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

Name of Center: NEICAC-Postville Head Start and CDC **Enrollment:** 34 **License ID No. (Reapplications)** 18175

Street: 210 S Ogden **City:** Postville Iowa **Zip** 52162 **County:** Allamakee

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

Director's Name: Sharon Burke **Phone Number:** 563-864-7642

On-Site Supervisor(s): Terri Zell **E-Mail:** sburke@neicac.org

Date(s) of Visit: 09-11-2023

X **Licensing Visit** X **Unannounced Visit** **Off Year Visit** **Administrative Change**

LICENSING VISITS

New Application X **Re-Application** **NA**

Signed Application (470-0722) Received X **Yes** **No** **NA** **Date Signed:** 08-21-2023

FIRE INSPECTION X **State** **Local** **NA** **Is Fire Inspection Approved?** X **Yes** **No** **NA**

Date Inspected: 09-21-2023

Comments : Compliance on 09/29/23.

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: 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*	*Summary Only*

LICENSE CAPACITY	Infants	2 Years	Preschool	School-Age	Capacity
General	0	0	50	0	50
Summer					0

QRS Rating: 4

RECOMMENDATION FOR LICENSE:	
X	**FULL** license from 10-01-2023 to 10-01-2025
	PROVISIONAL license from
	DENIAL of initial application
	SUSPENSION of license
	REVOCATION of license

Licensing Consultant: Becky Frost **Date:** 10-09-2023

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

N/A

II. IDENTIFY THE AREAS OBSERVED ON THE VISIT:

On 09/11/23 I made an unannounced licensing visit to NEICAC-Postville Head Start & Child Development Center. Amy Moore is the program manager for the program but she was not present the day of my visit. There was not a lead teacher in either classroom the day of my visit so I spoke with the assistants in each room during my visit. After my visit, Terri Zell was named the on-site supervisor for the program. Ms. Zell has a diploma in early childhood education. She started with NEICAC in May 2023 and has previous experience in childcare. Sharon Burke is the director of the early childhood programs for NEICAC-Head Start. Her office is in the administration building in Decorah. Laura Castillo is the family worker. The center employs five staff members and they are utilizing a substitute.

The program is in the Postville Child Care Center. The program operates Monday through Friday from 5:15 am until 6:00 pm. The core preschool hours are 8:30 am until 2:30 pm. Wraparound services provide childcare before and after preschool. The program serves children ages three through five-years-old. The program also offers a summer childcare program to families. There are currently 34 children enrolled.

The program operates out of two rooms. An inspection of each room was completed. Classrooms were within ratio during the licensing visit. Windows provide natural lighting. The rooms are decorated with posters to assist the children with the learning process, such as the alphabet, shapes, colors and numbers. The children's birthdays were posted. There is an area for circle time. Each room has an Epson projector.

The centers observed on the day of the licensing visit include library, Lego/blocks, table toys, games, puzzles, transportation, computers, art, dramatic play, Play Doh, listening, writing, math, science/discovery, woodworking, 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. Cots are used to nap.

There are two sinks in the child development room and a bathroom with two toilets. Handwashing procedures were posted. There is one sink in Classroom A and a bathroom with one toilet and one sink. Handwashing procedures were posted. Diaper changing procedures are also posted in both bathrooms and mats are used if necessary.

Postville is a multi-cultural community. There is a large Hispanic population. Each classroom has bi-lingual teachers to communicate with the children and families. This is a great asset.

The center participates in the Child and Adult Care Food Program (CACFP). The children receive breakfast, lunch, and afternoon snack. Lunch is prepared by Postville School and is delivered to the program. Head Start staff members prepare breakfast and the snack. Menus were posted. Allergies are confidentially posted.

The program is allowed to use the childcare center's full kitchen. The kitchen was clean and organized. Dishes are taken back to the kitchen to be put through the dishwasher, but currently the program is using mostly disposable products. Not all food items were stored according to NHSPS guidelines. In the CD classroom there were cereals and some graham crackers

that were not stored appropriately. Once a food item is opened it must be stored in a sealed plastic, metal or glass container and be dated. There is a refrigerator in child development room and thermometers were present.

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

The program uses a variety of resources to prepare lesson plans. They use Creative Curriculum and the GOLD assessment tool. They also complete Brigance assessments and ASQ-SE assessments. They use Handwriting Without Tears, Jolly Phonics, Second Step, Character Counts and Skill Streaming. Activities are planned around studies. They also participate in the Farm to Early Care and Education program. Each month they focus on a new food. Parents are provided a monthly newsletter to inform them of studies, activities and special dates.

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 PBIS solution kits in the classroom. This provides children with choices to try and solve problems. Parents can sign up to use the Ready Rosie app which provides activities for the family to do at home. Head Start also has family workers that go to homes to work with families and offer support and community resources. Laura Castillo is the family worker. The children receive hearing, vision and dental screenings.

There was a phone with emergency numbers in both rooms. Emergency fire and tornado procedures and evacuation diagrams were posted by the main program doors and outdoor exits in each room. A daily schedule was posted and a lesson plan was available for review in each room.

I reviewed documentation of monthly fire and tornado drills from the 2022-2023 school year. The school year started on 08/23/23. Neither a fire nor tornado drill has been practiced yet this year. Remember, these both must occur monthly. I reviewed documentation of monthly playground inspections. A radon test was completed in December 2021 and is good for two years. Results were within EPA guidelines. The fuel burning inspection was completed and no concerns were noted. A carbon monoxide detector was on site in the CD classroom in the office area. Outlets were protected. The fire marshal inspection occurred on 09/21/23, with compliance on 09/29/23.

The parent information is located on a door between the classrooms. 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.

Head Start uses the childcare playground. There are two areas for children two through five-years-old. One area was newly constructed and paid for by the school system. Poured-in-place rubber is used for fall surfacing. There is a piece of climbing equipment shaped like a pirate ship with slides, a rope climbing wall, fireman pole and other activities. There are also swings. This area could benefit from more shade. The second area for this age group is a naturalistic area. There is a large naturalistic sandbox that has tree stumps and larger rocks to play on. They have two slides built into a large hill. Woodchips are at the bottom of the slides. There is a playhouse. Trees are used for shade. There is a pergola shade structure in the area that covers a picnic table and a concrete path.

Children files were reviewed at the time of the licensing visit. I reviewed eight children files. There was one outdated physical, but the program has 30 days to get current physicals from families so this will not be cited.

On 09/18/23 I reviewed two staff files at the NEICAC administration office in Decorah. They were in great condition.

Staff members had terrific teamwork and great interaction with the children. There were bi-lingual staff members in both rooms to help with communication. The interacted with the children at their level. I observed staff members to be patient and nurturing with the children. I observed PBIS methods used in each classroom to redirect behaviors in a positive manner. All the children were included in circle time. They used fun activities to teach the children about shapes and colors. Staff members provided the children with praise and encouraged them during activities. They offered the children choice. The children appeared to enjoy themselves in the program.

III. IDENTIFY THE OBSERVED STRENGTHS OF THE CENTER:

The program has an IQ4K level 4 that expires on 11/30/24.

The program is in a secured building with cameras in each room.

Centers are clearly labeled in the classrooms and staff members use several visual cues to help guide the children.

The program provides a bi-lingual teacher in each classroom.

The level of education and training of the Head Start staff is exceptional. They exceed what is required to meet DHS licensing standards.

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

The program partners with Keystone AEA to provide services to children with identified needs.

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

109.15(5): Food preparation and storage procedures are consistent with NHSPS.
Not all food items were stored according to NHSPS guidelines. In the CD classroom there were cereals and some graham crackers that were not stored appropriately. Once a food item is opened it must be stored in a sealed plastic, metal or glass container and be dated.

V. SPECIAL NOTES/RECOMMENDATIONS:

A full license is issued. All DHS licensing standards and procedures must be maintained during the renewal period.

There was a delay in getting the report completed because I was waiting on the fire marshal inspection. I received the inspection on 10/09/23.

*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.