Health and Human Services

Iowa Department of Health And Human Services

CHILD CARE CENTER ANNUAL EVALUATION

Name of Center: HACAP Head Start-Inn Circle

Provider No.: 25078

Address: 5560 6th St SW, Cedar Rapids, IA, 52404

County: Linn

Director's Name: Amy Goddard

On-Site Supervisor: Amy Goddard

Phone Number: 3193667631

E-Mail: agoddard@HACAP.ORG

HHS Visit Date: 07/07/2026

Licensing Period: 08/01/2026 to 08/01/2028

Fire Inspection:

Date Inspected: 08/19/2025

Comments:

Report Visit Type:

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

License Type:

- [X] Full
- [ ] Provisional

Quality initiative:

Quality Rating: 3

- [ ] Accrediation

Program Duration:

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

CHILD CARE CENTER ANNUAL EVALUATION

HOURS:	*Year-round*	*School-Year*	*Summer Only*
Sunday			
Monday	7:00 AM to 5:00 PM		
Tuesday	7:00 AM to 5:00 PM		
Wednesday	7:00 AM to 5:00 PM		
Thursday	7:00 AM to 5:00 PM		
Friday	7:00 AM to 5:00 PM		
Saturday			

Program Population Served:

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

LICENSE CAPACITY	Infants	2 Years	Preschool	School-Aged	Capacity
General	16	12	68		96
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, this license and report pertain to HACAP Head Start (HHS) - Inn Circle. HHS - Inn Circle is located inside a building which also provides affordable housing options. This program operates year-round M-F from 7:00am to 5:00pm and serves children age infant through preschool-age. Total enrolled children were reported to be 37 on 7/7/2026.

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 experience working with children and participates in professional development. Specific combined director and on-site supervisor (OSS) is Amy Goddard. Ms. Goddard has a BA degree in psychology, has experience with children and participates in professional development.

On 7/7/2026, program space was observed. Primary programming occurs in age-defined rooms. The program has access to restrooms with handwashing sinks to accommodate capacity. The program has some access to an indoor large gross motor space and outdoor play areas. All foods offered to the children are prepared in the center kitchen. There is areas for proper food storage. The center chef reported providing culinary delights to this program's children for over 3 years and has completed ServSafe training in the past. On 7/7/2026, activities observed included infant cares, group circle time, center play experiences, and outdoor play. In HHS Inn Circle 2 room, the area of study was "ocean". Staff read "Froggy Goes to Hiawaii" with the children and was overhead talking about the room's upcoming luau celebration! During the monitoring visit, routine transitions were observed to go smoothly including movement indoor-outdoor, clean-up procedures and drink

breaks. Curriculum allowed for a variety of experiences that were observed to pique child interest as well as build cognitive skills, strengthen emotional intelligence, enhance physical coordination, and encourage the use of social graces. On 7/7/2026, staff were observed to be in ratio, utilizing positive behavior interventions when needed and engaged in programming with the children. Children appeared comfortable with staff and to be truly 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.

HHS - Inn Circle has achieved IQ4K 3 star. Efforts to establish designated PBIS classrooms continue to expand.

As of 7/7/2026, HHS locations continue to be overseen by a board of directors. The program's management team (e.g. Ms. Regan, Ms. Goddard) 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. In reviewing staff files, it is clear staff participate in professional development that exceeds licensing requirements. Staff are seasoned with staff celebrating 21 years, 15 years, and 2 years of employment with head start.

On 7/7/2026, HHS - Inn Circle was found to be maintaining most required posting, maintaining parent-staff-program information areas, utilizing technological communication resources, and offering family programming activities. HHS 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. Ms. Goddard discussed family activities that included a sweetheart dance and fun end of year class chosen celebrations. The end of year celebration in the toddler-transition room included "Messy Olympics" with many interactive hands-on experiences.

As of 7/7/2026, 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 continue to report having supports from the HHS board and the HHS maintenance persons as to daily building and grounds conditions and repairs.

HHS locations including HHS - Inn Circle each have emergency plans, policies, and procedures. HHS childcare locations have successfully navigated through flooding events (2008 historic Linn County flood), relocation situations, 2019 winter Polar Vortex, 2019 health (covid-19) pandemic, 8/10/20 Derecho Storm, 2021 food supply issues, 2022 infant formula shortages, air quality alerts (2023, 2025, 2026), technology outages (7/19/24 global technology outage, 10/10/2025 AWS outage, 10/29/2025 Microsoft outage) and 2026 nationwide cyclosporiasis outbreak.

3. Identify the aspects that fall below the standard

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

Not applicable.

5. Special Notes/Recommendations

During this monitoring visit, various items in the building (e.g. child toilet seats, hand washing sinks, classroom cabinets including hinges and hardware, counter tops, flooring, doors) were noted as needing increased attention. Management discussed a plan for refreshing and updating the facilities by the end of this calendar year. While renovating, please strongly consider enclosing at least one child restroom with one toilet and one hand washing sink in each classroom. This will help

improve child behaviors during transitions to and from hallway restrooms as well as improve staff-child supervision.

To allow natural light while also ensuring no infant receives a sun related injury, replace the window coverings in the infant room.

Replace all diapering stations throughout the center. Each is showing much ware making it difficult to ensure proper cleaning and disinfecting is happening between each diaper change (particularly noted in the toddler II room).

Replenish and replace dilapidated child furnishings and materials (e.g. sensory bins, tables with chairs, shelving, books, soft corners, blocks, home living materials) throughout the classrooms.

Increase indoor loose large gross motor materials (e.g. low to ground stepping/balance materials, romper stompers, push toys, hula hoops) and outdoor loose large gross motor materials (e.g. riding toys, hula hoops, push toys, balls).

On the outdoor play areas, remove weeds and thistles, fix the damaged gate latches, and power wash the climbing equipment. Remedy the gap at the bottom of the preschool playground's shed to help prevent an insect and/or vermin hazard. Outdoor shade is required at the far end of the preschool-age outdoor play area.

Ensure all postings are updated this includes lesson plans, menus, daily schedules, and illness postings.

To help with the repeated notes in this section of the report, please apply for the "Growing Iowa" fund (https://www.iowaccrr.org/child-care-providers/iowa-child-care-funding-opportunities/) designed to support childcare in Iowa by connecting with CCR&R.

Targeted Assessment: Behavior Management
Licensing discussed with management including director Ms. Goddard oversight of behavior management related to helping childcare staff: 1) understand expectations, 2) manage frustrations, and 3) monitor performance. Management discussed how they are present in the center talking with staff, scheduling extra staff whenever possible, ensuring staff have breaks, establishing child behavior plans, communicating with families and exercising required polices for enrollment and discharge of children as needed. Management talked about how staff have orientation and on-going professional development opportunities focusing on behavior strategies and PBIS. Management also indicated staff have access to PBIS coaches and leadership team who can observe in the classroom and help staff develop good practices in response to increased behaviors.

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

Date: 08/04/2026

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**.