Health and Human Services

Iowa Department of Health And Human Services

CHILD CARE CENTER ANNUAL EVALUATION

Name of Center: Council Bluffs I and II Head Start

Provider No.: 7217

Address: 765 Madison Ave, Council Bluffs, IA, 51503

County: Pottawattamie

Director's Name: Danni Segebart

On-Site Supervisor: Dawn Maxwell, Deb Spencer

Phone Number: 7123231306

E-Mail: DSegebart@westcca.org wmueller@westcca.org

HHS Visit Date: 12/12/2025

Licensing Period: 11/01/2024 to 11/01/2026

Fire Inspection:

Date Inspected: 12/17/2021

Comments:

Report Visit Type:

- [ ] PTO
- [ ] Licensing Visit
- [X] 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 3:00 PM		
Tuesday	8:00 AM to 3:00 PM		
Wednesday	8:00 AM to 3:00 PM		
Thursday	8:00 AM to 3:00 PM		
Friday	8:00 AM to 3:00 PM		
Saturday			

Program Population Served:

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

LICENSE CAPACITY	Infants	2 Years	Preschool	School-Aged	Capacity
General			60		60
Summer					0

1. Basic Overview

An unannounced licensing visit was made to the Council Bluffs I and II Head Start programs on 12/12/25. The center is located in a one-story building at 765 Madison Ave., Council Bluffs, Iowa. Services are offered to children three to five years old. Melissa Kaye is the supervisor for Room I. She came to the center in September 2025. Deb Spencer is the supervisor for Room II. She has worked for Head Start for over thirty years. Deb was awarded Head Start Teacher of the Year for Iowa in 2023. Room III is permanently closed. There are 27 children enrolled. I met with Kris Erezic, the Education Support Coordinator, during my visit.

Observation of rooms:
The rooms have fun activity centers with age and developmentally appropriate toys and equipment. There are sensory tables in each room. The children were actively engaged in their learning centers during my visit to Room II. The children in Room I were playing in the hallway during my visit. The staff were attentive to the needs of the children in both rooms. Creative Curriculum Teaching Strategies Gold is used. The center also works on different topics that the children are interested in. Each room has lesson plans/activities. Toys are rotated on a regular basis. New toys/activities are introduced weekly. The center uses the Learning Genie app. Parents are provided daily sheets if requested.

Nutrition:
The center participates in the federal food program. The food is delivered each day from Company Kitchen/Treat America. Menus are posted. Proper food storage was not observed. Cereal was not properly stored after opening. Please seal food in an airtight container after opening.

Health and Safety:

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The staff follow proper medication management procedures when children are prescribed medication. Monthly fire/tornado drills are practiced and documented. Radon testing was completed in April 2023 with a test score of 0.9 pCi/L. Radon testing will be completed again in December 2025. Fire/tornado drills are practiced and documented monthly. Bleach/water is used for sanitizing and disinfecting. Each classroom mixes their own bleach/water in the mornings. Bedding is washed at least weekly and more often if needed. The center has all electrical appliances.

Playground:
The center has a very nice outdoor playground area with a variety of different surfacing materials, equipment, and a variety of outdoor experiences. Monthly playground inspections are completed. The center is applying for a grant for a new playground.

Transportation:
The program doesn't offer daily transportation services.

Administrative records:
Three children's files from each room were reviewed and they all have the required emergency contact information. Staff files were reviewed on a previous date and were in good order. The staff participates in ongoing training provided through Head Start.

2. Identify Observed Strengths of the program

The program is a wonderful resource for the community. Melissa and Deb have excellent skills and are confident as the on-site supervisors. Staff were positive and attentive to the needs of the children. Some staff have excellent longevity. The children participate in fun, educational, learning experiences on a daily basis. The center is working on IQ4K.

3. Identify the aspects that fall below the standard

109.13(5)b: Food must be sealed in an airtight container after opening. The cereal was not sealed in an airtight container.

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 11/1/24 to 11/1/26.

Date: 12/22/2025

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**.