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

Name of Center: Tri-County Head Start-Lily Furgerson **Enrollment:** 32 **License ID No. (Reapplications)** 22888

Street: 507 Argyle St **City:** Waterloo Iowa **Zip** 50703 **County:** Black Hawk

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

Director's Name: Dr. Latisha Smith **Phone Number:** 319-235-0383

On-Site Supervisor(s): Dusty Olson **E-Mail:** lsmith@teamtricounty.org

Date(s) of Visit: 05-18-2023

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:** 04-03-2023

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

Date Inspected: 11-18-2022

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: X Year-round School-Year Summer Only

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

LICENSE CAPACITY	Infants	2 Years	Preschool	School-Age	Capacity
General	22	14	16		52
Summer					0

QRS Rating: N/A

RECOMMENDATION FOR LICENSE:	
X	**FULL** license from 06-01-2023 to 06-01-2025
	PROVISIONAL license from
	DENIAL of initial application
	SUSPENSION of license
	REVOCATION of license

Licensing Consultant: Becky Frost **Date:** 05-24-2023

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

N/A

II. IDENTIFY THE AREAS OBSERVED ON THE VISIT:

On 05/18/23 I made an unannounced licensing visit to Tri-County Head Start-Lily Furgerson in Waterloo. I met with Dusty Olson, the program manager and on-site supervisor. Trista Hill the current family worker and is the manager over the family workers. Ms. Hill is filling in until a new family worker is hired. They meet with families in the home to provide support and assist with community resources. Dr. Latisha Smith became the director of the Tri-County Head Start programs in December 2022. She is the Educational Services Director for Tri-County Head Start. She started in 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. Her office is in the administration office in Waterloo. There is ten staff members employed at the program.

The program is in a free-standing building. The Head Start program can operate Monday through Friday from 6:00 am until 6:00 pm. The center serves children birth through five-years-old. It also provides wrap around childcare before and after the Head Start program. There are currently 32 children enrolled.

The center currently operates out of four rooms because they are not using the preschool room this year. They also have a Great room in the middle of the facility. The rooms include an infant room (Gentle Giraffes), a room for children approximately 22-34 months-old (Furry Friends), two rooms for children two and three-years-olds (Kangaroo Krew and Lively Lions). An inspection of each room was completed. Windows provide natural lighting in the upstairs rooms. 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.

The centers observed on the day of the licensing visit include library, Lego/blocks, table toys, games, puzzles, transportation, computers, art, dramatic play, writing, math, science/discovery, 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.

There is a bathroom with three toilets and three sinks in the area between the Lively Lions and Kangaroo Krew rooms. Handwashing procedures were posted. There is also a staff bathroom with one toilet and one sink near the Furry Friends room. There is a bathroom outside the Leapin' Llamas room on the upper level that has one toilet and one sink and procedures were posted.

The Great room is in the middle of the facility. This area is used to combine the children during the first and last hour of the day and used for gross motor activity when the children cannot go outside. There are several center activities available for the children.

The center uses the Creative Curriculum to prepare lesson plans and completes GOLD assessments. They also complete 45-day assessments, which include ASQ, ASQ-SE and Brigance 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 for review in each room.

The center partners with Central Rivers AEA to provide the children with hearing and vision screenings. Central Rivers AEA and they come to classrooms to work with children who have identified needs. 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 and PBIS Methods being used with the children.

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

There is a prescription medication used in the Furry Friends room. Staff members must document every day the medication is in effect. If the child is not present or the medication was not given for another reason this must be documented on the medication authorization form for prescription medications.

I reviewed documentation of monthly fire and tornado drills. I reviewed documentation of monthly playground inspections. A radon test was completed in February 2022 and is good for two years. Results were within EPA guidelines. The fuel burning inspection is not necessary because the building is all electric. A carbon monoxide detector is not necessary because the building is electric. Outlets were protected. The fire marshal inspection occurred on 11/18/22.

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. Lunch is delivered to the center from the Head Start administration building in Waterloo. Disposable products are mostly used. Other items are put through an industrial dishwasher located in the kitchen. There is a refrigerator in the kitchen and thermometers were present. Menus were posted and allergies were confidentially posted.

Some of the rooms have a kitchenette area with a sink. This is beneficial in helping to prepare meals and snacks. There is a refrigerator in each of the rooms and thermometers were present.

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 placed through the industrial dishwasher in the kitchen to be washed and sanitized.

Head Start provides diapers and wipes for the children.

The center uses bleach and water to sanitize the food tables and disinfect the diaper changing tables.

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

The center has a fenced in play area located on the north and south sides of the building. The south side offers several smaller play areas. The various areas use rubber tiles for surface cushioning and there is climbing equipment of various sizes. There are rocking toys for the children. There are picnic tables and benches for the children to rest. There is a large grassy area for the children to play. There is a new bike path made from turf and the program turned a storage shed into a gas station.

On the north side there is a large grassy area. Rubber tiles are used for surface cushioning in one area where there is a piece of climbing equipment with slides and other activities. There is a bicycle-merry-go-round and rocking toys. There is a second area that uses rubber mulch as surface cushioning. In this area there is a stationary police car, a teeter totter and a balance beam.

There is a shade shelter on the north side and several trees on both sides that provide shade.

Children files were reviewed at the time of the licensing visit. I reviewed twelve children files. Files must contain emergency contact information for the doctor and dentist of each child. The doctor and dentist's name, phone number and complete street address must be provided. One file did not provide adequate emergency doctor contact information and four files did not provide adequate emergency dental contact information. Four files did not provide an emergency contact outside of the parents. They must provide one additional emergency contact.

The emergency cards were in poor shape when it came to doctor and dentist contact information. The program must get accurate and complete emergency contact information from families at the beginning of the school year.

On 04/27/23 I reviewed three staff files at the Tri-County Head Start administration office. They were in great condition.

Emergency Preparedness Plans have been completed.

Staff members were observed to have terrific interaction with the children. Staff members had great teamwork with one another. They have a good routine and provide the children with clear and easy to understand directions. Staff members were on the floor reading to the children and interacting at the children's level. Staff members offered the children choices and were patient. They used PBIS tactics to redirect children. They provided good handwashing reminders. Staff members used play to teach the children about colors and to count. They provided the children with praise and encouraged them to use their imaginations. Staff members greeted the parents and children as they arrived for the day. It was obvious the children enjoyed their time at the center.

III. IDENTIFY THE OBSERVED STRENGTHS OF THE CENTER:

The program has several veteran teachers that have years of experience who have stepped up to guide/mentor new employees.

There are cameras throughout the center and in each classroom. The program is in a secured building. The center recently added keypads and parents will be given key fobs to enter the building.

The program added a new bike path to the playground area.

The program receives food sacks from the Food Bank, and they provide the sacks to families who sign up to receive them.

Mr. Olson states they are adding a new break room for staff members this summer. They are also adding concrete paths in certain areas of the playground. The paths will provide another exit out of the area or an easier walk to the play equipment.

Mr. Olson states staff members are meeting with a master gardener so they can do more Farm to early childhood activities with the children. The center will do more gardening and plant some of their own food.

Mr. Olson states they have become more competitive with pay for staff members, but they still struggle with a staff shortage. They had to close their preschool room due to no staff.

Mr. Olson states the staff members who are there have stepped up to make sure rooms are covered.

The agency has good communication with families, and they provide resources to families for their homes.

Mr. Olson states they are using the Google platform. All the procedures and manuals are on Google Drive and all staff members have access to them.

Mr. Olson states that Head Start has a Facebook page and each site has their own Facebook page.

The program provides newsletters to families to keep them updated on activities.

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

109.9(2)b: All files contain sufficient information and authorization to allow the center to secure emergency medical and dental services at any time child is in center's care.
Number not in compliance for medical: 1
Number not in compliance for dental: 4
Information lacking: I reviewed twelve children files. Files must contain emergency contact information for the doctor and dentist of each child. The doctor and dentist's name, phone number and complete street address must be provided. One file did not provide adequate emergency doctor contact information and four files did not provide adequate emergency dental contact information. Four files did not provide an emergency contact outside of the parents. They must provide one additional emergency contact. The emergency cards were in poor shape when it came to doctor and dentist contact information. The program must get accurate and complete emergency contact information from families at the beginning of the school year.

109.10(3)b: For every day an authorization for medication is in effect and child is in attendance, there shall be a notation of

administration including the name of medicine, date, time, dosage, given or applied, and the initials of the person administering the medication or the reason the medication was not given.
There is a prescription medication used in the Furry Friends room. Staff members must document every day the medication is in effect. If the child is not present or the medication was not given for another reason this must be documented on the medication authorization form for prescription medications.

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 remove Natalie Boose as the on-site supervisor. She is no longer with the program. Dusty Olson, the program manager is the new on-site supervisor.

*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.