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

Name of Center: Tri-County Head Start-Lowell **Enrollment:** 50 **License ID No. (Reapplications)** 21732

Street: 1707 Williston Ave **City:** Waterloo Iowa **Zip** 50702 **County:** Black Hawk

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

Director's Name: Dr. Latisha Smith **Phone Number:** 319-433-1900

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

Date(s) of Visit: 04-02-2024

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

LICENSING VISITS

New Application **Re-Application** X **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: 10-24-2022

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: Infants (0-23 mo.) 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	0	0	34	0	34
Summer					0

QRS Rating: N/A

RECOMMENDATION FOR LICENSE:	
X	**FULL** license from 05-01-2023 to 05-01-2025
	PROVISIONAL license from
	DENIAL of initial application
	SUSPENSION of license
	REVOCATION of license

Licensing Consultant: Becky Frost **Date:** 04-02-2024

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

N/A

II. IDENTIFY THE AREAS OBSERVED ON THE VISIT:

On 04/02/24 I made an unannounced off year licensing visit to Tri-County Head Start-Lowell in Waterloo. I met with Jennifer Roberts, the on-site supervisor. She started with the program in November 2015. Ariel Young is the lead Head Start teacher and Nicole Stubbs is the Head Start assistant in Classroom 9. Diane Bonnette is the lead teacher from the Waterloo School System for the special education children and Kelly Hansen is the Para educator for the Waterloo School System in Classroom 9. April Boleyn is the lead teacher for Head Start and Ms. Roberts is her assistant in Classroom 13. Lindsay Lorenz is the lead teacher from the Waterloo School system and Angela Toles and Cindy Weber are the Para educators through the Waterloo School System in Classroom 13.

I also briefly met with Ashley Caldwell, the program manager. Trista Hill is the family worker for Head Start in Classroom 13. Angie Hoeppner is the family worker for Classroom 9. 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.

Tri-County Head Start-Lowell is in Lowell Elementary. They operate out of two rooms. This is an inclusion program. Both classes operate Monday, Tuesday, Wednesday and Thursday. Both Head Start classrooms operate a morning session that runs from8:15-11:45 am and an afternoon session from 12:15-3:45 pm. In Classroom 13, the Head Start children attend a full day class that runs 8:30 am until 3:00 pm. The Waterloo School system children in this classroom attend half days. The morning session is 8:40-11:40 am and the afternoon session is 12:20-3:20 pm. There are currently 50 Head Start children enrolled.

An inspection of each room was completed. 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 are posted. There is an area for circle time in each room and each room has a Promethean Smart Board.

The centers observed on the day of the licensing visit include library, blocks, table toys, games, puzzles, transportation, computer, art, dramatic play, listening, writing, math, science/discovery, play dough, 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. Most materials were in good condition. There is a bean bag chair in the calming corner of Classroom 9 that is torn. This makes it unable to be sanitized. This must be repaired, removed or replaced. The materials are located at child level, so they were easily accessible to the children.

There is one sink in each classroom. There is a bathroom in each classroom that has one toilet and one sink. Handwashing procedures were posted in all locations. There are also diaper changing stations in each bathroom and diaper changing procedures were posted.

The program uses the Creative Curriculum to prepare lesson plans and complete the GOLD assessments. They use Second Step for social/emotional skills. Activities are based on weekly studies. Lesson plans are prepared by the two lead teachers in each classroom. Head Start uses the Positive Behavior Intervention Supports (PBIS) program in their classroom. Head Start partners with Central Rivers AEA and they come to classrooms to work with identified children. Lesson plans were available for review in each room. The lesson plan posted in classroom 13 was outdated from the middle of March. Make sure current lesson plans are posted.

This program does not participate in the Child and Adult Care Food Program (CACFP) but follows the guidelines. The morning program is served breakfast and lunch. The afternoon class is served lunch and a snack. The all-day class is served breakfast, lunch and an afternoon snack. Lowell Elementary prepares all the food for the program. Disposable products are used so dishwashing is not necessary. Family style is not used. Staff members serve the children their meals. Staff members sit with the children at each table to model appropriate behavior and assist, as necessary. Menus were posted in the classrooms.

The program uses Purell Food Surface Sanitizer to sanitize the food tables. Disinfecting wipes are used on toys. Both rooms are using disinfectant wipes to disinfect the changing tables. The wipes have a dwell time of four minutes. Tables are not staying wet for four minutes so the adequate dwell time is not being met. Additionally, the program is not cleaning the changing tables with soap and water prior to disinfecting the changing tables. This must always happen.

Mats are used to nap in the full-day classroom.

There was a phone with emergency numbers with the programs address and phone number were posted in each classroom. Emergency fire and tornado procedures and the evacuation diagram were posted by the main program doors in the classrooms. A daily schedule was posted for each class.

I reviewed documentation of monthly fire and tornado drills. I reviewed documentation of monthly playground inspections. A radon test was completed in November 2022. The results were within EPA guidelines and are good for two years.

The school is geothermal but they have a back-up gas boiler in case there are problems with the geothermal system. There is not a current inspection of this boiler. Additionally, the school uses gas burning stoves. These must receive an annual fuel burning inspection. This has not occurred and was cited in last year's report also. The school does not have their appliances inspected which means Head Start will have to have someone inspect the gas burning stoves. Ms. Roberts states she has contacted the school maintenance person to get documentation from the school but no one has gotten back to her.

A carbon monoxide detector was on site in the ceilings. They are built in with the fire detectors. Outlets were covered. The fire marshal inspection occurred on 10/24/22.

The parent information is located outside of 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.

The program uses the school's playground. Poured-in-place rubber is used for fall surfacing. There is a piece of climbing equipment with slides and other activities. There are a couple rocking toys, a tunnel, a playhouse and a music center. There are two shade structures. There are two benches for the children to rest. There is also a grassy area.

Staff members were observed to have terrific interaction with the children. There were several children with difficult behaviors and staff members were patient, understanding and nurturing. They used positive redirection when necessary. They were flexible with their schedules. The Head Start staff members and Waterloo School teaches have great teamwork and routines within the classrooms. Staff members provided the children with clear and easy to understand directions and used repetition and visual cues to help the children understand the expectations.

III. IDENTIFY THE OBSERVED STRENGTHS OF THE CENTER:

Ms. Roberts states the program is helping children with challenging behaviors. The staff members have the education and experience to help the children in their care.

Ms. Roberts states everyone involved in the program is caring.

I observed several children with challenging behaviors, especially in one of the classrooms, and the way in which staff members interacted with the children with patience and understanding was amazing.

There are several visual cues in the room to help children understand expectations and rules.

Ms. Roberts states the staff members work hard to do what is best for the children and the families. She reports that is why they are there.

The children have access to the school nurse if they become ill or injured. They also have use of the school playground and gym.

The Head Start program employs a family worker to go into the home of each family and assist them with support and community resources. This program utilizes three family workers.

The level of education and training of the Head Start staff is exceptional. They exceed what is required to meet DHS licensing standards.

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

109.11(3)a: Center shall ensure that: Facility and premises are sanitary, safe, and hazard free. Adequate indoor and outdoor space is provided. The outdoor area shall include safe play equipment and area of shade. Sufficient space provided for dining. Sufficient lighting shall be provided. Sufficient ventilation. Sufficient heating. sufficient cooling. Sufficient bathroom and diapering facilities. Equipment, including kitchen appliances, are maintained so as not to result in burns, shock, or injury to children. Sanitation and safety procedures for the center are developed and implemented to reduce risk or injury or harm to children and reduce transmission of disease.
Both rooms are using disinfectant wipes to disinfect the changing tables. The wipes have a dwell time of four minutes. Tables are not staying wet for four minutes so the adequate dwell time is not being met. Additionally, the program is not cleaning the changing tables with soap and water prior to disinfecting the changing tables. This must always happen. There is a bean bag chair in the calming corner of Classroom 9 that is torn. This makes it unable to be sanitized. This must be repaired, removed or replaced.

109.11(7)c: All centers: Annual inspection prior to heating season of all fuel-burning appliances to reduce risk of carbon monoxide poisoning and shall install one carbon monoxide detector on each floor that conforms to UL Standard 2034.
The school is geothermal but they have a back-up gas boiler in case there are problems with the geothermal system. There is not a current inspection of this boiler. Additionally, the school uses gas burning stoves. These must receive an annual fuel burning inspection. This has not occurred and was cited in last year's report also. The school does not have their appliances inspected which means Head Start will have to have someone inspect the gas burning stoves. Ms. Roberts states she has contacted the school maintenance person to get documentation from the school but no one has gotten back to her.

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.

*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.