Health and Human Services

Iowa Department of Health And Human Services

CHILD CARE CENTER ANNUAL EVALUATION

Name of Center: HACAP Head Start - Truman

Provider No.: 52955

Address: 409 West Post Rd NW, Cedar Rapids, IA, 52405

County: Linn

Director's Name: Lacy Blackhawk

On-Site Supervisor: Melanie Boutwell

Phone Number: 3195582375

E-Mail: cregan@hacap.org
lblackhawk@hacap.org

HHS Visit Date: 05/05/2026

Licensing Period: 09/01/2025 to 09/01/2027

Fire Inspection:

Date Inspected: 07/29/2025

Comments:

Report Visit Type:

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

License Type:

- [X] Full
- [ ] Provisional

Quality initiative:

- [ ] Accrediation

Program Duration:

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

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HOURS:	*Year-round*	*School-Year*	*Summer Only*
Sunday			
Monday		7:30 AM to 5:30 PM	
Tuesday		7:30 AM to 5:30 PM	
Wednesday		7:30 AM to 5:30 PM	
Thursday		7:30 AM to 5:30 PM	
Friday			
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			32		32
Summer					0

1. Basic Overview

HACAP is a community action agency currently providing head start services throughout 9 Iowa counites. HACAP began in 1968 serving families in Johnson, Jones, and Linn Counties. From 1973-1981, HACAP expanded to provide services in Benton, Iowa, and Washington Counties. Then, in fall of 2020, HACAP again expanded to provide services in Delaware, Dubuque, and Jackson Counties. Specifically, HACAP Head Start (HHS) - Truman is located inside Truman Early Learning Center which is part of the Cedar Rapids Community School District. HHS-Truman received permission to open and commenced operations on 9/2/2025. Total enrolled children were reported to be 30 on 5/5/2026.

Multi-site HHS early childhood program executive director is Christi Regan. Ms. Regan has a BA degree in elementary education with early childhood reading, has experience working with children and participates in professional development. Specific multi-site director is Ms. Blackhawk. Ms. Blackhawk has been a director with HHH since December 2020. Ms. Blackhawk has a BA degree in early childhood education, has experience working with children, and participates in professional development. HHS - Truman specific on-site supervisor is Melanie Boutwell. Ms. Boutwell has an AA degree, experience working with children and participates in professional development.

On 5/5/2026, program space was observed. Primary programming occurs in room 106. The program has access to sufficient restrooms with handwashing sinks to accommodate capacity. The program has some access to the school gymnasium and outdoor school play areas. All foods offered to the children are stored and prepared by the Cedar Rapids Community School District in the on-site school kitchen. On 5/5/2026, area of study included "Song, Movement and Games". Many center play experiences were observed to be happening including sensory with water, sensory with moon sand, home living imaginative play, writing practice, free crafting, and individual book reading. Music was overheard quietly playing as children engaged in the activities. Curriculum was found to allow for a variety of experiences that piqued child interest as well as encourages

social emotional growth, innovation, the use of social graces and child choice. Staff were noted as frequently using positive redirection when needed. On 5/5/2026, staff were observed to be in ratio and actively engaged in programming with the children. Children appeared comfortable with staff and to be enjoying the day.

2. Identify Observed Strengths of the program

HACAP's mission and goal is "...helping people develop skills to become successful and build strong communities..." and "...to bring about a greater degree of social competence in the young children..."

HHS has the following website for families and the community to learn more about the program: https://www.hacap.org/headstart.

As of 5/5/2026, HHS locations continue to be overseen by a board of directors. The program's management team (e.g. Ms. Regan, Ms. Blackhawk, Ms. Boutwell) are invested in the community and are mentors helping connect families and children with various community resources and events. The management team continues to have a system of organization in place to help ensure administrative items are completed and maintained in a secure manner. The management team remains knowledgeable of licensing guidelines as well as their own program's policies and procedures. In reviewing staff files, it is clear staff participate in professional development that exceeds licensing requirements. Staff are seasoned with one staff celebrating over 27 years of employment with head start.

On 5/5/2026, HHS - Truman was found to be maintaining required posting, maintaining parent-staff-program information centers, utilizing technological communication resources, and offering family programming activities. HHS programs have a Parent Committee, Policy Council, and family support workers. Curriculum continues to include Creative Curriculum, teacher-inspired ideas and regular program-family conferences.

As of 5/5/2026, HHS childcare locations continue to have and update as needed policies and procedures that include those for safety, daily health checks, hand washing, cleaning, sanitizing and disinfecting. On the day of this monitoring visit, staff discussed how they help ensure the children's space is sanitary and hazard free each day by following their current policies and procedures as well as maintaining checklists for cleaning and maintenance. Staff continue to report having supports from the school district (e.g. administrative staff, food service personnel, custodial team), the HHS board, and the HHS maintenance person as to daily building and grounds conditions and repairs.

HHS locations including HHS - Truman each have emergency plans, policies, and procedures. HHS childcare locations have successfully navigated through flooding events (2008 historic Linn County flood), relocation situations, 2019 winter Polar Vortex, 2019 health (covid-19) pandemic, 8/10/20 Derecho Storm, 2021 food supply issues, 2022 infant formula shortages, air quality alerts (2023, 2025), and repeated technology outages (7/19/24 global technology outage, 10/10/2025 AWS outage, 10/29/2025 Microsoft outage).

3. Identify the aspects that fall below the standard

None noted.

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

N/A

5. Special Notes/Recommendations

Continue to collaborate with the school district regarding maintenance of the outdoor playground (e.g. chipping/rusting equipment, power washing of outdoor equipment). If areas of the outdoor playground become unsatisfactory, the childcare shall refrain from accessing those areas until remedies are made.

Increase shade on the outdoor playground as what is available is not sufficient to accommodate the current capacity.

Obtain a sandbox cover to improve sanitation (e.g. animal waste) and decrease transmission of illness (e.g. insects, parasites, vermin).

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Increase sensory items (e.g. individual sensory play experiences, sensory spinning seats, sensory cushions, light table with transparent materials, sensory tiles).

Increase indoor and outdoor loose large gross materials (e.g. balls, riding toys, chalk, hula hoops, romper stompers, bubbles).

Increase early childhood classroom consumables (e.g. crayons, markers, paints, construction paper, popsicle sticks, cotton balls, glue, pom-poms, yarn, safety scissors).

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The program's license remains in full status. Thank you for the visit.

Date: 05/22/2026

HHS Licensing Consultant: Amy Lyons

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**.