Iowa Department of Health And Human Services

CHILD CARE CENTER ANNUAL EVALUATION

Name of Center: Red Oak Head Start Preschool

Provider No.: 6915

Address: 1201 Highland Av, Red Oak, IA, 51566

County: Montgomery

Director's Name: Danni Segebart

On-Site Supervisor: Emily Harris

Phone Number: 7126234981

E-Mail: DSegebart@westcca.org
wmueller@westcca.org

HHS Visit Date: 09/28/2026

Licensing Period: 11/01/2026 to 11/01/2028

Fire Inspection:

Date Inspected: 09/30/2026

Comments: plan of correction received 10/15/26

Report Visit Type:

- [ ] PTO
- [X] Licensing Visit
- [ ] Drop In
- [ ] Administrative Change

License Type:

- [X] Full
- [ ] Provisional

Quality initiative:

- [ ] Accrediation

Program Duration:

- [ ] Year-Round
- [X] School Year
- [ ] Summer Only

Health and Human Services

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HOURS:	*Year-round*	*School-Year*	*Summer Only*
Sunday			
Monday		8:15 AM to 3:15 PM	
Tuesday		8:15 AM to 3:15 PM	
Wednesday		8:15 AM to 12:30 PM	
Thursday		8:15 AM to 3:15 PM	
Friday		8:15 AM to 3:15 PM	
Saturday			

Program Population Served:

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

LICENSE CAPACITY	Infants	2 Years	Preschool	School-Aged	Capacity
General	4	4	16		24
Summer					0

1. Basic Overview

An unannounced licensing visit was made to Red Oak Head Start on 9/28/26. Red Oak Head Start is located at 1201 Highland Ave, Red Oak, IA 51566. There are two programming rooms; one room is Early Head Start which is for 18 months to three years and the other room is used for preschool age children. The Early Head Start is a year-round program and the preschool room is during the school year. The hours are Monday, Tuesday, Thursday, and Friday 8:15 AM to 3:15 PM and Wednesday 8:15 AM to 12:30 PM. Emily Harris is the on-site supervisor. Twenty-one children are enrolled. Twenty children were present on the day of my visit. I met with Clarisa Potdtburg, the lead teacher for the preschool age children. I was able to talk with Jennifer Rodriguez, the lead teacher for Early Head Start, while she was present in the classroom.

Observation of room:
The rooms looked great and have a great variety of age and developmentally appropriate equipment and supplies for the children. The program uses Creative Curriculum Gold. Fun, hands-on learning experiences are provided for the children on a daily basis. The teachers prepare the lesson plans and use Creative Curriculum. The Early Head Start room had seven children present with two staff. The children initially were outside playing and then came in and participated in circle time. The children washed their hands when they came in from playing outside. Staff had excellent interactions with the children. Lesson plans and the daily schedule were posted. They use Learning Genie for daily sheets and to communicate with the parents. The preschool room was set up in centers including dramatic play, reading time, and carpet time. The room was colorful with the children's art displayed on the walls. The preschool students were initially in the classroom when I arrived. They had just finished breakfast and were brushing their teeth. They then went outside to play. When they returned inside, all of the children washed their hands. They then had circle time and practiced counting and letters. There were 14 children and three staff present. Lesson plans were posted. The preschool room also uses Learning Genie for

communication with parents. There is a gross motor room to allow for indoor play time. Both rooms were in ratio.

Nutrition:
Breakfast, lunch, and snack are provided each day. The food is catered from Treat America/Company Kitchen each day. They use a thermometer to measure the food temperature when it arrives and again at meal time. The program participates in the Federal Food Program. Monthly menus are posted.

Health and safety:
Radon testing was completed in April 2025 and was in the acceptable range. Radon testing is due every five years if the results are below 4.0 pCi/L. A fuel burning inspection occurred on 7/27/26. Medication management procedures are followed when a child is prescribed medication. Fire and tornado drills are practiced and documented each month. The center uses bleach water for sanitizing and disinfecting. Each room is responsible for mixing the bleach water daily. Please use the three-step bottle process for both sanitizing and disinfecting: 1. Soap and water for cleaning, 2. Water for rinsing, and 3. Your EPA and child care approved products for sanitizing and disinfecting. Please refer to the specific bottle of bleach you are using for mixing instructions for sanitizing and disinfecting. If the mixing instructions aren't on the label, please refer to the website on the bottle for mixing instructions. Bleach water needs to be mixed daily. Toys are sanitized daily in the Early Head Start room and as needed or when the children are not present with the preschool kids. Bedding is washed weekly. In the gross motor room, there is a mat on the bathroom floor to change diapers for the older children. There is also a mat for the preschool room that is used to change diapers. This is not recommended for sanitary and health and safety purposes. Please consult with your nurse consultant to discuss this issue and other options. The Early Head Start students always return to their room to use the changing station. The gross motor room is used mostly during inclement weather. The preschool room did not take their first aid kit/emergency bag outside with them when they went outside to play. Clarisa took it out to them. The Early Head Start room did take their emergency bag with them.

Playground:
The center uses the playground. There are two different areas that are used. Sand is used for fall surfacing for Early Head Start. There is no fall surfacing for the preschool as they don’t have any toys that require fall surfacing. Jennifer reported they just obtained funding for new playground equipment. Monthly playground inspections are documented for Early Head Start but not for the preschool. Preschool just started the school year this month so had not completed one yet. Active supervision is used to keep eyes on children when they are outside playing. A new fence will be built.

Transportation:
The Head Start program doesn't provide transportation services. Some children ride the SWITA bus and a staff member rides along.

Administrative Records:
A total of seven children’s files were reviewed. The emergency contact information was reviewed in the children's files and was in good order. One child in the Early Head Start room was missing a dentist’s name and number. Please make sure the dentist’s contact information, including phone number, is provided. Staff files were reviewed at the administrative office on a prior date and both files were in good order. Staff training is provided on an ongoing basis.

2. Identify Observed Strengths of the program

Red Oak Head Start and Early Head Start are an excellent resource for the community. Staff had excellent interactions with the children. They were positive and nurturing. Children participate in fun educational learning experiences on a daily basis. Staff have good communication with the parents. The preschool teacher is licensed. They will be getting a new playground in the spring of 2027.

3. Identify the aspects that fall below the standard

109.9(2)d: All files contain sufficient information and authorization to allow the center to secure emergency medical and dental services at any time child is in center’s care. One file did not have a dentist's name and phone number. Please make sure all files contain the dentist's contact information including phone number.

109.11(3)a: Center shall ensure that: Facility and premises are sanitary, safe, and hazard free. Sufficient lighting shall be

provided. Sufficient ventilation. Sufficient heating. Sufficient cooling. Equipment placed in the program area is maintained so as not to result in injury to the children. In the gross motor room and the preschool room, there is a mat on the bathroom floor to change diapers for the older children. This is not recommended for sanitary and health and safety purposes.

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 11/1/26 to 11/1/28.

Targeted Assessment Behavior Management
I discussed with Danni Segebart, the director of West Central Community Action Head Starts, her oversight of behavior management related to helping childcare staff: 1. Understand expectations, 2. Managing frustrations, 3. Monitor performance. Danni said staff receive a lot of training. They take positive guidance training at the time of hire and annually thereafter. At six months they take PBIS training. The staff receive coaching. There are behavioral coaches and mental health disability coordinators to work with staff. There are monthly staff meetings that involve a lot of staff members with several specialists. Staff are able to tag out if they are feeling overwhelmed.

Date: 10/16/2026

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**.