Health and Human Services

Iowa Department of Health And Human Services

CHILD CARE CENTER ANNUAL EVALUATION

Name of Center: HACAP Head Start - Truman

Provider No.: 52955

Address: 409 West Post Rd NW, Cedar Rapids, IA, 52405

County: Linn

Director's Name: Lacy Blackhawk

On-Site Supervisor: Melanie Boutwell

Phone Number: 3195582375

E-Mail: cregan@hacap.org
lblackhawk@hacap.org

HHS Visit Date: 09/23/2025

Licensing Period: 09/01/2025 to 09/01/2027

Fire Inspection:

Date Inspected: 07/29/2025

Comments:

Report Visit Type:

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

License Type:

- [X] Full
- [ ] Provisional

Quality initiative:

- [ ] Accrediation

Program Duration:

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

CHILD CARE CENTER ANNUAL EVALUATION

Program Population Served:

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

LICENSE CAPACITY	Infants	2 Years	Preschool	School-Aged	Capacity
General			32		32
Summer					0

1. Basic Overview

HACAP is a community action agency currently providing head start services throughout 9 Iowa counites. HACAP began in 1968 serving families in Johnson, Jones, and Linn Counties. From 1973-1981, HACAP expanded to provide services in Benton, Iowa, and Washington Counties. Then, in fall of 2020, HACAP again expanded to provide services in Delaware, Dubuque, and Jackson Counties. Specifically, HACAP Head Start (HHS) - Truman is located inside Truman Early Learning Center which is part of the Cedar Rapids Community School District. HHS-Truman received permission to open and commenced operations on 9/2/2025.

Multi-site HHS early childhood program executive director is Christi Regan. Ms. Regan has a BA degree in elementary education with early childhood reading, has been employed with head start for over 20 years, and continues to participate in much child development related training. Specific multi-site director is Ms. Blackhawk. Ms. Blackhawk has been a director with HHH since December 2020. Ms. Blackhawk has a BA degree in early childhood education, a plethora of experience working with children, and continues to participate in child development related training. HHS - Truman specific on-site supervisor is Melanie Boutwell. Ms. Boutwell has an AA degree, a plethora of experience working with children and continues to participate in much child development related training.

On 9/23/2025, building, grounds and program space were observed to all be in good repair. Primary programming occurs in one classroom #106 with enclosed restroom and hand washing facilities. Evidence of prior day's curriculum was observed to be shared on an "Every Child is An Artist" wall display featuring child artwork. Small group work on the day of the monitoring visit included blocks with locks, puzzles and gear building. On 9/23/2025, staff were observed to be in ratio and actively engaged with the children in a variety of activities that included multi-lunch rotation rituals, outdoor large gross motor plan, small group table activities, nap-quiet rest preparations and routine transitions. Music was overheard gently played in the background during quiet rest. Staff was observed using positive redirection with one child needing verbal prompts and reassurance as to classroom expectations and daily events. Children appeared comfortable with staff and to be enjoying the day.

2. Identify Observed Strengths of the program

HACAP's mission and goal is "...helping people develop skills to become successful and build strong communities..." and "...to bring about a greater degree of social competence in the young children..."

HHS has the following website for families and the community to learn more about the program: https://www.hacap.org/headstart.

As of 9/23/2025, HHS locations continue to be overseen by a board of directors. The program's management team (e.g. Ms.

Regan, Ms. Blackhawk, Ms. Boutwell) are invested in the community and are mentors helping connect families and children with various community resources and events. The management team continues to have a system of organization in place to help ensure administrative items are completed and maintained in a secure manner. The management team remains knowledgeable of licensing guidelines as well as their own program's policies and procedures. On 9/23/2025, staff discussed how it has only been 3 weeks since opening yet their children and themselves have worked hard to acclimate to the new classroom as well as build relationships with children, families and the school district. Even though this is a new location, staff are seasoned and reported celebrating 27 years, 13 years, and 4 months of employment with HHS.

As of 9/23/2025, HHS - Truman has a newly established area for required postings and parent-staff-program information. HHS - Truman is utilizing technological communication resources and offering family programming activities. HHS childcare programs have a Parent Committee, Policy Council, and family support workers. Curriculum continues to include Creative Curriculum, teacher-inspired ideas and regular program-family conferences.

As of 9/23/2025, HHS childcare locations continue to have and update as needed policies and procedures that include those for safety, daily health checks, hand washing, cleaning, sanitizing and disinfecting. On the day of this monitoring visit, staff discussed how they help ensure the children's space is sanitary and hazard free each day by following their current policies and procedures as well as maintaining checklists for cleaning and maintenance. Staff also talked about having support from their board, support from their HHS maintenance person and new increasing supports from the school district (e.g. school kitchen staff, school administration, school maintenance, school custodial team) as to daily building and grounds conditions and repairs.

HHS locations including HHS - Truman each have emergency plans, policies, and procedures. While HHS - Truman is a new location having commenced operations on 9/2/2025, other HHS childcare locations have successfully navigated through flooding events, relocations, January 2019 Polar Vortex, 2019 health (covid-19) pandemic, 8/10/20 Derecho Storm, 2021 food supply issues, 2022 infant formula shortages, air quality alerts (2013, 2015) and 7/19/24 global technology outage.

3. Identify the aspects that fall below the standard

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

5. Special Notes/Recommendations

Review rule 109.11(6). Ensure HHS - Truman has at least one working nonpay telephone at all times. As of 9/23/2025, the phone was not properly working.

Licensing strongly supports installing a secure entry system (e.g. doorbell with camera system) to help increase program safety.

Licensing strongly encourages lunchtime routines move to the HHS-Truman classroom. This would eliminate the children being subjected to such an excessive amount of transition, within an incredibly short period of time, right during the middle of each child's day. The amount of transitioning, in the allotted timeframe, around the building that the HHS - Truman children did was observed to exasperate child behaviors, have no consideration for children with possible IEPs or special care plans and is not designed to allow much child success. Remedy.

During lunch routines, licensing observed every child dump food remnants onto the cafeteria floor while attempting to independently take care of their soiled place setting (e.g. cafeteria tray, table ware). Cafeteria trash receptacles are not properly sized for preschool-age children to be successful in after lunch clean-up tasks. Remedy.

Please contact the manufacturer of the outdoor playground equipment to obtain intended ages of use. Currently, there is a sticker-posting on the climber being used by preschool-age children that indicates in Spanish that the equipment is designed for children aged five to twelve.

CHILD CARE CENTER ANNUAL EVALUATION

Diapering surfaces are required to be non-porous for proper cleaning and disinfecting to occur between each diaper change. Wood and diapering pads are porous and shall not be used. Remedy.

Increase sensory items (e.g. individual sensory play experiences, sensory spinning seats, sensory cushions, light table with transparent materials, sensory tiles).

Increase loose large gross materials (e.g. balls, riding toys, chalk, hula hoops, romper stompers, bubbles).

Please increase early childhood classroom consumables (e.g. crayons, markers, paints, construction paper, popsicle sticks, cotton balls, glue, pom-poms, yarn, safety scissors).

To help with the items noted in the special recommendations section of this report, please apply for the "Growing Iowa" fund designed to support childcare in Iowa by connecting with CCR&R (https://iowaccrr.org/staff/; Region 5 Director Becky White at 563-484- 4587).

A full license is issued. Thank you for the visit.

Date: 10/02/2025

HHS Licensing Consultant: Amy Lyons

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**.