Health and Human Services

Iowa Department of Health And Human Services

CHILD CARE CENTER ANNUAL EVALUATION

Name of Center: Harmony Head Start

Provider No.: 48243

Address: 33727 Route J40, Farmington, IA, 52626

County: Van Buren

Director's Name: Liz Fairchild

On-Site Supervisor: Morgan Small

Phone Number: 6416828741

E-Mail: lfairchild@sieda.org

HHS Visit Date: 04/02/2026

Licensing Period: 08/01/2025 to 08/01/2027

Fire Inspection:

Date Inspected: 04/24/2023

Comments: due every 3 years, completed by State Fire Marshall Curt Seddon-

Report Visit Type:

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

License Type:

- [X] Full
- [ ] Provisional

Quality initiative:

Quality Rating: 4

- [ ] Accrediation

Program Duration:

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

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HOURS:	*Year-round*	*School-Year*	*Summer Only*
Sunday			
Monday		8:00 AM to 5:00 PM	
Tuesday		8:00 AM to 5:00 PM	
Wednesday		8:00 AM to 5:00 PM	
Thursday		8:00 AM to 5:00 PM	
Friday		8:00 AM to 5:00 PM	
Saturday			

Program Population Served:

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

LICENSE CAPACITY	Infants	2 Years	Preschool	School-Aged	Capacity
General			16		16
Summer					0

1. Basic Overview

Harmony Head Start is located at in rural Farmington at the Harmony Elementary School. The center was established as a partnership between Southern Iowa Economic Development Association (SIEDA) and the Harmony School District. The location in this school began in 2017. It consists of one classroom within the school building. The class has access to the school gymnasium and restrooms.

On 4/2/26 I made an unannounced licensing visit to Harmony Head Start and met with teaching staff and both On Site Supervisors. Lead teacher/OSS Rayeanne Farris and teacher assistant Amanda Anderson were present. Morgan Small is the lead onsite supervisor over this site. She was also present. Ms. Small rotates between Douds Head Start, Appanoose Co. Head Start, Davis Co. Head Start and Harmony Head Start sites. She exceeds requirements as on site supervisor. She has held the OSS position for SIEDA Head Start at various facilities since 2016. Prior to accepting the OSS position she taught Head Start for 7 years in Missouri. At times she must work in ratio. Since Ms. Small is not able to be present at least 6 hours per day due to other job responsibilities, Head Start added both teachers as On site supervisors who also qualify as on site supervisors with combined years of experience in childcare and child development training hours.

The center Director of this program is Elizabeth Fairchild. Ms. Fairchild was an onsite supervisor for Head Start prior to taking this position several years ago. Ms. Fairchild has a BA degree in K-6 Elementary Education and many years of experience in Head Start programs. She was formerly a Head Start teacher for 4 years and was a Center Supervisor for 6 years. She currently directs Keokuk, Mahaska, Jefferson, Davis, Van Buren, Douds, Wapello programs, Appanoose County programs, as well as Harmony and the Cardinal Community Partnership.

RayeAnn Farris-Teacher, Child Care Technician Certificate has been with Head Start since 2015. Amanda Anderson-

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Teacher Assistant has been employed with Head Start since 2020.
Shawnda Starr has a BA and is the Family Service worker for the program. She visits the program frequently.

The preschool room is within the school and can only be accessed by first entering the school building. The program is spacious and contains a small kitchen area and sink. Visitors to the center can only enter the main school entrance.

Program Observations:

The program is a full day Head Start with one relatively large classroom. The classroom is self-contained. The classroom is bright, clean, and attractive and equipped with a satisfactory variety of child sized furniture, equipment, toys, games, and activities for the children. The curriculum is Creative Curriculum. Interest centers available to the children include: blocks, dramatic play, children's literature, toys and games, puzzles and small manipulatives, music and movement, art, science and discovery, sensory tables, and computer area. On various visits I have observed children in free play and self-selected activities as well as music, nap time, and signing in circle time. I have observed lunch and snack routines.

The classroom has a parent board. Books, hard surface toys, and creative dramatics are present. Materials were organized and child accessible. The center appears to have an adequate amount of equipment for the children including toys and games, activities that appear to be of high quality. SEIDA follows a 1:8 ratio.

Center Nutrition Practices Observed:

All meals are eaten in the cafeteria prepared by the school district. The program is not participating in the CACFP program. Menus are posted. Food was stored appropriately in the refrigerator and freezer. Thermometers were present. No food was expired. All open food was stored in sealed bags or containers. Kitchen staff do dishes in a commercial grade sanitizer.

If any child has food allergies, an allergy action plan must be present. IDPH CCNC can assist the center in developing a plan if need arise. The plans should be posted in the classroom for staff to reference in case of an emergency.

Center Health and Safety:

Prescription and non-prescription medication procedures at the center are in accordance with licensing regulations, physician directions, and parental consent. A School Nurse is available 5 days a week. The OSS agreed to keep emergency medication in the classroom so it can be taken around campus with the child in case of an emergency.

Regulations regarding storage and maintenance of a first aid kit were reviewed. The labeled First Aid Kits were accessible to adults only including items to administer basic first aid. An ill/injured area is the nurse's office. Children access an restroom down the hall from the classroom.

Regulations regarding environmental testing and the maintenance of any necessary detection equipment were reviewed. A carbon monoxide detector was purchased and is in the preschool room. In case it should become unplugged, an alarm is sounded. Radon testing is mandatory. Updated testing is due every five years. The recorded level is below 4 pCiL. The school has a boiler. An updated fuel burning appliances inspection is due annually. A visual Lead Paint assessment is not required since the building was constructed after 1971. The windows in the school are new and can be opened. Ventilation was not an issue the day of the visit.

General regulations regarding safety were reviewed. The program has volunteers. I sent a copy of the HHS approved volunteer form on 12/10/2014. Volunteers should always be under the direct observation of staff. All volunteers and substitutes shall sign a statement indicating whether or not they have one of the following:
a. (1) Conviction of any law in any state or any record of founded child abuse or dependent adult abuse in any state.
(2) A communicable disease or other health concern that could pose a threat to the health, safety, or well-being of the children.
b. (1) Complete form 595-136 DHS Criminal History Record Check, Form B
(2) Complete Form 470-0643, Request for Child Abuse Information.
(3) Sign a statement indicating the volunteer or substitute has been informed of the volunteer's or substitutes responsibilities as a mandatory reporter.

Space requirements which are 35 square feet of usable floor space per child were met. Tall cabinetry has been secured so it

is not a potential toppling hazards.

Regulations regarding emergency plans and drills for fire and tornado were reviewed. Drills are recorded monthly and sent in to administration.

Sanitation policies and procedures were discussed. The preschool practices tooth brushing after snacks and meals. Toothbrushes were adequately stored and kept out of the reach of the children. Food waste containers were covered.

Center Playground:

The program may use the school track as an outdoor play space. The designated outdoor play area is down the hallway and out a side door of the building. The children hold hands and are always accompanied by 2 adults. A lagoon is approximately 50 yards from the doorway so supervision is tantamount from the building to the outdoor play area. The children may utilize a large grassy area in the middle of the Elementary School track. Preschool age equipment is present. The local CCNC may conduct an Injury Prevention Checklist upon request.

All outdoor toys should be inspected prior to spring and toys discarded or repaired if cracked, chipped or missing pedals, handlebars or other issues that could cause injury. Completed playground inspections were present. The Child Care Weather Watch is utilized if outdoor play is questionable due to varying weather conditions. The First Aid Kit is taken out each time the children go for walks or utilize the outdoor play area. Outdoor space requirements are 75 square feet per child. This should be followed when children are playing in the shed for gross motor activities.

Center Transportation Arrangements/Field Trips:

The school provides transportation for the children for field trip purposes. They do not take walking field trips. Parents sign field trip authorizations when children are enrolled in the program. First Aid kits and emergency contact information, as well as a CPR certified staff are present on walking field trips. Emergency medication is also taken.

Center Administrative Records:

Child misbehavior is addressed by Positive Behavior Interventions and Supports which establishes a separate behavior intervention plan for each child depending on the level of the child's social skills. Interventions include verbal reminders of appropriate behavior, direct instruction in problem solving skills, redirection, planned ignoring, positive reinforcement of appropriate behavior, and short time out periods of age appropriate length.

Incident reports are on file. Carbon copies of the incident reports are sent home with the parents. Staff and child records are complete and well organized. All children have current immunizations and physicals. The children are not allowed to participate in the program without either one. Also reviewed were current emergency contact/pick up authorization information as well as current medical and dental provider information. Family support workers or the Head Start Nurse, Kate Walz gather this information from the family on home visits prior to the child starting the program.

All staff for this program have current training, physicals and criminal background checks. No staff in the program are under 18 years of age. Katie Thompson, Child Development Center Coordinator and Child Development Administrative Assistant for Sieda Community Action (main office based out of Ottumwa) provided me with staff records upon request. It should be noted that SIEDA has an history of excellent record keeping and rarely are staff missing any training requirements or background checks. This is duly noted.

Required written policies are provided to parents in the form of a parent handbook. The handbook also contains a biting policy, limited access policies and unlimited access policies. An Emergency Preparedness Plan for the building has been developed. The program has a specific Emergency Preparedness Plan and trains on it annually. They have signed and dated acknowledgement of such within the past year per my observation.

Required postings were present

2. Identify Observed Strengths of the program

The program has worked with Child Care Resource and Referral in the past.

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The center sends a monthly newsletter to parents.

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

The center provides Brigance screening services to the children to monitor physical, emotional, and social growth.

The center provides hearing screening services to the children by a SIEDA nurse.

Parent teacher conferences are held twice a year.

Ratio is a strength.

3. Identify the aspects that fall below the standard

1. 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 OSS will get a new copy from the school when it is available.

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

5. Special Notes/Recommendations

Based upon this review, it is recommended that this Head Start remain in Full licensing status. The center is directed to continue to monitor day to day practice and adjust accordingly to continue to ensure licensing rule is met consistently. It is important to note, all HHS licensing standards and procedures must be maintained during the renewal period.

HHS encourages you to contact your local nurse consultant. 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 Amy Hayes is your Child Care Nurse Consultant. She provided the following services the past year:

1/26/2026 Completed their Health & Safety Checklist
2/20/2026 Completed the H&S by obtaining the signature form

They received information from me via email:
Monthly newsletters
Water Safety
Pertussis Information
New Weather poster
Emergency Preparedness

Amy Hayes BSN RN
Child Care Nurse Consultant
Immunization Nurse
Lead & TB Nurse
Certified Child Passenger Safety Technician
Lee County Health Department | 5001Ave O | P.O. Box 1426 | Fort Madison, Iowa 52627
Website | Facebook | ahayes@leecountyiowa.gov | Phone: 319.372.5225 | Fax: 319.372.4374

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HHS encourages you to contact Child Care Resource and Referral consultant. They offer centers assistance with meeting the HHS 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. Malia Love is your consultant.

She provides resources for IQ4K. On 9/15/25 she visited. She did a book reading and activity with them last school year. She stated, The times I've been on site things were running smoothly; ratio was being kept, and the children all seemed to be doing good and routines/schedules being followed."

The past year she provided the following: Other than IQ4K support, I have assisted with i-Power and getting accounts updated, and after Amy did her Health and Safety Assessment there, I supported the director Liz with completing a grant request to get cot sheets for the program which was identified as a need and then to add additional items to help support their curriculum.
Malia Love
Child Care Consultant
Child Care Resource & Referral of Southeast Iowa
Community Action of Eastern Iowa
mlove@caeiowa.org

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The center has access to Iowa Department of Public Health CCNC services and Child Care Resource & Referral services. These services should be utilized frequently. This program has history of very few violations year after year. This is recognized.

TARGETED ASSESSMENT: The Director and I discussed behavioral management techniques. HHS asked questions. Her answers are given below.

How do you help staff understand the expectation associated with behavior management?
Ensuring staff not only have had the PBIS Pyramid model training, but understanding how it is to be used within the classroom. When in the classroom, modeling the strategies within PBIS and giving reminders if needed to staff.

We have several systems in place that help staff understand the expectations around behavior management. These include the use of a Safe Spot with calming materials to help children regulate, a Buddy Room that provides a new environment to support de-escalation, and a clear office referral process. We also utilize Behavior Incident Reports (BIRs), Check-In/Check-Out systems, and collaborate with River Hills, the school counselor, and other support staff when additional intervention is needed.

How do you help staff recognize their frustration and respond with de-escalation?

Reminding staff to do "self check ins" throughout the day as well as having the team in the classroom be able to recognize within another team member and offer assistance or ask team members to take a break. We support staff by ensuring appropriate classroom ratios, active supervision, and providing access to supportive administrators and Family Service Workers. These supports help staff manage challenging moments while maintaining a calm and responsive approach with students. Check in with staff daily that I know have challenging behaviors in their classroom to see how the day went or

how things are going. Being available to staff to help with students who have challenging behaviors or available to "tag in" so they are not handling the behavior all the time on their own. Making sure that I am helping with documentation when a situation arises or following up on conversations with AEA or other support staff to make sure we are moving forward with any strategies that need to take place. I allow staff to vent to me away from the classroom and offer suggestions or resources that they can try to use in the classroom as a whole or for a specific child as necessary.

How do you monitor these skills / expectations?
Classroom observation, one on one conversations, staff meetings, follow up trainings or coaching. Monitoring occurs through consistent classroom presence and ongoing communication with staff. Administration regularly checks in with teachers, especially in classrooms where challenging behaviors have occurred, to provide support, feedback, and guidance as needed.

How do you help staff understand the expectation associated with behavior management? Making sure that we are documenting the behavior from the very beginning and reaching out to AEA or our management team when we notice behaviors escalating. We use 2nd Step and PBIS from day one of our program to try and help minimize behaviors and give children tools to be able to cope with them. We have several hours of training staff participate in to develop skills on how to deal with challenging behaviors and work on positive support strategies for all children in the classroom. Supervisors are active in the classroom as much as possible and ensure that training is completed in a timely manner. We also use CLASS observations and TPOTS as professional development so staff can see their skills and expectations through observations. These are great tools to see where they might need some extra support. Regular observations of classrooms also provide documentation on how staff deal with behaviors and start as a stepping stone for developing conversations and support teachers may need."

6. ADDENDUMS:

- Addendum1: Harmony does participate in CACFP for snacks. They use the ASQ3 rather than Brigance as a screening tool.

This Addendum is approved by supervisor on 5/12/2026 11:54:59 AM

Date: 05/07/2026

HHS Licensing Consultant: Jill Seibert

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**.