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

Name of Center: HACAP Head Start-Inn Circle **Enrollment:** 35 **License ID No. (Reapplications)** 25078

Street: 5560 6th St SW **City:** Cedar Rapids Iowa **Zip** 52404 **County:** Linn

Mailing Address: 5560 6th St SW, Cedar Rapids, IA, 52404

Director's Name: Amy Goddard **Phone Number:** 319-366-7631

On-Site Supervisor(s): Amy Goddard **E-Mail:** sshrader@hacap.org

Date(s) of Visit: 07-18-2024

X **Licensing Visit** X **Unannounced Visit** **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 **State** X **Local** **NA** **Is Fire Inspection Approved?** X **Yes** **No** **NA**

Date Inspected: 08-07-2023

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 X 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	16	12	68		96
Summer					0

QRS Rating: N/A

RECOMMENDATION FOR LICENSE:	
X	**FULL** license from 08-01-2024 to 08-01-2026
	PROVISIONAL license from
	DENIAL of initial application
	SUSPENSION of license
	REVOCATION of license

Licensing Consultant: Amy Lyons **Date:** 07-19-2024

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

Not applicable.

II. IDENTIFY THE AREAS OBSERVED ON THE VISIT:

HACAP Head Start (HHS) - Inn Circle is located inside a building which also provides affordable housing options. This program operates year-round Monday through Friday from 7:00am to 5:00pm. This program serves children age infant through preschool age. Current enrollment is 35.

Multi-site HACAP Head Start early childhood program director is Christi Regan. Ms. Regan has a BA degree in elementary education with early childhood reading, has been employed with head start for over 20 years, and continues to participate in much child development related training. On-site supervisor Amy Goddard has a BA degree in psychology, has been employed with head start for over 15 years and continues to participate in much child development related training.

On 7/18/2024, program space was observed.

III. IDENTIFY THE OBSERVED STRENGTHS OF THE CENTER:

HACAP is a community action agency currently providing head start services throughout 9 Iowa counties. 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, HSS- Inn Circle is located in a predominantly urban area and has been in operation for several years.

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..."

HACAP has community support and operates under a Board of Directors. HACAP has the following website for families and the community to learn more about the program: http://www.hacap.org.

HHS - Inn Circle has a history of participation in quality initiatives including NAEYC accreditation, state and local quality initiatives and CACFP.

Executive management of HHS has remained consistent. Combined director/on-site supervisor Amy Goddard has been with HHS since 2009, and specifically, HHS - Inn Circle for over 2 years. This program's management team (e.g. Ms. Regan, Ms. Goddard, family support worker) has systems of organization in place to help ensure administrative items are completed as required and maintained in a confidential manner. Management is knowledgeable of licensing guidelines as well as their own program's policies and procedures.

Since the last monitoring visit, HHS - Inn Circle has retained many seasoned staff as well as hired a few new ones. Throughout the classrooms, staff reported celebrating 20 years, 19 years, 13 years, 10 years, 8 years, 6 years, 2 years, and 7 months employment with HHS. Congratulations on staff longevity! All staff have at least a CDA and/or are working towards a CDA. Many staff have advanced degrees in education and early childhood development. Documentation

indicates that employees often complete annual professional growth training that exceeds Iowa Code requirements.

HHS has a Parent Committee, Policy Council, and family support workers. HHS - Inn Circle continues efforts at optimal communication between the program/staff and families. Each classroom has a parent board with required postings, community resources, and program reminders. In the program's hallways and administrative areas, there are additional resources for families in the area of nutrition, upcoming area events, skill building, and community involvement opportunities. There is also an area encouraging parents to become involved in the parent committee. Family involvement is highly encouraged including holding monthly parent committee meetings and conducting annual home visits.

HHS- Inn Circle collaborates well with many community partners including local area access, CCR&R, local school districts, other early learning programs, local businesses, and health professionals.

HHS – Inn Circle program is located inside a building which supports transitional housing for families and offers assistance with basic needs. Building and grounds are maintained. A monthly facility checklist is completed. HHS does have a maintenance team which assists with building projects and repairs as well as helps ensure program space is sanitary and hazard free each day. Since the last review, roof replacement occurred decreasing water intrusion. The center kitchen is spacious and sanitary having updated appliances including sanitizer/dishwasher, ovens, and refrigerator/freezer units. Program chef has a culinary degree, has completed ServSafe and has much commercial kitchen experience. The delicious aroma of a French flavored mirepoix base could be enjoyed throughout the center. In talking with chef Alyssa, it's evident she's passionate about the culinary delights she is able to provide to the children each day.

Classroom doors are inviting and uniquely decorated. Classrooms continue to be arranged in a thoughtful manner with learning at the forefront. Materials are accessible to children. Creative Curriculum is the primary curriculum with goals to move online for enhancing teaching strategies and project approach. Children's accomplishments were observed throughout the program space. HHS participates in an annual all site shutdown timeframe in order to prepare for each new academic year (e.g. project building maintenance, classroom cleaning/preparation, professional development).

HHS - Inn Circle has emergency plans, policies, and procedures in place which are annually reviewed and updated as needed. HHS - Inn Circle successfully navigated through historic Linn County flooding events, 2019 winter Polar Vortex, 2019 health (covid-19) pandemic, 8/10/20 Derecho Storm, 2021 food supply issues, 2022 infant formula shortages, 2023 air quality alerts and 7/19/24 global technology outage.

Each child is engaged in a daily health check upon arrival for early detection of apparent illness, communicable disease, or unusual condition or behavior which may adversely affect the child or the group. The program has policies and procedures in place for hand washing, diapering, cleaning, sanitizing and disinfecting. Cleaning checklists and daily sanitation reminders were observed to be posted in various areas of the center.

On the day of the monitoring visit, staff were nurturing and attentive to the children's needs. Staff were observed warmly greeting children and families upon arrival. Areas of study throughout the program included the beach and nursery rhymes. Children had access to an array of materials (e.g. books, imaginative play options, building materials, paints/crafts) that encouraged innovative play. Activities observed were many (e.g. infant cares, staff-infant book reading, 2yo small group brush painting, large outdoor gross motor play). In the toddler room, children were greatly enjoying singing "Old McDonald had a Farm" with staff while selecting miniature animals out of a barn! While outdoors, children were excitedly talking about being the fix-it crew with "hard hats" and using "tools"! Staff provided a companionable presence allowing the children to have much say in their work-play. Routine transitions (e.g. restroom breaks, hand washing) worked smoothly into the program's welcoming and cooperative play environment. Staff were overheard providing children with many words of encouragement, utilizing positive redirection when needed and facilitating the use of social graces. Children responded well to staff and appeared to be truly enjoying their day.

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

None noted.

V. SPECIAL NOTES/RECOMMENDATIONS:

The younger child outdoor playground has much nice natural shade making it several degrees cooler on a warm day! Licensing strongly supports the addition of natural shade to the far end of the preschool-age outdoor play area.

The preschool-age outdoor area's soft loose-fill cushion surface barrier is damaged in spots exposing the inside filler. Please continue to ensure the filler does not present any hazard.

Ensure the outdoor play structures are routinely power washed.

There is a gap at the bottom of the blue outdoor shed in the front creating a possible vermin and/or insect hazard. Please remedy.

Since the last review, the toddler room diapering station was moved from one area of the classroom to another. Please ensure a paper towel system be established adjacent the diapering station.

The 2yo room has some loose cabinet door hinges. Remedy.

Various areas of the building (e.g. paint, vanities, toilets) are showing much ware. Staff discussed future goals including floor waxing, door painting/possible replacement, classroom painting, and vanity with sink replacement which may be happening during the annual shut-down week. Please continue to refresh the buildings and classrooms as needed. Building ware can make it difficult to properly clean, sanitizing and disinfect.

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A full license is issued. Thank you for the visit.

*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.