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

Name of Center: Milford Head Start **Enrollment:** 15 **License ID No. (Reapplications)** 30273

Street: 1525 Three Cross Rd **City:** Milford Iowa **Zip** 51351 **County:** Dickinson

Mailing Address: PO Box 519, Graettinger, IA, 51342

Director's Name: Angie Mitchell **Phone Number:** 712-339-1163

On-Site Supervisor(s): Jana Christians **E-Mail:** imayland@udmo.com dhelget@udmo.com

Date(s) of Visit:

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

LICENSING VISITS

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

Signed Application (470-0722) Received X **Yes** **No** **NA** **Date Signed:** 08-09-2023

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

Date Inspected: 05-17-2021

Comments : Program has moved to a new location from the Okoboji Elementary School to Three Cross Church at 1525 Three Cross Road, Milford Iowa 51351. The program will be using a wing of the church for their headstart program with a capacity of 14 children. The program will start on 08-28-23.

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: Year-round X School-Year Summer Only

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

LICENSE CAPACITY	Infants	2 Years	Preschool	School-Age	Capacity
General			14		14
Summer					0

QRS Rating: N/A

RECOMMENDATION FOR LICENSE:	
X	**FULL** license from 10-01-2022 to 10-01-2024
	PROVISIONAL license from
	DENIAL of initial application
	SUSPENSION of license
	REVOCATION of license

Licensing Consultant: Jana Drew **Date:** 08-21-2023

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

II. IDENTIFY THE AREAS OBSERVED ON THE VISIT:

Visited the center on 09-23-22 and spoke with new onsite supervisor/lead teacher Jana Christians as Alissa Van Middendorp resigned. Ms. Christians has BA in Elementary Education and has worked 3 years in a headstart setting. Milford Head Start is a program administered through Upper Des Moines Opportunity, Inc. The program is housed in a classroom of the Milford elementary public school. The program serves children ages 3 to 5 years old. The program operates Monday through Friday 8:15am to 3pm with an early out at 12:30pm on Wednesdays.

There are 15 children enrolled in the program. At the time of the visit there were 13 children present. All areas of the program were observed. These areas observed consisted of classroom observations and activities, nutritional practices, health and safety practices, field trip and transportation practices, and administrative review. Given the current coronavirus pandemic, a time was spent on discussing how the center is managing. The center is following all guidelines put forth by DHS regarding the coronavirus and doing everything they can to support their staff and families during this time.

Sufficient amount of toys and equipment for the number of children. Daily schedule of activities was posted. Displayed throughout the room were colors, shapes, five senses, globe of the world, picture schedule for the children, job chart, children's artwork and the alphabet. Observed staff assisting children with a variety of activities, talking to the children throughout the visit, leading the children in exercise, reminding the children about rules, engaging the children in activities, sitting at the tables with the children during meals and reading stories to the children. Staff had good interaction with the children. The center utilizes the High Scope Curriculum Gold in their teachings.
Staff files will be reviewed at a later date. Any deficiencies will be addressed at that time.

The Milford school system provides breakfast and lunch. Snacks are provided by Headstart. Good food storage practices were observed. The center follows the CACFP guidelines for nutrition. Menus were posted. Medication is stored in a lock box or out of reach of the children. The center currently does not administer medication. Observed good hand washing procedures by staff and children. First aid kit is sufficient to treat minor injuries. Fire/tornado drills are documented each month. Annual heating inspection needed to be completed. Radon tests are complete. Good sanitary procedures are followed. Center has a functioning carbon monoxide detector. A large fenced in playground is shared with the school. The playground has slides, climbing equipment, swings, play house and a sandbox. The center recently updated their playhouse with a new one. The school installed poured rubber for the surfacing as the preschoolers also use this playground but are not out at the same time as Headstart. Surfacing material is around the equipment. Playground is inspected monthly. Shade is available on the playground. The center does not transport the children.

Goals of the program are to have all of the children potty trained and 75% of the parents have involvement. Also to add in some field trips.

Strengths of the program is that the program has a good relationship with the school and the community with the families that they serve. The program also has a good resource of staff who are there to assist if needed.

III. IDENTIFY THE OBSERVED STRENGTHS OF THE CENTER:

The center is NAEYC accredited.

Center sends home a newsletter each month to keep parents aware of what is going on in the program.

Children's toys are at their level and accessible.

The classroom is well organized.

Center has parent/teacher conferences two times a year to inform parents of their child's progress and what they need to work on.

Staff do two home visits a year.

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 dental: 3
Information lacking: Information was missing

109.11(7)c: All centers: Annual inspection prior to heating season of all fuel-burning appliances to reduce risk of carbon monoxide poisoning and shall install one carbon monoxide detector on each floor that conforms to UL Standard 2034.

V. SPECIAL NOTES/RECOMMENDATIONS:

It is recommended to update Emergency Preparedness Policies and the DHS Licensing Binder yearly.

Program will email consultant by 10-28-22 confirming that all aspects that fall below standards have been corrected.

A full license is recommended at this time at this time.

At least one visit will be made to the center during the next year

*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.