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

Name of Center: NEICAC-Oelwein Head Start & Child Dev **Enrollment:** 45 **License ID No. (Reapplications)** 18218

Street: 317 8th Ave SE Ste E **City:** Oelwein Iowa **Zip** 50662 **County:** Fayette

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

Director's Name: Sharon Burke **Phone Number:** 319-283-2304

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

Date(s) of Visit: 09-06-2024

X **Licensing Visit** X **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:** 08-05-2024

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

Date Inspected: 04-24-2023

Comments : Compliance on 07/07/23.

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 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: 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	105	0	105
Summer					0

QRS Rating: 4

RECOMMENDATION FOR LICENSE:	
X	**FULL** license from 10-01-2024 to 10-01-2026
	PROVISIONAL license from
	DENIAL of initial application
	SUSPENSION of license
	REVOCATION of license

Licensing Consultant: Becky Frost **Date:** 09-10-2024

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

N/A

II. IDENTIFY THE AREAS OBSERVED ON THE VISIT:

On 09/06/24 I made an unannounced licensing visit to NEICAC-Oelwein Head Start & Child Development. I met with Nichole Leech, the program manager and on-site supervisor for the program. She became the on-site supervisor in February 2024. She has been the program manager for three years. She has been employed at the program since August 2016 and has an AA in early childhood. Sharon Burke is the director of the early childhood programs for NEICAC-Head Start. Her office is in the administration building in Decorah. Faye Stewart and Deb Scharnhorst are the family workers for the program.

Ashley Brewer is the lead teacher in Classroom B; Janel Hansel is the lead teacher in Classroom A; Kristen Wengel is the lead teacher in Classroom CD. The program currently employs eight teachers. Ms. Leech is hoping to hire two more.

The Oelwein Head Start and Child Development Program is in the same building as the Little Husky Learning Center and the Oelwein Community School preschool and early childhood special education preschool program. The core preschool program operates from 8:30 am until 2:30 pm in all three classrooms. Wraparound services are offered before and after the preschool program from 5:30 am until 5:30 pm. Head Start serves preschool aged children. There are currently 45 children enrolled. The program partners with Keystone AEA to provide services to children with identified needs.

The program operates out of three classrooms. An inspection of each room was completed. Windows provide natural lighting for each room. The rooms are decorated with pictures of the children, the children's art projects, and posters to assist the children with the learning process, such as the alphabet, shapes, colors and numbers. There is an area for circle time in each classroom. Each classroom has a projector.

The centers observed on the day of the licensing visit include library, Lego/blocks, table toys, games, puzzles, transportation, computers, art, dramatic play, Play-Doh, 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. Cubbies are in each room to hold the children's backpacks and belongings.

Each classroom has access to a bathroom in their room with multiple toilets and sinks. Additionally, there is a sink in each room. Handwashing procedures were posted in all locations. There were also diaper changing procedures posted in the bathrooms and a mat available in case children needed a diaper change.

The program uses a variety of resources to prepare lesson plans. They use Creative Curriculum and the GOLD assessment tool. They complete Brigance assessments and ASQ-SE assessments. They use Handwriting Without Tears, Second Step, Character Counts and Skill Streaming. Activities are planned around studies. They also participate in the Farm to Early Care and Education program. Each month they focus on a new food. Each week they focus on math, health, science, social studies, literacy, music and movement and nutrition. Each lead teacher prepares their own lesson plans. Each classroom has a parent board and parents are provided a monthly newsletter to inform them of studies, activities and special dates.

Head Start uses the Positive Behavior Intervention Supports (PBIS) program in their classroom. Ms. Brewer's classroom is a State of Iowa Model PBIS Classroom. They teach a new PBIS topic/lesson each week 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 provides children with choices to try and solve problems on their own. Parents can sign up to use the Ready Rosie app which provides activities for the family to do a home. Head Start is also doing a Second Step lesson each day for the social/emotional health of the children each day. Head Start also has family workers that go to homes to work with families and offer support and community resources.

There was a phone with emergency numbers with the program's address and phone number posted in the classrooms. Emergency fire and tornado procedures and evacuation diagrams were posted by all the main program doors and outdoor exits throughout the program. A daily schedule was posted and a lesson plan was available for review in each room.

Cots are used to nap in each room.

The program participates in the Child and Adult Care Food Program (CACFP). The program provides breakfast, lunch and an afternoon snack. Breakfast and lunch are prepared by the Oelwein School cafeteria staff. Snack is provided by Head Start. The children eat breakfast and lunch in the cafeteria and they eat snack in the classroom. They serve breakfast and snack family style and lunch is served cafeteria style with the children going through a line to get a tray. Lunch and breakfast menus are prepared by the school district food director and a new menu is prepared each month. Head Start prepares the snack menus. Menus were posted. Allergies were posted in a confidential manner in the classrooms. Dishes are returned to the kitchen to be put through the dishwasher. There is a refrigerator and milk cooler in the dining area that are used by Head Start. Thermometers were present.

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

I reviewed documentation of monthly fire and tornado drills. I reviewed documentation of monthly playground inspections. A radon test was completed in January 2024 and is good for two years. Results were within EPA guidelines. The building is geothermal and does not require a fuel burning inspection or carbon monoxide detector. Outlets were protected. The fire marshal inspection occurred on 04/24/23, with compliance on 07/07/23.

The school and Head Start partnered to develop a new playground. It is a large fenced in area with several choices for the children. They use a synthetic turf specifically made for playgrounds with a cushioning material. There is a concreate path and real grass for the children also. There are several pieces of climbing equipment that include activities like slides, climbing walls and still rings. There are different types of swings and steppingstones for balance. There is an obstacle course. There is a playhouse with a tunnel and a play doctor office and fire department area. They have a basketball hoop, music center and there are several games painted directly into the turf, such as tic tac toe, hopscotch, four square and a bullseye.

The parent information is located on a bulletin board 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.

Children files were reviewed at the time of the licensing visit. I reviewed twelve children files. They were in great condition.

I reviewed two staff files on 09/05/24. They were in great condition.

I reviewed policy and procedures, staff and parent handbooks. The necessary written emergency procedures and policies were present. Emergency Preparedness Plans have been completed.

Staff members had great teamwork. They have fun and creative activities for the children to help teach 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 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. Leech states that each classroom has a Facebook page and they communicate with parents through the messenger part

of the app.

Ms. Leech states they do family workshops (parent meetings) one time each month. Parents request topics they would like to learn more about.

Ms. Leech states each classroom teach one PBIS lesson each week. New this year, they are doing one Second Step lesson each day in the classrooms. Ashley Brewer's classroom (Classroom B) is a State of Iowa Model PBIS Classroom. Other programs visit her classroom to learn about PBIS.

Ms. Leech states they are emphasizing the "family engagement" portion of the Head Start program this year. Ms. Leech the teachers want the parent involvement and they can invite parents to review report cards.

Ms. Leech states Head Start provides transit to three-year-old children to get to school. The four-year-old children can ride the bus to the program.

The program has an IQ4K level of 4 that expires on 11/30/24. They are in the process of renewing their IQ4K status for a level 4.

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

The level of education and training of the Head Start staff is exceptional. They exceed what is required to meet DHS licensing standards.

The program partners with Keystone AEA to provide services to children with identified needs.

The children receive hearing, vision and speech screenings. The children also receive fluoride varnish applications on their teeth.

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

N/A

V. SPECIAL NOTES/RECOMMENDATIONS:

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

*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.