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

Name of Center: NEICAC-Decorah Child Development **Enrollment:** 13 **License ID No. (Reapplications)** 18231

Street: 301 Center St **City:** Decorah Iowa **Zip** 52101 **County:** Winneshiek

Mailing Address: PO box 487, Decorah, IA, 52101

Director's Name: Sharon Burke **Phone Number:** 563-382-2518

On-Site Supervisor(s): Abbey Norby **E-Mail:** sburke@neicac.org

Date(s) of Visit: 04-09-2024

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

Date Inspected: 09-21-2023

Comments : Compliance on 10/18/23

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: Infants (0-23 mo.) 2 Years X Preschool-Age School-Age

Get-Well Evening Care Special Needs

SCHEDULE: X Year-round School-Year Summer Only

HOURS:	*Year-round*	*School-Year*	*Summer Only*

LICENSE CAPACITY	Infants	2 Years	Preschool	School-Age	Capacity
General	0	0	20	0	20
Summer					0

QRS Rating: 4

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:** 04-09-2024

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

N/A

II. IDENTIFY THE AREAS OBSERVED ON THE VISIT:

On 04/09/24 I made an unannounced off year licensing visit to NEICAC Decorah Child Development. I met with Abbey Norby, the on-site supervisor and lead teacher in the room. She has a BA in elementary education and a minor in early childhood education. She has been with the program since July 2018. Megan Smith and Jaina Jostand are the associates in the classroom. They have a volunteer, Jean Westby, who helps in the classroom every day. I also met with Amy Moore, the program manager for this Head Start location. Sharon Burke is the director of the Northeast Iowa Community Action Corporation early childhood programs. Her office is in Decorah. Travis Rovang is the family worker.

The program is in a classroom in the West Side Early Childhood Center. The program operates from 6:00 am until 6:00 pm. There are currently 13 children enrolled. The core preschool program operates from 8:30 am until 2:30 pm and wrap around services are offered to families before and after preschool.

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

The centers observed on the day of the licensing visit include library, Lego/blocks, table toys, games, puzzles, transportation, Ipads, art, dramatic play, playdough, 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.

The classroom has a bathroom with one toilet and one sink. There is an additional sink in the classroom. Handwashing procedures were posted in both locations. The children also have access to additional bathrooms in the hallway. Cots are used to nap.

The program uses the Creative Curriculum, Handwriting Without Tears, Heggerty Phonemic Awareness, Second Step, and Jolly Phonics to prepare lesson plans. GOLD assessments are completed on each child. They complete ASQ assessments on all children and the Brigance Screening tool is used. Activities are based on studies. The length of the study depends on the topic and the children's interest level. There is also a weekly nutrition activity for the children. The program uses Healthy Kids and participates in the Farm to Early Care and Education program (F2ECE). Monthly newsletters are provided to parents to inform them of studies, activities and special dates. There is an Epson projector in the room.

Head Start uses the Positive Behavior Intervention Supports (PBIS) program in their classroom. They implement a new PBIS topic each month in the classroom and information is sent home to parents so they can utilize the tools at home as well. The program is also using solution kits in the classroom. This allows staff members to use flash cards with visual choices so children can try to solve their own problems. The program partners with Keystone AEA to provide services to children with identified needs. The children receive hearing, vision, speech and dental screenings. The children also receive fluoride varnish applications on their teeth.

There was a phone with emergency numbers and the program's address and phone number in the classroom. Emergency fire and tornado procedures and evacuation diagrams were posted by the main program door in the classroom. A daily schedule was posted, and a lesson plan was available for review.

The program participates in the Child and Adult Care Food Program (CACFP). The center provides the children with breakfast, lunch and an afternoon snack. During the school year the Decorah School System prepares lunch, and it is delivered to the classroom. Head Start staff prepares breakfast and the snack. Family style is used. The children eat in their classroom. Staff members sit with the children at the tables to model appropriate behavior and assist the children as necessary. When the program operates during the summer months all meals and snack are prepared in the classroom by the staff. Menus were posted. Allergies were also confidentially posted.

There was a refrigerator in the room and thermometers were present. Food items were stored according to NHSPS guidelines. Disposable products are mostly used. When dishwashing is necessary, they use the three-step method in the room.

The program is using SaniDate Hard Surface Sanitizer to sanitize the food tables. Oxivir Tb is used to sanitize toys and classroom materials. Each product has a one-minute dwell time.

I reviewed documentation of monthly fire and tornado drills. I reviewed documentation of monthly playground inspections. Playground inspections are now electronically documented. A radon test was completed in August 2023 and is good for two years. Results were within EPA guidelines. The annual fuel burning inspection was completed and no concerns were noted. A carbon monoxide detector was on site and is in the hallway near the water fountain and in the classroom near the sink. Outlets were protected. The fire marshal inspection occurred on 09/21/23, with compliance on 10/18/23.

The parent information is located outside the classroom on a storage room door. 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.

The outside play area is a large fenced in area and it utilizes woodchips for surface cushioning under the climbing equipment and swings. There are monkey bars, slides, bridges and a tunnel. There is a naturalistic area with hills for the children to play on and slides built into the hill. The naturalistic area also has various centers made of naturalistic materials. The centers observed include a digging area, a sand and water area, building area, art, music, and a garden area. There is also a cement area for children to use riding toys. Helmets are used. Basketball hoops are also available in this area. Trees provide shade. The program also has use of the school gym.

The class was outside during a majority of my visit. Staff members were actively engaged in play. One staff member was running around and the children were chasing her. Staff members were spread out to provide supervision. They counted the children before returning inside. Once inside the children were offered a glass of water. They staff then chose a "super friend" for kind acts they had on the playground. The child was given a cape and mask to wear. The children all clapped for him. It was a special moment. Staff member sat on the carpet with the children. Ms. Norby used visual cues to go over the carpet rules. The children then broke into small groups. PBIS cues were used and positive redirection was used when necessary. The children appeared to enjoy their time at the program.

III. IDENTIFY THE OBSERVED STRENGTHS OF THE CENTER:

The program has an IQ4K level of 4 that expires on 10/31/24.

The Head Start programs have detailed lesson plans that are well thought out and touch on several lesson objectives.

Ms. Moore states that Ms. Norby is very social-emotionally aware of the children and their families.

Ms. Moore states they offer an inclusive program. They serve non-English families and Ms. Norby has learned enough Spanish to teach the children. They hire a translator for family meetings. Ms. Norby uses a translating messaging app to communicate with parents.

Ms. Moore states that staff members work off the strengths of the children and uses that information to teach the children in an effective manner.

The program is in a secure building and there is a camera in the room.

The program provides wraparound childcare before and after the core hours of preschool. They are also offering summer

care.

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

N/A

V. SPECIAL NOTES/RECOMMENDATIONS:

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

An administrative change is being made to name Abbey Norby as the on-site supervisor.

*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.