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

Name of Center: Tri-County Head Start Learning and Community Ctr **Enrollment:** 77 **License ID No. (Reapplications)** 52237

Street: 840-844 W 4th St **City:** Waterloo Iowa **Zip** 50702 **County:** Black Hawk

Mailing Address: PO Box 1050, Waterloo, IA, 50704

Director's Name: Dr. Robert Welch **Phone Number:** 319-235-0383

On-Site Supervisor(s): Yolanda May **E-Mail:** rwelch@teamtricounty.org

Date(s) of Visit: 11-22-2024

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

Date Inspected: 04-03-2023

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 NAEYC NSACA Other X NA

Program Serves: X Infants (0-23 mo.) X 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	36	17	57	0	110
Summer					0

QRS Rating: N/A

RECOMMENDATION FOR LICENSE:	
X	**FULL** license from 08-28-2023 to 08-01-2025
	PROVISIONAL license from
	DENIAL of initial application
	SUSPENSION of license
	REVOCATION of license

Licensing Consultant: Becky Frost **Date:** 11-25-2024

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

N/A

II. IDENTIFY THE AREAS OBSERVED ON THE VISIT:

On 11/22/24 I made an unannounced off year licensing visit to Tri-County Head Start Learning and Community Center in Waterloo. I met with Shayla Stevenson, the program manager. I also briefly met with Yolanda May, the on-site supervisor. She was working in the infant room. Ms. May has an AA in child development and has worked with Head Start for ten years. She also previously had an in-home childcare business. The program employs fourteen staff members that work in the rooms. The Head Start administrative staff are also housed in this building.

Priscila Vergera is the family worker. Hsae Meh is a floating family worker. They meet with families in the home to provide support and assist with community resources. Angela Barth is the Head Start Educational Specialist. Dr. Robert Welch is the director of Tri-County Head Start Programs. His office is in the administration office in Waterloo.

The Learning and Community Center Head Start program operates out of a free-standing building. The program is non-profit. It operates Monday through Friday from 6:30 am until 5:30 pm all year around and serves infants through preschool age children. Wraparound services are provided. There are currently 77 children enrolled. The program has a capacity of 110 children.

The program operates out of the following rooms: Curious Cubs (infants ages birth -12 months), Kind Koalas (toddlers ages 12-18 months), Joyful Jaguars (18-24 months), Proud Pandas (two-year-olds), three preschool rooms for children ages three through five-years-old (Leading Leopards, Responsible Rhinos and Trustworthy Tigers). The are not currently using the Responsible Rhinos and Trustworthy Tigers rooms. They program also has a Great Room they call Creative Chameleons. An inspection of each room was completed. Windows provide natural lighting in the rooms. The rooms are decorated with the children's art projects and several rooms had pictures of the children.

The centers observed on the day of the licensing visit include library, Lego/blocks, table toys, games, puzzles, transportation, art, dramatic play, writing, math, science/discovery, magnets, puppets, 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.

There is a bathroom with a toilet and a sink and there is a changing table in every room except for the Curious Cubs and Kind Koalas. Handwashing and diaper changing procedures were posted in these areas. There is a sink in every classroom and handwashing procedures were posted. The infant room also has a sink for food prep. There are diaper changing tables inside the Curious Cubs and Kind Koalas classrooms and diaper changing procedures were posted.

The Great room is used to combine the children during the first and last hour of the day and used for gross motor activity when the children cannot go outside. There are several center activities available for the children.

The center uses the Creative Curriculum to prepare lesson plans and completes GOLD assessments. They also complete 45-day assessments, which include ASQ, ASQ-SE and Brigance assessments. Each teacher prepares their own lesson plans.

The length of the study depends on the interest level of the children and number of activities associated with the study. In the infant room they set developmental goals for each child and plan activities to achieve these goals. Lesson plans were available for review in each room.

The center partners with Central Rivers AEA. They will come to classrooms to work with children who have identified needs. Monthly newsletters are provided to the parents and the program participates in the Positive Behavioral Intervention Supports (PBIS) program in the classrooms. This focuses on the three components, "be safe, be responsible and be respectful". There are several visual cues in the classrooms to help direct the children. I did observe positive redirection and PBIS Methods being used with the children.

Daily sheets are maintained on children under the age of two-years-old.

There was a phone with emergency numbers and the program's address and phone number in each of the classrooms. Staff members communicate with one another using two-way radios. Emergency fire and tornado procedures and evacuation diagrams were posted by the main program doors and outdoor exits throughout the center. A daily schedule was posted in each room.

There is a prescription medication used in the Proud Pandas room. Staff members are making documentation every day the medication is in effect. They should be documenting the time they give the medication on the form.

I reviewed documentation of monthly fire and tornado drills. I reviewed documentation of monthly playground inspections. A radon test was completed in July 2023 and is good for two years. Results were within EPA guidelines. The annual fuel burning inspection was completed and no concerns were noted. The carbon monoxide detectors are built into the fire alarm system in the ceiling. Outlets were protected. The fire marshal inspection occurred on 04/03/23.

Head Start participates in the Child and Adult Care Food Program (CACFP). The center provides breakfast, lunch and an afternoon snack. Meals and snacks are prepared by Head Start staff on site. Kandie Higgins is the cook and Collin Sawyer is the assistant cook. A Head Start nutritionist make a new menu each month. There are two industrial refrigerators, three industrial freezers and a milk cooler in the kitchen and thermometers were present. There are three sinks and an industrial dishwasher for all dishes. There are two handwashing sinks. Handwashing procedures were posted. Menus were posted and allergies were confidentially posted. Lunch is delivered to the rooms and the children eat in their rooms. Family style is used for the older children.

The kitchen was observed to be clean and organized. Food items were observed to be stored according to NHSPS guidelines.

Head Start provides two kinds of formula, baby food and cereal for the infants. If the infant requires a special formula Head Start will purchase the formula with a doctor's note. Bottles are washed in the infant room. Other dishes are taken to the kitchen and put through the dishwasher. Refrigerators are in each program room and thermometers were present.

Head Start provides diapers and wipes for the children. There is a lactation station in the infant room for nursing mothers.

The center uses bleach and water to sanitize the food tables and disinfect the diaper changing tables.

I observed or discussed diaper changes in the classrooms. Proper procedures are followed. I did talk with one staff member about not holding the child while cleaning and disinfecting the changing table. There was not a pattern of disregard so this will not be cited.

Cribs are used in the infant rooms and cots are used to nap in the rooms for the older children.

The parent information is located on a hallway wall inside the entrance. 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 program has a fenced in play area in the parking lot area of the program. The latch to the fence is broken and needs to be repaired. The playground is divided into two areas. Turf is used for fall surfacing in both areas. One area is for infants and toddlers. There is a small piece of climbing equipment and a small hill for the children to climb.

The second area is for the older children. There is a piece of climbing equipment with a slide, a climbing wall and playhouse. There is a music station and a sensory table. There is a concrete bike path for the children that has stops along the path for gas and a grocery story. There are rocking toys, tunnels, and wood stumps. There is a shade structure in each area.

Several staff members are experienced and have longevity with the program. They have fun and creative activities for the

children to help them learn. Staff members provide clear and easy to understand directions to the children. Staff members are enthusiastic and provide the children with praise. Staff members provided great reminders for the children to cover their coughs and to wash their hands. Staff members sang with the children while they washed their hands. They had conversations with the children about sharing. Staff members provide the children with choices and were actively engaged in activities with the children. Staff members used play to teach the children about colors and counting. Positive redirection was used when necessary. The children enjoyed their time at the center.

III. IDENTIFY THE OBSERVED STRENGTHS OF THE CENTER:

Ms. Stevenson states she appreciates the dedication of the staff members.

Ms. Stevenson states Head Start has a commitment to meet all the needs of the children in their care and they are happy.

Ms. Stevenson states staff members show up for work. They have a good work ethic and focus on providing consistency for the children.

Lead teachers make up to three home visits each year. There are times when parents meet at the center instead of the home at the parent's request. These count for the parent/teacher conferences and provides staff members great insight to the child's life and living environment.

Head Start provides a monthly newsletter to parents.

The program is in a secured building and there are cameras in the program rooms and hallways.

Head Start has developed a specific orientation for new staff members. It is a quality and on-going training course.

The Head Start educational specialist is a PBIS trainer so this helps in training PBIS methods to staff members.

There are family workers available to meet with families and assist them by providing information for community resources. There are also resources in the entrance of the program.

The program has a Facebook page for families.

Staff members receive exceptional training that exceeds HHS standards.

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 Dr. Robert Welch as the director for the program. Dr. Latisha Smith is no longer with Head Start. An administrative change is also being made to name Yolanda May as the new 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.