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

Name of Center: Little Nike Preschool and Daycare **Enrollment:** 75 **License ID No. (Reapplications)** 20025

Street: 700 S Roosevelt AVE **City:** Burlington Iowa **Zip** 52601 **County:** Des Moines

Mailing Address: 700 S Roosevelt AVE, Burlington, IA, 52601

Director's Name: Rachael Schultz **Phone Number:** 319-752-3776

On-Site Supervisor(s): **E-Mail:** rachael.schultz@bnotredame.org

Date(s) of Visit: 07-01-2025

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

LICENSING VISITS

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

Signed Application (470-0722) Received X **Yes** **No** **NA** **Date Signed:** 01-18-2024

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

Date Inspected: 02-01-2024

Comments : Does Comply. due again in 2026 according to certificate, performed by Burlington Fire Dept. Mark Crooks, this report was held for approval until an updated fire inspection was procured on 7/24/25

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 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			60	40	100
Summer					0

QRS Rating: N/A

RECOMMENDATION FOR LICENSE:	
X	**FULL** license from 11-01-2024 to 11-01-2026
	PROVISIONAL license from
	DENIAL of initial application
	SUSPENSION of license
	REVOCATION of license

Licensing Consultant: Jill Seibert **Date:** 07-24-2025

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

N/A

II. IDENTIFY THE AREAS OBSERVED ON THE VISIT:

Little Nike Preschool and Daycare is located in 3 classrooms and the school gymnasium (for aftercare) at Notre Dame Elementary School in a commercial district of Burlington. The center provides full day child care for preschool age children enrolled at Little Nike Preschool, also located at Notre Dame Elementary School, and before and after school child care and summer school age child care for daycare and elementary school age children who attend Notre Dame Elementary School. The center is owned and operated by Burlington Notre Dame Catholic Schools. This center has been licensed since 1994.

Rachael Schultz began as Director in November 2024. Ms. Schultz has a BA in Early Childhood and has been serving at various preschools and schools since 2009. She meets 100 points required for this position. Director Schultz and I met in person at the center during an unannounced off year visit. The center OSS recently retired. A new OSS should be appointed. The program has the support and assistance from other school personnel. An OSS request should be sent through IPOWER.

Hours: 7 a.m. to 5:30 p.m. They center accepts children ages 3-12 years old. During the school year only Notre Dame students are accepted. During the summer enrollment is open.

When asked about the mission statement:
We are dedicated to fulfilling the teaching ministry of the Church by promoting Catholic Values and assisting students in reaching their full personal potential through Christ centered academic and co-curricular programs. This professionally operated program allows children to experience a rich diversity of growth activities within a Catholic environment. Activities are planned to complement the philosophy and value systems of the school and family. Art and craft projects, games, recreation, and snack time are some of the growth activities planned. The program goal is to provide individual attention, security, consistency and fair treatment for children of working parents while striving to maintain a large family environment. We all work together to help each other grow by gaining self-respect and understanding for others.

The extended day program is staffed by a credentialed director and one or more aides. Children are provided a light breakfast and after school snack. Various activities and games are available for the use of the children. Older students are given the opportunity to work on homework assignments. Fees are the sole support of the program. The center currently has 9 employees.

Program Observations:

HHS made an unannounced off year visit to the program on 7/1/25. The visit consisted of classroom and building area review and observations of activities, ratios, nutritional practices, health and safety practices, playground observation, field trip and transportation practices, and administrative review.

The center classrooms are clean, bright, attractive and equipped with a satisfactory variety of child sized furniture, equipment, toys, games, and activities for the children. The main daycare room is also self-contained with its own phone, restroom, snack preparation area, and direct exit to the outdoors. The activity program is largely self-selected for both

preschoolers and school age children. The classrooms contain computers and a selection of toys, games, crafts, and activities for both group and individual active and quiet play. The center has its own restroom. One adult sink and one child sink are available. Cubbies and coat hooks are located to the right of the entrance. The rooms are arranged in an open manner, so that children can be supervised at all times.

In the afternoons for after school care children have been utilizing the daycare only room. We have discussed in past years that the room will be over capacity if school age children are allowed to come to the daycare room in addition to daycare children. Capacity cannot be exceeded. Kitchens, restrooms, halls, lobby and storage areas, and other space not designated as activity space were not included as program space or counted in usable floor space in either measurement. The gymnasium should have electrical outlet covers if it is going to be used daily and preschool children are taken to this area.

Center Nutrition Practices Observed:

The noon meal is prepared in the elementary school kitchen and catered to the classroom. Breakfast and snacks are prepared by center staff in a small kitchen area in the classroom. Children may also choose to bring meals from home. Meals are served family style and posted menus indicate that minimum nutritional requirements are met. Fruit is served frequently. The summer school age program does not serve a noon meal. Children enrolled in that program bring sack lunches from home. If children that are not school aged bring lunches from home they must be supplemented to meet CACFP guidelines. This room does contain a rather large kitchen area containing a refrigerator, microwave, an adult sized hand washing sink, counter space and cabinetry.

I observed the kitchen area and inspected the refrigerator/freezer unit. Temperatures for cooling were 40 degrees or below. Freezing temperatures are maintained at zero degrees or colder. Refrigeration and freezer units should have thermometers in clear view so they can be checked daily for safe food storage temperatures. I observed the kitchen area and inspected the refrigerator/freezer unit. Both units contained thermometers this year. Temperatures for cooling should be 40 degrees or below. Freezing temperatures should be maintained at zero degrees or colder. We discussed this. I observed dry food storage. All opened food should be placed in a sealed containers. It was on the day of the visit.

Ms. Hopper printed off CACFP guidelines so that the center may provide approved snacks to the children in 2018. Water is not a component that meets CACFP guidelines. Some pudding and yogurt do not meet guidelines. Two components should be served for snack. CCR&R assists with CACFP if the program has questions about what foods are appropriate. This year snack records were reviewed. I spoke with the new Director about this issue in 2022. She stated in September 2022 "We made sure to send out suggested snack menus to all preschool parents, so they know the parameters. Kerry has also been using that when purchasing daycare snacks." Snacks served this year meet CACFP guidelines. The new Director agreed to go over foods being served with the OSS to ensure all foods served meet guidelines.

Center Health and Safety:

All staff should have assigned children to their care. This can be achieved with a clip board, a white board, a felt board, pictures of children and staff, etc. Other tracking methods can be utilized to ensure each child is assigned to specific staff. All staff should know the ages and names of children they are supervising. Supervision is the core component of childcare.

Regulations regarding staff and child hand washing, storage and maintenance of a first aid kit, emergency plans and drills for fire and tornado were reviewed. Further guidance on any of these health and safety issues can be reviewed wit CCNC Granaman. I observed a labeled First Aid kit in the filing cabinet inaccessible to the children. A mobile first aid kit should be taken outdoors or to the gymnasium each time the children leave the room.

Every child occupied program room has adult supervision in the room. At least one staff is present in every room where children are resting. If ratio is reduced to 1 staff per room during nap time - does not exceed 1 hour and ratio in center is still maintained. Ratio is maintained during mealtimes. Ratio is maintained during outdoor activities at the center. If ratio reduced to 1 staff at the beginning or end of center's operation - time frame does not exceed two hours and occurs only when seven or fewer children are present. Two adults are present when 7 or more children over age three are on the premises. Children should be broken into groups so that each staff member knows which children they are supervising.

Regulations regarding safety and sanitation policies and procedures were reviewed. The room is cooled by a window air conditioner. The rest of the building does not have air conditioning. All electrical outlets were covered. Windows can be opened if necessary to contribute to air quality and ventilation. An adequate amount of natural light is provided by windows and other lighting available is overhead fluorescent lighting. Air quality, ventilation and lighting were adequate on both visit days.

We reviewed environmental testing and the maintenance of any necessary detection equipment. An annual fuel burning appliances is typically conducted by the state of Iowa every other August. The program was built in 1997 and is heated by gas located in the ceiling. Brockway Mechanical serviced (November 2022) the elementary including fuel burning appliances. furnaces. After our visit the inspection last year the inspection was placed in the DHS binder. The new

inspection was overdue at the time of the visit in 2024 but has been completed and is now up to date. Radon testing is conducted every five years. The center does have a non-battery operated UL approved detector. As of 9/15/15 the former Director indicated a carbon monoxide detector had been purchased with battery backup. The school is on city water, therefore water analysis is not required. The building was constructed in 1997 therefore lead based paint assessment is not required.

HHS reached out to CCNC Granaman to see what services were provided in 2023. On 1/9/24 she stated, "I did not go on site in 2023. I had completed Injury Prevention visits late 2022 with them having all recommendations met. in Jan. 2023, I had sent her a copy of the new Health and Safety checklist for review and told her to contact me if she wanted me to come and complete that. I will make an on site visit regardless at some point before July."

The center director and I discussed licensing regulations regarding prescription and non-prescription medication, specifically regarding requirements of physician directions, and parental consent. The center was in compliance with this rule. An action plan and a medication form should be on file for emergency medications. Medication is kept in the top cabinet of a filing cabinet out of the reach of children. The ill/injured area is located in the school office. All children with any allergy should have an allergy action plan on file.

Two inch foam mats are kept in the room and used daily. The children bring their own stuffed animals and blankets and take them home daily. Parents are responsible for the washing of toys and blankets used in the program.

Center Playground:

The daycare play area is 6 years old. The rubber mat surfacing material is of adequate depth. The school installed separate outdoor play areas for school age and preschool age play. The school age area is for children (ages 5-12). The area is fenced but lacks natural shade. Some shade is provided by the play structures. The school age area features a very large, anchored, climbing and activity toy on a unitary rubber surface. The preschool age play area features a large, anchored, metal climbing and activity toy on rubber surfacing and a sandbox. There is also a plastic playhouse in the area for dramatic play. A small storage bin is located in the area for ball and toy storage.

Playground inspections were up to date. The Child Care Weather Watch should be consulted if outdoor play is questionable due to varying weather conditions.

Center Transportation Arrangements/Field Trips:

The center provides no transportation and does not take field trips. If walking field trips are taken this year parents must sign a field trip permission form.

Center Administrative Records:

Child misbehavior is addressed by discipline intended to be remedial and instructive in nature. Individual teachers are allowed to develop methods of dealing with misbehavior consistent with that philosophy and short of methods that employ corporal punishment. Regulations regarding required notices and postings and required written policies provided to parents in the form of a parent handbook were met. All mandatory postings including a No Smoking sign, mandatory reporter information, the center license and licensing consultant contact information were present.

Emergency evacuation plans/maps are posted by each door. Emergency phone numbers are posted by the phone with posting adjacent for emergency numbers for police, fire and poison control center. It includes the center street address and phone number. The center has an Emergency Preparedness Plan. All staff should be trained on the plan annually and sign and date acknowledgment of such.

Child files were reviewed. We discussed physicals and child health statements (school age). The center has 30 days from the beginning of enrollment to procure all child physicals. Around 45 school age children are enrolled in the program. Four preschool children out of 33 enrolled have outdated physicals.

Staff files are mostly complete. Staff records required for licensing have been integrated into a single file for each staff member. Every staff member must be trained and have criminal background checks and fingerprints. This has been discussed in the past.

Staff files were reviewed including Universal precautions, updated physicals, CPR/First Aid, Iowa criminal/child abuse checks, mandatory reporting and continuing education courses. Fingerprints are due every 4 years. Universal Precautions, Mandatory reporter training and professional development trainings were reviewed. The Director is now conducting all employee SING checks due every two years. SING checks are being conducted electronically. Fingerprints, due every 4 years for all employees were up to date (but two). The Director may access Child Care Resource and Referral for assistance on a tracking system for staff and child files. Lisa McGinity, Des Moines Public Health county office conducts an

immunization audit annually.

I observed fire and tornado drills. They were completed each month as required with the exception of December. Emergency evacuation plans/maps are posted by each door. Emergency numbers are now posted by the phones.

Curriculum and schedules should be posted. Lesson plans are now present. The Director reported curriculum is now being implemented throughout the day.
In 2023 Director Prottsman reported, "I worked with Kerry on creating a curriculum binder that she now has in the daycare. It has her curriculum broken out weekly; she is working on making her projects and centers coincide with the preschool teachers so that we are reinforcing what they get in the classroom each day (such as colors, numbers, shapes, scissor skills, free read, etc...) I have seen her adding to it, so I think it's working well! "

III. IDENTIFY THE OBSERVED STRENGTHS OF THE CENTER:

The center would like to work on IQ4K.

The center offers a wide variety of age appropriate activities.

The center has two pet guinea pigs. They are clean, well cared for and enjoyable for the kids to watch.

Center staff have many years of experience at the center/preschool.

The center has new playground surfacing.

The new Director contacted CCNC Granaman in 2022 and asked for a Injury Prevention Checklist. All areas were corrected by January 2023. This is best practice and duly noted

The new Director is open, responsive and proactive..

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

1. 109.9(2)i: 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, Chiropractor, PA, or ARNP, and contains health history; present health status including allergies, medications, and acute/chronic conditions; and recommendations for continued care if necessary. The new Director will be updating child files.

109.9(2)k: Any child with special health needs, a written emergency plan. Copy shall accompany child if they leave the premises. The new Director can reach out to CCNC Granaman for assistance with any health care plan. All plans must be signed by a physician and available for staff to reference in the event of a medical event.

2. 109.10(13)c: Center shall develop procedures for annual staff and volunteer training on emergency plans. The new Director agreed to update the EPP and train staff on it.

3. 109.11(8)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. The new Director agreed to get a new copy of the latest fuel burning appliances inspection.

4. 109.13(1 and 2): Center shall serve each child a full, nutritionally balanced meal as defined by CACFP guidelines. Staff shall provide supervision at table during snacks and meals. Children at center two hours or longer shall be offered food of not less than two hours and no more than three hours apart unless child is asleep. Menus shall be made available to parents and kept on file with substitutions noted. Avoid foods with high incident rate of causing choking. Two dairies cannot be served for snack.

V. SPECIAL NOTES/RECOMMENDATIONS:

Based upon this review, it is recommended that this center remain in 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 would be promptly corrected. It is important to note, all DHS licensing standards and procedures must be maintained during the renewal period. Since the new Director was hired deficiencies have decreased. This is duly noted.

HHS encourages you to contact your local nurse consultant Nancy Granaman. 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. Please visit the following website for more information. http://idph.iowa.gov/hcci/consultants.

CCNC Granaman reported in January 2024, "I did not go on site in 2023. I had completed Injury Prevention visits late 2022 with them having all recommendations met. In Jan. 2023, I had sent her a copy of the new Health and Safety checklist for review and told her to contact me if she wanted me to come and complete that. I don't think they are doing IQ4K, at least at a level that would require it. I will make an on site visit regardless at some point before July.

Nancy Granaman, RN"

HHS encourages you to contact Child Care Resource and Referral consultant Tabitha Copeland. They offer centers assistance with meeting the DHS regulations, QRS, infant/toddler concerns, room arrangement and environment, developmental concerns, Best Practice information, CDA assistance, or any questions or concerns you may have. Please visit the following website for more information: http://www.iowaccrr.org/who_we_are/region_5/ A technical referral was made to CCR&R on 9/23/22. Tabitha met with Angie on 1/5/24 and provided consultation on licensing issues and IQ4K. She reached out again by email on 1/9/24 offering assistance to the program. She provided the following the past year:
11-6-24 met Racheal on site to help request directors role and assist with iPower
2-7-25 offered to help with site books and paperwork, declined
3-19-25 reached outa gain to see if assistance needed, declined
3-25-25 call, left VM to see if assistance needed
4-25-25- Email from Racheal stating she felt program paperwork was ready and we discussed HHS allowed training options
7-3-25 emailed to see if assistance needed, no reply
7-21-25 I am reaching out today on the OSS matter and iPower assistance

*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.