Health and Human Services

Iowa Department of Health And Human Services

CHILD CARE CENTER ANNUAL EVALUATION

Name of Center: Manning Child Care Center

Provider No.: 13188

Address: 123 Main Street Ste A, Manning, IA, 51455

County: Carroll

Director's Name: Sara Jean Dahlgren

On-Site Supervisor: Paige Reynolds, Cassidy Weeks

Phone Number: 7126555437

E-Mail: manningccc@gmail.com

HHS Visit Date: 05/20/2026

Licensing Period: 06/01/2026 to 06/01/2028

Fire Inspection:

Date Inspected: 07/17/2024

Comments: State Fire Marshal inspections are due at least every three years.

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	6:00 AM to 6:00 PM		
Tuesday	6:00 AM to 6:00 PM		
Wednesday	6:00 AM to 6:00 PM		
Thursday	6:00 AM to 6:00 PM		
Friday	6:00 AM to 6:00 PM		
Saturday			

Program Population Served:

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

LICENSE CAPACITY	Infants	2 Years	Preschool	School-Aged	Capacity
General	28	15	44	24	111
Summer					0

1. Basic Overview

An unannounced licensing visit was made on 5/20/26. Manning Child Care Center is overseen by a Board and is located in a building downtown that also houses a couple of other businesses. The center opened in September 2002. Sara Jean Dahlgren continues to be the director. She has been the director since November 2022. Sara has several years of experience working in child care. The on-site supervisors are Paige Reynolds and Cassidy Weeks. I met with Sara during my licensing visit. Child care services are provided to infant age children to school age children.

Observation of rooms:
The center allows drop-in care for all ages. The center has seven programming rooms but only six are being used. The rooms looked nice and had a fun variety of age and developmentally appropriate toys and equipment. There is a large open area in the middle of the center that can be utilized for a variety of activities. The rooms were in ratio. Some of the children were observed during nap time and some were eating snack after just waking up from their nap. I observed another classroom on the playground. In the infant room, the toys are placed in a bin if they are mouthed. They are then either sprayed with a sanitizer and let dry or they run them through the sanitizer machine in the kitchen. They are sanitized daily. Bottles are sanitized in the kitchen at the end of the day. Please make sure each room has a separate garbage can for soiled diapers. The staff were positive and attentive to the needs of the children. The daily sheets looked good. The school age children were in school at the time of my visit. The center had many remodeling projects in 2023/2024. Each room had lesson plans. One room did not have a daily schedule posted. Please make sure daily schedules are posted in each room. All rooms had the necessary diapering and handwashing postings. They all had emergency diagrams posted. The lead teachers in each room make the lesson plans/activities. They have weekly themes. The center uses their own learning curriculum that is based off of several other curriculums. The center uses the Playground child care app.

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Nutrition:
The center employs a cook and meals are made on site. Dishes are washed and rinsed by hand and then sanitized in the sanitizer machine. The center participates in the federal food program (CACFP). The kitchen looks nice. Proper food storage was not observed. There was spaghetti that was not placed in an airtight container after opening. Please make sure all food is placed in an airtight container after opening. One child has a nut allergy, so the entire center is nut free. There was no thermometer in the freezer; however, the cook had registered the temperature earlier in the day.

Health and safety:
Monthly fire and tornado drills are practiced and documented. Radon testing was done in 2023 and a couple of radon tests were done in 2024. All test results were under 4.0 pCi/L. Radon testing is due every five years if the readings are under 4.0 pCi/L. The center has a gas stove, therefore an annual fuel burning inspection needs completed. It was completed on 5/6/26. The furnace inspections were completed on 5/14/26. All cribs and cots have sheets that are washed weekly. Please make sure the sheets are tightfitting. The sheets in the three-year-old room were not tightfitting. The center was following the correct sanitizing and disinfecting procedures and is using the three-step bottle procedure: 1. Soap/water for cleaning, 2. Water for rinsing, 3. Your EPA and child care approved product for sanitizing and disinfecting. Clorox Hydrogen Peroxide Cleaner and Disinfectant is used for sanitizing and disinfecting. The center has a secure entrance and security cameras have been installed. Each room has a first aid kit that they take with them if they leave the building. The center follows proper medication management procedures.

Playground:
The center has playground areas for the different age groups of children. Monthly playground inspections are completed and documented. A new fence was installed in August 2023. Poured in place surfacing is used for fall surfacing on the younger side of the playground. It was installed in September 2025. The older side uses rubber tiles for fall surfacing. There are climbing structures, slides, riding toys, games, etc. for the children to play with.

Transportation:
The center doesn't provide daily transportation services. The center is a pick up and drop off site for school-age children. The school bus drops off and picks up the kids.

Administrative records:
Four staff files were reviewed and were in excellent order. Ten children’s files were reviewed and were in excellent order. Quarterly staff meetings are held and Sara provides emails to staff on a regular basis. The center receives grants for equipment, supplies, etc. A monthly newsletter is provided. The center is working on IQ4K.

2. Identify Observed Strengths of the program

Sara is very enthusiastic and proud of the program. She strives to continue to make improvements to the center. They are organized and supportive of staff. Sara said they have great staff that they trust. Staff work well together. Sara said that staff’s communication with parents is a strength. The center works with WAGE$ and TEACH. Staff were positive and attentive to the needs of the children. Sara delegates tasks to the on-site supervisors. Paige is responsible for making the schedules and the food program. The center got a new front door that is wheelchair accessible and three new signs for the building. The board is supportive of the center. The center is working on IQ4K. The center has a Facebook page. The center has good partnerships with other businesses in the community as well as Zion Lutheran Preschool in town. They have regular fundraisers including a mother/son activity, princess prom, family appreciation day, and lots of fundraising. The center has an annual survey for parents and staff.

3. Identify the aspects that fall below the standard

109.13(5)b: Sanitary and safe methods in food preparation, serving, and storage sufficient to prevent transmission of disease, infestation, and spoilage are followed. Staff preparing food that have injuries on hands wear protective gloves. Staff serving food use clean serving utensils and have clean hands/wear protective gloves. Proper food storage was not observed. There was a bag of spaghetti that was not sealed in an airtight container after opening. There was no thermometer in the freezer in the kitchen.

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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 6/1/26 to 6/1/28.

The citations from last year have been resolved.

Targeted Assessment Behavior Management
I discussed with Sara her oversight of behavior management related to helping childcare staff: 1. Understand expectations, 2. Managing frustrations, 3. Monitor performance. If staff are overwhelmed, they ask for help. The center believes mental health is a priority and they are sent home if they are overwhelmed. One teacher helps coach other teachers as she has PBIS training and finished her CDA training. Sara would like to find training for staff that focuses more on addressing children's behavioral health.

The two-year-old room was renovated and the center's capacity has increased to 111.

Date: 05/26/2026

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**.