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

Name of Center: Tri-County Head Start-Maywood Center **Enrollment:** 70 **License ID No. (Reapplications)** 22899

Street: 800 Milwaukee AVE **City:** Waterloo Iowa **Zip** 50707 **County:** Black Hawk

Mailing Address: PO Box 1050, Waterloo, IA, 50704

Director's Name: Dr. Robert Welch **Phone Number:** 319-235-0383

On-Site Supervisor(s): Laurie Duff **E-Mail:** rwelch@teamtricounty.org, mmccracken@teamtricounty.org

Date(s) of Visit: 07-17-2024

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

LICENSING VISITS

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

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

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

Date Inspected: 05-23-2024

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 NAEYC NSACA Other X NA

Program Serves: X Infants (0-23 mo.) X 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	16	12	108	0	136
Summer					0

QRS Rating: N/A

RECOMMENDATION FOR LICENSE:	
X	**FULL** license from 05-01-2023 to 05-01-2025
	PROVISIONAL license from
	DENIAL of initial application
	SUSPENSION of license
	REVOCATION of license

Licensing Consultant: Becky Frost **Date:** 07-24-2024

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

N/A

II. IDENTIFY THE AREAS OBSERVED ON THE VISIT:

On 07/17/24 I made an unannounced off year licensing visit to Tri-County Head Start-Maywood in Waterloo. I met with Dusty Olson, a program manager for this site for the summer. I also met with Laurie Duff, an on-site supervisor, administrative assistant/program coordinator for this program since February 2021. Ms. Duff has several years with Head Start. Shayla Stevenson is also a program manager for this site temporarily. There are 22 staff members employed by the center in addition to five administrative staff.

Zach Thompson is the family worker for the program. Priscila Vergara is also a family manager at the site for the summer. They meet with families in the home to provide support and assist with community resources. Dr. Latisha Smith became the director of the Tri-County Head Start programs in December 2022. She is the Educational Services Director for Tri-County Head Start. She started in this position in September 2021. She has a BA in early childhood and elementary education, an MA in Education and a Doctor of Education in curriculum and instruction. Her office is in the administration office in Waterloo.

The Maywood Head Start program operates out of a free-standing building. The program operates Monday through Friday from 6:30 am until 5:30 pm and serves infants through preschool age children. Wraparound services are provided. There are currently 70 children enrolled.

The program operates out of the following rooms: S4-Friendly Foxes (serves infants 6 weeks through approximately 18 months), S3-Brave Bears (12-18 months), N6-Determined Deer (18 months and two-year-olds), S2-Respectful Rabbits (older two-year-olds and younger three-year-olds), S1- Helpful Hedgehogs (older two-year-olds and younger three-year-olds), N4-Strong Squirrels (two-year-olds), N1-Optimistic Owls (three through five-year-olds), N2-Responsible Raccoons (three through five-year-olds).

An inspection of each room was completed. Windows provide natural lighting. The rooms are decorated with pictures of the children, the children's art projects, and posters to assist the children with the learning process, such as the alphabet, shapes, colors and numbers. The children's birthdays were posted. There is an area for circle time in each room.

In the Responsible Raccoons room there were staff bags in an area where children could potentially have access to them All personal items must be placed out of reach of children.

The centers observed on the day of the licensing visit include library, Lego/blocks, table toys, games, puzzles, transportation, computers, play dough, art, dramatic play, listening, writing, math, science/discovery, woodworking, sensory table and music. Centers were arranged in a manner that allowed easy movement between activities, but it also allowed for clear supervision by staff members. Materials were in good condition. The materials are located at child level, so they were easily accessible to the children.

In the upstairs hallway on the north side of the building there is a girl's bathroom with three toilets and two sinks. The boy's bathroom has two toilets and two sinks. Handwashing procedures were posted in both locations. Both bathrooms also

have mats available to change pull-ups. There is an additional girl's and boy's bathroom on the south end of the hallway. The girl's bathroom has two toilets and two sinks and the boy's bathroom has two toilets, two sinks and a urinal. Procedures were posted. There is a diaper changing table in the girl's bathroom on the south side of the hallway. Diaper changing procedures were not posted in this area. Please post them as this was also cited in the last two years' reports. There is a bathroom on the lower level with two toilets and two sinks and handwashing procedures were posted.

There are sinks in every classroom and changing tables in most classrooms. You must post the handwashing procedures near the sink in the Responsible Raccoons and the sink in he Determined Deer room. All the changing tables had procedures posted.

The center uses the Creative Curriculum to prepare lesson plans and completes GOLD assessments. They also complete 45-day assessments, which include ASQ, ASQ-SE and Brigance assessments. Each teacher prepares their own lesson plans. The length of the study depends on the interest level of the children and number of activities associated with the study. In the infant room they set developmental goals for each child and plan activities to achieve these goals. Lesson plans were available for review in each room. The rooms for children ages three through five-years-old have Hatch smart boards.

The center partners with Central Rivers AEA to provide the children with hearing and vision screenings. Monthly newsletters are provided to the parents and the program participates in the Positive Behavioral Intervention Supports (PBIS) program in the classroom. This focuses on the three components, "be safe, be responsible and be respectful". There are several visual cues in the classrooms to help direct the children. I did observe positive redirection and PBIS Methods being used with the children.

There was a phone with emergency numbers and the program's address and phone number in all the classrooms. The classrooms communicate with one another through two-way radios. Emergency fire and tornado procedures and evacuation diagrams were posted by most of the main program doors and outdoor exits. Post an evacuation diagram near the door out of the classroom in the Determined Deer room. A daily schedule was posted in most rooms. Post a daily schedule in the Determined Deer room and the Responsible Raccoons room.

Head Start participates in the Child and Adult Care Food Program (CACFP). The center provides breakfast, lunch and an afternoon snack. Breakfast, lunch and snack are prepared by Head Start staff at Tri-County Head Start Learning and Community Center and delivered to the center. Disposable products are mostly used. Washable items are put through an industrial dishwasher. Each room on the upper level has a refrigerator in the room. Thermometers were present. There is an industrial freezer on the lower level in the hallway. Thermometers were present. Most food was stored according to NHSPS guidelines. There was cereal in the Responsible Raccoons and Optimistic Owls rooms that were rolled up. Once a food item is opened it must be stored in a sealed plastic, metal or glass container.

Head Start provides two kinds of formula, baby food and cereal for the infants. If the infant requires a special formula Head Start will purchase the formula with a doctor's note. Bottles are washed in the room using a steamer/sanitizer. Head Start also provides diapers, wipes and diaper creams for the children.

The program uses bleach to sanitize the food tables and disinfect the changing tables. Several bottles were not labeled. Please make sure they get labeled.

I observed or discussed diaper changes in the classrooms. In the Determined Deer room, the staff member did not wash the child's hands following the diaper change. In three of the rooms the staff members did not clean the changing tables with soap and water prior to the disinfectant. They informed me this was because they did not have a soap and water bottle in the room. If the table is not cleaned with soap and water, it is not being properly disinfected. Rather than knowingly doing the process wrong, staff members should be contacting someone to get the bottles.

Cots and cribs are used to nap.

I reviewed documentation of monthly fire and tornado drills, There was no documentation of monthly playground inspections but the program was closed for a year for renovations and just started in the building again in June 2024. Make sure you begin doing playground inspections. A radon test was completed in August 2024 and is good for two years. Results were within EPA guidelines. The fuel burning inspection was completed and no concerns were noted. Carbon monoxide detectors are on site. On the upper level it is outside of the office near the windows and in the Respectful Rabbits room and on the lower level one is in the closet in room N6. Outlets were covered. The fire marshal inspection occurred on 05/23/24.

Parent boards will be in the entrance. The board was sitting in the entrance waiting to be hung. It was taken down during renovations. The mandatory reporter, childcare consultant and the handbook availability were posted. The license was conspicuously hung. A no-smoking sign was posted at the entrance.

There are three playground areas. The building is U-shaped, and one playground is in the middle of the building, called the

courtyard. The area does not have any climbing equipment. It is a grassy area and has a small bridge, balance beam and tunnel for the children. There is a sensory table, woodworking table and various balls. There are several other activities for the children in this area.

The other two playgrounds are on the south side of the building. They are fenced in. One area has rubber mulch for surface cushioning. There is a piece of climbing equipment with slides, a ramp and bridge. There is a concrete area with ball hoops and a grassy area. There is a music center. There is a shade shelter and a small tree.

The second playground on the south side of the building uses rubber tiles for surface cushioning. Several of the tiles are curling up and are tripping hazards. This needs to be corrected. There are two sandboxes that could use more sand. There are two pieces of climbing equipment with slides and other activities. There is a climbing wall, monkey bars and a fire pole. There is a teeter totter, rocking toys, sensory tables, a playhouse, a balance beam and a music center. There is also a grassy area. The program is looking at updating the playgrounds next. They are currently putting up a six feet tall fence around the area.

Staff members were observed to be amazing with the children. They counted children as the left and entered rooms. They were actively engaged in activities and had fun activities to help teach the children colors, counting, etc. They encouraged children to use their imaginations during play and interacted with the children at their level. Staff members had all the children outside for a large period of time to enjoy the weather before it became too warm. Staff members also utilized the gym for gross motor play. Staff members had good reminders for the children to wash their hands. The offered choices and provided the children with praise and used positive redirection when necessary. The children appeared to enjoy their time in care.

III. IDENTIFY THE OBSERVED STRENGTHS OF THE CENTER:

Mr. Olson states they have a nice mix of experience with staff members. They have new staff and they have veterans' and they have some new staff that have worked with them before. Several staff members have longevity with the program.

The building was recently renovated. They have new floors, new cupboards, new doors and they have painted the rooms. Mr. Olson states the changes to the facility have been nice. They next hope to update their playground materials.

Mr. Olson states they pair new staff members with veterans for training purposes.

The program is in a secured building and there are cameras in the rooms and on the playgrounds.

Mr. Olson states they are putting up a new six foot fence for the playground on the south side of the building.

The program provides hearing, vision, speech and dental screenings. They also complete 45-day assessments, which include ASQ, ASQ-SE and Brigance assessments.

The program has good collaboration with Central Rivers AEA for the early childhood program and with the Waterloo School System for the Head Start preschool program.

The size of the grounds they are located on is large and allow for the children to do activities outside, such as sledding, tricycles and running around. They are located on a dead end so there is minimal car traffic.

There are family workers available to meet with families and assist them by providing information for community resources. There are also resources in the entrance of the program.

The program has a Facebook page for families.

Staff members receive exceptional training that exceeds DHS standards.

IV. IDENTIFY THE ASPECTS OF OPERATION THAT FALL BELOW THE STANDARDS REVIEWED:

109.12(1): Program structure that uses developmentally appropriate practices and written program of activities planned to the developmental needs of children served.Program complements but does not duplicate school curriculum.Schedule of program is posted in a place visible to parents.
Post a daily schedule in the Determined Deer room and the Responsible Raccoons room.

109.12(5)b: Infants diapered in a sanitary manner as needed in central diapering area.One changing table for every 15 infants/toddlers needing diaper changes.Diapering, sanitation, and handwashing procedures posted and implemented in central diapering area.
Additional concerns: I observed or discussed diaper changes in the classrooms. In the Determined Deer room, the staff member did not wash the child's hands following the diaper change. In three of the rooms the staff members did not clean the changing tables with soap and water prior to the disinfectant. They informed me this was because they did not have a soap and water bottle in the room. If the table is not cleaned with soap and water, it is not being properly disinfected. Rather than knowingly doing the process wrong, staff members should be contacting someone to get the bottles. There is a diaper changing table in the girl's bathroom on the south side of the hallway. Diaper changing procedures were not posted in this area. Please post them as this was also cited in the last two years' reports.

109.15(5): Food preparation and storage procedures are consistent with NHSPS.
Most food was stored according to NHSPS guidelines. There was cereal in the Responsible Raccoons and Optimistic Owls rooms that were rolled up. Once a food item is opened it must be stored in a sealed plastic, metal or glass container.

V. SPECIAL NOTES/RECOMMENDATIONS:

A full license is issued. All DHS licensing standards and procedures must be maintained during the renewal period.

An administrative change is being made to name Dr. Robert Welch as the director. Dr. Latisha Smith is no longer with Tri-County Head Start.

*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.