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

Name of Center: HACAP Head Start-North Benton **Enrollment:** 8 **License ID No. (Reapplications)** 25160

Street: 202 E 4th St **City:** Vinton Iowa **Zip** 52349 **County:** Benton

Mailing Address: 202 E 4th St, Vinton, IA, 52349

Director's Name: Deidra Benser **Phone Number:** 319-472-4761

On-Site Supervisor(s): Deidra Benser **E-Mail:** cregan@hacap.org

Date(s) of Visit: 12-12-2022

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

LICENSING VISITS

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

Signed Application (470-0722) Received X **Yes** **No** **NA** **Date Signed:** 11-07-2022

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

Date Inspected: 11-30-2021

Comments : Compliance on 12/07/21

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*	*Summary Only*

LICENSE CAPACITY	Infants	2 Years	Preschool	School-Age	Capacity
General			36		36
Summer					0

QRS Rating: 4

RECOMMENDATION FOR LICENSE:	
X	**FULL** license from 01-01-2023 to 01-01-2025
	PROVISIONAL license from
	DENIAL of initial application
	SUSPENSION of license
	REVOCATION of license

Licensing Consultant: Becky Frost **Date:** 12-21-2022

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

Not applicable.

II. IDENTIFY THE AREAS OBSERVED ON THE VISIT:

On 12/12/22 I made an unannounced licensing visit to HACAP Head Start-North Benton in Vinton. I met with Deidra Benser, the director. Ms. Benser has an AA in education and a BA in early childhood education. She has previous experience working in childcare. She started with the program in August 2022. The other staff member in the classroom is Shannon Galloway who has been employed by Head Start since May 2007. Ms. Galloway has her CDA and plans to get her AA in early childhood education. It is her career goal to become a lead teacher. Hannah Witham was recently hired in December 2022. She was in training the day of my visit but will begin in the classroom soon. The program has one substitute.

The program operates out of a building in downtown Vinton. It operates Monday through Friday from 7:00 am until 5:00 pm and serves children ages three through five-years-old. They offer full-time and part-time early learning experiences to the children. There are currently eight children enrolled and twelve children on a waiting list. Now that another teacher has been hired, they will begin adding children to the program. They will have a class of sixteen children by January 2023.

HACAP Head Start-North Benton achieved their National Association for the Education of Young Children (NAEYC) accreditation, and it expires on 01/01/23. They also have a Quality Rating System (QRS) Level 4 that expires on 07/31/23.

The program has the ability to operate out of two rooms but is currently only using one. They will begin using the second room when they enroll more students. Windows provide natural lighting. The rooms are decorated with 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. They were within ratio the day of the visit.

The centers observed on the day of the licensing visit include library, Lego/blocks, table toys, Play-doh, games, puzzles, transportation, art, dramatic play, writing, math, science/discovery, magnets, sensory table and music. Centers were arranged in a manner that allowed easy movement between activities and 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.

There are two bathrooms used by the class. One bathroom has one toilet and two sinks, and the second bathroom has two sinks, two toilets and a diaper changing table. Handwashing and diaper changing procedures were posted.

The program uses the Creative Curriculum, Handwriting Without Tears, Mighty Minutes and Second Step to prepare lesson plans. They follow the Iowa Early Learning Standards. GOLD assessments are completed on each child. The teachers also complete ASQ & ASQ SE Ages and Stages Assessments for the children's social and emotional development. I Am Moving, I Am Learning is used for physical well-being and motor development. They incorporate STEM/STEAM activities and nutritional education activities. Activities are based on studies. The length of the study depends on the topic and the children's interest level. Monthly newsletters are provided to parents to inform them of studies, activities and special dates.

Head Start uses the Positive Behavior Intervention Supports (PBIS) program in their classroom. The program is using

solution kits in the classroom. This allows staff members to use flash cards with visual choices so children can try to solve their own problems. The program partners with Grant Wood AEA to provide services to children with identified needs. The children receive hearing, vision, mental health and dental screenings. The children also receive fluoride varnish applications on their teeth.

The program does participate in the Child and Adult Care Food Program (CACFP). The program provides breakfast, lunch and an afternoon snack. Breakfast and lunch are prepared by HACAP. The HACAP building in Vinton where the Head Start is located is also a Senior Dining site. They have a licensed kitchen on site that is inspected by the Department of Inspections and Appeals. Snack is prepared by Head Start staff members. The children eat in their classroom using family style. Menus were posted. Allergies were posted in a confidential manner in the classroom. Disposable products are used. Dishes are returned to the HACAP kitchen to be cleaned and sanitized in a dishwasher. Food items were stored according to NHSPS guidelines. There is a refrigerator in the room and thermometers were present. Head Start has the children brush their teeth after eating.

The program is using Purell Professional Surface Disinfectant to sanitize the food tables and disinfect the diaper changing table.

Cots are used to nap. Bedding was stored appropriately.

There were two complete first aid kits. Remove the antibiotic creams as they cannot be used on children without a signed parental medication authorization form.

There was a phone with emergency numbers in the back area of the large classroom and in the office. Place the emergency numbers near the phone in the front area of the large classroom. Emergency fire and tornado procedures and evacuation diagrams were posted by the main program doors and outdoor exits. A daily schedule was posted and a lesson plan was available for review.

I reviewed documentation of monthly fire and tornado drills. I reviewed documentation of monthly playground inspections. A radon test was completed in March 2021 and is good for two years. Results were within EPA guidelines. The fuel burning inspection was completed and no concerns were noted. A carbon monoxide detector was in the full-time classroom and the part-time classroom. Outlets were covered. The fire marshal inspection occurred on 11/30/21 with a compliance date of 12/07/21.

The parent information is located on a bulletin board inside the classroom. 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.

There is a playground on the east side of the classroom. There is no climbing equipment. They have a sandbox, sensory table, playhouse and bicycles. Helmets are used. They have a canopy they put up for shade during the summer months. There are chairs for the children to rest.

Staff and children files were reviewed at the time of the licensing visit. I reviewed five children files. They were in great condition. I reviewed two staff files. They were in great condition.

I reviewed policy and procedures, staff and parent handbooks. The necessary written emergency procedures and policies were present. The professional development policy needs more specific information related to the Department of Health and Human Services requirements. It should state mandated trainings, including mandatory reporter, universal precautions, first-aid, CPR and Essentials training are completed within 90 days of hire. Emergency Preparedness Plans have been completed; however, you must add an evacuation location out of town.

Staff members had terrific interaction with the children. They interacted with the children at their level and provided attention to each of the children. They provided praise and used PBIS to redirect behaviors in a positive manner. They provided great handwashing reminders and had the children sing the alphabet song while they washed their hands. Staff members were patient and provided clear, easy to understand directions to the children. A staff member counted the children as they were going outside. The children seemed to enjoy and feel comfortable in the program.

III. IDENTIFY THE OBSERVED STRENGTHS OF THE CENTER:

HACAP Head Start-North Benton achieved their National Association for the Education of Young Children (NAEYC) accreditation, and it expires on 01/01/23. They also have a Quality Rating System (QRS) Level 4 that expires on 07/31/23.

HACAP has Family Engagement nights. In December they built gingerbread houses. Pictures were posted in the center.

They have family activities once each month in the Head Start classroom.

The program partners with Grant Wood AEA to provide services to children with identified needs. The children receive hearing, vision, mental health and dental screenings. The children also receive fluoride varnish applications on their teeth.

Ms. Benser keeps organized staff and children files and has an organized licensing binder.

Ms. Benser states they are going to be a full program once they are fully staffed. They are looking for a new lead teacher for the classroom. They recently hired Ms. Witham and Ms. Galloway is going to get her AA in early childhood education. They have an on-call sub, Tailynn Tharp.

Ms. Benser states the parents love the "Class Dojo" as a communication tool. The parents receive pictures of their children, announcements and a newsletter.

The program has a goal of recruitment and more community involvement. They are going to have an open house in the spring and fall of 2023. The North Benton Head Start will participate in community events and will be participating in events the Vinton Parks and Rec put on in town.

The program has a goal of continuing to improve the communication with parents. They love the Class Dojo app and they have monthly family engagement events and parent committee meetings. They have a parent representative on the Policy Council for HACAP. They are partnering with the Iowa State Extension office in Benton County to do a literacy even in March and offering parenting classes for families.

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.

An administrative change is being made to name Deidra Benser as the new director.

*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.