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

Name of Center: Milford Head Start **Enrollment:** 13 **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): Alyssa Stofferan **E-Mail:** imayland@udmo.com dhelget@udmo.com

Date(s) of Visit: 09-22-2023

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

LICENSING VISITS

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

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

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

Date Inspected: 05-17-2021

Comments :

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:** 10-02-2023

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 director Angie Mitchell. Alyssa Stofferan is the new onsite supervisor/lead teacher as Jana Christians resigned. Ms. Stofferan has BA in social Work and has work several years with children. Milford Head Start is a program administered through Upper Des Moines Opportunity, Inc. Program moved to a new location from the Okoboji Elementary School to Three Cross Church at 1525 Three Cross Road, Milford Iowa 51351 over this past summer. 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. The program serves children ages 3 to 5 years old. The program operates Monday through Friday 8:00am to 3:00pm with an early out at 12:30pm on Wednesdays.

There are 13 children enrolled in the program. At the time of the visit there were 11 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. The center continues in 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, and reading stories to the children. Staff had good interaction with the children. The center utilizes the Creative Curriculum Gold in their teachings.

Staff files will be reviewed at a later date. Any deficiencies will be addressed at that time.

With the start of this school year and at this new site the program has contracted with Hy-Vee in Spencer to provide breakfast and lunch. Due to the time the children are at the program snacks are no longer provided. Good food storage practices were observed, however, a thermometer needs to be added in the refrigerator to ensure proper temperature . 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. First aid kit is sufficient to treat minor injuries. Fire/tornado drills are documented each month. Annual heating inspection is not needed as the building is all electric. Radon tests are complete, however the results are high and they are looking at mitigation. Good sanitary procedures are followed. A large grassy area is adjacent to the building. There are no playing equipment at this time just a grassy area. The program is looking at adding play equipment when there are funding. Shade is available on the playground. The program does have access to a large room of the church for them to use for indoor gym when there is inclement weather. The center does not transport the children.

Goals of the program are to fence in the playground as well as update the playground.

Strengths of the program is that the program has a good relationship with the church, school, the community and 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:

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:

109.11(3)a: Center shall ensure that: Facility and premises are sanitary, safe, and hazard free. Adequate indoor and outdoor space is provided. The outdoor area shall include safe play equipment and area of shade. Sufficient space provided for dining. Sufficient lighting shall be provided. Sufficient ventilation. Sufficient heating. sufficient cooling. Sufficient bathroom and diapering facilities. Equipment, including kitchen appliances, are maintained so as not to result in burns, shock, or injury to children. Sanitation and safety procedures for the center are developed and implemented to reduce risk or injury or harm to children and reduce transmission of disease.
The main door should be secured for safety as well as make sure cleaning products are out of reach of children.

109.15(5)a: Sufficient refrigeration is provide appropriate to perishable food.
Additional concerns: thermometer is needed in the refrigerator.

V. SPECIAL NOTES/RECOMMENDATIONS:

Program will email consultant by 10-31-23 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.