

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

Name of Center: MICA Head Start-St Paul's **Enrollment:** 32 **License ID No. (Reapplications)** 47690

Street: 201 E Church St **City:** Marshalltown **Iowa Zip:** 50158 **County:** Marshall

Mailing Address: 1001 S 18th Ave, Marshalltown, IA, 50158

Director's Name: Nicole Ramirez **Phone Number:** 641-485-1568

On-Site Supervisor(s): Jennifer Konomi **E-Mail:** nicole.ramirez@micaonline.org

Date(s) of Visit: 10-16-2017

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

Date Inspected: 09-12-2016

Comments :

LICENSE TYPE: X **Child Care** **Preschool (ages 3-5 meets three hours or less per day)**

Financial Type: Profit X Non-Profit NA

Accreditation: 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:	<u>Year-round</u>	<u>School-Year</u>	<u>Summer Only</u>		
LICENSE CAPACITY	Infants	2 Years	Preschool	School-Age	Capacity
General			32		32
Summer					0

QRS Rating: N/A

RECOMMENDATION FOR LICENSE:	
X	FULL license from 11-01-2016 to 11-01-2018
	PROVISIONAL license from
	DENIAL of initial application
	SUSPENSION of license
	REVOCACTION of license

Licensing Consultant: Debbie Hammer

Date: 10-18-2017

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

N/A.

II. IDENTIFY THE AREAS OBSERVED ON THE VISIT:

An off-year visit was conducted on 10/16/2017. The on-site supervisor was present throughout the visit.

All areas of the program were observed. These areas observed consisted of classroom observations and activities, nutritional practices, health and safety practices, playground observation, field trip and transportation practices, and administrative review.

MICA (Mid Iowa Community Action Agency) offers Head Start programs throughout Marshall County and surrounding areas. The administrative office is in Marshalltown. Carrie Sodders is the executive director. Nicole Ramirez is the Early Childhood Programs Coordinator and meets the 100 points to be the director. She is listed as the director at all the Head Start program sites. Jennifer Konomi is the on-site supervisor for this site and several other sites in Marshalltown.

This program meets in the fellowship hall at St. Paul's Church. Children attend M/T/Th/F, and either come from 8:00 am to 11:30 am, or 12 pm to 3:30 pm.

III. IDENTIFY THE OBSERVED STRENGTHS OF THE CENTER:

Head Start provides a very valuable and needed service to the families in the community. They provide a consistent and stable routine that helps the children grow and learn in a positive and healthy manner. The teachers are very committed to helping prepare these children for kindergarten. All the teachers have a 4 year degree or a teaching license. There is a bi-lingual teacher in the classroom.

Head Start has a good relationship with the church at this site. The church is a good resource.

Head Start is invested in making positive connections with the children. They are using a conscious discipline program this year with the children.

Head Start works with the public schools and provide a double program for some children who attend Head Start and the public school as well.

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

109.9(2)b: All files contain sufficient information and authorization to allow the center to secure emergency medical and dental services at any time child is in center's care.

Number not in compliance for medical: 1

Number not in compliance for dental: 1

Information lacking: One child file reviewed did not have complete dental or physician information, and was missing a hospital preference.

109.10(15)b: Emergency instructions, phone numbers, and diagrams for fire, tornado, and flood shall be visibly posted and documented at least once a month for fire and tornado. Records shall be maintained for current and previous year. Fire and tornado drills were not completed in March or May of this year.

V. SPECIAL NOTES/RECOMMENDATIONS:

The new CACFP (food program) guidelines that went into effect 10/1/2017 were discussed. The center is aware of the new changes and has a dietitian who ensures the food program is followed. The Head Start program has meals and snacks catered by Valley Services.

The new Federal mandates to State licensing that went into effect 10/1/2016 were discussed. All staff, with the exception of recently hired staff, have completed Essentials Training. The program has created a disaster kit as well as a written disaster/evacuation plan. The staff handbook has been updated to reflect the new changes to staff training requirements.

Radon testing is due every two years. The program sent the radon testing kit in to the lab on Friday, the 13th of October, of 2017. Prior to this test, the last radon test was completed in November of 2015 and was below the 4.0 cutoff.

The church completes furnace testing yearly and an inspection will be completed this month.

If you are the Child Care Center Director and you feel something is unclear or unjustly cited, please contact your consultant at 515-725-2663 or email dhammer1@dhs.state.ia.us so that we may discuss the issue. You may also send a letter that will be included in your licensing file noting any disagreement you may have with this report.

*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.

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