's room but must also be placed in Emma Thurm's classroom. Food items were stored according to NHSPS guidelines.

The four-year-old children eat lunch and snacks in the cafeteria. The three-year-old children eat lunch and snacks in their classrooms. The school-aged children eat in the cafeteria. Family style is not used.

In Ms. Smith's classroom the tables were not cleaned and sanitized before lunch. Tables must be cleaned and sanitized before and after food activity. Additionally, the children did not wash their hands prior to eating lunch. This must always occur.

There are bathrooms located in the hallway near the classrooms. The girls' bathroom has four toilets and a birdbath sink with four spots to wash hands. The boy's bathroom has two urinals; two toilets and a birdbath sink with four spots to wash hands. Each bathroom also has a changing table. Handwashing procedures and diaper changing procedures were posted.

There are also bathrooms in the cafeteria area. The girls' bathroom has four toilets and a birdbath sink with four spots to wash hands. The boy's bathroom has three urinals; one toilet and a birdbath sink with four spots to wash hands. Handwashing procedures were posted.

The three-year-old classrooms had sinks. Handwashing procedures were posted.

The program uses Hillyard QT3 Sanitizer to sanitize their food tables and disinfect the changing mats if necessary.

Medication authorization forms are completed through the Brightwheel app.

The program uses the Brightwheel app to communicate with parents.

Cots are used to nap. The bedding in Ms. Smith's room was hanging over the cots and touching other children's bedding. The bedding of one child cannot touch the bedding of another child. Make sure blankets are stored appropriately.

There is a fenced-in playground area for the children. The playgrounds have no equipment. They ae grassy areas and staff members take items out for the children to use.

The parent information is located on the front of the reception desk in the school office. 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.

2. Identify Observed Strengths of the program

The program has gone through several changes in the last year and Trebion Smith was hired as the new director. She states she feels were chaotic at first but she has gotten things in a good routine. Staff members in the three-year-old classrooms

had great interaction with the children. The children had gone on a field trip earlier in the day. During my visit to one classroom the children had show and tell. They brought items from home that started with the letter "T". The children shared stories about what they brought and the other children were allowed to ask questions. Staff members had a calming environment. They walked with the children about body basics and sitting calmy. In the second three-year-old classroom the children were eating lunch while I was in the room. The staff members sat with the children while they ate and maintained positive conversation. Children received stickers as rewards. In both rooms staff members modeled good manners and interacted with the children at their level. Positive redirection was used when necessary.

Ms. Smith states she has a really great team. Staff members have longevity (five to ten years). They are willing to come in early and stay late. They are a cohesive group.

Ms. Smith states they receive great support from the school administration team.

Ms. Smith states their program is shrinking but it has worked in their favor because it is difficult to hire good staff members.

Ms. Smith states they can use the gym on occasion or the common room/cafeteria for gross motor activity when they cannot go outside.

There is information about each of the teachers outside of the classrooms.

The program is in a secure building and there are cameras in the hallways.

The program has an abundance of center materials for the children so they will not get bored.

3. Identify the aspects that fall below the standard

109.11(3)a: Center shall ensure that:Facility and premises are sanitary, safe, and hazard free.Sufficient lighting shall be provided.Sufficient ventilation.Sufficient heating.Sufficient cooling.Equipment placed in the program area is maintained so as not to result in injury to the children.
Secure the phone cord in Ms. Smith's room and the television cords in Fehima's classroom. There were purses on the counter in both three-year-old classrooms. All personal items must be stored out of the reach of children. In Ms. Smith's classroom the tables were not cleaned and sanitized before lunch. Tables must be cleaned and sanitized before and after food activity. Additionally, the children did not wash their hands prior to eating lunch. This must always occur. The bedding in Ms. Smith's room was hanging over the cots and touching other children's bedding. The bedding of one child cannot touch the bedding of another child. Make sure blankets are stored appropriately.

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

N/A

5. 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.

The program has gone through several changes in the last year. They eliminated care for infants through two-years-old. They also hired a new director. Ms. Smith states they are eliminating their three-year-old care in May 2026.

An administrative change is being made to remove care of infants and two-year-old children. An administrative change is also being made to remove Chelsea Smith and Krystin Brunner as on-site supervisors.

An administrative change is being made to change the capacity of the center to 110 children.

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3's- Room 125-29 children
3's Room 151-29 children
4's Room 126-20 children
4's Room 129-32 children

Ms. Smith is interested in meeting with Child Care Resource and Referral to discuss the IQ4K process.

Date: 02/26/2026

HHS Licensing Consultant: Becky Frost

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**.