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

Name of Center: NICAO Early Head Start-Manly **Enrollment:** 24 **License ID No. (Reapplications)** 33767

Street: 209 N Broadway St **City:** Manly Iowa **Zip** 50456 **County:** Worth

Mailing Address: PO Box 1627, Mason City, IA, 50402

Director's Name: Trena Cox **Phone Number:** 641-494-1891

On-Site Supervisor(s): Keisha Coronado **E-Mail:** tcox@nicao-online.org

Date(s) of Visit: 01-26-2024

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

LICENSING VISITS

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

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

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

Date Inspected: 01-23-2023

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 X NAEYC NSACA Other NA

Program Serves: X Infants (0-23 mo.) X 2 Years 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	20		26		46
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: Raymond Salsbury **Date:** 02-09-2024

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

NA

II. IDENTIFY THE AREAS OBSERVED ON THE VISIT:

An unannounced annual visit was made to the Manly Early Head Start on 01-26-24 where I met with Keisha Coronado, and Beckie Jutting who are the Lead Teachers for the program. Keisha has been with the program since 2018, and Becky has been with the program since 2019. Both are are well qualified for the positions they hold with a Bachelor degree in early childhood education and their experience with the program. The program is one of several Head Start sites overseen by NICAO with Trena Cox as the executive director. The center provides Early Head Start (EHS) programming, and added a regular Head Start (HS) class this year. There are currently 24 children enrolled in the program with 8 children in the Early Head Start class, and 16 in the Head Start class. In addition to the two lead teachers there is an assistant, a cook, a home worker, and an area manager with the center. As an Early Head Start program the center serves children that include older infants and children that are 2-3 years old. All aspects of the program subject to licensing standards were reviewed.

The layout, arrangement, and programming of the building remains the same as in prior visits. The building has two classrooms located on either side of a main entry hall. The EHS class is located in one room, and the HS class in the other. The facilities were observed to be clean with no concerns noted due to maintenance. Restrooms are directly accessible from the classroom space of both rooms, and a changing station is also available in the classroom of the EHS room. The EHS classroom did move the changing station from the classroom programming area to the bathroom space which does provide more room for the children to play. One issue that was noted is that the changing procedures posting was left where the station had been previously and needs to be moved so that it is posted by the changing station. Additional sinks are present in the classrooms to facilitate hand washing. Windows along the exterior walls provide ample natural light, ventilation, and a view of the outdoors. Secondary exits provide direct egress to the outdoors from both classroom spaces. Both exits were clear of obstruction and opened easily and freely. The EHS classroom is divided using a mobile gate and fence system that separates the cots and sleeping area from the main programming space. The HS classroom has a more open floor plan making use of furnishings, shelving, and play structures to define activity centers that include dramatic play, group learning, art/crafts, blocks, reading, science/discovery, sand/water play, and small manipulatives.

Both rooms have a variety of activity centers that were accessible to the children. Each center was stocked with toys and materials that were in good repair and appropriate to the ages of the children present. The EHS room does provide notice that there may be objects that could present a choking risk to younger children however during the visit none were observed where they would be readily accessible to the children, and those toys and items that may have small parts were kept in storage where they could be brought out for supervised play. The program does maintain a schedule and curriculum for both classes but the EHS classroom uses a more general theme with much of the activity being individual child interest driven. The HS classroom has a more formal schedule and curriculum plan with a focus on specific learning concepts and moving between individual and group activities that are child and teacher lead. On the day of the visit the planned curriculum focus was "Trees"

Good interactions were observed during the time of my visit with the teachers in both classes being engaged with the children attending to their needs, playing with them, or presenting the planned curriculum and schedule. The center makes effective use of positive behavior management techniques which was more evident in the HS class where the teachers used positive recognition, reminders of expected behavior, and transition activities to reduce the occurence of negative behavior.

When there were behavioral issues the teachers used redirection, guided problem solving, and consequence/outcome discussions to help the children make better choices.

Good health and safety practices were observed in both classrooms on the day of my visit. While I was not able to observe a diaper change while at the center a copy of the required procedures was present and the staff were familiar with those procedures. While visiting the HS classroom the teachers did have all of the children use the restroom prior to nap time and did provide supervision to ensure that the children washed their hands. In addition one child required assistance with a standing diaper change and good practices were followed. When cleaning the teachers ensured that the children were not in the immediate vicinity of the areas where chemical cleaners were being used. Chemical cleaners, over the counter medications, and personal items that could be a safety risk to children are stored in areas where they are not accessible. Both rooms have a first aid kit which were observed to have a good supply of basic materials to address most common first aid needs. There were no children currently taking any medications. Response plans are maintained in the classroom for children with allergies.

The center has a kitchen on site where meals are prepared. The center uses a 5 week menu rotation and a copy of the menus are posted and provides a good variety of nutritious meal options. Good food storage and handling practices were observed to be in place. Lunch was being served during the time of the visit. Meals are served in the classrooms family style with the children serving themselves and the teachers assisting as needed. Measured scoops are provided to ensure that all children received a full serving. The teachers also wear food service gloves when preparing, handling, and serving food. The teachers do sit and eat with the children to model good eating habits and social skills.

The center does have playground facilities which is divided in two areas. One area has a large climbing structure which is used by the HS class. The equipment was observed to be in good repair and the maintenance issues identified in the previous licensing visit had been addressed. The other area consists of an open space with grass, a paved riding track, and other structures that do not include any climbing equipment. That area is available to both classes and is the primary outdoor space for the EHS class. The playground space is fully enclosed by fencing and a fence further divides the two spaces. The center did remove a mature tree from the space that has the riding track which was the main shade option for the playground. While there are still trees outside the playground space along the perimeter these will provide shade during limited hours and the center does need to look at options to install a new shade element whether replanting a tree, construction of a shelter, or use of portable options such as a pop-up awning.

In reviewing administrative records all required notices were posted in an area that was readily visible to all parents and visitors. All child files were reviewed and found to contain all required information. Staff files will be reviewed at the program's central office and any concerns identified will be addressed at that time. All inspection logs and certificates were available and current

III. IDENTIFY THE OBSERVED STRENGTHS OF THE CENTER:

The center does seek to improve the services provided and implement best practice recommendations by participating in the IQ4K program which has a 5 level scale. The program is currently rated as a Level 3.

The program has continued to expand with serving more children in the EHS program and continuing to renovate the facilities.

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

None Cited.

V. SPECIAL NOTES/RECOMMENDATIONS:

A full license will remain in effect at this time. Please provide a written response to the licensing consultant identifying a plan of action to correct and maintain those aspects cited as not meeting licensing standards and identifying an anticipated date of compliance. At least one visit will be made to the center during the next year.

*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.