Health and Human Services

Iowa Department of Health And Human Services

CHILD CARE CENTER ANNUAL EVALUATION

Name of Center: Little Eagles Childcare

Provider No.: 53055

Address: 505 N Ellis St, Keota, IA, 52248

County: Keokuk

Director's Name: Jennifer Lathrop

On-Site Supervisor: Mary Long

Phone Number: 6416363020

E-Mail: jennifer.lathrop@keotaeagles.org

HHS Visit Date: 04/16/2026

Licensing Period: 01/01/2026 to 01/01/2028

Fire Inspection:

Date Inspected: 07/24/2025

Comments: inspected by SFI Damien Dawson, due every 3 years

Report Visit Type:

- [ ] PTO
- [X] Licensing Visit
- [ ] Drop In
- [ ] Administrative Change

License Type:

- [X] Full
- [ ] Provisional

Quality initiative:

- [ ] Accrediation

Program Duration:

- [X] Year-Round
- [ ] School Year
- [ ] Summer Only

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Program Population Served:

- [X] Infant(0-<24 Months)
- [X] Toddler
- [X] PreSchool
- [X] School Age
- [ ] All Ages

LICENSE CAPACITY	Infants	2 Years	Preschool	School-Aged	Capacity
General	6	6	15	15	42
Summer					0

1. Basic Overview

Little Eagles Childcare is a newly licensed center located in the elementary school in Keota. This program opened in 2026. The center provides full day childcare for children infant through school age. The owner is the Keokuk County Childcare Network. Jennifer Lathrop has been the Director since opening. However, Mary Long is the On Site Supervisor and is present daily. She will become Director in June. Approximately 11 children are enrolled throughout the year.

On 4/27/26 I made an unannounced licensing visit to Little Eagles Childcare and met with OSS Long. At the time of the visit, staff were actively engaged in providing the childcare program to the children. Children were eating lunch and then washed hands, toileting routines, and nap time. All areas of the program were observed and addressed. Discussions consisted of classroom observations and activities, ratios, nutritional practices, health and safety practices, playground observation, field trip and transportation practices, and administrative review.

The center has three classrooms, and an office. One classroom is devoted to infant/toddler care, one to preschool age care and one to a school age program. The school age room doubles as a preschool age early childhood educational classroom during the day when school age children are not present. We observed other school rooms that can be utilized this summer (Library, Art room, etc..). The classrooms are clean, bright, and attractive and equipped with a satisfactory variety of child sized furniture, equipment, toys, games, and activities for the children.

Center Nutrition Practices Observed:

Meals and snacks are prepared in the school kitchen by school kitchen staff and served family style in the center. Posted menus indicate that minimum nutritional requirements were met the date of the visit. Thorough menus are kept with substitutions noted. The center is directed to follow CACFP guidelines for all meals and snacks. No food was stored on the floor. No expired food items were present. All food waste containers were covered. Thermometers were in the refrigerator and freezer. We discussed all foods served must meet CACFP program requirements, with the exception of special occasions. Any school foods that do not meet requirements for younger children OSS Long ensures adequate substitutions are provided.

Children do not have access to the kitchen. The Center does not currently participate in the CACFP program, but menus appear to follow food program guidelines. Posted menus indicate that minimum nutritional requirements are met.

The kitchen was closed the date of the visit The food waste container was covered in the classroom.

Center Health and Safety:

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The center administers prescription and non-prescription medication in accordance with licensing regulations, physician directions, and parental consent. The program does not keep cough syrup or other nonprescription medications in the building. No OTC medications were observed during the visit.

The center is aware of regulations regarding staff and child hand washing, storage and maintenance of a first aid kit, environmental testing and the maintenance of any necessary detection equipment, and general regulations regarding safety and sanitation policies and procedures.

Radon testing has been completed within the last 5 years with a rate below 4 pci/L. Updated testing is due again in 2030. The program has fuel burning appliances in the school kitchen. A fuel burning appliances inspection is present. Carbon monoxide detectors are plugged in.

Upon arrival all children were napping. Ratio was met. Cots were spaced 2 feet apart and lighting was such that children could be appropriately supervised.

Regulations regarding staff and child hand washing, storage and maintenance of a first aid kit were reviewed. First aid kids are labeled and are kept in each room of the center. Mobile packs that are taken outside and on field trips were labeled as well.

Regulations regarding general regulations regarding safety and sanitation policies and procedures were addressed. Drills for fire and tornados will be logged and maintained.

Hand washing and diaper changing posters were noted. A diaper changing poster was also above the changing area.

Staff are aware of directions on sanitizing and disinfecting procedure including dwell time. We discussed other best practice options. Cot sheets and toys are washed/sanitized weekly.

The center has no pets or plants. Ceiling tiles have been replaced if they have water damage or were sagging. All electrical outlets were covered.

Center Playground:

The outdoor play area is directly behind the center. The area is fenced and some shade is provided by the building. A shade structure will be added this summer. Areas of the fence are loose on the bottom and should be corrected so that it does not become an entrapment hazard. Age appropriate climbing equipment is in good repair.

The Child Care Weather Watch is utilized to determine if outdoor play or field trips are advisable in varying weather conditions.

The OSS has been performing Outdoor Play inspections monthly and documenting these on the appropriate forms. She is aware of fall zone and surfacing requirements.

Center Transportation Arrangements/Field Trips:

The center does not own a vehicle. All field trips require an extra staff in ratio. A first aid kit, emergency contacts and medication should taken on both walking and driving field trips. The school vans will be utilized this summer for transportation. It is a 13-passenger van.

Center Administrative Records:

The center is in compliance with regulations regarding required notices and postings and required written policies provided to parents in the form of a parent handbook. Staff records and child records are examined annually. The center employs approximately four staff. All staff are up to date on CPR/First Aid and Mandatory Reporter training and staff physicals. Professional development training is due annually and was reviewed. All staff have approved SING Checks and Fingerprint results.

Curriculum and lesson plans are utilized daily. We discussed lesson plans. The curriculum is teacher selected. Interest

centers available to the children include: blocks, children's literature, dramatic play, toys and games, puzzles and small manipulatives, art, music and movement, and science and discovery.

The center offers crafts or art projects a few times a week.

The center has a specific Emergency Preparedness Plan for this site. All staff will be trained on the plan annually and sign and date acknowledgment of such.

2. Identify Observed Strengths of the program

Ratio is good.

The children get one on one attention often.

3. Identify the aspects that fall below the standard

1. 109.10(13)c: Center shall develop procedures for annual staff and volunteer training on emergency plans. The Director agreed to train all staff on the EPP and have them sign and date acknowledgement of such.

4. Any corrective action plans, provisional license, and safety plans-steps to get into compliance

5. Special Notes/Recommendations

Based upon this review, it is recommended that this center begin in Full licensing status. The center is directed to correct the items listed in Section IV. The Director gave me a verbal commitment that the noted rule violations would be promptly corrected. It is important to note, all HHS licensing standards and procedures must be maintained during the renewal period.

The center may reach out to CCR&R Consultant Malia Love or Iowa Department of Public Health Child Care Nurse Consultant Mandi Lauderman at any time for consultation.

Child Care Nurse Consultants work with childcare and early education businesses. Businesses may call or send questions to a child care nurse consultant about health and safety policies, health programs, health of personnel, and specific child health or safety issues. The center may access Child Care Nurse Consultant Mandi Lauderman. Prior to opening she completed 2 med skills tests for staff, as well as provided consultation before they hired Mary and then a couple of times after Mary started.

Child Care Resource & Referral offer centers assistance with meeting the HHS regulations, IQ4K, infant/toddler concerns, room arrangement and environment, developmental concerns, Best Practice information, CDA assistance, or any questions or concerns you may have. HHS recommends centers utilize IDPH and CCR&R services.

Consultant Love provided the following the past year:

7/24/2025-I met with the Keota school district to do a walk through of their potential center space. We went over the initial permission to open list, discussed director qualifications and i-Power. We briefly touched on ratios and how that would work when they planned to have infants and toddlers. I followed up our visit with an email attaching county data sheets, the director qualifications paperwork, CCR&R website and the Centers Orientation Guidebook.

8/15/2025-Email, I sent the director qualification worksheet to Dave Harper and broke down how the points work.

8/21/2025-Email, the school had questions about having the principal or a classroom teacher as the director, I let them know

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this would work as long as that individual met the requirements. I also explained why they would also need to have an On Site supervisor and how that works within the programs of HHS requirements.

8/27/2025-Zoom, Met with the school principal Seth and the schools superintendent Dave, We went over the point worksheet and I sent them both the criteria for employment and education and what met requirements. We discussed i-Power and I walked them through how to access the site and the different tab. We went over training and briefly discussed room arrangement and barriers for the room. We scheduled a time to meet and I encouraged them to also contact the CCNC. I followed up the visit with an email to both attaching sample job descriptions, the i-Power account instruction sheet, and contact information for the state CACFP program.

9/04/2025-On site, I met with the program along with the CCNC Mandi Lauderman. We discussed room arrangement and requirements for their infant room and their toddler/3's room. I provided resources for room arrangement ideas. While there we also discussed staffing and requirements around the director role. I followed up with an email attaching documents for director and OSS roles and responsibilities as well as sample handbooks

9/18/2025-Email, Offered support with i-Power and getting the new director set up and everything put into the system. I included TA step by step documents for setting up accounts.

10/13/2025-Email,Sent training links for Medication Administration and encouraged the director to reach out to the CCNC Mandi Lauderman to discuss scheduling a skills test out date.

10/21/2025-Email,Gave guidance around medication administration and why we typically only want two people assigned to administer meds.

11/01/2025-Email, Provided support around the director and her requirements in i-Power.

11/10/2025-Email,The program reached out with questions about postings and what they would need and what items I had as CCRR. I replied with a list of postings and placements and highlighted the items that I had to bring with me.

11/11/2025-Email, provided contact information for CACFP program.

11/12/2025-Email, Provided support with training questions and what needed to be uploaded manually and what the system would upload.

11/18/2025-Email,Provided contact and links to ServSafe training.

11/25/2025-On site, I met with the OSS Mary Long and we did a walk through of the two program rooms using the HHS licensing checklist. We went through postings, discussed child files, staff files, trainings. We discussed the plans for eventual expansion, how they were doing meals through the NSLP. also assisted with some room set up options. I followed up the visit with some emails for MCART TA, WAGE$ Tier 0 program and the training link for Food Safety in Child Care.

12/02/2025-Email,The OSS Mary Long reached out asking about requirements for drop in care and 4 years old's. I let her know that there were no additional licensing requirements for adding the 4 year old's or drop in care, only to maintain ratio and age groups as well as a full child file for drop in children.

12/09/2025-Email, Provided the OSS Mary with resources for the NAECY Code of Ethics Form and an example of a confidentiality policy.

12/10/2025-Email,Answered questions about what items from the staff files needed to be in i-Power vs just in their staff file.

12/16/2025-Email, Provided the program with a copy of the Mandatory Reporter Posting.

12/17/2025-On Site, went over the initial permission to open checklist, did walk through of the program and went over staff files, we discussed trainings and timeline for staffing and hiring on more staff.

1/14/2026-On Site, I met with the program and did a walk through with the HHS licensing Checklist. The program has

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initial permission to open. While there I assisted the staff with linking roles and approvals in i-Power. I discussed the requirements for staff under 18 as well as what volunteers would need.

2/17/2026-Email, Offered support around issues with getting emails from the WorkDay systems for the mandatory reporter trainings. I gave the program the contact email from the FAQ and followed up with my training specialists for support.

2/25/2026-On Site, I met with the program and dropped off classroom materials, while there the OSS Mary showed me the two open classrooms and took me to see the additional rooms that will be used for the summer. We discussed enrollment and the programs plans for expansion; they plan to slowly grow. We went over water play requirements and how they could implement that safely this summer.

4/2/2026-On Site, Did a reading activity with the staff and children, did a walk-through of both rooms and then met with the OSS Mary Long. We discussed the programs summer plans, expanding and I answered questions around staffing and requirements.

4/09/2026- Email, Answered questions about staff and child files and how long to keep each and what needed to be kept.

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TARGETED ASSESSMENT: The Director and I discussed behavioral management techniques. She reported the following:

• How do you help staff understand the expectation associated with behavior management?
• We use training tools, Essentials, Passport, and PBIS. On top of that we help staff recognize behaviors as they are starting with hands on training and being in the classroom with the teachers on a daily basis to help them learn routines and proper redirection and help them in the moments.
• How do you help staff recognize their frustration and respond with de-escalation?
• by being in the room with the teachers no a regular basis it helps us know when they are feeling frustrated and can help by giving them a break when needed. we utilize ECI and infant mental health to help teachers recognize frustrations among each other as well and encourage them to rely on each other to help when frustrated.
• How do you monitor these skills / expectations? We do quarterly assessments with staff as well as being in the classroom on a regular basis helps us see how staff are managing their emotions and making sure they are properly using the disciplinary tools they have.

Date: 04/20/2026

HHS Licensing Consultant: Jill Seibert

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Non-compliance with any of the mandated regulatory requirements listed above may lead to the cancellation or revocation of your Child Care License. Please take steps necessary to completely address each of the violations noted above.

Child Care Resource and Referral is an excellent resource for providers to access training options and support in your area. You can reach Child Care Resource and Referral at **https://iowaccrr.org**.