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

Name of Center: NEICAC-Waverly Head Start **Enrollment:** 18 **License ID No. (Reapplications)** 22880

Street: 809 4th Street SE **City:** Waverly Iowa **Zip** 50677 **County:** Bremer

Mailing Address: PO Box 487, Decorah, IA, 52101

Director's Name: Sharon Burke **Phone Number:** 319-352-2228

On-Site Supervisor(s): Marisa Van Note **E-Mail:** sburke@neicac.org

Date(s) of Visit:

Licensing Visit **Unannounced Visit** **Off Year Visit** X **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: 11-01-2022

Comments : Compliance on 11/28/22

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: X Year-round School-Year Summer Only

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

LICENSE CAPACITY	Infants	2 Years	Preschool	School-Age	Capacity
General	0	0	20	0	20
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:** 11-04-2024

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

N/A

II. IDENTIFY THE AREAS OBSERVED ON THE VISIT:

On 04/17/24 I made an unannounced off year licensing visit to NEICAC-Waverly Head Start. I met with Jennifer Wagner, the on-site supervisor and lead teacher. She has a BA in child development and psychology. Ms. Wagner started with Head Start in 2019 and became the on-site supervisor in August 2023. Maddison Hulbert is an assistant in the classroom. She started in November 2021. Cassidy Wegner is also an assistant in the classroom. Sharon Burke is the director of the Early Childhood Programs operated by Northeast Iowa Community Action Corporation. She is in the administration office in Decorah. Lisa Milder is the program manager. Claire Munson is the family worker.

The program operates out of a free-standing building. The program operates from 6:00 am until 6:00 pm Monday through Friday. The core preschool hours are 8:30 am until 2:30 pm on Monday, Tuesday, Thursday and Friday. On Wednesday, the program operates from 8:30 am until 1:30 pm. Wraparound childcare services are provided before and after preschool. The program also offers wraparound childcare services through the summer months. There are currently 18 children enrolled.

The program operates out of one large classroom. An inspection of the room was completed. Windows provide natural lighting. The room is decorated with pictures of the children, the children's art projects, and posters to assist the children with the learning process, such as the alphabet 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, art, dramatic play, listening, woodworking, play dough, 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 sink in the room and handwashing procedures were posted. There are three bathrooms in the facility. There is a bathroom in the classroom with one toilet and one sink, a bathroom in the hallway with one toilet and one sink and a bathroom near the entrance with one toilet and one sink. Handwashing procedures were posted in all three locations. The children use cots to nap.

The center participates in the Child and Adult Care Food Program (CACFP). The children receive breakfast, lunch, and afternoon snack. The Waverly Community School provides lunch. Head Start provides breakfast and snack. Family style is used. The dishes are returned to the kitchen to be washed. Menus are prepared by a Head Start dietician at the beginning of each school year. Menus were posted. Allergies were also confidentially posted.

The kitchen was observed to be clean and organized. There is a dishwasher and two sinks available to wash dishes using the three-step method. The refrigerator and freezer had thermometers. Food items were stored according to NHSPS guidelines.

The program is using SaniDate Hard Surface Sanitizer to sanitize the food tables. Oxivir Tb is used to sanitize toys and classroom materials. Each product has a one-minute dwell time.

The program uses the Creative Curriculum, Handwriting Without Tears, Heggerty Phonemic Awareness, Second Step, and Jolly Phonics to prepare lesson plans. GOLD assessments are completed on each child. They complete ASQ assessments on all children and the Brigance Screening tool is used. Activities are based on studies. The length of the study depends on the topic and the children's interest level. There is also a weekly nutrition activity for the children. The program uses Healthy Kids and participates in the Farm to Early Care and Education program (F2ECE). Monthly newsletters are provided to parents to inform them of studies, activities and special dates. There is an Epson projector in the room.

Head Start uses the Positive Behavior Intervention Supports (PBIS) program in their classroom. They implement a new PBIS topic each month in the classroom and information is sent home to parents so they can utilize the tools at home as well. The program is also using solution kits in the classroom. This allows staff members to use flash cards with visual choices so children can try to solve their own problems. The program partners with Central Rivers AEA to provide services to children with identified needs. The children receive hearing, vision and dental screenings.

There was a phone with emergency numbers and the program's address and phone number posted in the classroom, office and kitchen. Emergency fire and tornado procedures and evacuation diagrams were posted by the main program door and outdoor exits in the classroom. A daily schedule was posted, and a lesson plan was available for review.

I reviewed documentation of monthly fire and tornado drills. I reviewed documentation of monthly playground inspections. Playground inspections are electronically documented. A radon test was completed in January 2023 and is good for two years. Results were within EPA guidelines. A mitigation system was put in place at the facility in April 2012. The fuel burning inspection was completed and no concerns were noted. A carbon monoxide detector was on site and is in the hallway. Outlets were protected. The fire marshal inspection occurred on 11/01/22, with compliance on 11/28/22.

The parent information is located on a bulletin board outside the office. 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 has a fenced in play area. Pea gravel is used for surface cushioning. There was climbing equipment that had slides. Picnic tables and a bench are available for the children to rest. There are playhouses, sensory tables and a basketball hoop. There is a small grassy area available for play also. There are trees planted outside of the fence to provide shade.

Staff members were enthusiastic and provided a fun learning environment for the children. Ms. Wagner was expressive while reading to the children. The children really enjoyed singing and dancing with staff members. They were laughing and yelling with joy. Staff members allowed the children to share stories. They sat with the children while they ate breakfast to model good habits. They talked with the children about their night and their families. Staff members provided the children with praise. They reminded the children to wash their hands several times. Staff members were patient and used positive redirection when necessary. The program has good cleaning and sanitizing practices.

III. IDENTIFY THE OBSERVED STRENGTHS OF THE CENTER:

The program has an IQ4K level of 4 that expires on 10/31/24.

The program is in a secure building and there is a camera in the room.

Ms. Wagner states they have a curious class which has been enjoyable. They encourage critical thinking in the classroom.

Ms. Wagner states the children love to play and be outside.

Ms. Wagner states on nice days they hold their class outside.

Ms. Wagner states they are flexible. They work with families and they work around the individual needs of the families.

Ms. Wagner states the children encourage each other to try new things.

The program is going to be open this summer.

The program provides wrap around care for the children before and after the core hours of preschool.

Head Start uses the Positive Behavior Intervention Supports (PBIS) program in their classroom. This allows teachers to

involve the parents in the program. I observed staff members use PBIS cues in the classroom to both provide the children with positive feedback and to redirect behaviors.

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

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.

An administrative change is being made because the Head Start has relocated to a classroom in Southeast Elementary. The space has been approved by the fire marshal.

An administrative change is being made to name Marisa Van Note as the on-site supervisor. She started in the position in September 2024. She has an AA in early childhood education. She was previously employed by a licensed childcare center for eight years, and was the director for four of those years.

*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.