Health and Human Services

Iowa Department of Health And Human Services

CHILD CARE CENTER ANNUAL EVALUATION

Name of Center: HACAP Head Start-Marion

Provider No.: 25053

Address: 5650 Kacena Ave, Marion, IA, 52302

County: Linn

Director's Name: Jaina Brandstetter

On-Site Supervisor: Jaina Brandstetter

Phone Number: 3194475816

E-Mail: jbrandstetter@hacap.org

HHS Visit Date: 11/05/2025

Licensing Period: 12/01/2025 to 12/01/2027

Fire Inspection:

Date Inspected: 10/10/2024

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

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HOURS:	*Year-round*	*School-Year*	*Summer Only*
Sunday			
Monday	7:30 AM to 5:30 PM		
Tuesday	7:30 AM to 5:30 PM		
Wednesday	7:30 AM to 5:30 PM		
Thursday	7:30 AM to 5:30 PM		
Friday	7:30 AM to 5:30 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	8	8	32		48
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, HACAP Head Start (HHS) - Marion has been in operation for many years having relocated to their current property in March of 2023.

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 annual professional development. HHS - Marion's specific combined director/on-site supervisor is Jaina Brandstetter. Ms. Brandstetter has been the combined director/on-site supervisor of this site since July of 2014. Ms. Brandstetter has a degree in education, has a plethora of experience working with children and continues to participate in annual professional development.

On 11/5/2025, program space was observed. This license includes early head start (EHS) and head start programming with each being offered in specific age-designated classrooms. The building has sufficient restrooms and hand washing facilities as well as a program operated kitchen. On the day of this monitoring visit, children and families were observed being warmly greeted by staff upon arrival. The areas of study were clearly visible and found to include the fall season, leaves and owls. Evidence of previous days' curriculum and child accomplishments were observed to be displayed in various areas of the classrooms and included apple child-height display work, handprint leaves, and paper plate owl creations. It is noteworthy that on the day of this monitoring visit, a program-wide tornado drill was observed to have been smoothly conducted! On 11/5/2025, staff were observed to be in ratio and actively engaged with the children in activities that

included morning gathering-play, food services rituals, outdoor play and routine transitions. Activities were observed to encourage child choice as well as elicit positive responses and interactions. Children appeared comfortable with staff and to be enjoying their 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.

As of 11/5/2025, HHS locations continue to be overseen by a board of directors. The program's management team (e.g. Ms. Regan, Ms. Brandstetter) 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. On 11/5/2025, a "meet our staff board" and "staff shout-out display" was observed to acknowledge the many ways HHS - Marion staff have gone above and beyond to support families and connect with the community. Staff throughout the classrooms are seasoned and reported currently celebrating 25 years, 10 years, 7 years and 2 years with head start.

As of 11/5/2025, HHS - Marion was again found to be maintaining the required postings, maintaining parent-staff-program information centers, utilizing technological communication resources, and offering family programming activities (e.g. upcoming 2025 fall engagement wreath making). HHS childcare programs have a Parent Committee, Policy Council, and family support workers. Curriculum continues to include Creative Curriculum, teacher-inspired ideas, guest speaker events and regular program-family conferences.

As of 11/5/2025, HHS childcare locations continue to have and update as needed policies and procedures that include those for safety, daily health checks, diapering, 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 also talked about having support from their board and specific HHS maintenance person as to daily building and grounds conditions and repairs.

HHS locations including HHS - Marion each have emergency plans, policies, and procedures in place which are annually reviewed and updated as needed. The HHS programs have successfully navigated through flooding events (2008 historic Linn County flood), 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), relocation events, 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

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

Not applicable.

5. Special Notes/Recommendations

Please review rule 109.11(4)a(2) which states "...The outdoor area shall include safe play equipment and an area of shade..." The EHS outdoor play area continues to lack a sufficient area of shade. Remedy. Also, on 11/5/2025, an area of the EHS outdoor play fencing separating air conditioning units is in need of repair.

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

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Date: 11/20/2025

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**.