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

Name of Center: NEICAC-Postville Head Start and CDC **Enrollment:** 3 **License ID No. (Reapplications)** 18175

Street: 210 S Ogden **City:** Postville Iowa **Zip** 52162 **County:** Allamakee

Mailing Address: PO Box 487, Decorah, IA, 52101

Director's Name: Sharon Burke **Phone Number:** 563-864-7642

On-Site Supervisor(s): Terri Zell **E-Mail:** sburke@neicac.org

Date(s) of Visit: 06-09-2025

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

LICENSING VISITS

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

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

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

Date Inspected: 09-21-2023

Comments : Compliance on 09/29/23.

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 X NAEYC NSACA Other 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	0	0	50	0	50
Summer					0

QRS Rating: N/A

RECOMMENDATION FOR LICENSE:	
X	**FULL** license from 10-01-2025 to 10-01-2027
	PROVISIONAL license from
	DENIAL of initial application
	SUSPENSION of license
	REVOCATION of license

Licensing Consultant: Becky Frost **Date:** 07-14-2025

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

N/A

II. IDENTIFY THE AREAS OBSERVED ON THE VISIT:

On 06/09/25 I made an unannounced licensing visit to NEICAC-Postville Head Start & Child Development Center. I met with Lourdes Hernandez and Martha Camarena, the staff members for the brief summer care program. This is the last week of the summer program.

Teri Zell is the on-site supervisor. She was not present during my visit. Ms. Zell started with Head Start in September 2023. Ms. Zell has a diploma in early childhood education and she will complete her schooling to have an AA in early childhood in May 2025. She plans to continue her education to receive a BA in early childhood education. She is using the TEACH program. She started with NEICAC in May 2023 and has previous experience in childcare. Amy Moore is the program manager for the program. Sharon Burke is the director of the early childhood programs for NEICAC-Head Start. Her office is in the administration building in Decorah. Laura Castillo is the family worker. The center employed two staff members for the summer program.

The program is in the Postville Child Care Center. The program operates Monday through Friday from 5:15 am until 6:00 pm. The core preschool hours are 8:30 am until 2:30 pm during the school year. On Wednesday the core hours are 8:15 am until 1:00 pm. Wraparound services provide childcare before and after preschool. The program serves children aged three through five years old. The program also offers a brief summer childcare program to families. There are currently 3 children enrolled for the summer program.

The program operates out of two rooms. Only one room is used for the summer program. An inspection of each room was completed. Windows provide natural lighting. The rooms are decorated with posters to assist the children with the learning process, such as the alphabet, shapes, colors and numbers. The children's birthdays were posted. There is an area for circle time.

The centers observed on the day of the licensing visit include library, Lego/blocks, table toys, games, puzzles, transportation, computers, art, dramatic play, Play Doh, listening, writing, math, science/discovery, woodworking, 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. Cots are used to nap.

There are two sinks in the child development room and two bathrooms with one toilet in each one. Handwashing procedures were posted. There are two sinks in Classroom A and a bathroom with two toilets. Handwashing procedures were posted. Diaper changing procedures are also posted in both bathrooms and mats are used if necessary.

Postville is a multi-cultural community. There is a large Hispanic population. There are bilingual teachers to communicate with the children and families. This is a great asset.

The center participates in the Child and Adult Care Food Program (CACFP). The children receive breakfast, lunch, and afternoon snacks. Lunch is prepared by Postville School and is delivered to the program. Head Start staff members prepare

breakfast and the snack in the classroom. Menus were posted. Allergies are confidentially posted.

The program uses the childcare center's full kitchen. The kitchen was clean and organized. Dishes are taken back to the kitchen to be put through the dishwasher, but the program is using mostly disposable products. Food items were stored according to NHSPS guidelines. There is a refrigerator in Classroom A and thermometers were present.

The program is using Oxivir Tb to sanitize toys and classroom materials and SaniDate Hard Surface Sanitizer to sanitize the food tables. Each product has a one-minute dwell time.

The program uses a variety of resources to prepare lesson plans. They use Creative Curriculum and the GOLD assessment tool. They also complete Brigance assessments and ASQ-SE assessments. They use Handwriting Without Tears, Jolly Phonics, Second Step, Character Counts and Skill Streaming. Activities are planned around studies. They also participate in the Farm to Early Care and Education program. Each month they focus on a new food. Parents are provided with a monthly newsletter to inform them of studies, activities and special dates.

Head Start uses the Positive Behavior Intervention Supports (PBIS) program in their classroom. Ms. Brewer's classroom is a State of Iowa Model PBIS Classroom. They teach a new PBIS topic/lesson each week in the classroom and information is sent home to parents so they can utilize the tools at home as well. The program is also using solution kits in the classroom. This provides children with choices to try and solve problems on their own. Parents can sign up to use the Ready Rosie app which provides activities for the family to do at home. Head Start is also doing a Second Step lesson each day for the social/emotional health of the children each day.

Head Start has family workers that go to homes to work with families and offer support and community resources. Laura Castillo is the family worker. The children receive hearing, vision and dental screenings.

There was a phone with emergency numbers with the program's address and phone number in both rooms. Emergency fire and tornado procedures and evacuation diagrams were posted by the main program doors and outdoor exits in each room. A daily schedule was posted and a lesson plan was available for review.

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

I reviewed documentation of monthly playground inspections. Playground inspections are completed online.

The radon test was completed in November 2023 and is good for five years. Results were within EPA guidelines. The fuel burning inspection was completed and no concerns were noted. A carbon monoxide detector was on site in the hallway of the childcare center. Outlets were protected. The fire marshal inspection occurred on 09/21/23, with compliance on 09/29/23.

The parent information is located on a door between the classrooms. 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. Update my HHS consultant poster to reflect my new email address and the new HHS website.

Head Start uses the childcare playground. There are two areas for children aged two through five-years-old. One area is newer and paid for by the school system. Poured-in-place rubber is used for fall surfacing. There is a piece of climbing equipment shaped like a pirate ship with slides, a rope climbing wall, fireman pole and other activities. There are also swings. The second area for this age group is a naturalistic area. There is a large naturalistic sandbox that has tree stumps and larger rocks to play on. They have two slides built into a large hill. Woodchips are at the bottom of the slides. There is a playhouse. Trees are used for shade. There is a pergola shade structure in the area that covers a picnic table and a concrete path.

Children's files were reviewed at the time of the licensing visit. I reviewed two children's files. They were in great condition.

I reviewed one staff file electronically. It was in great condition.

Emergency Preparedness Plans have been completed.

Staff members provided the children with a lot of one-on-one time because there were two staff members caring for three children. They spent a lot of time outside because it was a beautiful day and the children enjoyed their time outside playing. Staff members have a good routine for the children. When they came in from outside, they prepared for lunch. Staff members provide good reminders of handwashing. The children appeared to enjoy their time at the center.

III. IDENTIFY THE OBSERVED STRENGTHS OF THE CENTER:

Staff members provide a good daily routine for the children, while also being flexible.

Head Start works to improve the social and economic conditions for individuals and families with limited resources.

The Head Start approach addresses not only the educational needs of children, but also the health, nutrition, social, mental health and literacy needs of the children.

Head Start provides an inclusive environment for children with disabilities.

The program is in a secure building and there is a camera in the room.

Head Start also focuses on the child's home environment. They have great family engagement activities. They use Ready Rosie to send activities to the parents and they send home "In Kind" packets that have activities for the children to do with parents.

Head Start provides great administrative support.

They have bilingual teachers.

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.

*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.