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

Name of Center: Tri-County Head Start-Maywood Center **Enrollment:** 67 **License ID No. (Reapplications)** 22899

Street: 800 Milwaukee AVE **City:** Waterloo Iowa **Zip** 50707 **County:** Black Hawk

Mailing Address: PO Box 1050, Waterloo, IA, 50704

Director's Name: Dr. Latisha Smith **Phone Number:** 319-287-3848

On-Site Supervisor(s): Angie Barth & Laurie Duff **E-Mail:** rwelch@teamtricounty.org, mmccracken@teamtricounty.org

Date(s) of Visit:

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

LICENSING VISITS

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

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

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

Date Inspected: 11-06-2020

Comments :

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: X Infants (0-23 mo.) X 2 Years X Preschool-Age School-Age

Get-Well Evening Care Special Needs

SCHEDULE: Year-round X School-Year Summer Only

HOURS:	*Year-round*	*School-Year*	*Summer Only*

LICENSE CAPACITY	Infants	2 Years	Preschool	School-Age	Capacity
General	16	12	108	0	136
Summer					0

QRS Rating: N/A

RECOMMENDATION FOR LICENSE:	
X	**FULL** license from 05-01-2021 to 05-01-2023
	PROVISIONAL license from
	DENIAL of initial application
	SUSPENSION of license
	REVOCATION of license

Licensing Consultant: Becky Frost **Date:** 12-07-2022

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

N/A

II. IDENTIFY THE AREAS OBSERVED ON THE VISIT:

On 04/08/22 I made an unannounced off year licensing visit to Tri-County Head Start-Maywood in Waterloo. I met with Angela Syhlman, the education specialist and assistant program manager. I also met with Laurie Duff, an on-site supervisor for this program since February 2021. Ms. Duff has several years with Head Start. Angie Barth is also an on-site supervisor and program manager for this site. Ms. Barth was not present the day of my visit. Ashley Caldwell is the program manager at this site. Dr. Robert Welch is the director of Tri-County Head Start Programs. His office is in the administration office in Waterloo. Trista Hill, Hsay Meh and Kassidy Poots are the family workers for the program. There are 16 staff members employed by the center in addition to the administrative staff.

The Maywood Head Start program operates out of a free-standing building. The program operates Monday through Friday from 6:30 am until 5:30 pm and serves infants through preschool age children. Wraparound services are provided. There are currently 67 children enrolled.

The program operates out of the following rooms: Hungry Caterpillars (serves infants 6 weeks through approximately 24 months), Lucky Lady Bugs (two and three-year-olds), Ocean Adventurers (two and three-year-olds), Terrific Turtles (three and four-year-olds), Outstanding Owls (four- and five-year-olds), and Superheroes (three through five-year-olds).

Silly Squirrels (18 months and two-year-olds), Little Lambs (two-year-olds), Minions (four and five-year-olds) and Awesome Possums (three through five-year-olds) rooms are currently closed due to staffing shortages. Children are combined in the open rooms.

An inspection of each room was completed. Windows provide natural lighting. The rooms are decorated with pictures of the children, the children's art projects, and 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 in each room.

The centers observed on the day of the licensing visit include library, Lego/blocks, table toys, games, puzzles, transportation, computers, play dough, art, dramatic play, 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 were easily accessible to the children.

In the upstairs hallway on the north side of the building there is a girl's bathroom with three toilets and two sinks. The boy's bathroom has two toilets and two sinks. Handwashing procedures were posted in both locations. Both bathrooms also have mats available to change pull-ups. There is an additional girl's and boy's bathroom on the south end of the hallway. The girl's bathroom has two toilets and two sinks and the boy's bathroom has two toilets, two sinks and a urinal. Procedures were posted. There is a diaper changing table in the girl's bathroom on the south side of the hallway. Diaper changing procedures were not posted in this area. Please post them. There is a bathroom on the lower level with two toilets and two sinks and handwashing procedures were posted.

The center uses the Creative Curriculum to prepare lesson plans and completes GOLD assessments. Each teacher prepares their own lesson plans. The length of the study depends on the interest level of the children and number of activities associated with the study. In the infant room they set developmental goals for each child and plan activities to achieve these goals. Lesson plans were available in each room except for the Outstanding Owls room. The lead teacher recently left and a new teacher was just assigned to the room. The rooms have Hatch smart boards.

The center cooperates with Central Rivers AEA to provide the children with hearing and vision screenings. Monthly newsletters are provided to the parents and the program participates in the Positive Behavioral Intervention Supports (PBIS) program in the classroom. This focuses on the three components, "be safe, be responsible and be respectful". There are several visual cues in the classrooms to help direct the children. I did observe positive redirection being used with the children.

There was a phone with emergency numbers in all the classrooms. The classrooms communicate with one another through two-way radios. Emergency fire and tornado procedures and evacuation diagrams were posted by all the main program doors and outdoor exits. A daily schedule was posted in each room.

Head Start participates in the Child and Adult Care Food Program (CACFP). The center provides breakfast, lunch and an afternoon snack. Meals and snacks are prepared by Head Start staff. Disposable products are mostly used. Other items are put through an industrial dishwasher. Each room on the upper level has a refrigerator in the room. Thermometers were present except for there was a thermometer missing in the freezer in the Outstanding Owls room. There is a shared refrigerator, an industrial freezer and upright freezer on the lower level in the hallway. Thermometers were present. Food was stored according to NHSPS guidelines in most rooms. There were chips that were not correctly stored in the Terrific Turtles room. Once a food item is opened it must be stored in a sealed plastic, metal or glass container and dated. This will not be cited because there was not a pattern of disregard.

Head Start provides two kinds of formula, baby food and cereal for the infants. If the infant requires a special formula Head Start will purchase the formula with a doctor's note. Bottles are washed in the room using a steamer/sanitizer. Head Start also provides diapers and wipes for the children.

The program uses bleach to sanitize the food tables and disinfect the changing tables. The bleach was sitting on the sink in the downstairs bathroom. This must always be stored out of the reach of children.

Cots, mats and cribs are used to nap. Please make sure that blankets are stored appropriately so they do not hang over the cots or out of the cubbies and touch other children's bedding.

I reviewed documentation of monthly fire and tornado drills. There was no documentation of a fire or tornado drill in October or December 2021. You must practice and document both a fire and tornado drill each month. I reviewed documentation of monthly playground inspections. A radon test was last completed in August 2021 and is good for two years. Results were within EPA guidelines. Next time you do radon testing please test all the program rooms. The fuel burning inspection was completed and no concerns were noted. Carbon monoxide detectors are on site. On the upper level it is outside of the office near the windows and on the lower level one is in the hallway near the reception desk. Outlets were covered. The fire marshal inspection occurred on 11/06/20.

Parent boards are located on both levels of the program in the two entrances. The mandatory reporter, child care consultant and the handbook availability were posted. The license was conspicuously hung. A no-smoking sign was posted at the entrance.

Staff members were observed to have terrific interaction with the children. Staff members were on the floor engaged in activities in all the rooms. Staff members maintained positive conversations with the children and provided them with praise. Staff members were patient with the children and used positive redirection was used when necessary. Staff members assisted children with handwashing. They introduced activities to the children and used play as an opportunity to teach the children about colors and counting. Staff members encouraged the children to use their imaginations. Staff members provided the children with clear directions and use visual cues to assist the children in choices. The children seemed to enjoy and feel comfortable in the program.

III. IDENTIFY THE OBSERVED STRENGTHS OF THE CENTER:

The program is going to apply for IQ4K.

The program provides hearing, vision, speech and dental screenings. They also complete 45-day assessments, which include ASQ, ASQ-SE and Brigance assessments.

The program has a security system and they have cameras in every room and the hallways that can record incidents.

Ms. Syhlman states they have been very flexible this year and staff members have had to deal with a lot of change. Staff members are handling it well.

Ms. Syhlman states they have creative staff members who think of fun activities for the children that keep them engaged.

Ms. Duff states the staff members are team players who help each other out.

The program has good collaboration with Central Rivers AEA for the early childhood program and with the Waterloo School System for the Head Start preschool program.

The size of the grounds they are located on is large and allow for the children to do activities outside, such as sledding, tricycles and running around. They are located on a dead end so there is minimal car traffic.

There are family workers available to meet with families and assist them by providing information for community resources. There are also resources in the entrance of the program.

The program has a Facebook page for families.

Staff members receive exceptional training that exceeds DHS standards.

Pictures of staff members are posted in the entrance.

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

V. 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.

An administrative change is being made in December 2022 to name Dr. Latisha Smith as the new director of the Tri-County Head Start programs. She is the Educational Services Director for Tri-County Family Development Council. She started this position in September 2021. She has a BA in early childhood and elementary education, an MA in Education and a Doctor of Education in curriculum and instruction.

*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.