Health and Human Services

Iowa Department of Health And Human Services

CHILD CARE CENTER ANNUAL EVALUATION

Name of Center: HACAP Head Start - Northwest

Provider No.: 25058

Address: 230 10th St NW, Cedar Rapids, IA, 52404

County: Linn

Director's Name: Sherry Shrader

On-Site Supervisor: Sherry Shrader

Phone Number: 3192211484

E-Mail: cregan@hacap.org

HHS Visit Date: 03/05/2026

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

Fire Inspection:

Date Inspected: 01/25/2024

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

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HOURS:	*Year-round*	*School-Year*	*Summer Only*
Sunday			
Monday	8:00 AM to 5:00 PM		
Tuesday	8:00 AM to 5:00 PM		
Wednesday	8:00 AM to 5:00 PM		
Thursday	8:00 AM to 5:00 PM		
Friday	8:00 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	4	4	16		24
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 inspection report pertains to HACAP Head Start (HHS) - Northwest which has been in operation for several years. HHS - Northwest is a nonprofit program operating year-round M-F 8:00am-5:00pm. Total enrolled and attending children were reported to be 24 on 3/5/2026.

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 a plethora of experience working with children and continues to participate in professional development. Specific combined director/on-site supervisor is Sherry Shrader. Sherry Shrader has a BA degree in early childhood education, has experience working with children, and continues to participate in professional development.

On 3/5/2026, program space was observed. The program includes early head start (EHS) and head start programming with each being offered in specific age-designated classrooms. The program has access to sufficient restrooms with handwashing sinks to accommodate capacity. The program has access to an on-site kitchen with space for food storage and as well as an outdoor play area. Since the last review, privacy increased and drainage continues to be improved on the outdoor play area. On the day of this monitoring visit, children and families were observed being warmly greeted by staff upon arrival. On 3/5/2026, activities observed included a group circle event as well as outdoor large gross motor play. Curriculum allowed for a variety of experiences that were observed to pique child interest as well as encourage social emotional growth, innovation, the use of social graces and child choice. On 3/5/2026, staff were observed to be in ratio and actively engaged in

programming with the children. Routine transitions including indoor-outdoor transition and clean-up activities were also observed. Children appeared comfortable with staff and to be enjoying their experiences.

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 3/5/2026, HHS locations continue to be overseen by a board of directors. The program's management team (e.g. Ms. Regan, Ms. Shrader) 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 and reported celebrating many years of experience working with children and/or with HHS. Ms. Shrader discussed future goals related to quality initiatives.

As of 3/5/2026, HHS - Northwest was found to be maintaining the required postings, maintaining a family-program information area, 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 3/5/2026, 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 continued to report having supports from their board, from their HHS maintenance person, from Horizons for food service, and from the adjoining community outreach building persons as to daily building and grounds conditions and repairs.

HHS locations including HHS - Northwest 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), and repeated technology outages (7/19/24 global technology outage, 10/10/2025 AWS outage, 10/29/2025 Microsoft outage).

3. Identify the aspects that fall below the standard

None noted.

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

Not applicable

5. Special Notes/Recommendations

The classroom currently being used for EHS children was renovated to include an enclosed restroom spacious enough to include a diapering station. Please increase staff supervision by adding a cut-out or open window that overlooks into the classroom. Also, please add two retractable gates to help improve supervision particularly when only 1 staff is present with a group of young children. Convex mirrors may also help increase supervision in the EHS classroom given the unique design.

Continue to increase supplies and materials unique to EHS children's developmental and physical milestones.

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Please refrain from using unattached potty seats (e.g. HS classroom) to help improve sanitation (e.g. touchpoints, storage, cleaning with disinfecting). For any standard adult-sized toilet being used by young children, please install a toilet seat with built-in-potty training seat. This allows all items needed for toileting to be attached and easily cleaned and disinfected.

Increase outdoor cushion surfacing. However, please note - The US Consumer Product Safety Commission Public Playground Safety Handbook was recently updated and currently states "Loose-fill surfacing materials should be avoided for playgrounds intended for toddlers or children who frequently place objects in their mouths." Consider replacing the loose fill or create a separate outdoor large gross motor area for the EHS children.

Consider sectioning off or separating the hallway HS restroom from the hallway restroom used by community outreach persons.

To help with the items noted in the special recommendations section of this report, licensing supports continuing to apply for various funding opportunities as they become available (e.g. fall 2025 "Growing Iowa" fund designed to support childcare in Iowa by connecting with CCR&R).

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The program's license remains in full force. Thank you for the visit.

Date: 03/17/2026

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**.