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

Name of Center: Sheldon Head Start **Enrollment:** 16 **License ID No. (Reapplications)** 31041

Street: 105 N 18th Ave **City:** Sheldon Iowa **Zip** 51201 **County:** Obrien

Mailing Address: PO Box 519, Graettinger, IA, 51342

Director's Name: Angie Mitchell **Phone Number:** 712-291-1738

On-Site Supervisor(s): Megan Noyes **E-Mail:** imayland@udmo.com dhelget@udmo.com

Date(s) of Visit: 12-12-2022

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

LICENSING VISITS

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

Signed Application (470-0722) Received X **Yes** **No** **NA** **Date Signed:** 11-02-2022

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

Date Inspected: 08-04-2022

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 X NAEYC NSACA Other NA

Program Serves: Infants (0-23 mo.) 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			20		20
Summer					0

QRS Rating: N/A

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

Licensing Consultant: Jana Drew **Date:** 12-14-2022

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

II. IDENTIFY THE AREAS OBSERVED ON THE VISIT:

Visited Sheldon Head Start on 12-12-22 and spoke with Megan Noyes onsite supervisor/lead teacher. Megan Noyes. Ms Noyes has a 4 year degree in elementary education & early childhood. Sheldon Headstart has moved into the Sheldon Early Childhood Center at 105 N 18th Ave, Sheldon, IA from Children's World Childcare Center in August 2022. The program started with the 2022-2023 school year on 08-25-22. Capacity is 20. The program's hours are Monday and Tuesday, 8:00am to 3:00pm; Wednesdays 8:00am to 12:15pm; and Thurs/Friday 8:00am to 3:00pm. Angie Mitchell is the director for the center as well as several other headstart programs. Megan Noyes is the onsite and lead teacher for this site. Sheldon Head Start program is administered through Upper Des Moines Opportunities, Inc.

There are 16 children enrolled in the program. There were 13 children present at the time of the visit. All areas of the program were observed. These areas observed consisted of classroom observations and activities, nutritional practices, health and safety practices, field trip and transportation practices, and administrative review. Given the current corona-virus pandemic, time was spent on discussing how the center is managing. The center is following all guidelines put forth by DHS regarding the corona-virus and doing everything they can to support their staff and families. The center has been cleaning toys that children use. Sufficient amount of toys and equipment for the number of children. Daily schedule of activities was posted. Displayed throughout the room were colors, shapes, five senses, globe of the world, picture schedule for the children, job chart, children's artwork and the alphabet. Observed staff assisting children with a variety of activities, talking to the children throughout the visit, leading the children in exercise, reminding the children about rules, engaging the children in activities, sitting at the tables with the children during meals and reading stories to the children. Staff had good interaction with the children. The center utilizes the Creative Curriculum Gold in their teachings.

Center Nutrition Practices Observed
No food is stored in the room. The center follows the CACFP guidelines for nutrition. Menus were posted. Meals are provided by the Sheldon Community School District and are brought to the center. Program participates in the CACFP program. The children eat in their classroom.

Center Health & Safety
Medication is stored in a lock box. Center follows proper guidelines for administering medication. Tables are sanitized prior to children eating. Observed good hand washing procedures by staff and children. First aid kit is sufficient to treat minor injuries. Fire/tornado drills are documented each month. Radon test needs to be completed. Annual heating inspection needs to be completed. Good sanitary procedures are followed. Center has a functioning carbon monoxide detector. All program areas were observed to be clean and well maintained. Good health and safety policies /procedures are in place.

Staff files will be viewed at a later date as they are located at the main office.

It is recommended to update Emergency Preparedness Policies to reflect the new site as well as the DHS Licensing Notebook.

Center Playground
The center shares playground space is with Sheldon Community Preschool. The playground is new and is fenced in. The playground has slides, tunnels, musical equipment and climbing equipment. Pea gravel is around all the equipment. Monthly playground inspection is complete. The playground will need to look into some shade.

Center Transportation Arrangements/Field Trips
The center does not transport the children. The school bus is used for field trips. The program has done some field trips with the Sheldon Community Preschool program.

Goals of the center is that the Head Start program is to look into the IQ4K program.

Strengths of the program is staff have a good relationship with the children and families that they serve. Staff are positive and are flexible.

III. IDENTIFY THE OBSERVED STRENGTHS OF THE CENTER:

Center sends home a newsletter each month to keep parents aware of what is going on in the program.

Children's toys are at their level and accessible.

Center has parent/teacher conferences two times a year to inform parents of their child's progress and what they need to work on.

Center makes two home visits a year.

The classroom is well organized

Display children’s art work in the room.

Picture schedule of daily activities for the children.

Positive interaction with the children throughout the day.

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

109.11(7)b: Centers at ground level that use basement area as program space, or have a basement beneath program space: Testing and plan for remedy of radon is conducted.

109.11(7)c: All centers: Annual inspection prior to heating season of all fuel-burning appliances to reduce risk of carbon monoxide poisoning and shall install one carbon monoxide detector on each floor that conforms to UL Standard 2034.

V. SPECIAL NOTES/RECOMMENDATIONS:

The program needs to email consultant by 01-15-22 confirming that all aspects the fall below standards have been corrected.

A full license is recommended at this time.

At least one visit will be made to the center during the next year.

*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.