



**A Proposal for Conditional Use Submitted to:**

City of Wauwatosa  
Planning Division  
7725 West North Avenue  
Wauwatosa, WI 53213  
414-479-8957

**From:**

Victorious Living Christian Center Inc.  
10101 W Capitol Dr Wauwatosa, WI 53222  
EIN # 45-4672344

**Proposal:**

To Add a Child Care Center to current churches operations

**Contact Persons:**

Kevin Wilkes Senior Pastor,  
Tara Wilkes Se Pastor  
Ph: (414) 377-1594 or (414) 208-1418  
Email: VICC@att.net

### **A. General Description/Nature of Business:**

*Victorious Living Christian Center Inc* is a 501(c) 3 Non-Profit Faith Based Organization that has been serving the community of Milwaukee County for over 11 years. Our Mission at *Victorious Living Christian Center* is to Empower, Encourage and Equip people to be victorious in every area of life through Christian principles. Our goal is to be a spiritual staple in the community and a local source for education, family building and advocacy for healthy living.

It is our desire to add a before school and after school child care service. There will be no other church services or activities during the time we will be administering Child Care services.

**Licensed Child Capacity:** No more than 50 Children

**Ages Served:** School Age (5-12years old)

**Projected Number of Employees:** 10

**Days of Operation:** Monday – Friday

**Hours of Operation:** Before School 6am – 9am After School 3pm – 6pm

**Months of Operation:** (School Year August to June)

### **Victorious Living Childcare Mission Statement**

We provide childcare that allows busy parents to feel comfortable that their children are safe and making productive use of their time before and after school. We focus on helping children with their homework while giving children time to be children in open and safe activity spaces.

### **Victorious Living Childcare Educational Philosophy**

Victorious Living Christian Center uses a faith-based approach to child care and child development. We aim to nurture children's God-given talents in a caring, safe and stimulating space.

## **B. Project Output and Benefits**

This additional child care service will allow us to meet a need in Milwaukee County. The pandemic has had a major impact on child care and after-school programs in Milwaukee County. Parents face daunting wait lists. Child care centers, which already operated on thin margins before the pandemic, are shuttering classrooms and capping enrollment numbers because of severe teacher shortages, lack of funding and deficiency of child care spaces.

The shortage of spaces means that some parents are still shut out of careers and losing income. Others have uprooted their lives and moved closer to family to receive more help. Still more are struggling to take care of their kids while working from home.

Two weeks before the 2022 school year started; all the Milwaukee Public Schools after school programs were at compacity. This left thousands of parents scrambling and looking for new options. With the addition of Victorious Living Christian Center Child Care Center, we can help to alleviate this issue.

- **Spiritual and Social Benefits**

This new project will provide activities for the children of our church family and the families in the community. It will promote spiritual growth and development, relaxation and enjoyment. It will be a safe atmosphere of peace, healing and love for all who come.

- **Economical Benefits**

It is expected that due to church operations; not only will people get spiritual benefits but also economic achievements will be attained. Part of our churches mission is aimed at ministering to people going through financial difficulties which most times lead to family issues. Our churches expectation is to give parents an affordable option for child care.

### **C. Pastors Biographical Sketch**

<b><i>Name - Position Title</i></b>	<b><i>Background Biographies</i></b>
Kevin Wilkes, BS -Senior Pastor of Victorious Living Christian Center	<p>Pastor Kevin Wilkes is the Founder and Senior Pastor of Victorious Living Christian Center, Inc.</p> <p>Kevin is an Ordained Pastor and has a Bachelors of Science Degree in Religious Studies from Carroll University in Waukesha, Wisconsin.</p> <p>He was the recipient of the Carroll University Division of Humanities and Social Sciences 2011 Religious Studies Award, for his outstanding work in the church and the community.</p> <p>His experience includes administration, business management, finance, social services, and extensive experience working with the youth population.</p>
Tara Wilkes, BS Senior Pastor of Victorious Living Christian Center	<p>Pastor Tara Wilkes is the Founder and Co-Pastor of Victorious Living Christian Center, Inc.</p> <p>Tara is an Ordained Pastor and has a Bachelors of Science Degree in Psychology from Upper Iowa University. Pastor Tara has over 18 years of experience in the social services field, Marriage/ Family counseling and working with the youth population.</p> <p>She additionally has over 8 years experience researching, developing and implementing programs for direct service non- profit organizations and developing and implementing funding plans and strategies.</p>

## EMERGENCY PLANS

**Fire evacuation** plans will be practiced monthly. Tornado drills will be conducted monthly from April to October. The Director/ Administrator will document dates of fire and tornado drills and the weekly testing of smoke detectors on a form provided by the state.

**In case of an emergency that would require an evacuation**, children will be evacuated by all available staff through the nearest exit. The attendance form and list of phone numbers for parents and emergency contacts will be taken out by the staff member designated to be “in charge” to assure that all children are accounted for and all families can be notified. Infants will be evacuated four to a crib with emergency provisions and all children will be taken outdoors to the back yard or front sidewalk whichever is the safest. The director or person in charge will check classrooms, bathrooms and staff areas to make sure all persons are evacuated. The Director or person in charge will call the all clear to re-enter the building once it is safe to do so. If we are unable to return to the building following an evacuation, the children will be taken to the Adjacent building at 10111 W Capitol Dr until parents, or another authorized adult can be reached and come for them.

**In the event of a tornado warning**, the children will be taken to the basement or tornado shelter area by all available staff members. Blankets, a portable radio and flashlight, with extra batteries for both, are kept in the tornado shelter area always. The attendance form and emergency contact information will be brought along by the staff member designated to be “in charge”. The director or person in charge will check classrooms, bathrooms and staff areas to make sure all persons are evacuated. Staff will engage the children in quiet activities until we are assured by the authorities that the danger has passed. Tornado drills will be conducted monthly from April to October. <https://www.redcross.org/get-help/how-to-prepare-for-emergencies/types-of-emergencies/tornado.html>

**In the event of a missing child**, staff will check all areas of the center. If the child cannot be found, the child's parents and/or emergency contact and the police will be notified immediately. The Director will notify the Department within 24 hours after the occurrence. If a staff member is alone on the premise, they will contact the five-minute emergency person.

**Event of severe weather** - children will be kept in doors and, if necessary, tornado evacuation plan will be initiated.

- Flood  
<https://www.redcross.org/get-help/how-to-prepare-for-emergencies/types-of-emergencies/flood.html>
- Extreme Heat  
<https://www.redcross.org/get-help/how-to-prepare-for-emergencies/types-of-emergencies/heat-wave-safety.html>
- Extreme Cold

### **Procedures for extreme heat or cold:**

The children may be kept indoors during inclement weather such as any of the following:

- Heavy rain
- Temperatures above 90 degrees F.

- Wind chills of 0 degrees F. or below for children age 2 and above
- Wind chills of 20 degrees F. or below for children under age 2

**Loss of building services such as** heat, water, electricity or telephone

procedures are as follows, if the center should lose the use of heat, water, electricity or telephone before the center opens; parents will be notified by 9:00am and will be advised that the center is closed, and the parent will be responsible for finding alternate care for their child until the situation is resolved.

If the center should lose the use of heat, water, electricity or telephone once the center opens; parents/guardians will be notified that the center is closed, and the parent/guardian will be responsible for picking up their child/ren within one hour of the call. If the parents can't be reached, we will call your emergency back-up person to come and pick up the child/ren.

**Human Caused Events**

- **Threat to the building or occupants**, we follow the American Red Cross Guidelines available at: <https://www.redcross.org/get-help/how-to-prepare-for-emergencies/types-of-emergencies/terrorism.html> depending on what the emergency may be. If possible, evacuation of the building will be initiated using the fire evacuation procedure. If it is not possible to evacuate the building each classroom will take cover in a secure area. The main door will be closed and 911 will be called. The teacher will keep children calm and in one area of the room until the threat has passed or police or fire department has arrived. Law enforcement and the parents will be immediately contacted to advise them of the threat.