Health and Human Services

Iowa Department of Health And Human Services

CHILD CARE CENTER ANNUAL EVALUATION

Name of Center: Little Hawks Childcare Center

Provider No.: 51706

Address: 753 Main ST, Manilla, IA, 51454

County: Crawford

Director's Name: Maddie Muhlbauer

On-Site Supervisor:

Phone Number: 7126545500

E-Mail: littlehawkschildcarecenter@gmail.com

HHS Visit Date: 01/26/2026

Licensing Period: 02/01/2026 to 02/01/2028

Fire Inspection:

Date Inspected: 01/30/2025

Comments:

Report Visit Type:

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

License Type:

- [X] Full
- [ ] Provisional

Quality initiative:

- [ ] Accrediation

Program Duration:

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

CHILD CARE CENTER ANNUAL EVALUATION

HOURS:	*Year-round*	*School-Year*	*Summer Only*
Sunday			
Monday	6:00 AM to 5:30 PM		
Tuesday	6:00 AM to 5:30 PM		
Wednesday	6:00 AM to 5:30 PM		
Thursday	6:00 AM to 5:30 PM		
Friday	6:00 AM to 5:30 PM		
Saturday			

Program Population Served:

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

LICENSE CAPACITY	Infants	2 Years	Preschool	School-Aged	Capacity
General	20	20	40	40	120
Summer					0

1. Basic Overview

An unannounced licensing visit was made to Little Hawks Childcare Center on 1/26/26. The building was renovated for the child care center. It was previously a school. The center opened on 2/8/22 and provides full-time child care services to infant age to school age children. The hours of operation are 6:00 AM to 5:30 PM. The center provides drop-in child care services for school-age children only. Maddie Muhlbauer became the director in June 2022. Maddie has an Early Childhood Education Certificate from DMACC in Ankeny. She worked as a full-time teacher for over three years prior to becoming director. I met with Maddie during my visit. There are 60 children enrolled. Maddie has an assistant, Stephanie Steckelberg. The center has cameras that cover the inside and outside of the center. The only places not covered are the bathrooms. Maddie is able to see all areas on her phone or on the TV in her office. Each authorized person has their own code to get into the building. They then check the children in or out on the iPad near the front door.

Observation of rooms:
The center is using five programming rooms and a room that is used for storage and getting meals ready. The rooms and hallways are all very bright and colorfully decorated. They display the children's artwork in the hallways. All program rooms were in ratio. The children were observed having fun participating in a variety of activities throughout the building. The school age children were in school at the time of my visit. The yellow room is for children under one year old. There were six kids and two staff. All of the cribs are on wheels and could be used as evacuation cribs. One of the staff members was in the rocking chair feeding a child a bottle and the other was feeding the other children in the high chairs. The daily sheets looked good. They are on the Procare child care app and this provides excellent communication between the staff and parents. The pink room is the 1–2-year-old room depending on the child's development. The children need to be at least 18 months old to go to the orange room. There were six children and two staff members. The staff had excellent interactions with the children. They were positive and attentive to the needs of the children. The staff were on the floor with the

children. They rotate the toys regularly. The orange room is for two-year-old children. There were 10 kids and two staff present. Each child was reading their own book. There was not a separate container for soiled diapers. Soiled diapers require a container separate from other waste. The blue room is for 3-year-old children. There were nine children and one staff member. There is artwork displayed in the room. The room is bright and colorful. The kids were playing in centers. There was a variety of toys for the children. The green room is for school age children as well as preschool. Preschool programming is provided at the public schools on Mondays, Tuesdays, Thursdays, and Fridays. Preschool age children come to the center after the preschool programming at the school each day and full days on Wednesdays. Daily lesson plans/activities were posted in every room. Every room makes their own lesson plans. Maddie and Stephanie review the lesson plans. The center has developed its own curriculum with many topics and themes. The theme changes every week. The preschool room has their own curriculum called A to Z Ready for Kindergarten. They follow the early learning standards. The rooms had a fun variety of age and developmentally appropriate toys and equipment. The teal room is not used except for kids to play and run around in when the weather prevents them from going outside.

Nutrition:
Company Kitchen provides breakfast, lunch, and snacks each day. Monthly menus are posted. In one room, the food was not sealed properly. The pretzels were not in an airtight container. Please make sure once food is opened that it is sealed in an air-tight container. The center is not a member of the federal food program but follows CACFP guidelines. There are two different staff members that prepare the meals and snacks.

Health and safety:
Fire and tornado drills are done monthly and documented. Radon testing was done in February 2024 and was in the acceptable range; however, there were not records for every room. It will be done again in February 2026. There are hardwired carbon monoxide detectors in each room. Handwashing and diapering procedures are posted. All of the cribs and cots had sheets that are washed weekly. The evacuation plans were posted. Bleach/water is used for sanitizing which is mixed daily and HP 180 Complete RTU Hydrogen Peroxide is used for disinfecting. Staff know the dwell time is three minutes. The three step bottle procedure is used, 1. Soap/water for cleaning, 2. water for rinsing, and 3. Your EPA approved product for sanitizing and disinfecting. Bleach/water needs to be mixed daily. The first aid kits/backpacks that go outside with the children have all of the children's emergency information.

Playground:
The playground has two areas. One side is for toddlers and the other side is for the older children three years to twelve years. This area has a playground structure. The surfacing is the poured in place surfacing. They are getting more equipment for the toddlers. Monthly playground safety checks were completed. They just added shade tarps last year on each side of the playground. This was paid for by fundraisers the center had. They are able to put up and take down the tarps depending on the season. The center received a grant for toys for the playground, but they won't purchase the toys until the weather is nicer and the kids begin going outside again.

Transportation:
The center doesn't provide daily transportation services. The elementary schools provide school bus service from Manning and Irwin Iowa.

Administrative records:
Eight children's files were read and were in excellent order. Three staff files were read and were in good order. One staff file was missing their physical. Maddie has worked with Bailey Hill from Child Care Resource and Referral on a variety of topics. Maddie reported that the child care nurse consultant, Jennifer Chapman, is coming regularly to train staff on diaper changing, hand washing, and does a lot of continuing education. She comes and reads books to the kids monthly about topics such as washing hands and sun safety. The center is working on applying for IQ4K. Maddie tries to have monthly staff meetings. She meets with staff on an ongoing basis.

2. Identify Observed Strengths of the program

Little Hawks Childcare Center is a wonderful resource for the community. The staff were positive and attentive to the needs of the children. Maddie reported they have a lot of good staff and several have been with them since they opened. Maddie is very enthusiastic and proud of the center. Maddie has worked very hard to learn the licensing rules. She made all the corrections to the noncompliance items listed in last year's licensing report. Fundraising events are held throughout the year i.e. fish fry, New Years Eve dinner/auction. The center receives grants for equipment, supplies, etc. The center will apply

CHILD CARE CENTER ANNUAL EVALUATION

for IQ4K. Maddie feels their strengths are staff longevity and the parents feel the center is a very welcoming environment. The goals for next year are to be IQ4K and increase enrollment.

3. Identify the aspects that fall below the standard

109.9(1)b: Three staff files were reviewed and one file was missing their physical exam.

109.10(3): In one of the rooms, soiled diapers were not stored in a separate container as other waste.

109.13(5)b: In one room, I observed food not being sealed properly. All food needs to be stored in a sealed airtight container after opening.

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

5. Special Notes/Recommendations

A full license is recommended for 2/1/26 to 2/1/28.

Date: 01/29/2026

HHS Licensing Consultant: Tausha Bottorff

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**.