



<b>RECOMMENDATION FOR LICENSE:</b>	
X	<b>FULL</b> license from 01-01-2017 to 01-01-2019
	<b>PROVISIONAL</b> license from
	<b>DENIAL</b> of initial application
	<b>SUSPENSION</b> of license
	<b>REVOCACTION</b> of license

Licensing Consultant: Nate Knepper

Date: 12-11-2017

**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 12/8/17. The site program manager and both on-site supervisors were present for this visit.

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

The Carroll Head Start program is located in two classroom of a newer building on the main New Opportunities campus. The program serves children three years in age through five years in age using the Creative Learning Curriculum Gold Series. Classes are held during the school year, Monday - Friday. Children attend 8:30am - 3:00pm or 11:30am - 3:00pm based off their ages.

The director of this program as well as other New Opportunities Head Start programs is Tonya Weber. Tonya has her BA degree in Human Services and meets the qualifications for her position. One on-site supervisor is Michelle Case. Michelle has a BA degree in Elementary Education and has over 10 year's of experience working in the school or child care setting. The other on-site supervisor is Vickie Burns. Vickie has a BA degree in Early Childhood Education and has over 20 year's of experience working in child care.

**III. IDENTIFY THE OBSERVED STRENGTHS OF THE CENTER:**

Hy-Vee caters in lunch. The program also participates in the food program (CACFP). Finally, the program has a dietician review all meals.

The program uses the same handbook and has the same health and safety procedures/checklists as other programs operated by New Opportunities.

Parental involvement and communication is highly stressed by the program. Weekly newsletters, two parent teacher conferences, and two homes visits are conducted throughout the year. Special activities where parents come to the program are also held.

Weekly staff meetings are held. Monthly meetings are held with other New Opportunities Head Start Programs.

The program has some additional information available through New Opportunities' website.

Dental, vision, behavioral, and developmental screenings are provided to children free of charge.

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

109.11(7)b: Centers at ground level that use basement area as program space, or have a basement beneath program space: Testing and plan for remedy of radon is conducted.  
Radon testing is due every two years. The center recently did radon testing and they are awaiting the results of the two classrooms. Prior to this test in 12/2017, the last test was conducted in 1/2015 so it is past due.

#### **V. SPECIAL NOTES/RECOMMENDATIONS:**

The annual furnace inspection was last completed 11/27/17.

The license, state consultant contact information posting, and the Mandatory Reporter posting should all be posted near each other in classrooms.

The center is now open Monday - Friday and children now attend longer in the day. There is no longer strictly AM and PM classes. The center provides breakfast and the PM snack and HyVee still caters in lunch.

If you are the Child Care Center Director and you feel something is unclear or unjustly cited, please contact your consultant at 515-725-2654 or email [nknepe@dhs.state.ia.us](mailto:nknepe@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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